August 6, 2025

Town of Carleton Place

Draft Franktown Road Neighbourhood Secondary Plan

August 2025

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1.0 BACKGROUND

1.1 Introduction

A secondary plan is a planning policy document that establishes a vision, guiding principles, and an implementation framework to guide development and redevelopment for a particular area within a municipality.

The purpose of the Franktown Road Neighbourhood Secondary Plan is to guide the future growth and development on the 25-hectare Plan Area of the Franktown Road neighbourhood. This Secondary Plan provides policy direction on land use, built-form, densities, building height, open space, transportation, and servicing throughout the Plan Area.

The Franktown Road Neighbourhood Secondary Plan reflects the Town of Carleton Place's (the Town) direction to promote future development that enhances connectivity between neighbourhoods, offers a diverse mix of land uses, makes efficient use of infrastructure, and fosters a complete community for residents of all ages and abilities.

The Secondary Plan contains the following schedules and appendices that must be reviewed in conjunction with the policies contained in the body of the plan:

Schedules

- Schedule A-1 – Land Use and Transportation Plan
- Schedule B-1 – Preliminary Servicing Strategy

Appendices

- Appendix A – Franktown Road Neighbourhood Design Guidelines
- Appendix B – Preliminary Servicing Strategy Description

The vision for the Plan Area is for an urban mixed-use neighbourhood that is age-friendly, equitable, diverse, and supports a low-carbon, climate-resilient, and vibrant community.

The Secondary Plan will be adopted as an Official Plan Amendment (OPA) to the current Town of Carleton Place Official Plan. The implementation of the Secondary Plan will guide the development, redevelopment, and urban design of public and private lands through the Design Guidelines (Appendix A), the Development Permit By-law, and Draft Plan of Subdivision application processes, in addition to cost sharing agreements between landowners, and landowners and the Town.

1.2 Secondary Plan Area

The Plan Area occupies approximately 25-hectares, is a 'U' shaped area, and is bound by Highway 7 to the south, Franktown Road to the west, McNeely Avenue to the east and existing residential development to the north. The Plan Area currently consists of commercial properties and plazas along McNeely Avenue and Provincial Highway 7, as well as existing residential dwellings along Franktown Road. New commercial development has been focused along

McNeely Avenue, in addition to several development proposals for infill residential development. There continues to be a growing interest for infill residential development internal to the Plan Area and along Franktown Road.

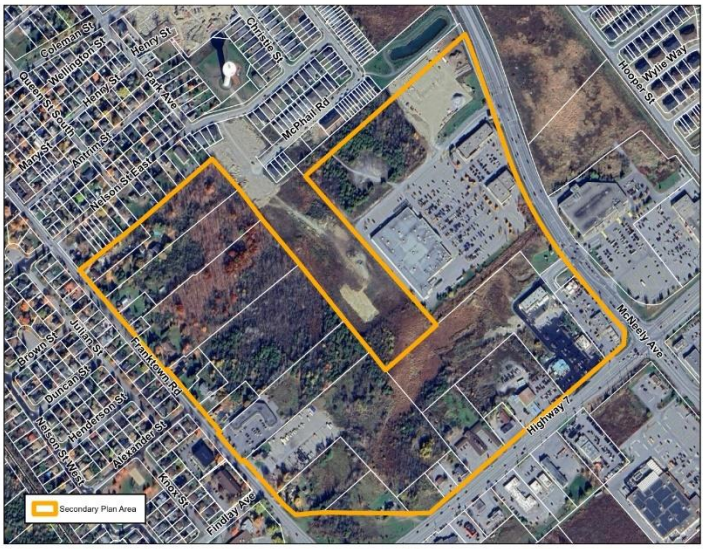

Figure 1: Franktown Road Secondary Plan Area

Currently there are 17 individually owned properties of un-serviced land within the Plan Area, representing a density of 0.5 residential units per net hectare. The Plan Area is in close proximity to existing services and roads, making it ideal for infill and increased development.

Existing uses within the study area include highway commercial uses abutting Highway 7, residential and local commercial uses abutting Franktown Road, and commercial and service uses abutting McNeely Avenue. Internal to the site is an unevaluated wetland area and surrounding open space. As it currently exists, the Plan Area represents a "missing piece" between the abutting neighbourhoods and surrounding land uses. Greater connection and integration into the surrounding community and throughout the Plan Area is needed to foster a more complete, efficient, and walkable environment that supports a distinct sense of place.

2.0 VISION & GUIDING PRINCIPLES

2.1 Vision

The Franktown Road Neighbourhood Secondary Plan represents the intensification of 25-hectares of land with a preliminary servicing strategy, alternative stormwater management, urban design guidelines, support for the creation of rental and affordable housing, and the ability for businesses to expand and locate here, thereby increasing employment opportunities. The realization of these objectives will help to create a more urban mixed-use neighbourhood that is age-friendly, equitable, diverse, and supports a low-carbon, climate-resilient, and vibrant community.

2.2 Guiding Principles

	Ensure a strong sense of place is achieved through a vibrant mix of uses, urban open spaces, streetscapes, interface between different uses, and rights of ways with a cohesive look and feel.

	Ensure intensification and infill occurs in an appropriate manner, achieving a compact and efficient urban form to optimize the use of existing infrastructure and services.
	Increase the availability and diversity of housing with appropriate residential density and a diverse mix of land uses providing access to a wide variety of amenities and services through public and active transportation.
	Encourage a high-quality built form and consistent level of urban design for the public and private realm through walkable streets, pedestrian scale buildings, landscape and urban design elements, and other public amenities where appropriate.
	Create an affordable, inclusive, equitable and diverse community that strives to achieve greater socio-economic inclusion with a diverse mix of land uses in a compact built form to accommodate people at all stages of life with an appropriate mix of housing types and services.
	Incorporate low carbon energy technology for buildings, supportive infrastructure for electric vehicles and green infrastructure to mitigate the urban heat island effect to help achieve a climate-resilient community.
	Provide efficient and sustainable servicing options for water, wastewater and stormwater management.

3.0 LAND USE DESIGNATIONS & DENSITIES

The land use designations described below work together to foster the creation of a complete community that meets the needs of residents through integrated land use planning, transportation networks, efficient servicing, and community design. The designations contained in this Secondary Plan are specific to the Plan Area and are distinct from the designations provided in the Town of Carleton Place Official Plan in order to provide more detailed local policies to guide growth and change in the defined Plan Area. Within the Secondary Plan Residential, Mixed-Use, Commercial, and Parks and Open Space designations will allow residents to live near daily necessities and recreation, foster compact development, and a pedestrian friendly environment. The Highway Commercial District designation is intended to permit a wider range of existing and future commercial uses.

3.1 Highway Commercial District

The intent behind the Highway Commercial District designation is to provide commercial land uses in areas which are not suitable for residential or mixed-use development and to help promote the efficient distribution of goods and services to residents and visitors of the Plan Area. It is important to note that the Highway Commercial District designation provided for in the Secondary Plan is distinct from the Highway District designation in the Town of Carleton Place Official Plan. The Highway Commercial District designation shall have consideration for public and active transportation in addition to vehicle-oriented shopping trips, and residential uses shall not be permitted within this designation. Lands within this designation can maintain their existing commercial use(s) with additional opportunities for future commercial development and/or re-development. As demonstrated in Schedule A-1 of this Secondary Plan lands within the Plan Area designated Highway Commercial District have been limited to the corner of Highway 7 and McNeely Avenue and an existing commercial area located along McNeely Avenue. Policies for this designation are outlined below:

1) Residential uses are not permitted.

2) Permitted uses include a range of commercial uses:
    - Supermarket, grocery stores and other food retailers;
    - Retail of mercantile, building supplies, furniture, etc.;
    - Personal and professional service uses;
    - Entertainment and recreational uses;
    - Hotel, motel and accommodation to the traveling public; and
    - Automotive uses.

3) New corner ground floor commercial spaces shall be designed to wrap around the corner by providing elements such as signage, glazing, and entrances on the side of the building fronting the side streets.

4) All new developments shall have appropriate access to an arterial or collector road maintained to a municipal standard with capacity to accommodate traffic generated from the site.

5) Sufficient off-street parking facilities shall be provided in accordance with the standards set out in the Development Permit By-law.

6) Design Guidelines shall be applied in accordance with Appendix A.

3.2 Mixed-Use

The mixed-use designations are intended to allow for the thoughtful integration and complementary development of residential, commercial and office uses into mixed-use buildings. The intent is for these mixed-use buildings to have neighbourhood-serving commercial, and office uses located at grade, with residential units permitted on the above floors. This type of development will help to promote walkability and foster a vibrant dynamic environment in which residents have the potential to live, work, and play in a compact built environment.

3.2.1 Medium Density Mixed-Use I

The intent of the Medium Density Mixed-Use I designation is to foster the residential neighbourhood character along Franktown Road, while enabling mixed-use buildings with ground floor commercial and office uses to help foster a more walkable community for existing and future residents. Within this designation the maximum building height is three storeys. The typology of buildings under this designation is intended to complement the existing lower residential densities along Franktown Road and in the surrounding neighbourhoods by providing a more human scaled streetscape that is welcoming and accessible to pedestrians. Policies for this designation are outlined below:

1) Stand-alone commercial uses are not permitted.

2) New-vehicle-oriented large retail and automotive sales and service establishments shall not be permitted.

3) Commercial and office uses (pedestrian-oriented retail, food service and professional service type uses) shall be permitted in mixed-use buildings.

4) Stand-alone residential uses are not permitted.

5) The maximum building height is three storeys.

6) Uses may not be enclosed by security fences and/or separated with security gates.

7) Surface parking areas shall not be located between the building front and the public right-of-way.

8) The following building typologies are permitted:

    a) Two to three storey mixed-use buildings, with commercial and office uses at grade and residential units above, in a range greater than 30 units per gross hectare and not exceeding 90 units per gross hectare.

9) New building façades fronting onto Franktown Road will be entirely pedestrian-oriented, with vehicular access required from side streets, parallel secondary streets or lanes.

10) Where building façades face a public or private right-of-way and/or public squares/plazas the ground floor level will be designed to have active frontages with significant amount of clear glazing and functional entrances across most of the ground floor building façade.

11) To provide wider and more attractive sidewalks with street trees and to encourage pedestrian traffic along Franktown Road, deeper setbacks should apply to front and corner side yards of new buildings along Franktown Road.

12) Ground floor commercial patios and outdoor seating will be permitted in the front yard of new buildings along Franktown Road.

13) New corner ground floor commercial spaces shall be designed to wrap around the corner by providing elements such as signage, glazing, and entrances on the side of the building fronting the side streets.

14) The installation of air conditioners, satellite dishes, hydro metres, masts, gas valves, and piping on the exterior façade of new buildings abutting Franktown Road are prohibited. These features shall be in the rear yard or within an enclosed mechanical rooftop unit where possible.

15) Rooftop patios and balconies associated with residential use shall be permitted as amenity space in accordance with the requirements of the Development Permit By-law.

16) Design Guidelines shall be applied in accordance with Appendix A.

