

ROCKCLIFFE PARK HERITAGE CONSERVATION DISTRICT PLAN



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Rockcliffe Park Heritage Conservation District Plan

1.0 Introduction

The entire Village of Rockcliffe Park was designated under Part V of the *Ontario Heritage Act* by the former Village Council in 1997. The firm of Julian Smith and Associates, Architects, in collaboration with Victoria Angel, historian, and in consultation with residents, undertook the study that led to the Village's designation. This study included a "Statement of Heritage Character" and "Management Guidelines" to manage the heritage conservation district (HCD).

Unlike other HCDs in Ottawa and elsewhere in Ontario, the Smith study did not include a building-by-building analysis. This was deliberate, as the consultant team and the residents agreed that it was the unifying character of the generous picturesque landscape as a setting for its buildings that created the special "sense of place" required for the creation of a HCD.

Since the creation of the Rockcliffe Park Heritage Conservation District many houses have been demolished and replaced, while others have undergone extensive renovation and renewal. In 2005 the *Ontario Heritage Act* was revised and since then a Heritage Conservation District Plan (hereinafter the Plan) has been required for all new heritage conservation districts. Municipal councils have been given the authority to adopt heritage conservation district plans for HCDs designated before 2005. The Plan replaces the existing "Management Guidelines," of the "Rockcliffe Park Heritage Conservation District Study." The policies of the Plan are informed by the "Statement of Heritage Character," principles and findings, conclusions and recommendations of the 1997 study. The "Historical Overview" of the 1997 study remains unchanged.

Purpose of the Heritage Conservation District Plan

The Ontario Heritage Act (OHA) requires property owners to obtain a heritage permit prior to undertaking the alteration or demolition of a property. These guidelines are intended to provide direction to property owners intending to undertake projects within the HCD.

Applicants are strongly encouraged to consult with the Heritage Committee of the Rockcliffe Park Residents' Association prior to the submission of an application under the *Ontario Heritage Act*. The Heritage Committee provides comments on proposals for new construction and alterations in the HCD.

2.0 Policy Framework

The Rockcliffe Park Heritage Conservation District is regulated by both municipal and provincial legislation and policies. These include the *Provincial Policy Statement, 2014*, the City of Ottawa Official Plan (OP) and Part V of the *Ontario Heritage Act*.

Provincial Policy Statement, 2014

The *Provincial Policy Statement* ('PPS'), issued under the *Planning Act*, provides municipalities in Ontario with policy direction on matters related to land use planning and development. Part V, Section 2.6 of the PPS provides direction regarding cultural heritage resources. It states:

- Significant built heritage resources and significant cultural heritage landscapes shall be conserved; and
- Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.

City of Ottawa Official Plan

Section 2.5.5 of the Official Plan provides direction regarding the protection of cultural heritage resources in the city. Policy 2.5.5 (2) of the OP states that:

Individual buildings, structures, sites and cultural heritage landscapes will be designated as properties of cultural heritage value under Part IV of the *Ontario Heritage Act*. Groups of buildings, cultural landscapes, and areas of the city will be designated as Heritage Conservation Districts under Part V of the *Ontario Heritage Act*.

Rockcliffe Park Secondary Plan

Section 3.0 of the Rockcliffe Park Secondary Plan, (the former Village of Rockcliffe Park Official Plan (1993)) also provides policy direction regarding heritage conservation. Written prior to the creation of the Rockcliffe Park HCD, it provided the policy framework for the original creation of the HCD. It states:

The Village has been developed with a sensitivity to scale, massing, and density of housing in a park-like setting... This balance of residential development and the natural environment has created a community that is distinctive in the surrounding urban context.

The heritage policies of Section 3.0 are consistent with this Plan, including 3.1.6 that states:

Council shall encourage the retention of grounds, gardens, trees and plantings associated with designated heritage properties and districts which contribute to their integrity and sense of setting on their own lots as well as on the public streets

Ontario Heritage Act

The *Ontario Heritage Act* (the ‘Act’) regulates the protection of cultural heritage resources within the province. A property that has been formally protected under the provisions of the Act is referred to as a “designated” property. According to Part V, Section 41.1 (2) of the Act, a municipality may pass a by-law adopting a heritage conservation district plan for any districts designated prior to 2005.

According to Section 41.1.1 (5) a plan shall include:

- a) a statement of the objectives to be achieved in designating the area as a heritage conservation district;
- b) a statement explaining the cultural heritage value or interest of the heritage conservation district;
- c) a description of the heritage attributes of the heritage conservation district and of properties in the district;
- d) policy statements, guidelines and procedures for achieving the stated objectives and managing change in the heritage conservation district; and
- e) a description of the alterations or classes of alterations that are minor in nature and that the owner of property in the heritage conservation district may carry out or permit to be carried out on any part of the property, other than the interior of any structure or building on the property, without obtaining a permit under section 42. 2005, c. 6, s. 31.

This document conforms to the requirements of the 2005 Act.

3.0 Integration with other Municipal Policy

The municipal documents that support the goals and objectives of this Plan include the City of Ottawa Property Standards By-law (2013-416), the Urban Tree Conservation By-law (2009-200), the City of Ottawa Official Plan, and the Zoning By-law (2008-250).

Section 41.2 (2) of the Ontario Heritage Act states:

In the event of a conflict between a heritage conservation district plan and a municipal by-law that affects the designated district, the plan prevails to the extent of the conflict but in all other respects the by-law remains in full force.

Thus, when there is a conflict between the requirements of a municipal by-law and this Plan, the requirements of this Plan prevail. For instance, where the Zoning By-law permits a height of 11 metres but the HCD plan states that the height of a new building shall be compatible with its neighbours and the streetscape which are only nine metres high, then this Plan prevails. In the case of a conflict, the Plan prevails only to the extent of the conflict. For instance, where the conflict is related to height limit as described above, the remaining provisions of the Zoning By-law such as permitted uses and required setbacks remain in place.