3.2.2 Medium Density Mixed-Use II

The intent of the Medium Density Mixed-Use II designation is to permit mixed-use buildings that accommodate more residential density. The maximum building height in this designation is six storeys. The location of this designation within the Plan Area is within the higher traffic areas along Highway 7 and McNeely Avenue. By placing higher-density mixed-use buildings along busier roads, the Plan Area can achieve a compact design and shield lower-density homes inside from traffic noise. Policies for this designation are outlined below:

1) Stand-alone commercial uses are not permitted.

2) Stand-alone residential uses are not permitted.

3) New-vehicle-oriented large retail and automotive sales and service establishments shall not be permitted.

4) Commercial and office uses (pedestrian-oriented retail, food service and professional service type uses) shall be permitted in mixed-use buildings.

5) The minimum building height is two storeys.

6) The maximum building height is six storeys.

7) Uses may not be enclosed by security fences and/or separated with security gates.

8) Surface parking areas shall not be located between the building front and the public right-of-way.

9) The following building typologies are permitted:

    a) Two to six storey mixed-use buildings, with commercial and office uses at grade and residential units above, in a range greater than 30 units per gross hectare and not exceeding 90 units per gross hectare.

b) Low-rise apartment buildings with commercial uses at grade, in a range greater than 30 units per gross hectare and not exceeding 90 units per gross hectare.

10) To provide for appropriate transitions in building height, a proposed four to six storey building is required to have a 1.5-metre step-back after the third storey, and for every subsequent storey thereafter.

11) New building façades fronting onto Franktown Road will be entirely pedestrian-oriented, with vehicular access required from side streets, parallel secondary streets or lanes.

12) Where building façades face a public right-of-way and/or public squares/plazas the ground floor level will be designed to have active frontages with significant amount of clear glazing and functional entrances across the majority of the ground floor building façade.

13) To provide wider and more attractive sidewalks with street trees and to encourage pedestrian traffic along Franktown Road, deeper setbacks should apply to front and corner side yards of all new buildings along Franktown Road.

14) Commercial patios and outdoor seating will be permitted in the front yard of new buildings along Franktown Road.

15) New corner ground floor commercial spaces shall be designed to wrap around the corner by providing elements such as signage, glazing, and entrances on the side of the building fronting the side streets.

16) The installation of air conditioners, satellite dishes, hydro metres, masts, gas valves, and piping on the exterior façade of new buildings abutting Franktown Road are prohibited. These features shall be located in the rear yard or rooftop where possible.

17) Rooftop patios and balconies associated with residential use shall be permitted as amenity space in accordance with the requirements of the Development Permit By-law.

18) Design Guidelines shall be applied in accordance with Appendix A.

3.3 Residential

The intent of the residential designations is to permit residential land uses of varying typologies to meet the diverse needs of residents across a variety of age ranges and household sizes and support opportunities for more affordable rental units.

3.3.1 Medium Density Residential I

The intent of the Medium Density Residential I designation is to permit a variety of residential uses including street fronting townhomes, planned unit townhomes, stacked townhomes, back-to-back townhomes, and low-rise apartment dwellings. The location of this designation abuts existing residential neighbourhoods to the north of the Plan Area; therefore, future development shall complement and remain compatible with the surrounding residential neighbourhood. More compact forms of residential development will be permitted in this designation up to a maximum of three storeys. This designation also acts as a transition designation between the lower density residential housing types in the surrounding neighbourhood up to the Medium Density Residential II designation in the southern portion of the Plan Area. Policies for this designation are outlined below:

1) The maximum building height is three storeys.

2) Permitted residential uses include:

    a) Street fronting townhomes in a range greater than 22 units per gross hectare and not exceeding 30 units per gross hectare.

    b) Planned unit townhomes, stacked townhomes, back-to-back townhomes, and low-rise apartment dwellings in a range greater than 30 units per gross hectare and not exceeding 90 units per gross hectare.

    c) Additional residential units are permitted in a street fronting townhome and in a building or structure ancillary to a street fronting townhome, subject to the requirements of the Ontario Building Code and the *Planning Act.*

3) Residential development which does not provide a diversity of dwelling types along streetscapes shall be discouraged.

4) Rooftop patios and balconies shall be permitted as amenity space in accordance with the requirements of the Development Permit By-law.

5) Design Guidelines shall be applied in accordance with Appendix A.

3.3.2 Medium Density Residential II

The Medium Density Residential II designation allows denser residential development up to six storeys high. The Medium Density Residential II designation abuts the Medium Density Mixed-Use II designation and is buffered from Franktown Road by the Medium Density Mixed-Use I designation, allowing for an appropriate transition of building densities and heights. In addition to

residential uses included in this designation also include retirement homes and progressive aging communities, which foster age-friendly communities by enabling older adults to access nearby amenities. These quasi-institutional developments will be assessed on a case-by-case basis. Further, a wide variety of residential typologies are permitted that will help to create an interesting streetscape, and a diverse yet compact urban form that makes efficient use of infrastructure. Policies for this designation are outlined below:

1) The minimum building height is two storeys.

2) The maximum building height is six storeys.

3) Permitted residential uses include:

    a) Planned unit townhomes, stacked townhomes, back-to-back townhomes, and low-rise apartment dwellings in a range greater than 30 units per gross hectare and not exceeding 90 units per gross hectare.

    b) Retirement homes and progressive aging communities.

4) In order to provide for appropriate transitions in building height, a proposed four to six storey building is required to have a 1.5-metre step-back after the third storey, and for every subsequent storey thereafter.

5) Residential development which does not provide a diversity of dwelling types along streetscapes shall be discouraged.

6) Rooftop patios and balconies shall be permitted as amenity space in accordance with the requirements of the Development Permit By-law.

7) Design Guidelines shall be applied in accordance with Appendix A.

3.4 Park and Open Space

The intent of the Park and Open Space designation is to provide a hub for gathering within the Plan Area and to enhance existing natural features. The location of this designation is intentionally internal to the Plan Area, located in the centre between the east and west portions of the Plan Area – and thus serves as a natural meeting place for residents. This designation will serve to facilitate structured and unstructured recreation and will be connected to the internal multi-use paths which link various uses and destinations within the Plan Area. Further the existing stream which runs through the Plan Area is to be preserved and will serve as a natural water feature within this designation – connecting residents to nature within a built urban area.

The location of this designation comprises a portion of the unevaluated wetland within the Plan Area. It is important to note that future development in and around the unevaluated wetland shall engage and work with the Mississippi Valley Conservation Authority (MVCA) and obtain a permit for works as required. Policies for this designation are outlined below:

1) Permitted uses in the Park and Open Space designation include:

a) Public outdoor recreational facilities and uses.

b) Conservation uses.

c) Activities associated with stormwater management, erosion or flood control.

d) Community gardens, urban agriculture, and pollinator opportunities.

2) Uses may not be enclosed by security fences and/or separated with security gates.

3) Design Guidelines shall be applied in accordance with Appendix A.

4.0 TRANSPORTATION NETWORK

4.1 Road Network

The Plan Area is bound by the following streets:

- **Franktown Road** – a two-lane urban arterial roadway under the jurisdiction of the Town of Carleton Place
- **McNeely Avenue** – a four-lane urban divided roadway under the jurisdiction of the County of Lanark.
- **Highway 7** – a four-lane provincial highway under the jurisdiction of the Ontario Ministry of Transportation.

In addition to the above boundary streets, connectivity to the adjacent community is also provided via Nelson Street East and Lewis Street.

The Plan Area is divided into northern and southern segments with no roadway connectivity between them based on the recommendations in the *Highway 7 and Highway 15 Intersection Improvements Transportation Environmental Study Report Addendum* (2023) report. Within the Plan Area there shall be two new east-west roadways connecting Franktown Road with McNeely Avenue, as well as a third north-south collector road connection to Highway 7. It is noted that only the collector roads within the southern portion of the Plan Area are defined in the Transportation Master Plan (TMP). The alignment of these roads is each highly constrained by planned development and the existing road network.

The northernmost road is proposed as a residential collector road with a 20-metre right-of-way, intersecting with Franktown Road approximately 135 metres north of Alexander Street and connecting with an existing signalized intersection on McNeely Avenue approximately 475 metres north of Highway 7. This roadway will provide access to the northern development area. As this road has high potential for cut-through traffic from the broader community, it is recommended this roadway be designed with robust traffic-calming measures to discourage this type of travel

behavior yet include active transportation facilities to encourage sustainable transportation choices. A multi-use path is provided along the north side of the roadway and sidewalks are proposed on the south side of the roadway.

The secondary east-west commercial collector roadway is proposed with a 20-metre right-of-way connecting Findlay Avenue with an existing signalized intersection on McNeely Avenue approximately 200 metres north of Highway 7. The midpoint of this planned roadway will also include a southern connecting link to Highway 7, as described below. East of this connecting link, the collector road will be reduced to an 18-metre right-of-way. Within the 20-metre right-of-way, a multi-use path is proposed along the north side of the roadway and sidewalks are proposed on the south side of the roadway, while within the 18 metre portion, a concrete sidewalk is proposed along the south side of the roadway only as the planned multi-use path deviates from the roadway corridor and connects to McNeely Avenue further to the north. It should be noted that the overall function of this transportation is consistent with the TMP, however, it differs from the TMP which indicates a 20-metre right-of-way along its full extent with multi-use paths on both sides.

A third north-south collector roadway is proposed with a 20-metre right-of-way extending north from Highway 7, approximately 290 metres west of Franktown Road, connecting with the planned east-west commercial collector roadway. Sidewalks are proposed on both sides of this roadway.

Additionally, private and local roadways are provided throughout the Plan Area connecting the proposed land uses to the collector road network. Three future key junctions are noted within the secondary plan road network that will require a closer review of planned intersection control and may present an opportunity for traffic-calming elements. Property requirements at these internal junctions will be contingent on the type of intersection control determined most appropriate through a detailed traffic analysis.

Potential future traffic signals are proposed at the intersections of the primary and secondary collector roadways with Franktown Road. These proposed signalized intersections are spaced approximately 330 metres apart, allowing for signal timing coordination between the two. This will ensure efficient northbound and southbound travel along Franktown Road, a priority indicated in the TMP, as well as facilitate network connectivity for planned active transportation facilities within the Plan Area. Detailed analysis will need to be completed to ensure appropriate intersection designs and shall occur at the time of the adjacent developments' approvals process. Property requirements at intersections shall ensure sufficient daylight triangles to accommodate the needs of a 'protected intersection' configuration, consistent with the Complete Streets policy direction described in the TMP.

4.2 Active Transportation Facilities

The active transportation infrastructure providing direct connectivity to the Plan Area shall comprise of concrete sidewalks and a 750-metre segment of multi-use pathway on the west side of McNeely Avenue. No exclusive cycling facilities exist on any of the boundary streets, and controlled crossing opportunities of the surrounding arterial road network are limited to existing signalized intersections. Based on the Carleton Place Transportation Master Plan (October 2022), the existing abutting sidewalk along Franktown Road is to be extended south to Highway 7 and continue eastward along Highway 7 to McNeely Avenue. These sidewalks will ensure that pedestrians are able to traverse the west and south perimeter of the Plan Area. At the corner of Highway 7 and McNeely Avenue a proposed multi-use path is to extend northward and connect

with the existing multi-use path along McNeely Avenue. These sidewalks and multi-use paths are essential to providing connection around and outside the Plan Area.

Internal to the Plan Area, a series of multi-use paths create connections from Franktown Road to McNeely Avenue. Many of these multi-use paths shall follow local roads and one multi-use path shall follow the existing stream combining environmental and recreational benefits by creating an accessible route through the Plan Area for walking and cycling, all while linking pedestrians to the local and surrounding neighbourhoods.

5.0 INTERPRETATION

5.1 The lands affected by Franktown Road Neighbourhood Secondary Plan are shown on Schedule A-1.

5.2 The boundaries of the land use designations shown in Schedule A-1 are approximate. Where the general intent of the Secondary Plan is maintained, minor adjustments to such boundaries will not require an amendment to the Secondary Plan.

6.0 IMPLEMENTATION

The Franktown Road Neighbourhood Secondary Plan provides a framework for change that will see this area develop towards the vision for the Plan Area, while meeting the planning objectives of the Town of Carleton Place Official Plan. As such, this Secondary Plan is to be read as Council's policy direction including in the review of planning applications and development proposals. The following implementation policies apply in addition to those required under the Official Plan and Development Permit By-law:

6.1 This Secondary Plan should be read as a whole and with the policies of the Town of Carleton Place Official Plan and requirements under the Development Permit By-law to understand its integrative intent as a policy framework for decision making.

6.2 The policies of the Official Plan apply to the Franktown Road Neighbourhood Secondary Plan Area, whether they are described in this Secondary Plan. In the event of a conflict between the Secondary Plan and the Official Plan, the policies of the Secondary Plan will prevail.

6.3 In the Plan Area, the expansion of the transportation and pedestrian network will occur incrementally through development. Public roads, multi-use paths, sidewalks and park and open space will be dedicated to the Town as a condition of development approval.

6.4 Where lands have been identified as required for the construction of public roads, multi-use paths, and sidewalks in the Plan Area, and where such lands do not form part of a development approval, the Town may acquire or secure the acquisition of such lands as part of capital improvements.

6.5 Roads, sidewalks, and multi-use paths, shown on Schedule A-1 of this plan, that form part of the site under application for development, and traffic signals adjacent to the site, will be secured and/or constructed prior to the development proceeding.

6.6 Proposed future traffic signals, shown on Schedule A-1 of this plan, shall be assessed during the approvals process for developments proposed along Franktown Road.

6.7 Development proponents will make best efforts to coordinate requirements for public roads, sidewalks, multi-use paths, park and open spaces with other landowners in the Plan Area.

6.8 If public roads, sidewalks, and multi-use paths are not secured or constructed, development proponents must demonstrate to the satisfaction of the Town that the transportation and pedestrian network will function appropriately with adequate capacity until the requirements have been implemented.

6.9 As the Secondary Plan Area is within the geographic boundaries of the Town of Carleton Place draft plan of subdivision or condominium, development permit by-law amendment or development permit process or consent application, shall be subject to the Corporation of the Town of Carleton Place Parkland Dedication By-law (86-2023).

6.10 Despite the areas shown on Schedule A-1, additional park and open spaces may be identified and secured through the development permit review process, either as public parkland or publicly accessible private land.

6.11 Landowners in the Plan Area are encouraged to enter into landowner agreements with each other, and potentially the Town, to address respective responsibilities regarding coordination, provision, financing, cost-sharing, front ending and/or phasing of infrastructure including roads, sidewalks, multi-use paths, servicing, and parks required to support the development of the Plan Area.

6.12 Holding by-laws may be enacted in line with the Town's Development Permit By-law to require transportation and pedestrian network development prior to new development being permitted.

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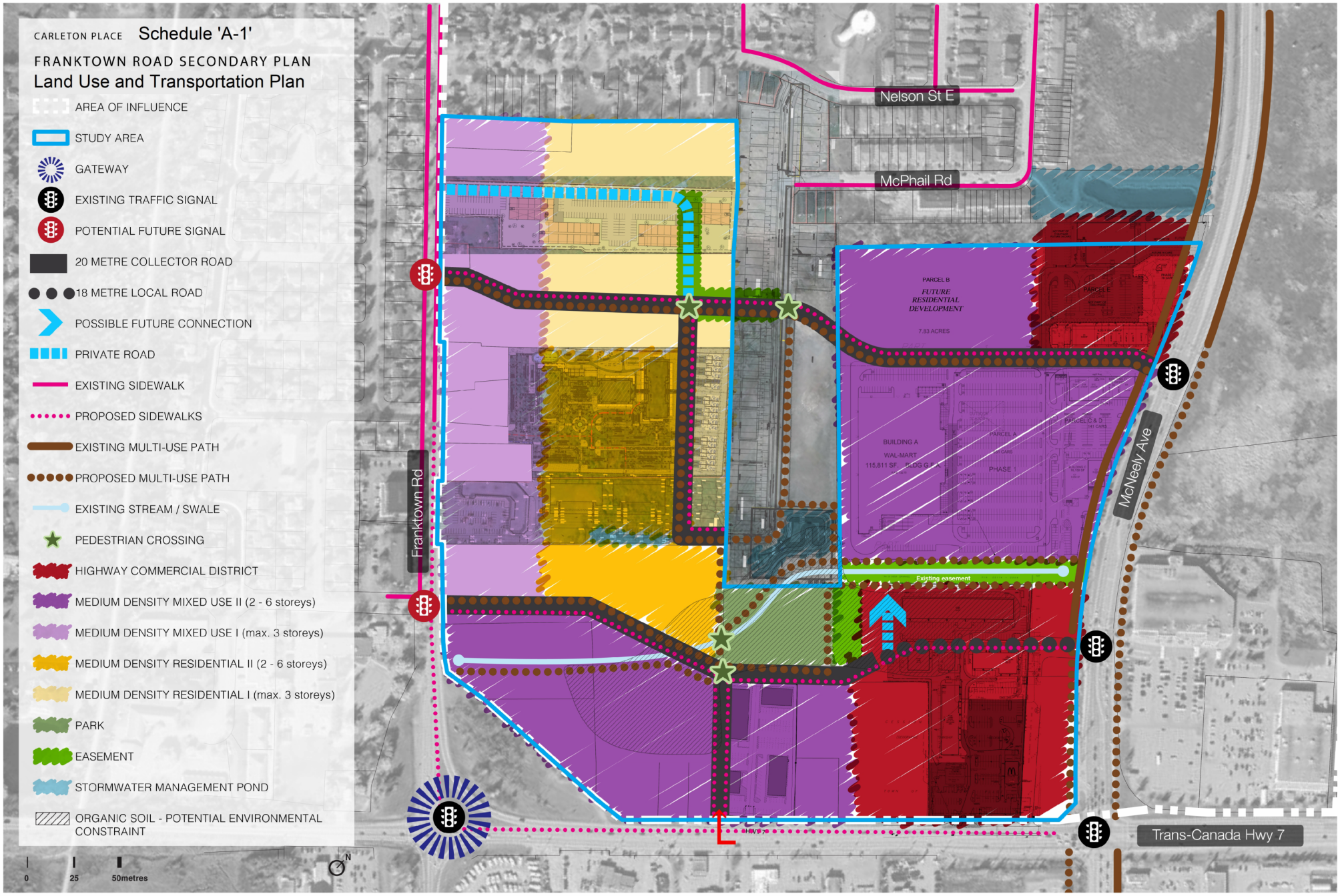

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This is "Schedule A-1" to Franktown Road Neighbourhood Secondary Plan

Prepared by: J.L. Richards & Associates Limited
August 2025

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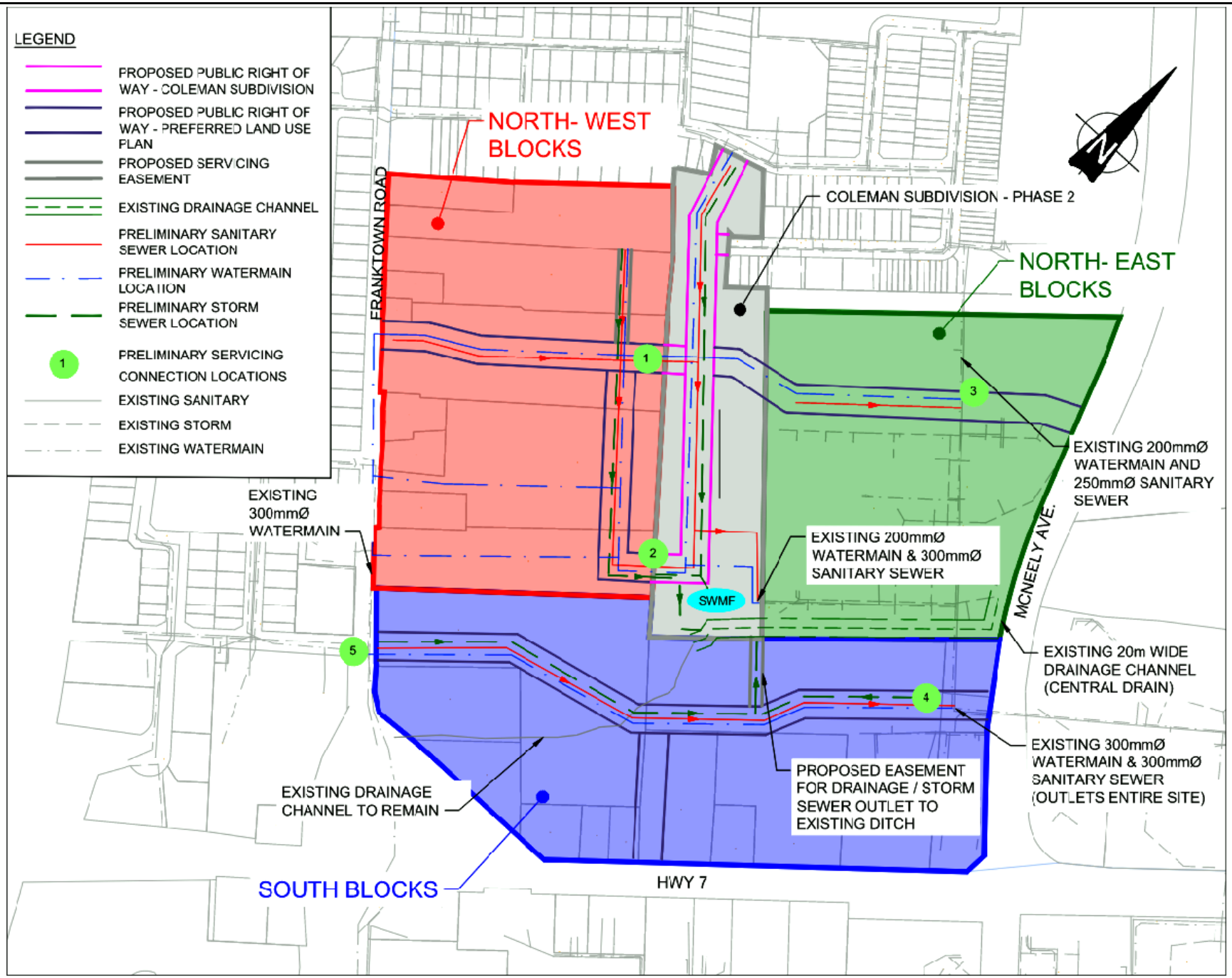

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This is "Schedule B-1" to Franktown Road Neighbourhood Secondary Paln

Prepared by: J.L. Richards & Associates Limited
August 2025

Appendix A

Design Guidelines

Carleton PLACE

Franktown Road Neighbourhood Secondary Plan

Design Guidelines

July 2025

SGL
Planning & Design Inc.