4.0 Heritage Permits

All properties located within the boundaries of the HCD are designated and regulated under Part V of the Ontario Heritage Act regardless of age, type or style. All property alterations, other than to the interior of the buildings, require the approval of the City of Ottawa and shall comply with the Policies and Guidelines of this Plan.

Property owners proposing to alter their property should consult with heritage staff in the Heritage Services Section prior to submitting an application. Staff will advise the property owner if a heritage permit is required. The following interventions do not require a Heritage Alteration Permit under the *Ontario Heritage Act*:

- Interior alterations
- Insulating, weather stripping, caulking
- Painting/paint colour
- Regular on-going building maintenance such as repointing and foundation repairs using heritage methods
- Planting, gardening and minor landscaping that is in character with the streetscape
- Pools and pool fences shall obtain the appropriate pool permits, and conform to these Guidelines, but do not require a heritage permit

For all other types of work, a heritage permit is required. Depending on the scale of the project, approval may be delegated to staff. If the project does not meet the requirement for approval through delegated authority, the property

owner will require the approval of City Council prior to the issuance of a heritage permit.

Applications for permits under the Ontario Heritage Act must include sufficient information for City staff to be able to make informed decisions. This includes:

- Survey
- Project description
- Elevations of all sides at a minimum scale of 1:50
- A site plan showing building location, fencing, plantings, and other significant features, including the driveway
- A landscape plan showing existing landscape with grades and all trees, with those proposed for removal clearly marked, and showing all proposed landscaping.
- Coloured front elevations showing the buildings on either side (if applicable)
- Grading plan
- Perspective renderings
- Project data (site area, coverage, FSI calculations etc.)
- Materials
- Cultural Heritage Impact Statement, if required.

4.1 Community Consultation

Individual applicants should consult with the Heritage Committee of the Rockcliffe Park Residents' Association prior to the submission of a full application under the *Ontario Heritage Act*. It will provide comments on proposals to alter properties in the HCD that should accompany the final application submitted to heritage staff.

5.0 Statement of Objectives

This Plan will assist property owners, the community association, architects, designers and municipal staff in managing change in the HCD and conserving the HCD in a manner that respects its values. In order to retain, conserve and enhance the qualities that contribute to the cultural heritage values of the HCD, the following objectives of the Rockcliffe Park Heritage Conservation District Plan are:

- To conserve and enhance Rockcliffe Park's unique character as a planned and designed 19th century community characterized by its narrow curving roads, without curbs or sidewalks, large lots and gardens, and buildings set within a visually continuous green landscape.

- To ensure that the rehabilitation of existing buildings, the construction of additions to existing buildings and new buildings contribute to and enhance the cultural heritage values of the HCD.
- To maintain the park-like attributes, qualities and atmosphere of the HCD.



- To conserve Grade I buildings and natural features according to the “Standards and Guidelines for the Conservation of Historic Places in Canada.”
- To ensure that the original design intentions of Rockcliffe Park as an area characterized by houses located within a visually continuous, rich landscaped setting continue.
- To manage the HCD’s public roads and streetscapes in a manner that sustains the cultural heritage values of the HCD.
- To ensure that new house construction is compatible with, sympathetic to and has regard for the height, massing and setbacks of the established heritage character of the streetscape in order to conserve the character and pattern of the associated streetscape, while creating a distinction between new and old.
- To ensure the use of natural materials for new construction to reflect the existing character of the area.
- To encourage the retention of existing trees, shrubs, hedges and landscape features on public and private property.
- To manage the public landscaped areas of the HCD including, but not limited to, the public road allowances, parks, and conservation zones in a manner that is consistent with this Plan.
- To encourage the maintenance of existing lot patterns that features smaller and larger lots.



6.0 Statement of Cultural Heritage Value

A “Statement of Cultural Heritage Value” is the foundation of all heritage conservation district plans. The statement below is based on the original statement in the 1997 Rockcliffe HCD Study but has been shortened and adapted in consultation with the author of the original Rockcliffe Park study to reflect the current requirements of the *Ontario Heritage Act*.

Statement of Cultural Heritage Value and Heritage Attributes

Rockcliffe Park is a rare and significant approach to estate layout and landscape design adapted to Canada’s natural landscape from 18th century English precedents. Originally purchased from the Crown by Thomas McKay, it was laid out according to the principles of the Picturesque tradition in a series of “Park and Villa” lots by



his son-in-law Thomas Keefer in 1864. The historical associations of the village with the McKay/Keefer family, who were influential in the economic, social, cultural and political development of Ottawa continue and the heritage conservation district is a testament to the ideas and initiatives of various key members of this extended family, and their influence in shaping this area.

Rockcliffe Park today is a remarkably consistent reflection of Keefer's original design intentions. Although development of the residential lots has taken place very gradually, the ideas of estate management, of individual lots as part of a larger whole, of Picturesque design, of residential focus, have survived. This continuity of vision is very rare in a community where development has occurred on a relatively large scale over such a long time period.



The preservation of the natural landscape, the deliberately curved roads, lined with mature trees, and without curbs or sidewalks, the careful landscaping of the public spaces and corridors, together with the strong landscaping of the individual properties, create the apparently casual and informal style so integral to the Picturesque tradition. The preservation and enhancement of topographical features including the lake and pond, the internal ridges and slopes, and the various rock outcroppings, has reinforced the original design intentions. The views to and from the Ottawa River, the Beechwood escarpment, and the other park areas are integral to the Picturesque quality of Rockcliffe Park. Beechwood Cemetery and the Rokeries serve as a compatible landscaped boundary from the earliest period of settlement through to the present. The various border lands create important gateways to the area, and help establish its particular character.



The architectural design of the buildings and associated institutional facilities is similarly deliberate and careful, and reflects the casual elegance and asymmetry of the English country revival styles, such as the Georgian Revival, Tudor Revival and Arts and Crafts. Many of the houses were designed by architects in these styles. The generosity of space around the houses, and the flow of this

space from one property to the next by continuous planting rather than hard fence lines, has maintained the estate qualities and park setting envisioned by Keefer.