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1 Introduction

1.1 Purpose of the Guidelines

The Franktown Road Neighbourhood Secondary Plan guides the development of a 25-hectare parcel of land at the south end of the Town of Carleton Place to accommodate residential infill and mixed-use redevelopment. High-quality urban design is a key component of improving the quality of the built environment within the Secondary Plan Area.

The Franktown Road Neighbourhood Secondary Plan Design Guidelines (Guidelines) are intended to assist in the implementation of the Franktown Road Neighbourhood Secondary Plan and provide specific direction for the design of streetscapes, open spaces, transportation and individual development sites, as well as residential, commercial and mixed-use buildings.

The Guidelines reflect a commitment to high-quality design that enhances the Town's character, natural features, amenities and sustainability. The Guidelines are to be used as a guidance tool and will be applied in a flexible manner during the development review process on a case-by-case basis. Creativity, context sensitivity and/or alternative approaches may be used to achieve the intent of each guideline, granted the overall vision for the Secondary Plan is achieved.

The Guidelines should be read and used in conjunction with the Town's policies, by-laws, plans and initiatives including the Official Plan, the Franktown Road Neighbourhood Secondary Plan and the Town's Development Permit By-law.

1.2 Secondary Plan Area

The Franktown Road Neighbourhood Secondary Plan Area occupies approximately 25-hectares at the south end of the Town of Carleton Place and is bound by Highway 7 to the south, Franktown Road to the west, McNeely Avenue to the east and residential development to the north.

The Secondary Plan Area consists of commercial properties and plazas along McNeely Avenue and Highway 7, as well as existing residential dwellings along Franktown Road.

New commercial development has been focused along McNeely Avenue, as well as several development proposals for infill residential. There has been growing interest for infill residential development internal to the Secondary Plan Area and along Franktown Road.

1.3 Who Are The Guidelines For?

The Guidelines are intended to be used by a variety of participants in the design and development process, as well as in the design and implementation of public spaces and buildings.

The Guidelines will be used by:

Town Council to confirm whether an application meets the vision and intent for the Secondary Plan Area.

Town Staff and Agencies as a reference for the review and approval of development applications, as well as the design of public spaces, streetscape improvements and other municipal projects.

Developers and Consultants when planning and designing their projects and development plans in alignment with the Town's vision.

Landowners and Business Owners when undertaking site and building improvements.

The Public to understand how the Secondary Plan Area is envisioned to evolve over time.

1.4 Organization of the Guidelines

The Guidelines are organized as follows:

Section 1 - Introduction:
Introduces the purpose of the Guidelines, where they apply, who they are for and how to use the document.

Section 2 - Vision and Guiding Principles:
Presents the vision and guiding principles for the Franktown Road Neighbourhood Secondary Plan to ensure high-quality design of the public and private realm.

Section 3 - Secondary Plan Structure:
Describes the structural elements of the Secondary Plan, including commercial areas, mixed-use areas, residential areas, parks and open spaces and the transportation network.

Section 4 - Public Realm Guidelines
Provides guidelines for streetscapes, parks and open spaces, multi-use paths and gateway features.

Section 5 - Private Realm Guidelines
Provides guidelines for residential, mixed-use and commercial built form, as well as site design.

2 Vision and Guiding Principles

2.1 Vision

The Franktown Road Neighbourhood Secondary Plan represents the intensification of 25 hectares of land considering servicing opportunities, stormwater management, a transportation strategy, urban design guidelines, support through proposed built-form and densities for the creation of rental and affordable housing and the ability for businesses to expand and locate here; thereby increasing employment opportunities. The realization of these objectives helps to create a more urban mixed-use neighbourhood that is age-friendly, equitable, diverse, and supports a low carbon, climate resilient and vibrant community.

2.2 Guiding Principles

Ensure a strong sense of place is achieved through a vibrant mix of uses, urban open spaces, streetscapes, interface between different uses and rights of ways with a cohesive look and feel.

Ensure intensification and infill occurs in an appropriate manner, achieving a compact and efficient urban form to optimize the use of existing infrastructure and services.

Increase the availability and diversity of housing with appropriate residential density and a diverse mix of land uses providing access to a wide variety of amenities and services through public and active transportation.

Encourage a high-quality built form and consistent level of urban design for the public and private realm through walkable streets, pedestrian-scale buildings, landscape and urban design elements, and other public amenities where appropriate.

Create an affordable, inclusive, equitable and diverse community that strives to achieve greater socio-economic inclusion with a diverse mix of land uses in a compact built form to accommodate people at all stages of life with an appropriate mix of housing types and services.

Incorporate low carbon energy technology for buildings, supportive infrastructure for electric vehicles and green infrastructure to mitigate the urban heat island effect to achieve a climate-resilient community.

Provide efficient and sustainable servicing options for water, wastewater and stormwater management

3 Secondary Plan Structure

The Land Use Plan for the Franktown Road Neighbourhood Secondary Plan Area generally maintains a commercial focus where there are existing plazas along Highway 7 and McNeely Avenue, while accommodating future mixed-use infill for along Highway 7 and Franktown Road as well as residential infill behind Franktown Road's mixed-use frontage.

The Secondary Plan introduces a central neighbourhood park and multi-use path linking east-west. Additional multi-use paths have been integrated alongside new public roads that provide a greater connection throughout the Secondary Plan Area. The Land Use Plan proposes to create a sense of place through a mixed-use neighbourhood centred around central park and walkable streetscapes.


CARLETON PLACE
FRANKTOWN ROAD SECONDARY PLAN
Preferred Land Use Plan
AREA OF INFLUENCE
STUDY AREA
GATEWAY
EXISTING TRAFFIC SIGNAL
POTENTIAL FUTURE SIGNAL
20 METRE COLLECTOR ROAD
18 METRE LOCAL ROAD
POSSIBLE FUTURE CONNECTION
PRIVATE ROAD
EXISTING SIDEWALK
PROPOSED SIDEWALKS
EXISTING MULTI-USE PATH
PROPOSED MULTI-USE PATH
EXISTING STREAM / SWALE
PEDESTRIAN CROSSING
HIGHWAY COMMERCIAL DISTRICT
MEDIUM DENSITY MIXED USE II (2 - 6 storeys)
MEDIUM DENSITY MIXED USE I (max. 3 storeys)
MEDIUM DENSITY RESIDENTIAL II (2 - 6 storeys)
MEDIUM DENSITY RESIDENTIAL I (max. 3 storeys)
PARK
EASEMENT
STORMWATER MANAGEMENT POND
ORGANIC SOIL - POTENTIAL ENVIRONMENTAL CONSTRAINT
0
25
50metres
N
Nelson St E
McPhail Rd
Franktown Rd
McNeely Ave
Trans-Canada Hwy 7
FUTURE RESIDENTIAL DEVELOPMENT
Existing easement

4 Public Realm Guidelines

The public realm is comprised of spaces that belong to and are accessible to everyone, including natural areas, parks and open spaces, trails and public buildings. There are also elements of private development that greatly impact our relationship with our community, such as high quality built form. Public spaces should be carefully designed in response to their context to provide opportunities for community life, social interaction and connectivity within the area and to the greater community

This section of the Guidelines provides direction for development within the Secondary Plan Area with respect to streets and blocks, streetscapes, parks, the multi-use path and gateway locations.

4.1 Streets and Blocks

A new street and block network, as shown in **Section 3.5**, will form the foundation for the redevelopment of the Secondary Plan Area. A well-connected street and block network will facilitate the flow of movement, ensure accessibility for all ages and abilities and define the character of the area. Well-designed streets and blocks enhance the quality of life for residents by promoting walkability, connectivity and access to open spaces and amenities.

Guidelines:

1. Design block sizes to maximize pedestrian connectivity, allow for appropriate built form typologies and accommodate adequate setbacks.
2. Provide pedestrian mid-block connections at least 6 metres wide where blocks lengths are longer than 250 metres.
3. Design or modify the street network to address areas of sensitive soils and existing natural features such as woodlots, watercourses and vegetation, wherever possible.
4. Create views to landmarks such as open spaces and signature built form through street and block location and orientation, building location and careful placement of intersections.
5. Design private streets to look and feel like a public street and include at a minimum sidewalks and other streetscape components.
6. Ensure the new park is designed with a minimum of 50% public road frontage and serves as a central junction for the multi-use path network.

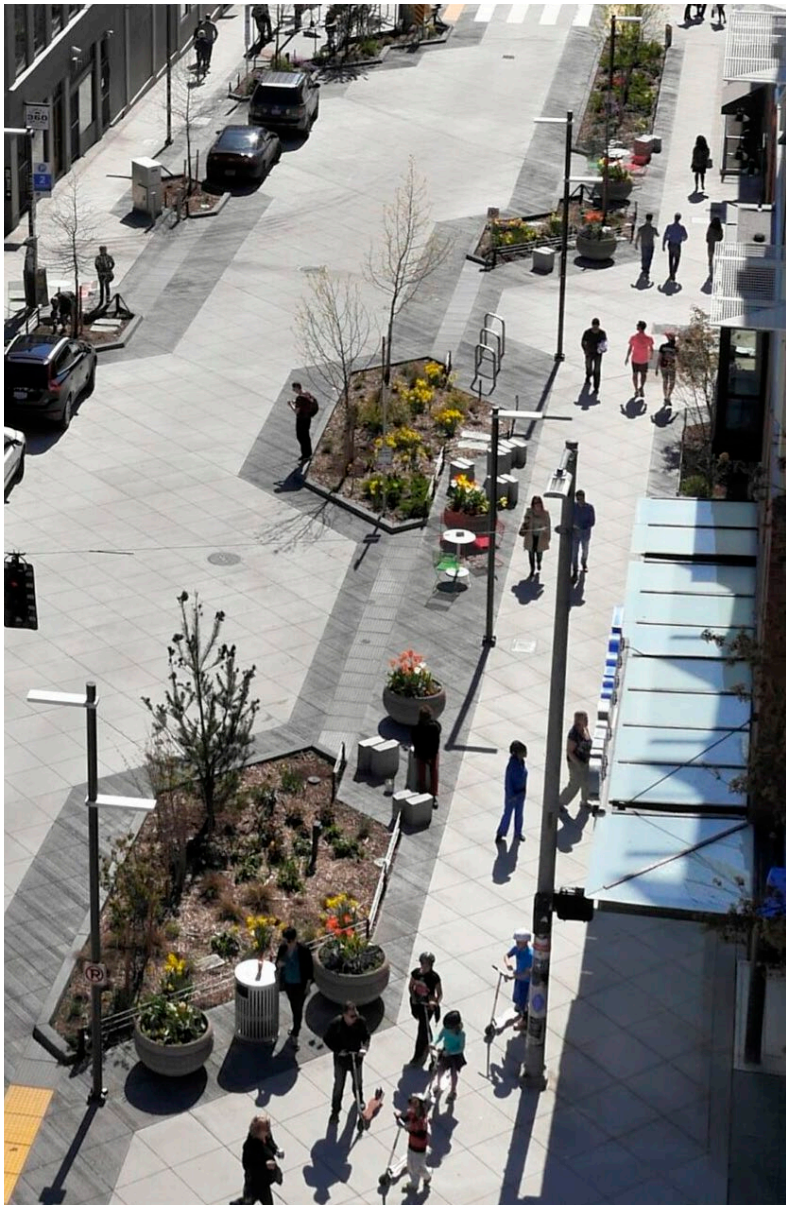
Site and design blocks to maximize pedestrian activity, accommodate a variety of transportation modes and allow for a mix of densities and built form

Design private streets with similar high-quality design and elements as public streets

Provide mid-block connections or walkways for larger blocks to ensure connectivity for pedestrians

4.2 Streetscapes

Well-designed, complete streets are important to create vibrant and pedestrian-supportive communities. Streetscape elements form an important part of the open space system and include components such as sidewalks, street trees and planting, street furniture, lighting and utility placement. Where possible, green infrastructure should be integrated into streetscape design.



When streetscape elements are appropriately coordinated, they help to create an attractive, cohesive and safe environment. Implementation of streetscape design will principally be achieved by the owners of land adjoining the public realm and by works undertaken by the Town.

The guidelines in this section apply to the elements within the public right-of-way and are focused on the proposed mixed-use east-west and north-south connections to Highway 7 where mixed-use buildings are to front these streets and create a walkable, unique urban neighbourhood environment.

4.2.1 Mixed-Use Streetscapes

Guidelines:

1. Construct sidewalks and multi-use paths to Town standards. The width of the hardscaped area or pedestrian walkway should respond to the street context and accessibility requirements.
2. Ensure all streetscape elements are clear of the sidewalk and multi-use paths, including trees, street furniture, utilities, bicycle parking and parking meters.
3. Ensure sidewalks are direct, continuous, and generally located on both sides of all streets.
4. Design sidewalks and multi-use paths to connect to parks and open spaces and tie directly with the proposed multi-use path.
5. Eliminate or minimize grade changes at the street level to allow pedestrians to move directly from the sidewalk into buildings.

Ensure streetscape elements are coordinated, clustered and clear of the main sidewalk

The width of the hardscaped area or pedestrian walkway should respond to the street context and ensure accessibility

4.2.2 Spill Out Retail/Patio Areas

Guidelines:

1. The transition areas between the building and sidewalk may contain outdoor seating areas, patios, planters, signage, temporary spill out retail displays and/or other elements that extend active uses outdoors and create visual interest to the streetscape.
2. Ensure the alignment of the public sidewalk remains straight within the right-of-way, or alternatively, angled following the configuration of the street bump-out.
3. Design any patio structures, such as railings or walls, to complement the building's design using materials that allow visibility to and from the space.

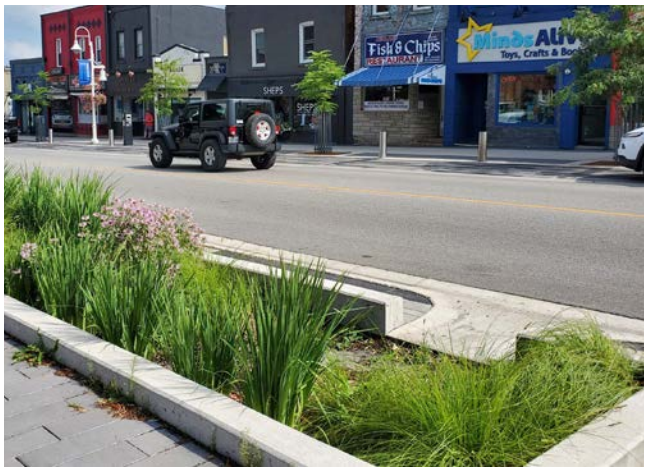
Accommodate elements such as seating areas, patios, planters and signage within transition areas to animate the streetscape

4.2.3 Street Trees and Plantings

Guidelines:

1. Choose tree, shrub and other planting species that are native, non-invasive, low maintenance, salt tolerant and suited to the soil conditions in order to ensure they thrive in an urban environment.
2. Plant shade tree varieties over smaller ornamental varieties to provide the greatest amount of shade and help reduce the urban heat island effect.
3. Plant trees along all public streets in a consistent pattern and coordinate their location with other street furniture and utilities.
4. Provide minimum 30 cubic metre soil volume for street trees to enable healthy and mature tree canopies and encourage continuous shared soil beds.
5. Where space is limited, or to create a unique feature in specific mixed-use pedestrian areas, incorporate Low Impact Development methods, shade structures or planters as appropriate.

Provide seasonal interest through a combination of coniferous and deciduous plant species



Choose planting species that are native, non-invasive, low maintenance, salt tolerant and suited to the soil conditions

Plant street trees along all public streets in a consistent pattern with large beds wherever possible to enable healthy tree canopies

4.2.4 Street Furniture and Lighting

Guidelines:

1. Implement specific street furniture of a similar style, including benches, lighting, waste and recycling bins, bollards, planters and bicycle parking that will establish a unique sense of place with regard to design, materials and colour.
2. Locate street furniture in areas with the highest pedestrian traffic.
3. Coordinate street furniture with private lands along a streetscape.
4. Ensure the placement of street furniture is clustered for safety and located to minimize conflicts with pedestrian routes.
5. Design lighting to define and reinforce the hierarchy of street systems to promote a sense of site orientation and organization.
6. Provide illumination levels and lighting sources that minimize areas or points of glare while providing adequate levels of light for safety and security.
7. Consider additional pedestrian scale lighting such as bollards or accent lighting within gateway areas or in areas to accent signage, murals or public art.
8. Locate light standards in a coordinated manner that does not obstruct pedestrian circulation on sidewalks, multi-use paths and driveways.

Cluster street furniture and public art in the streetscape

Orient benches to face the roadway or sidewalk

Integrate pedestrian scaled lighting and design lighting to foster a sense of place and orientation

4.2.6 On-Street Parking

Guidelines:

1. Provide on-street parking spaces on all streets, where feasible, where there are active uses fronting the street.
2. Ensure on-street parking spaces are coordinated with any curb extensions that may be incorporated at intersections. The preferred treatment for on-street parking is a parking bay which includes a curb-extension (bump-out) at the beginning and end.
3. Consider permeable paving for on-street parking where appropriate and/or bioswales witin curb bulb-outs as a Low Impact Development (LID) measure for stormwater management and to visually enhance the street edge.

Wherever possible, integrate street parking with a curb extension at the beginning and end

Ensure on-street parking spaces are coordinated with any curb extensions and clearly marked

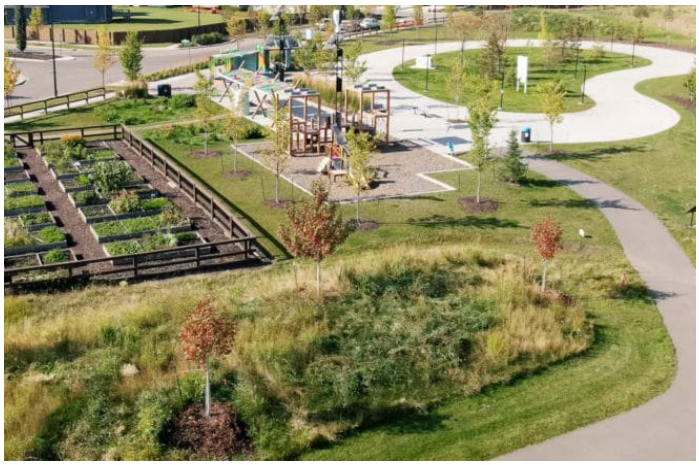
4.3 Park Design

The Secondary Plan proposes a new park central to the Secondary Plan Area, of approximately 1 hectare in size. There are opportunities to integrate views and vistas to the steam corridor, as well as connections to the proposed multi-use path.

Guidelines:

1. Incorporate a variety of active and passive uses, both structured and unstructured, to accommodate the needs of all users and facilitate a number of functions including gatherings, socializing and special events.
2. Integrate elements such as seating, hard surface areas, play areas shaded areas, open air structures, public art, pedestrian-scaled lighting and distinctive tree, shrub and ground cover planting.
3. Define the main park entrance with soft and hard treatments, signage and sitting areas with appropriate amenities.
4. Protect, maintain and enhance views and vistas to the stream corridor and adjacent natural areas through the siting and design of the park.
5. Prioritize sustainability in park design through material choice, Low Impact Development (LID) measures and appropriate landscaping and vegetation.
6. Use plantings and grading to define the boundaries of a park, reduce the impacts of noise, provide a visual buffer between adjacent development and prioritize Crime Prevention Through Environmental Design (CPTED).

Integrate connections to the multi-use pathway and adjacent stream corridor within the overall park design



Incorporate outdoor recreation uses such as play areas, washrooms, gardens, pavilions and gathering spaces

Incorporate Low Impact Development measures for managing stormwater infiltration

7. Provide and locate trees within parks and public open spaces to create favourable micro climate conditions, such as providing shade and also mitigate wind impacts.
8. Select and arrange trees and other plantings to create efficiencies in maintenance and watering.
9. Prioritize the use of native over non-invasive plant species.
10. Provide bicycle storage facilities within all public parks and open spaces to encourage cycling as a viable mode of transport or recreation activity.

Integrate native plantings and naturalized areas to enhance biodiversity and enrich quality of life for residents and visitors

4.4 Multi-Use Paths

New multi-use paths are proposed to connect along either side of the existing water course that runs east-west through the southern half of the Secondary Plan Area, from Franktown Road to McNeely Avenue.

Guidelines:

1. Integrate a coordinated and comprehensive system of wayfinding across the multi-use path network to clearly mark where public access is located and enhance wayfinding signage wherever required.
2. Incorporate and maintain bicycle racks, seating, rest areas, shade trees and vegetation along the trail network, particularly at main entrances.
3. Provide trailheads where the multi-use path connects to the new proposed central park, other open spaces, mixed-use areas and residential areas.

Clearly mark through curbs, boulevard separation, and road signage where the multi-use path, pedestrian zone and bike zones diverge and reconnect

Incorporate native planting and naturalized features alongside the multi-use path running adjacent to the stream corridor

4.6 Gateway Features

Two gateway locations into the Secondary Plan Area are identified along Highway 7, one at McNeely Avenue and one Franktown Road. The design of these areas should achieve a sense of entrance and arrival to the Town through public realm design, built form, public art features and landscaping.

Guidelines:

1. Combine artistic sculptural elements, topographic features, planting, accent lighting and signage, as appropriate.
2. Ensure high-quality, distinctive design of buildings at gateway locations that contributes to the identity of the particular gateway area.
3. Design features to relate to the street width, building massing and open space area. Features should be legible at the pedestrian and vehicular scale and speed of movement, as applicable.
4. Use local materials for gateway features that reflect the character of the Secondary Plan Area.
5. Emphasize gateway features with surrounding planting material that is native, non-invasive, low maintenance, salt tolerant, and suited to the soil conditions.
6. Design gateway features with materials and elements that ensure they are durable and easily maintained.
7. Use simple and universally readable lettering for any signage that is part of a gateway feature.
8. Consider energy-efficient forms of lighting to highlight the gateway features at night.

Emphasize gateway areas as places for the pedestrian with public art, seating, landscaping and interesting built form

Combine signage, lighting, wayfinding and landscaping as gateway features

Integrate unique signage into the gateway areas

5 Private Realm Guidelines

The private realm is designed of individually owned sites and buildings that shape the quality of the public realm and helps define a sense of place. It is critical that sites and buildings demonstrate good design through high-quality architectural, open space and landscape elements.