Statement of Heritage Attributes

The Rockcliffe Park Heritage Conservation District comprises the entire former village of Rockcliffe Park, an independent municipality until amalgamation with the City of Ottawa in 2001. Section 41.1 (5) c of the *Ontario Heritage Act* requires the Heritage District Plan to include a “description of the heritage attributes of the

heritage conservation district and of properties in the district.” A “Heritage Survey Form” outlining the heritage attributes for every property in the HCD has been compiled and evaluated. The forms are held on file with the City of Ottawa.

Description of Heritage Attributes

The attributes of the Rockcliffe Park HCD are:

- The natural features that distinguish the HCD, including McKay lake and its shoreline, the varied terrain, and topography;
- The unobtrusive siting of the houses on streets and the generous spacing relative to the neighbouring buildings;
- The variety of mature street trees and the dense forested character that they create;
- The profusion of trees, hedges, and shrubs on private property;
- Varied lot sizes and irregularly shaped lots;
- Generous spacing and setbacks of the buildings;
- Cedar hedges planted to demarcate property lines and to create privacy;
- The dominance of soft landscaping over hard landscaping;
- Wide publicly-owned verges;
- The remaining Villa lots laid out in McKay’s original plan;
- The high concentration of buildings by architect Allan Keefer, including 725 and 741 Acacia, 11 Crescent Road;
- The rich mix of buildings types and styles from all eras, with the Tudor Revival and Georgian Revival styles forming a large proportion of the total building stock;
- The predominance of stucco and stone houses over and the relative rarity of brick buildings;
- The narrow width of many streets, such as McKinnon and Kinzua Roads;



- The historic road pattern that still reflects the original design established by Thomas Keefer;
- The low, dry stone walls in certain areas of the Village, including around Ashbury College;
- The existing garden features that enhance the public realm and distinguish certain private properties, including the garden gate at 585 Manor Ave, and the white picket fence at 190 Coltrin Road;
- Informal landscape character with simple walkways, driveways, stone retaining walls and flowerbeds;
- The “dog walk,” a public footpath that extends from Old Prospect Road to corner of Lansdowne Road and Mariposa Avenue;



- The public open spaces including the Village Green and its associated Jubilee Garden;
- Institutional and recreational buildings including the three schools, Rockcliffe Park Public School, Ashbury College and Elmwood School for Girls and the Rockcliffe Park Tennis Club;
- The significant amenities of the Caldwell-Carver Conservation Area, McKay Lake and the Pond,
- The multi-unit buildings, small lots, and more modest houses in the area bounded by Oakhill to the east, Beechwood to the south, and Acacia to the west and north, referred to as the “Panhandle,” that characterize the south and west boundaries of the District.
- The regular front yard setbacks on some streets such as Sir Guy Carleton Street, Blenheim Drive and Birch Avenue
- The irregular front yard setbacks on some streets, such as Mariposa Avenue between Springfield and Lisgar Roads, Crescent Road, Acacia Avenue and Buena Vista between Springfield and Cloverdale Roads

7.0 Policies and Guidelines

The policies and guidelines in this Plan anticipate change in the HCD. Historic buildings will be restored, added to and adapted for new uses and new buildings may be constructed. The purpose of the following sections is to ensure that all change is sympathetic to individual buildings, the adjacent properties and the value of the HCD as a cultural heritage landscape.

The Policies and Guidelines in the Plan address the most common situations and types of alterations. Situations not contemplated by this Plan will be considered on a case-by-case basis by heritage staff in consultation with the community.

7.1 District Policies

To meet the Objectives of this Plan, the Policies below are to be followed when managing change in the Rockcliffe Park HCD.

1. The distinct heritage character of Rockcliffe Park, as defined in the “Statement of Cultural Heritage Value,” and “Description of Heritage Attributes” shall be maintained and enhanced.
2. The unique cultural heritage landscape of the heritage conservation district, including both public and private lands, shall be conserved and enhanced
3. Demolition of Grade I buildings, as defined in the Plan below, will only be permitted in extraordinary circumstances.
4. New construction shall be in conformity with the Policies and Guidelines in the Plan.
5. Severances to existing lots shall only be permitted where the resulting lots are consistent with the general lot sizes within the associated streetscape or the zoning bylaw in force at the time in order to respect the character of the associated streetscape.
6. Future amendments to the City of Ottawa Official Plan and Zoning By-law shall be in accordance with and shall implement the policies and guidelines of this Plan.
7. Where a proposed change in the HCD has the potential to negatively impact the character of the HCD as outlined in the Statement of Cultural Heritage Value, the City through its Official Plan policies may require the submission of a Cultural Heritage Impact Statement.
8. Where development is proposed adjacent to the HCD, the City, through its Official Plan policies, may require the submission of a Cultural Heritage Impact Statement to assess the impact of the proposed development on the HCD.
9. All public works shall have regard for the Policies and Guidelines found in the Plan.

10. Enforcement of the City's Property Standards By-law 2013-416 shall have regard for the Guidelines found in this Plan.

7.2 Management Guidelines

The Guidelines below have been prepared to provide direction for the conservation of existing buildings and landscapes, for the preservation of Rockcliffe Park's distinctive cultural heritage landscape and to provide design guidelines for new buildings and additions to existing ones.

Overview of Guidelines

All properties in the HCD are designated under Part V of the *Ontario Heritage Act* and alterations to the exterior of these buildings or their associated landscape and setting have the potential to impact the character of the HCD. When the HCD was designated in 1997, a building-by-building inventory and evaluation was not undertaken, as was the practice with HCDs in the former City of Ottawa. The development of this HCD Plan involved the preparation of a Heritage Survey and Evaluation form for each property in the HCD that analysed each property's history, design and landscape. Each property was subsequently scored according to the former City of Ottawa method by City heritage staff and a group of Rockcliffe residents. All properties that scored 50 and over were categorized as "Grade I" those below 50, as "Grade II".