This Section of the Guidelines provides direction for the design of the residential, commercial and mixed-use buildings and site design. Sites and buildings within the Secondary Plan Area are encouraged to be designed with a strong emphasis on sustainable development practices and techniques that support energy and water conservation, as well as active transportation and healthy living.

5.1 Residential Buildings

5.1.1 Townhouses

Guidelines:

Orientation, Massing and Articulation

1. Street fronting townhouse blocks should generally be a maximum of 6 units to provide space between blocks and minimize building mass.
2. Locate townhouse blocks close to the property line with their primary façade and/or entrance addressing the street, while making room for trees and utilities.
3. Design each townhouse block with a variety of different features and treatments, including variations in colour, materials, roofline types, articulation and windows to enhance the visual interest and variety of the streetscape.
4. Design corner units so that the side of the dwelling is treated similar to the front façade in terms of continuity.
5. Incorporate functional porches to provide interaction space between dwellings and the street.
6. Provide mid-block pedestrian connections at regular intervals between townhouse blocks in the interior of neighbourhoods.

Driveways and Garages

7. Design units so that garages do not project beyond the main front wall or in front of a porch to reduce their visual prominence.
8. Design dwellings so that garages occupy no more than 50% of the front façade's width and the width of a driveway is no larger than the interior width of a garage.

Locate townhouse blocks close to the property line with their primary facade and/or entrance addressing the street

Vary elevation types along a street to enhance visual interest and variety of the streetscape

Design visible end units to have quality architectural detailing

9. Where practical, pair driveways to reduce the amount of front paved surface area required and to maximize opportunities for on-street parking and street tree placement.
10. Design rear detached garages to reflect the architectural style of the townhouse block.
11. Limit driveway frequencies on collector roads where multi-use paths are proposed.

Planned Unit, Stacked and Back-to-Back Townhouses

Planned unit, stacked and back-to-back townhouses are comprised of units that are stacked vertically and/or horizontally with at grade access.

12. Provide barrier-free units that are directly accessible from grade wherever possible.
13. Below grade residential units are generally discouraged. Where unavoidable, the units should be designed to ensure sufficient sunlight is provided by combining a below-grade level with an above-grade level to create a two-level unit or design units as “through-units”. Adequate setbacks and landscaped courts/amenity space should be provided in front of below grade units.
14. Where front integral garages are proposed for back-to-back townhouses, they should be flush or recessed from the mail wall of the dwelling and not occupy more than 50% of the front building width.
15. Provide shared private outdoor amenity spaces for the overall development of an appropriate size, shape, location and siting to maximize visibility and accessibility, with direct access to sunlight and sky views.
16. Common outdoor amenity spaces should be sited and designed as focal points, in the form of courtyards, children’s play areas, shared roof top terraces or plazas.

Design townhouse blocks with a variety of architectural features and treatments, including variations in colour, materials and windows

Ensure garages do not project beyond the main wall or in front of a porch and pair driveways where feasible

Provide common outdoor amenity space in the form of courtyards, children’s play areas or shared rooftop terraces

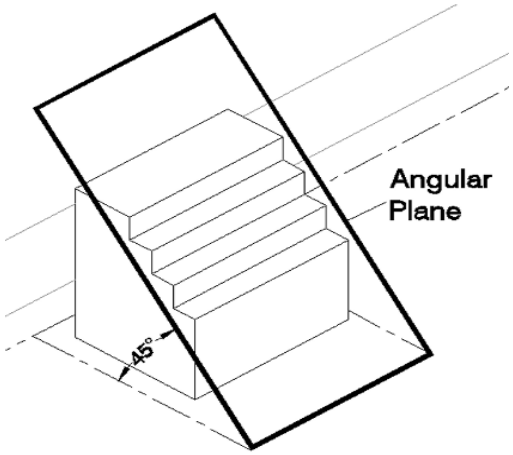
5.1.2 Low-Rise Apartment Buildings

Guidelines:

Orientation and Massing and Articulation

1. For buildings taller than three (3) storeys, provide an appropriate setback and transition in height adjacent to low-rise neighbourhoods such as step backs, stepping down or incorporating variation in building form.
2. For buildings greater than four (3) storeys, incorporate a minimum step back of 1.5 metres above the second or third storey, where abutting an adjacent building of 2 storeys or public right-of-way, and for every subsequent storey thereafter.
3. Design new buildings to respect a 45 degree angular plane measured from the property line which separates the lot from an adjacent building of 2 storeys and/or a public right-of-way.
4. Ensure the building length does not exceed 50 metres. Buildings longer in length than 50 metres should either be broken up physically or visually using step backs, colour, material variations and unique building articulation.
5. Orient all buildings parallel to the street right-of-way so that they frame and animate the street and strengthen the street edge's definition.
6. Locate buildings at corner sites close to both street right-of-ways. Ensure both facades are treated equal with high quality design and architectural detailing.
7. Locate primary building entrances with direct connections to a public sidewalk.

Ensure an appropriate transition through building stepbacks and variation in built form



Design buildings to respect a 45 degree angular plane

Orient the front facade to face the public street and locate front doors to be visible and directly accessible from the public sidewalk

8. Provide additional design emphasis such as window treatment and architectural elements for buildings located at street intersections or gateways through facade treatments, architectural elements and materials appropriate for prominent locations.
9. Provide a combination of horizontal elements such as cornices and projections and vertical elements such as changes in material, building articulation, columns or other vertical design elements to create interest.
10. Ensure that the range of materials and colours used in building design achieves a unified image for the building and site.
11. Design upper floor elevations with an articulated elevation, including different colours and materials from the base floor, a variety of windows, balconies and projections and recessions.
12. Design rooftop mechanical equipment as an integral part of the building design, including setting back equipment from the roof's edge or screening equipment.
13. Consider providing ground floor units with individual at-grade access to increase building pedestrian orientation while keeping in mind safety and security.
14. Include private balconies on upper levels of a building, with designs that account for sunlight, views of natural areas and landmarks.

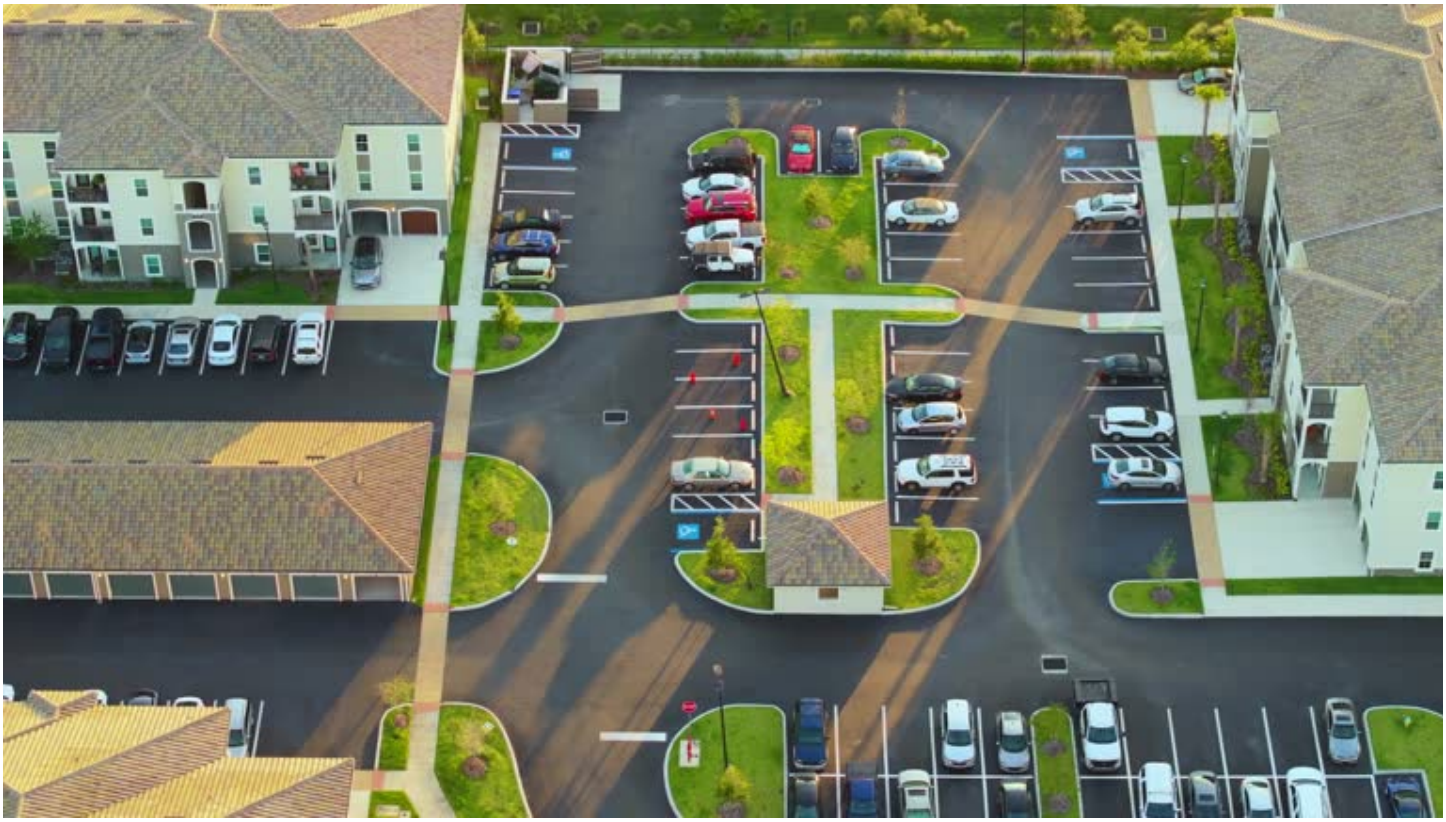
Orient main building facades and entrances to the public street

Provide a combination of horizontal and vertical architectural elements to create visual interest

Ensure the range of materials and colours achieves a unified image for the building and site

Site Design and Parking

15. Use a combination of street trees, foundation planting and decorative fencing within the site's landscape edges that provides a suitable visual edge while ensuring visibility into and from the site.
16. Frame the site and building entrance using landscaping treatments or streetscape furniture.
17. Wherever possible, locate parking at the rear of the building, not between building and public street right-of-way.
18. On larger sites where there is more than one building, parking may be located internally between the buildings behind the front wall facing the street.
19. Locate parking areas close to the building entrance and provide an easily identifiable pathway to the entrance.
20. Ensure pedestrian routes through sites and parking areas are safe, convenient and clearly demarcated. Ensure they are a similar size to a public sidewalk, are barrier-free and are served by adjacent shade trees and pedestrian lighting.
21. Divide larger surface parking areas into smaller parking areas through the use of use landscaped islands to minimize the visual extent of the paved area.



On larger sites with more than one building, locate parking internally between the buildings and ensure pedestrian routes are safe, convenient and clearly marked

5.2 Commercial and Mixed Use Buildings

5.2.1 Scale, Orientation and Siting

Guidelines:

1. Orient all buildings parallel to the street right-of-way so that they frame and animate the street and strengthen the street edge's definition.
2. Where possible, design buildings with a minimum height of two (2) storeys.
3. For corner buildings, locate the tallest portion of the building along the street frontage to punctuate the street corner.
4. Set back new buildings to align with a new consistent streetwall close to the street. For new buildings along Franktown Road, a greater setback should be accommodated to address the existing context along the street.
5. Use larger setbacks for increased pedestrian access or active outdoor use, such as patio space accessible from the inside of the building.