Those properties described as "Grade I" in the HCD, contribute to its cultural heritage value through their landscaped setting, architecture and environment. "Grade II" properties in the HCD include those with buildings constructed outside of the period of highest significance, and buildings that are not sympathetic to the character of the HCD in their design and expression. Grade II properties are subject to Part V designation and the HCD plan. Landscapes associated with Grade II buildings may have more significance than their associated buildings. Grade II buildings and landscapes may also include more recent buildings that are sympathetic in scale or style to character of the HCD, or simple landscaped settings without noteworthy features.

The Guidelines below are for all properties. The goal of the Guidelines is to ensure that the cultural heritage value of the Rockcliffe Park HCD is conserved and enhanced.

Technical Guidance

The City of Ottawa adopted the Parks Canada "Standards and Guidelines for the Conservation of Historic Places" in 2008 (revised 2012) and these will be applied in conjunction with the guidelines. This document can be found online at www.historicplaces.ca.

Additional technical guidance for restoration projects can be found online in the United States National Parks Service Preservation Briefs which provide detailed

'how-to' briefs on various elements of restoration (e.g. masonry, woodwork, metal).

These documents can be found online:

<http://www.nps.gov/tps/how-to-preserve/briefs.htm>

Periodic Review

The City shall undertake a review of the Rockcliffe Park Heritage Conservation District Plan and whether it is meeting its objectives no more than 10 years after it has come into force. The failure to review the contents of the Plan within the scheduled review guideline will in no way invalidate the Plan or its ability to be enforced.

In the event when conditions have changed or new information has been received that may affect a property's score, or where the property falls within the 45 – 55 range, the City may re-examine the Heritage Survey Form, update and then rescore it. The resultant re-evaluation may result in a final score that is higher or lower than the original score.

7.3 Guidelines for Existing Buildings and Landscapes

7.3.1 Demolition and Relocation

1. Demolition or relocation of Grade I will only be permitted in extraordinary circumstances including, but not limited to, fire or natural disaster.
2. Demolition applications for Grade I buildings shall be accompanied by a rationale that sets out the reasons that the demolition of the building is being proposed and why retention is not possible. A report prepared by a heritage professional or structural engineer with expertise in heritage buildings may be required.
3. In the rare instance that the demolition of a Grade I building is permitted, the proposed replacement building will be permitted only where the siting, form, and materials are consistent with and sympathetic to the surrounding natural and cultural environment. All new construction will comply with the relevant Guidelines contained within this Plan.
4. In the rare instance that the demolition of a Grade I building is permitted, heritage staff may require that the building be recorded and the information be deposited at the City of Ottawa Archives. In addition, consideration should be given to salvaging historic materials as the building is demolished.
5. While acknowledging that the retention of both Grade I and Grade II buildings in the HCD is an objective of this Plan, the demolition of Grade II buildings in the HCD may be considered. Any application to

demolish a Grade II building in the HCD shall be accompanied by plans for the proposed replacement building.

6. Any application to demolish an existing Grade II building will be reviewed with consideration of its historical and architectural significance, its contribution to the historic character of the streetscape, and the appropriateness of the proposed redevelopment. Demolition will be permitted only where the existing building is of little significance and the proposed building is sympathetic to the traditional surrounding natural and cultural environment. All new construction will comply with the relevant Guidelines contained within this plan.
7. When a building is proposed for demolition and replacement, the Environment Section of the heritage survey form and existing conditions shall be reviewed to identify significant landscape features to be retained.

7.3.2 Conservation and Maintenance

The Guidelines below are intended to provide direction to property owners to assist in the long-term conservation and enhancement of their buildings. It is the responsibility of individual property owners to manage properties in compliance with these Guidelines. Regular maintenance is critical to the success of the HCD. Standard 8 of the Standards and Guidelines clearly states the importance of maintenance:

- Maintain character-defining elements on an ongoing basis. Repair character-defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.

Roofs and Chimneys

1. Every effort should be made to either retain original roofing materials or to replace them in kind.
2. Where the original roofing material is missing, property owners are encouraged to restore the roof to its historic material. The use of modern materials to imitate historic materials (e.g. roof slates or cedar shingles), may be approved at the discretion of heritage planning staff.
3. New dormer windows should be located in a manner that does not affect the heritage character of the building or streetscape.



4. New eaves troughs and downspouts may be permitted if required to solve drainage issues, but should be located in an inconspicuous location and installed in a way that does not damage the building.
5. Solar panels should ideally be located on the rear slope of the roof if possible or on a flat roof. In addition, solar panels shall be installed in a manner that will not impact the heritage fabric of the building if they are removed.
6. Chimneys are important heritage attributes of historic buildings. Chimneys that contribute to the cultural heritage value of a building should be retained. Non-functioning chimneys that contribute to the cultural heritage value of a building shall be retained. Non-functioning chimneys should be vented and protected to prevent deterioration.



Cladding

1. Original cladding should be conserved and maintained. Conservation of historic cladding is preferable to replacement.
2. If original cladding requires replacement it must be replaced in kind. Only deteriorated portions should be replaced. If the original cladding material is no longer being produced, alternatives may be sought with the assistance of heritage staff.
3. Removal of inappropriate cladding material (e.g. vinyl siding) and restoration of historic cladding material is encouraged.
4. Wood siding should be painted or stained.
5. Wooden siding should not be replaced with aluminium or vinyl siding.
6. Historic stucco should be repaired or replaced by a specialist in kind to match original in colour, texture and finish. The replacement of original stucco with Exterior Insulation Finishing System (EIFS) is discouraged.



Masonry

1. Existing brick and stone shall be maintained. Where existing masonry is beyond repair, only deteriorated portions will be replaced. Replacement brick or stone cladding may be salvaged and re-used or new material that is compatible to the existing materials may be used.
2. The re-pointing of historic masonry is complex and must be undertaken by an experienced mason. New mortar must match the original in colour, pointing method and composition. Heritage staff can provide specifications for historic mortar.
3. Existing unpainted brick should not be painted.
4. Cleaning of brick and stone buildings shall be undertaken using gentle and non-abrasive methods, such as a biodegradable paint stripper or a masonry poultice. Sandblasting is not an appropriate method to clean brick or stone. Property owners must consult with heritage staff prior to cleaning of masonry to ascertain that proposed methods of paint removable are acceptable. Use the gentlest means possible.
5. The application of stone veneer to existing walls is not appropriate and will not be supported.
6. Water repellent coatings are not necessary and should not be used on historic masonry. Water repellent coatings can trap water and salts in the masonry and result in brick spalling.

Foundations

1. Original foundations shall be maintained and conserved. Repair of original material is preferred over replacement. The installation of waterproof membranes and drainage systems to protect existing foundations is recommended where necessary.
2. The application of stone veneer to existing concrete foundations is not appropriate and will not be supported.
3. New surfaces or coatings such as parging should be compatible with the design of the building.
4. Re-pointing of stone foundations is complex and must be undertaken by an experienced mason. New mortar must match the original in colour, pointing method and composition. Heritage planning staff can provide specifications for historic mortar.



Windows

Windows are an integral part of the historic character of a building. The material and profile of individual windows are also important. The profile includes the construction, operating mechanisms, sill profile and width and design of the window frame. While some windows have been replaced over time, where original windows remain, they should be retained.

Well-maintained historic windows can last much longer than contemporary replacements. There are practical and economical approaches that can be taken to repair historic windows including painting, re-puttying or caulking, and weather stripping. Heritage staff can provide advice on appropriate methods of conservation for historic windows and appropriate replacement windows as necessary.



1. Original windows and storms should be retained and conserved, wherever possible. Only those windows that are beyond repair may be replaced. Energy efficiency can be achieved with existing windows through the conservation of the windows and the installation of weather stripping and appropriate exterior or interior wooden storm windows.
2. Replacement windows should match the historic windows in size, shape, materials and divisions. Where no documentary evidence of the original windows exists, replacement windows should be based on local examples of houses of a particular historic style.
3. The material of replacement windows should match the originals, however, alternate materials may be approved. Multi-paned windows should have appropriate muntin and mullion bars. Snap in muntin and mullion bars will not be supported.
4. The replacement of inappropriate newer windows with more compatible units is encouraged.
5. Retention of original fenestration pattern is encouraged. Where a new window opening is required, it should follow the rhythm and scale of the historic pattern.



Doors and Entrances

1. The pattern and arrangement of the front entrance shall be retained including doors, sidelights and transom windows.
2. Additional front entrances should not be introduced on the principal street facing façade.
3. The replacement of inappropriate newer doors with more compatible units is encouraged.
4. Existing historic doors and hardware should be retained and repaired. Where replacement is required, replacement doors shall replicate the historic door as closely as possible.



Verandas, Porches and Canopies

1. Many Rockcliffe Park houses that were built in the Revival styles popular in the 20th century had plain front facades with no verandas, porticoes or canopies. It may be appropriate to add a simple canopy over a front door to provide shelter, based on existing historic designs within the district.
2. The conservation of small canopies found on many houses over the front door is encouraged.
3. The removal of historic verandas will not be permitted.
4. The construction of new porches where none previously existed may be permitted if the porch does not obscure the heritage attributes of the building and respects the building's heritage character.
5. Where a porch is badly deteriorated, it should be conserved, not replaced. If it is beyond repair, it should be replaced in kind with the same materials, style, and size. Where a component of the porch such as a bracket, railing, post, baluster or column has deteriorated beyond repair, it should be replaced in the same style, material, and proportions.



6. If a property owner wishes to reinstate a missing porch, the design should be based on documentary evidence (i.e. historic photographs). If no such evidence exists, the porch should take cues from local examples on similar buildings.
7. If changes to railing heights are required to meet the standards of the Ontario Building Code, additions should be made to existing railings in the form of a contrasting but sympathetic horizontal railing. Property owners should contact a heritage staff for guidance.
8. Screened-in porches were popular in the HCD in the 20th century and the retention of these porches is encouraged.

Decorative Features

1. Many Rockcliffe Park houses were designed in the Tudor Revival style and feature half timbering. This timbering and other features associated with the Tudor Revival shall be retained.
2. Character-defining heritage attributes including, but not limited to, shutters, brackets, window details, shingling, bargeboard and finials, shall be retained and conserved.

Paint Colour

Property owners are free to paint their house any colour, however, these Guidelines may be used to assist in choosing a paint colour.

1. If a property owner wishes to determine the original colours of their house, paint scrapings from inconspicuous areas may reveal the history of the paint on the house.



2. Colours associated with the building's era, architectural style and materials and the fashion at the time of construction could be used to inform colour choices. Those seeking assistance in selecting appropriate colour palettes, may contact the heritage planning staff or an architectural conservation expert.



7.3.3 Landscape Guidelines

The conservation and enhancement of the HCD's distinctive landscape is pivotal to all projects within it. The Guidelines below provide direction to individual property owners with regard to the conservation and enhancement of the landscape.

Front Yards, Plant Material, Trees and Walkways

1. The dominance of soft landscape over hard landscape is an essential heritage attribute of the HCD and shall be retained in order to maintain a green setting for each property.
2. Landscape projects shall respect the attributes and established character of the associated streetscape and the HCD.
3. Front yards shall have a generous area of soft landscaping which may include lawns, shrubs and flower beds, specimen or groupings of trees. The tradition of using native plant material is encouraged. Existing elements such as lawns, flower beds, glades of trees, shrubs, rocks and low stone walls shall be maintained and hard surfacing shall be kept to a minimum. Advice on native species can be obtained from heritage planning staff.

4. The removal of mature trees is strongly discouraged. Where a tree must be removed to allow for new construction, it will be replaced with a new tree of an appropriate size and species.