Orient buildings to frame the street and provide additional height or architectural details for corners

Mixed-Use Buildings

In addition to the guidelines in **Section 5.2.3** for Mid-Rise Buildings:

6. Provide a minimum 4.5 metre floor to ceiling height for the first floor.
7. Front commercial uses along main streets, with residential uses fronting any side streets.

Provide a minimum 4.5 metre floor to ceiling height for the first floor and wrap active commercial uses along the main facades

Orient all buildings parallel to the street right-of-way so that they frame and animate the street and strengthen the street edge

5.2.2 Building Design

Guidelines:

1. Orient the front façade to face the public street and locate front doors to be visible and directly accessible to the public sidewalk.
2. Ensure main entrances are grade-related, accessible and barrier-free.
3. Provide a combination of horizontal elements such as sign bands, cornices, and projections and vertical elements such as changes in material, building articulation, columns or other vertical design elements to create visual interest.
4. Ensure that the range of materials and colours used in building design achieves a unified image for the development.
5. Design multi-tenanted commercial buildings with a variety of colours, signage and materials, as well as articulation, windows and vertical delineation on the elevation so that individual units are differentiated.
6. Provide additional design emphasis for buildings located at street intersections, gateways or terminating views along visual corridors through facade treatments, architectural elements and materials appropriate for prominent locations.
7. Integrate building canopies or awnings into the building design to provide shelter from the sun or natural elements.
8. Incorporate high quality lighting and signage to support retail visibility, interaction and safety.

Design multi-tenanted buildings with a variety of colours, signage, materials, articulation and windows

Provide a combination of horizontal elements such as sign bands, cornices, and projections and vertical elements such as changes in material, rooflines, building articulation and columns


Integrate canopies or awnings into overall building design

9. For corner buildings ensure both facades are treated equal. Where buildings are angled with the main entrance located at the corner, both façades are to be treated with equal high quality design and large storefront windows.
10. Integrate rooftop mechanical equipment with the building design. Screen rooftop units and vents using materials that are complementary to the building.
11. Ensure main entrances are grade-related, accessible and barrier-free.
12. Accentuate all main entrances by integrating intuitive signage, storefront window treatments, effective architectural features and hard and soft landscaping elements.
13. Provide expansive storefront windows for views to activities inside where possible, creating interest for pedestrians along the street.
14. Provide semi-private amenity spaces along the street front including patios, plazas, spill out retail, informal seating and shade trees to animate the street and encourage pedestrian activity.

Mixed-Use Buildings

15. Clearly distinguish residential entrances from commercial entrances through building design and location through features such as canopies/overhangs, door setbacks and building articulation.
16. Ground floor residential apartment units (permitted along side streets) may either be accessed via the consolidated lobby or may incorporate individual unit entrances.

Use upper storey windows and building design features to establish a consistent rhythm along the street

Distinguish residential entrances through building design and features such as overhangs and setbacks

5.4 Site Design

This section of the Guidelines applies to site design for both commercial and mixed-use buildings. Direction is provided for landscaping, pedestrian circulation, parking, utilities, servicing and lighting.

5.4.1 Landscaping

Guidelines:

1. Use a combination of street trees, foundation planting and decorative fencing within the site's landscape edges to provide an attractive edge while ensuring visibility into and from the site.
2. Use native/adaptive and drought tolerant plant species in soft landscaping to minimize (eliminate) the need for irrigation and high levels of maintenance.
3. Use light coloured surfaces (i.e. "high albedo") in designing hardscaped areas to limit any microclimate impacts (i.e. "heat island" effect).
4. Provide seasonal interest through the use of coniferous and deciduous plant materials throughout the site. Use deciduous trees on the south side of buildings to provide shade in summer and allow passive solar heating in the summer; coniferous trees on east and west facades provide protection from glare caused by low-level sun.
5. Provide shading over hardscaped areas to minimize micro-climate heat islands.
6. Border hardscaped areas with soft/ permeable surfaces to allow storm water to be slowed and infiltrated.
7. Where commercial buildings abut residential buildings provide a landscape buffer.

Use landscaping and street furniture to provide an attractive edge along the street

Plant a variety of native tree and shrub species

Utilize plantings as a landscape buffer

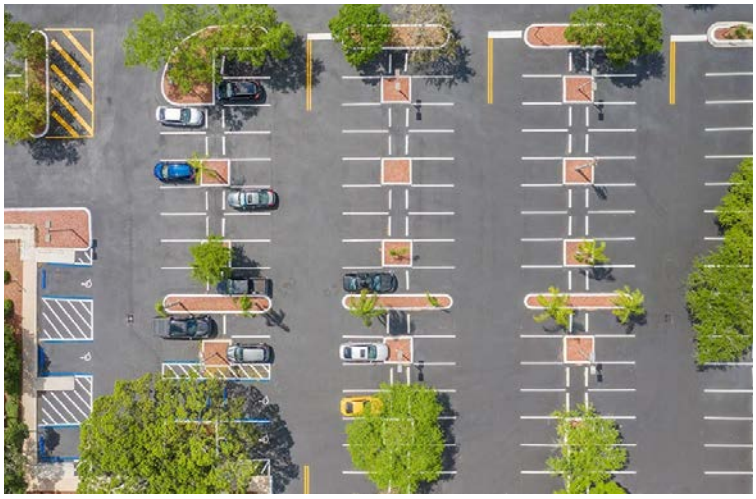
5.4.2 Circulation and Parking

Guidelines:

1. Provide an internal pedestrian circulation system that is clearly defined, logical, and connected to the public sidewalk, building entrances and parking areas.
2. Differentiate pedestrian routes on vehicular driving surfaces with special treatment, such as different paving materials and raised walkways.
3. Locate parking at the rear of the building not between building and public street right-of-way.
4. Limit parking areas in the front yard to a single or double loaded row, with a landscaped strip, fence, and/or wall between the street and parking.
5. Coordinate access and parking between individual properties and provide access to parking the secondary street, whenever possible.
6. Ensure pedestrian routes through surface parking areas are safe, convenient and clearly demarcated. Ensure they are a similar size to a public sidewalk, are barrier-free, and are served by adjacent shade trees and pedestrian lighting.
7. For longer blocks or properties, create central pedestrian connections that connect parking areas to building entrances. Design such connections with weather-protection and tree plantings, where feasible and where necessary.
8. Divide larger surface parking areas into smaller parking areas through the use of use landscaped islands to minimize the visual extent of the paved area.

Provide parking to the rear of the building wherever possible and provide a well-connected pedestrian circulation system

9. Ensure parking islands are of sufficient size to accommodate the sustainable growth of planting materials and trees within the island area.
10. Coordinate parking areas across several properties, or within one larger property, as much as possible particularly regarding access in order to limit the number of interruptions of the streetscape and public sidewalks.
11. Where possible, provide shade trees around, and throughout parking areas to maximize shaded hard surfaces to reduce the heat island effect.
12. Provide preferred parking spaces for carpool and car share vehicles.
13. Use landscaped buffers to physically and visually separate parking areas from the sidewalk or street.
14. Where parking in the front yard is unavoidable or not practical given the context of the surrounding area, screen such parking areas with fences/walls and the landscaping to minimize the visual impact on the streetscape.
15. Ensure that any screening methods for parking be well-maintained to avoid unsightly conditions that negatively impact the pedestrian safety and the area's character.



Provide shade trees around and throughout parking areas

Use landscaped buffers to physically separate parking areas

Screen parking areas using landscaping, open spaces and hardscaped elements

5.4.3 Utilities and Servicing

Guidelines:

1. Screen all utility equipment and utility meters from public view either by locating within buildings or visually screening it through site and building design.
2. Locate service areas, including areas for loading/unloading and garbage, in locations that are not directly visible from a public street, such as in the rear yard of a building or in a properly screened portion of the side yard.
3. Coordinate and share service areas between buildings or within developments as much possible to prevent disruptions to vehicular or pedestrian flows.
4. Ensure service areas are screened appropriately, through landscape materials, fencing or building design, from the views of adjacent properties or from the upper stories of the building to which they serve.
5. Design any screening structures so that they complement the character form, materials, and colours of the building.
6. Locate the accesses to service areas from secondary streets or the rear of buildings wherever possible to reduce the number of driveways.
7. Site all rooftop equipment, such as HVAC equipment or green energy infrastructure, so that they are setback from the roof edge and/or screened through roofline design elements wherever possible.
8. Include adequate space for waste management areas to accommodate collection containers for general waste, recyclables and organics.

Locate service and loading areas away from street view

Use fencing as a method to screen waste and recycling areas

Include adequate space for waste management areas

5.4.4 Site Lighting

Guidelines:

1. Ensure that buildings and sites are not over-lit in order to maintain a desirable nighttime setting and environment.
2. When comprehensively planning lighting for a site, balance the need for safety and security with the reduction of energy consumption and nuisance impacts.
3. Light areas on the site used by pedestrians at night, including surface parking lots; building entrances; sidewalks and walkways; garbage disposal areas; and other areas.
4. Work to eliminate light pollution on natural areas with the installation of Dark Sky/Nighttime Friendly compliant light fixtures.
5. Incorporate lighting at regular intervals to prevent the creation of light and dark pockets to ensure visibility into and out from all areas on the site requiring lighting.
6. Design lighting poles and fixtures to be consistent with and complement the architecture of the building and the site.
7. Ensure light fixtures and DarkSky and NightSky Friendly compliant.
8. Use pedestrian-scaled lighting, such as low profile fixtures, along pedestrian routes through an off-street parking area.
9. Coordinate the location of lighting and lighting fixtures with pedestrian routes and plantings.

Design lighting to compliment the building design and provide an appropriate level of light for a desirable nighttime setting


Design lighting elements to be consistent with building architecture and provide a unique sense of place for areas


Incorporate lighting at regular intervals to ensure visibility

Appendix B

Preliminary Servicing Strategy

SERVICING AND STROMWATER MANAGEMENT

FUNCTIONAL SERVICING STRATEGY

The Preliminary Servicing Strategy has been developed based on the Franktown Road Secondary Plan – Land Use and Transportation Plan (Schedule A-1), existing drainage conditions and features, existing and proposed infrastructure in the surrounding area, and ongoing development applications within and adjacent to the Plan Area boundary.

The site can be subdivided into three areas from a servicing and stormwater management perspective:

1. The north-west blocks
2. The south blocks
3. The north-east blocks

The proposed servicing strategy for each area is further discussed below and the Preliminary Servicing Strategy Plan is enclosed in Schedule B-1 to this Secondary Plan.

North-West Blocks

The north-west blocks are proposed to be serviced via connections to underground infrastructure which is planned to be extended within proposed right-of-way and/or servicing easements, from existing dead-ends (left as part of the Coleman Subdivision development), located to the east of the north-west blocks at connection locations 1 and 2 identified in Schedule B-1 and the servicing markup. The water, sanitary and storm servicing strategies are outlined below.