5. The street tree canopy of Rockcliffe Park is a key character-defining element of the HCD. Mature trees that succumb to age or disease should be replaced in order to continue and maintain the tree canopy.
6. The appropriate permit for the removal of distinctive trees, as defined by the City's Distinctive Tree By-law, and any other related bylaws that protect trees, must be obtained by owners. The removal of such trees is strongly discouraged.
7. Residents are encouraged to take advantage of the City's "Trees in Trust" program or equivalent. Information about the program is available on the City's website : <http://ottawa.ca/en/residents/water-and-environment/trees-and-community-forests/trees-trust>.
8. Existing narrow flagstone walkways are an important element of the landscape and shall be retained and conserved. They typically extend from the front entrance to either the street or to the driveway.
9. New walkways shall follow the existing pattern in terms of width, material and location.
10. Visual continuity across property lines is strongly encouraged. Where dividing lines are required, hedges are an appropriate alternative to fences.

Driveways, Landscape Features, and Lighting

1. Driveway design that minimizes the amount of asphalt and other paving materials is encouraged. Consideration should be given to the use of porous materials such as turfstone.
2. Narrowing driveway widths to comply with the Zoning By-law is encouraged when the opportunity arises.



3. The establishment of new driveways to supplement existing driveways will not be permitted. If a driveway must be moved because of an addition, the new driveway will be established in conformity with these Guidelines and other municipal by-laws.
4. New semi-circular driveways will not be established, as they increase the hard surfacing on a lot, and alter the ratio of soft to hard landscaping. In addition, the Zoning By-law prohibits the establishment of driveways between the front wall of a residential use building and the street and the Private Approach By-law prohibits the establishment of driveways that do not lead to a legal parking spot. (Note: these two by-laws may be amended from time to time)
5. Cedar hedges are a common feature of the HCD. The retention of existing mature cedar hedges is encouraged. The replacement of taller overgrown hedges with lower hedges may be appropriate.
6. There has been a recent tendency to brightly light facades, soffits, pathways, trees and landscape features in a way that is incompatible with the cultural heritage landscape. Exterior house lights should be limited to avoid light spillage and pollution, and preferably restricted to entranceways.
7. Modern equipment (utility boxes, air conditioning units, satellite dishes) shall be located in a manner that is discreet and not visible from the street. Screening with strategically located plant material is encouraged. Such measures shall be at the cost of the property owner.



Fences

1. The use of fences to delineate lots was not typical for much of the history of the HCD. The continuation of soft borders between lots is encouraged. When fences are required for safety, they shall not be located in the front yard, and shall comply with the City's Fence by-law.



2. Some diplomatic missions and large estates have always had perimeter fences, usually stone, and occasionally metal. If new fences are to be constructed to protect diplomatic missions, they should complement the character of the house and associated streetscape.
3. When security concerns require the installation of perimeter fences at official and diplomatic residences, these fences should be buffered by hedges (cedar or other appropriate species) to complement the landscaped character of the area.

Lot sizes

This section provides direction regarding new lots and development upon them with the understanding that new lots are not created under the *Ontario Heritage Act*. New lots are created either by subdivision or severance, processes under the *Planning Act*. The Official Plan, the Rockcliffe Secondary Plan, and these Guidelines provide direction with regard to the creation of new lots. The wide variety of lot sizes and shapes found throughout the HCD contributes to its diversity and uniqueness. Lot sizes reflected market conditions at different time periods, and also responded in different ways to topographical conditions. The Guidelines below acknowledge that the wide variety of lot sizes is a heritage attribute of the HCD.

1. The retention of existing lots, large and small, is important to the preservation of the character of the HCD. New lots created through severance or by joining smaller lots together shall be consistent with the general lot sizes within the associated streetscape and the zoning bylaw in force at the time in order to respect the character of the associated streetscape.
2. Existing larger lots with Grade I buildings shall be preserved.
3. New development on lots created through severance shall be consistent with the Guidelines for new buildings in the heritage conservation district, Section 6.4.2 of this document.
4. All lots will be large enough to provide generous open space around buildings, thus protecting the continuity and dominance of the soft landscape.
5. The remaining traditional “villa” lots associated with the development of Rockcliffe Park in the 19th century, including those on the west and north side of present-day Crescent Road, on the north end of Acacia Avenue, and overlooking the Ottawa River at the north end of the HCD shall be preserved.

7.4 Additions and New Construction

7.4.1 Alterations and Additions to Existing Buildings

General Guidelines

1. Property owners are encouraged to retain an architect, designer and/or heritage professional when designing an addition to an existing building.
2. Additions to existing buildings should be of their own time and are not required to replicate an historic architectural style. If a property owner wishes to recreate an historic style, care should be taken to endure that the proposed addition is an accurate interpretation.
3. The height of any addition to an existing building should normally not exceed the height of the existing roof. If an application is made to alter the roof, the new roof profile should be compatible with that of its neighbours.
4. The use of natural materials, such as stone, real stucco, brick and wood is an important attribute of the HCD, and the use of materials such as vinyl siding, aluminium soffits, synthetic stucco, and manufactured stone will not be permitted.
5. Brick and stone cladding will extend to all facades.
6. Terraces on the top storey of buildings do not form part of the heritage character of the HCD, however, a terrace on the top storey may be permitted if it is set back from the roof edge, it and its fixtures are not visible from the surrounding public realm and the terrace does not have a negative effect on the character of the surrounding cultural heritage landscape.
7. Terraces and balconies below the top storey (for example, on a garage roof, or one storey addition) may be recommended for approval if they do not have a negative effect on the character of the surrounding cultural heritage landscape.
8. New garages shall not normally be attached to the front or side facades of existing buildings, but may be attached to the rear of the building. Exceptions may be made for attached garages set back

What does “of its own time” mean?

The “Standards and Guidelines for the Conservation of Historic Places in Canada” state that a new building or an addition to an old building in a heritage conservation district should be distinguishable as a new feature and not try to imitate an old building. The same document notes that a new building must also be compatible with and subordinate to the historic character of the HCD. This balance of contemporary design and compatibility can be achieved through use of materials, massing, rooflines and window proportions.

significantly from the front facade in order to reduce their impact on the cultural heritage value of the associated streetscape.

9. The use of modern materials such as plastic or fiberglass to replicate architectural details such as columns, balusters or bargeboard is not acceptable and will not be permitted.



Guidelines for Grade I Buildings

1. All additions to Grade I buildings shall be complementary to the existing building, subordinate to and distinguishable from the original and compatible in terms of massing, facade proportion, and rooflines.
2. In planning alterations and additions to Grade I buildings, the integrity of the rooflines of the original house (gable, hip, gambrel, flat etc.) should be respected and well-integrated.
3. Alterations and additions to Grade I buildings shall be designed to be compatible with the historic character of buildings in the associated streetscape, in terms of scale, massing, height, setback, entry level, and materials.
4. Windows in new additions should complement the building's original windows. Windows may be wood, metal clad wood, steel or other materials as appropriate. Multi-paned windows should have appropriate muntin bars.
5. New additions shall not result in the obstruction or removal of heritage attributes of the building or the HCD.
6. Cladding materials for additions to Grade I buildings will be sympathetic to the existing building. Natural materials are preferred.



Guidelines for Grade II Buildings

1. Alterations and additions to Grade II buildings will contribute to and not detract from the heritage character of the HCD. Renovations to a Grade II building that make the building more compatible with the character of the HCD are encouraged.
2. Alterations and additions to Grade II buildings will be designed to be compatible with the Grade I buildings of the HCD and in particular the streetscape, in terms of scale, massing, height, setback, entry level, materials and windows.

7.4.2 Guidelines for New Buildings

1. Property owners are encouraged to retain an architect, designer and/or heritage professional when designing a new building in the HCD.
2. New buildings shall contribute to and not detract from the heritage character of the HCD and its attributes.
3. Construction of new buildings will only be permitted when the new building does not detract from the historic landscape characteristics of the associated streetscape, the height and mass of the new building are consistent with the Grade I buildings in the associated streetscape, and the siting and materials of the new building are compatible with the Grade I buildings in the associated streetscape. Where there are no Grade I buildings in the associated streetscape, the height and mass of the new building shall respect the character of the existing buildings and shall not have a negative impact on the associated streetscape or the cultural heritage value of the HCD. These situations will be reviewed on a case-by-case basis in consultation with the community in accordance with Section 4.1 of this Plan.

4. New buildings shall be of their own time but sympathetic to the character of their historic neighbours in terms of massing, height and materials. New buildings are not required to replicate historical styles.



5. Integral garages shall be located in a manner that respects the cultural heritage value of the streetscape.
6. Existing grades shall be maintained.
7. In order to protect the expansive front lawns, and the generous spacing and setbacks of the buildings, identified as heritage attributes of the HCD, the following Guidelines shall be used when determining the location of new houses on their lots:
 - a) New buildings on interior lots shall be sensitively sited in relation to adjacent buildings. Unless a new building maintains the front yard setback of a building it is replacing, the front yard setback of the new building shall be consistent with that of the adjacent building that is set closest to the street. A new building may be set back further from the street than adjacent buildings.

- b) In general, unless a new building on a corner lot maintains the setbacks of the building it is replacing, the new building shall not be closer to the street than both adjacent buildings. The new building may be set back further from both streets than the adjacent buildings. If the front yard setbacks of the adjacent buildings cannot reasonably be used to determine the front yard and exterior side yard setbacks of a new building, the new building shall be sensitively sited in relation to adjacent buildings on both streets.
8. Windows may be wood, metal clad wood, steel or other materials as appropriate. Multi-paned windows should have appropriate muntin bars.
9. The use of natural materials, such as stone, real stucco, brick and wood is an important attribute of the HCD, and the use of materials such as vinyl siding, aluminium soffits, synthetic stucco, and manufactured stone will not be supported.
10. Terraces on the top storey of buildings do not form part of the heritage character of the HCD, however, a terrace on the top storey may be permitted if it is set back from the roof edge, it and its fixtures are not visible from the surrounding public realm and the terrace does not have a negative effect on the character of the surrounding cultural heritage landscape.
11. Terraces and balconies below the top storey (for example, on a garage roof, or one storey addition) may be recommended for approval if they do not have a negative effect on the character of the surrounding cultural heritage landscape.
12. If brick and stone cladding is proposed, it will extend to all façades and not be used solely on the front façade. Other cladding materials may be appropriate.
13. The use of modern materials such as plastic or fiberglass to replicate architectural details such as columns, balusters or bargeboard is not acceptable and will not be permitted.

Garages and Accessory Buildings

1. New freestanding garages and accessory buildings such as security huts, shall be designed and located to complement the heritage character of the associated streetscape and the design of the associated building. In general, new garages should be simple in character with a gable or flat roof and wood or stucco cladding.
2. New detached garages should not be located between the front façade and the front property line.

3. Other accessory buildings (sheds, play houses, pool houses) should be located in the rear yard and will not result in the loss of significant soft landscaping.
4. Security huts for diplomatic residences shall be sensitively sited and designed.

7.4.3 Landscape Guidelines – New Buildings and Additions

1. New buildings and additions to existing buildings shall respect the heritage attributes of the lot's existing hard and soft landscape, including but not limited to trees, hedges and flowerbeds, pathways, setbacks and yards. Soft landscaping will dominate the property.
2. New buildings and additions will be sited on a property to respect the established landscaped character of the streetscape.
3. The existing landscaped character of a lot will be preserved, when new buildings and additions are constructed.
4. The front lawns and side yards of new buildings shall protect the continuity and dominance of the soft landscape within the HCD.
5. If a driveway must be moved, the new driveway will be established in conformity with these Guidelines, the *Zoning By-law*, and the *Private Approach By-law*.
6. To ensure landscape continuity, new buildings should be sited in generally the same location and be oriented in the same direction as the building being replaced to ensure that the existing character of the lot, its associated landscape and the streetscape are preserved.
7. Setbacks, topography and existing grades, trees, pathways and special features, such as stone walls and front walks shall be preserved.
8. All applications for new construction shall be accompanied by a detailed landscape plan. The plan must clearly indicate the location of all trees, shrubs and landscape features including those to be preserved and those to be removed, and illustrate all changes proposed to the landscape.
9. The removal of mature trees is strongly discouraged and all applications will be subject to the appropriate bylaw and permitting process. Where a tree has to be removed to accommodate new construction, it will be replaced with a new tree of an appropriate size and species elsewhere on the lot with preference given to native species.
10. Existing grades shall be maintained.
11. Artificial turf shall not be permitted in front and side yards.