Water

A watermain extension from locations 1 and 2 is proposed to service this area. Connections at both locations would provide a looped system, which creates ideal hydraulic conditions, as well as redundancy to the system in the event of temporary disruption to a section of the watermain. This municipal watermain loop would be located within the proposed future right-of-way and would act as the connection point for the blocks in this area. Internal development of the north-west blocks would require connections / extensions to this watermain loop.

Sanitary

Sanitary sewer extensions could be made at one or both locations 1 and 2. Based on site development applications, the bottom two blocks at 347 and 355 Franktown Road are expected to connect by way of a sewer extension from location 2. The remaining blocks to the north could connect to either location, depending on the proposed site layout specific to each site, proposed demand flows and depths of the internal sewers. Like the watermain, the sanitary sewer is located

within the proposed future right-of-way would be municipally owned and operated and would provide an outlet connection for the individual blocks. Both connections ultimately outlet to the existing downstream sanitary sewer at the west limit of the existing commercial property. Sanitary allocation for the northwest block has been identified in the *Coleman Subdivision Phase 2 Servicing and Stormwater Management Report* (McIntosh Perry, February 2025), which stipulates residential use and proposed population. This allocation as well as downstream residual capacity should be compared with the development blocks at 347 and 355 Franktown Road in addition to the mixed-use and residential demand flow for the individual proposed developments to confirm sufficient capacity is present within the system or the need for potential upsizing.

Storm

Storm sewer extension for the north-west blocks involves extension from connection point 2, with downstream flow that outlets into the existing drainage channel. Each individual development site will be responsible for onsite stormwater management controls discussed further below.

South Blocks

The south blocks would be serviced via future underground infrastructure to be constructed as part of the proposed public right-of-way works, which will provide a right-of-way connection from Franktown Road to McNeely Avenue. The water, sanitary and storm servicing strategies are outlined below.

Water

The municipally owned watermain will follow the layout of the proposed right-of-way, including connections to existing watermains on Franktown Road and McNeely Avenue (connection points 4 and 5). These two connection points will provide looping and system redundancy, which will provide the same benefits as discussed above for the north-west blocks, as well as a service connection opportunity for the south blocks on either side of the proposed right-of-way.

Sanitary

A municipal sanitary sewer extension is proposed within the proposed future right-of-way. The sanitary sewer will follow existing topography, and outlet flows via gravity to the existing sanitary sewer stub at connection 4. The sanitary sewer within the right-of-way would provide a connection opportunity for the south blocks on either side of the right-of-way. Sanitary allocation was identified in the *Coleman Subdivision Phase 2 Servicing and Stormwater Management Report* (February 2025, McIntosh Perry), which identified commercial use for this block. This allocation as well as downstream residual capacity should be compared with the mixed-use and commercial demand flow for the individual proposed developments to confirm sufficient capacity is present within the system or the need for potential upsizing.

Storm

A municipal storm sewer is proposed within the east-west right-of-way with an outlet to the existing drainage channel by way of a proposed easement, on the east side of the proposed park feature.

The proposed routing of the storm sewer provides storm conveyance for the proposed right-of-way while offering opportunity for storm service connections for the proposed south blocks on both sides of the right-of-way. At detailed design, further analysis can be undertaken to determine the feasibility of individual outlets directly to the drainage channel for certain lots.

North-East Blocks

Water

The north-east blocks would connect to the existing watermain that runs north-south through the center of the blocks. Connection locations would depend on the internal watermain layout of the individual blocks. An additional watermain within the proposed future right-of-way from the Coleman Subdivision watermain to the existing watermain at location 3 could be provided to improve system hydraulics and redundancy, dependent upon completion of a hydraulic network analysis.

Sanitary

The north-east blocks could connect to the existing sanitary sewer that runs north-south through the center of the blocks. Connection locations would depend on the internal sanitary sewer layout of the individual blocks. Allocation was identified in the *Coleman Subdivision Phase 2 Servicing and Stormwater Management Report* (February 2025, McIntosh Perry), which specifies commercial use for this block. This allocation as well as downstream residual capacity should be compared with the mixed-use and commercial demand flow for the individual proposed developments to confirm sufficient capacity is present within the system or the need for potential upsizing.

Storm

The north-east blocks will connect to the existing storm sewer that travels north-south and outlets at the southeast corner of the existing Walmart commercial property, to the drainage channel.

Downstream Receiving Sanitary Sewer System

JLR previously completed a Sanitary Sewer Hydraulic Capacity Assessment (November 27, 2023) for the existing sanitary sewers downstream of the site. The assessment reviewed the capacity of the downstream sewers to service the full build-out condition of the Franktown Secondary Plan, as well as future residential development to the north of the site. The assessment concluded that several downstream sewers would be over capacity in full build-out condition and recommended upsizing the sewers to a 375mm diameter (currently 300mm) to accommodate future flows. Furthermore, a downstream sanitary sewer adequacy assessment was conducted as part of the *Coleman Subdivision Phase 2 Servicing and Stormwater Management Report* (February 2025, McIntosh Perry). The assessment included a full build-out condition which accounted for the Franktown Secondary site area, as well as future development to the north. Consistent with the JLR Sanitary Sewer Hydraulic Capacity Assessment (November 27, 2023),

the assessment concluded that a section of downstream sewer, approximately 270m in length, would require upsizing to accommodate the full build-out condition. It is JLR's understanding that upgrades to the sewers from existing maintenance holes 101b to 301 (approximately 300m in length), are currently underway. The sewer upgrades are expected to be completed by September 2025. Development of the individual blocks within the site would be required to review and confirm sufficient capacity in the existing sanitary sewer system to service their proposed development. This would include reviewing as-builts for the completed sanitary sewer upgrades, as well as any sewers constructed as part of the adjacent development blocks.

Highway 7 Sanitary Sewage Pumping Station

The receiving pumping station is noted as the Highway 7 Sanitary Sewage Pumping Station and currently has a capacity of 90 L/s with planned expansion for 100 L/s (Phase 2) and 217 L/s (Ultimate). The residual capacity of the pumping station should be reviewed with respect to the surrounding development and proposed discharge for development of the blocks.

Existing Wastewater Treatment Plant

Sanitary flows generated from the Plan Area will ultimately outlet to the existing Wastewater Treatment Plant on Francis Street. It is JLR's understanding that per the *Carleton Place Water and Wastewater Master Plan – Phase 2 Report* (May 30, 2022, Stantec), upgrades to the Treatment Plant have been identified based on anticipated population growth. The current residual capacity of the Treatment Plant with respect to ongoing development proposed since completion of the 2022 Master Plan would need to be confirmed. Additionally, status of the proposed Plant upgrades would need to be confirmed with the Town to confirm sufficient capacity to service the blocks, at the time of detailed design.

Detailed Design

At this stage, the proposed watermain, sanitary and storm sewer layout are preliminary in nature. Layout, sizing, sanitary and watermain connection locations and storm outlet locations can be confirmed at the time of detailed design as part of detailed hydraulic network analysis, stormwater management modelling and sanitary sewer capacity analysis. Downstream receiving sanitary sewer capacity and receiving pumping station capacity must be confirmed when the proposed unit counts and/or gross floor areas are made available, and flows can be quantified. Similarly, available water system capacity (pressure and flow) to support domestic and fire protection demand must be confirmed when the required flows can be quantified.

If results of sanitary sewer and water network analyses determine that off-site upgrades to the municipal infrastructure (sewers, water system and/or pumping station) are required, recommendation for specific off-site improvements will be given at that point in time.

STORMWATER MANAGEMENT

Storm and stormwater servicing for the right-of-way network within the Franktown Road Secondary Plan Area will be required to be in compliance with Carleton Place's stormwater Consolidated Linear Infrastructure (CLI) Environmental Compliance Approval (ECA). All road networks within the Secondary Plan are required to address the six stormwater management components outlined in the CLI ECA: Water Balance, Water Quality, Erosion Control, Water Quantity, Flood Control and Construction Erosion and Sediment Control. By addressing these components, the proposed right-of-way network will achieve the Town's stormwater provisions as outlined in the CLI ECA.

Water Balance

Under the CLI ECA, water balance requirements must be met for the right-of-way network. Water balance requirements can be achieved through controlling groundwater recharge to meet pre-development conditions on the property; or control the runoff from the 90th percentile storm event. Control must be provided in the following hierarchical order, with each step exhausted before proceeding to the next:

1) Retention (infiltration, reuse, or evapotranspiration)
2) Low Impact Design filtration
3) Conventional stormwater management (SWM)

Previously completed geotechnical investigations within the vicinity of the future development areas have identified shallow bedrock in this region. The underlaying conditions indicate limited infiltration potential and opportunities within the future development areas. Geotechnical investigations should be conducted for the future developments to gauge the ability of achieving water balance requirements. Also, the seasonal high groundwater table (SHGWT) must be measured as both linear infrastructure and recommended SWM solutions must account for the SHGWT.

Water Quality

The right-of-way network, under the CLI ECA, must characterize the water quality to be protected and Stormwater Contaminants (e.g., suspended solids, nutrients, bacteria, water temperature) for potential impact on the Natural Environment and control, as necessary of the 90th percentile storm event as per the water balance requirements.

If the 90th percentile storm event is not controlled on development sites or subject to filtration, then conventional methods are necessary and the enhanced (80%) for suspended solids removal is required. If Oil and Grit Separator units (OGS) or Manufactured Treatment Devices (MTD) are used as water quality measures, the units must be sized using the Environmental Technology Verification (ETV) particle size distribution as per Section 5.2.4a of Schedule D of the CLI ECA.

Erosion Control

The right-of-way network shall provide for erosion control by detaining, at a minimum, the runoff volume generated from a 25 mm storm event over 24 to 48 hours as per the CLI ECA.

Water Quantity

Runoff generated by future developments and the right-of-way network will be conveyed by future storm sewers within each development that drain to existing and proposed drainage easements. The drainage easements eventually outlet to the Lavallee Creek SWM pond to the north-east of the site. Based on information in the *Carleton Place Subdivision Stormwater Management and Servicing Report* (June 10, 2016, Novatech), the SWM pond has been designed to control the runoff from the future developments in the 1:2-year to 1:100-year storm events with an assumed overall imperviousness of 62%. Therefore, runoff from any future developments must be controlled to an allowable peak flow calculated based on an imperviousness of 62%. Any excess post-development runoff beyond the allowable peak flow must be controlled through on-site SWM (i.e. road sag storage, storage facilities, Low Impact Development measures, etc.).

Flood Control

The major system in all private developments and the right-of-way network (in compliance with the CLI ECA) must be designed for the 1:100-year storm event and must be able to convey flows for a historical storm event.

Construction Erosion and Sediment Control

Erosion and sediment control (ESC) is required under the CLI ECA for the right-of-way network. ESC must be provided through an ESC plan prepared by a Qualified Person that has regard to *OPSS.MUNI 805 Construction for Temporary Erosion and Sediment Control as Measures (as amended)*.

Future private developments should provide erosion and sediment control as per the *Erosion and Sediment Control Guide For Urban Construction* prepared by the Toronto and Region Conservation Authority (2019).

Installation and maintenance of the ESC measures specified in the ESC plan must have regard to *OPSS.MUNI 805 Construction Specification for Temporary Erosion and Sediment Control Measures (as amended)* and be inspected by a Qualified Person.