7.5 Conserving the Public Realm

Roads and the Public Realm

1. Existing block and street patterns shall be retained.
2. Existing road widths and rights-of-way are a heritage attribute of the character of the streetscape and shall not be increased.
3. Existing public footpaths shall be maintained, with appropriate design and materials to be visually unobtrusive and environmentally sensitive.
4. Existing informal road edges, characterized by the absence of curbs and gutters are traditional Village features and will be retained except where erosion on slopes or where heavy parking pressure near institutions causes repeated damage. The absence of sidewalks will be maintained, except immediately adjacent to schools and community facilities.
5. Streetscape planting is encouraged where there are gaps in the tree cover created through the loss of trees to maturity, disease or natural disasters with preference for native species. City permission is required to plant trees on the municipal right of way.
6. The selection of trees and shrubs to be planted on private property adjacent to the road should reflect the range of species historically found in gardens in the area, and favour native species.
7. Street lighting should continue the historic pattern of acorn luminaires on s-shaped brackets attached to wooden poles. The lights should continue to be at the traditional low height and wide spacing. Lighting should continue to be a warm white light that, in appearance, is similar to incandescent lighting.



Parks, Parkland, and Natural Features

1. The natural shorelines of McKay Lake and the Pond shall be preserved.
2. The Caldwell-Carver Conservation Area is an integral part of the landscape of the heritage conservation district and shall be returned to a natural state, through ecological restoration where possible.
3. All shoreline projects shall conform with the McKay Lake Management Plan, adopted by the former Rockcliffe Village Council, and any other document related to McKay Lake and its management, to guide the use of those public and private lands comprising the private shoreline of McKay Lake, the closed portion of Lansdowne Road and the Caldwell-Carver Conservation Area which consists of the publicly-owned eastern shore of McKay Lake, the Pond and the wooded areas.
4. The rocky outcrops, cliffs, treed hills and slopes and other landform features that have defined the character of Rockcliffe Park since it was laid out should be preserved and enhanced.



The Village Green

Humphrey Carver, the author of “The Cultural Landscape of Rockcliffe Park Village” described the Village Green as “the top-of-the-hill meeting place where the schools and other social institutions of Rockcliffe have gathered.” Carver describes the area as consisting of the playing fields of the public and private schools, and two planned public landscapes, the Village Green and the Jubilee Garden. These playing fields and two planned public landscapes contribute to the cultural heritage landscape of Rockcliffe and shall be retained. Any changes to the publicly owned portions of the Village Green will require an application to alter under the Ontario Heritage Act.

1. Interventions to the Village Green and the Jubilee Garden will respect the cultural heritage value of the landscape and the existing character of the landscape as designed.

Conservation Area

The Caldwell-Carver Conservation Area is an integral part of the landscape of the heritage conservation district and shall be preserved.

Institutional Buildings

The public and private schools, the public library and community centre and the tennis club have been important to the Village of Rockcliffe Park for decades. The following Guidelines apply to these institutions.

1. New or expanded public parking areas should be screened from public view to ensure the continuity of the landscape.
2. New institutional buildings, or alterations to existing ones shall have regard to the cultural heritage value of the HCD.



Views and Vistas

Many houses in Rockcliffe Park were sited to take advantage of spectacular views over the Ottawa River, and other landscaped features. Some houses were not intended to be viewed directly but nestled within a wooded setting, or at the end of a long driveway.

1. Consideration will be given to opening up historic views to the river, lake and pond through the selective pruning of trees, where appropriate.

Glossary

Associated streetscape: Means both sides of the street in the same block as the subject property.

Built heritage resources: One or more significant buildings, structures, monuments, installations or remains associated with architectural, cultural, social, political, economic or military history and identified as being important to a community. These resources may be identified through designation or heritage conservation easement under the Ontario Heritage Act, or listed by local, provincial or federal jurisdictions.

Conservation (Heritage): The broad range of activities used to identify, protect, maintain and revitalize a heritage property. Conservation seeks to retain elements of the built environment which are recognized as having heritage value.

Conserved: The identification, protection, use and/or management of cultural heritage and archaeological resources in such a way that their heritage values, attributes and integrity are retained. This may be addressed through a conservation plan or heritage impact assessment.

Cultural heritage landscape: A defined geographical area of heritage significance which has been modified by human activities and is valued by a community. It involves a grouping(s) of individual heritage features such as structures, spaces, archaeological sites and natural elements, which together form a significant type of heritage form, distinctive from that of its constituent elements or parts. Examples may include, but are not limited to, heritage conservation districts designated under the Ontario Heritage Act; and villages, parks, gardens, battlefields, mainstreets and neighbourhoods, cemeteries, trailways and industrial complexes of cultural heritage value.

Grade I: All properties that contribute to the cultural heritage value of the HCD through their landscaped setting, architecture and environment and reflect the “Statement of Cultural Heritage Value and Attributes.” Elsewhere in the City of Ottawa Grade I properties are referred to as “Contributing properties”.

Grade II: All properties that do not contribute to the cultural heritage value of the HCD through their landscaped setting, architecture and environment and reflect the “Statement of Cultural Heritage Value and Attributes.” Elsewhere in the City of Ottawa Grade II properties are referred to as “Non-contributing properties”.

Heritage attributes: The principal features, characteristics, context and appearance that contribute to the cultural heritage significance of a protected heritage property or heritage conservation district.

Restoration: The action or process of accurately revealing, or recovering the state of an historic place as it appeared in a particular period in its history

Rockcliffe Park Heritage Conservation District Map

