

COMMITTEE OF THE WHOLE SEPTEMBER 5, 2006

**THORNHILL HERITAGE CONSERVATION DISTRICT STUDY
TERMS OF REFERENCE
FILE 19.27**

Recommendation

The Commissioner of Planning recommends:

1. That the proposed Terms of Reference attached as Attachment 3 to this report BE APPROVED; and
2. That Phillip H. Carter, Architect, BE RETAINED on a single source basis in accordance with the City's purchasing policies to undertake the Study, and that the funds be paid from the Policy Planning/Urban Design Department 2006 Operating Budget not to exceed the amount of \$45,000.

Economic Impact

The funds are available in the Policy Planning / Urban Design 2006 Operating Budget.

Purpose

The purpose of this report is to obtain Council approval of the Terms of Reference for a review of the Thornhill Heritage Conservation District Study/Plan, and to authorize the selection of the proposed Consultant to undertake the Study.

Background - Analysis and Options

The Study Area is the boundary of the existing Thornhill Heritage District as defined in the Thornhill Heritage Conservation District Study/Plan (1984), and reflected on Attachment 1 of this report.

The Thornhill Heritage Conservation District Study/Plan (1984), Attachment 2, was completed to provide a set of guidelines for development in the Old Village of Thornhill. The District Plan which resulted from the study and forms part of this document, also provides guidance in building design, site design and public infrastructure improvements. The main objective of the Plan is to sensitively manage preservation and new development in the historic Village of Thornhill, such that preservation of the existing historic buildings and its unique environmental features is achieved. To this end the Plan outlines policies and design guidelines to guide development both in the public and the private realms. The 1984 Study formed the basis of Official Plan Amendment 201, which provided the policy framework for the Heritage Conservation District pursuant to Part V of the Ontario Heritage Act.

The recent Thornhill Yonge Street Study (2005) established an urban design framework to guide the physical renewal and evolution of the Yonge Street corridor in Thornhill from a post-war highway commercial corridor to a more mixed-use, pedestrian supportive main street within the southern portion of the Heritage Conservation District. The corresponding OPA, Official Plan Amendment 669, approved by Vaughan Council on June 26, 2006, provided new design and land use policies to implement the recommendations of the Thornhill Yonge Street Study. The Official Plan primarily encompasses the properties fronting onto Yonge Street and a portion of Centre Street, but does not address the balance of the Heritage Conservation District in Vaughan. Markham's Thornhill Heritage Conservation District is located on the east side of Yonge Street, generally from just south of Elgin Street north to Bay Thorn Drive, and includes lands located on

the north and south side of John Street from Yonge Street east past Henderson Avenue. Markham recently completed their Thornhill Heritage Conservation District Plan review.

Given the time which has elapsed since the 1984 Thornhill Heritage Conservation District Study/Plan, and the new policies of OPA 669, the Plan should be revised. The revised Plan would consider the current policy framework and the recent work undertaken by the Town of Markham, as well as include the increasing body of knowledge for heritage conservation districts. On June 26, 2006 Council adopted the following Staff recommendation:

“With the support of appropriate consultants, City Staff should review and revise the Thornhill Heritage Conservation District Plan (including signage and lighting policies) in co-ordination with the Town of Markham, and in accordance with the new OPA policies.”

Study Process

The following are key tasks to be undertaken in the completion of the Heritage District Study:

- Review the existing Thornhill Heritage District Study/Plan policies, guidelines, processes and procedures, as well as other relevant policy documentation including, but not limited to, the recently completed Markham Thornhill Heritage Conservation Study, OPA 669, The Thornhill Yonge Street Study (2005), and the Thornhill-Vaughan Community Plan-OPA 210.
- Identify issues of concern related to the Plan, including those of the local community through a minimum of three Open Houses/Information meetings including the participation of Heritage Vaughan, the Society for the Preservation of Historic Thornhill, and property owners within the study area. The public consultation component will also include a statutory public meeting.
- Identify issues of concern related to the Plan, including those of the local community through public consultation.
- Consult with Heritage Vaughan and staff from the Cultural Services Department.
- Update the Plan consistent with the new policies of OPA 669.
- Formulate and assess options to address deficiencies and identified areas of concern, including the omission of policies for non-heritage properties.

Timeline

Having discussed the work to be undertaken with the consultant, it is expected that the revisions to the Plan will be finished and in a format for the statutory public meeting in May of 2007. The consultant is required to submit a letter of intent which includes a detailed work plan outlining the design process and showing study stages and milestones in relation to time, associated tasks, persons' time commitments and fee rates. This work plan shall propose a minimum of three public open houses, statutory consultation with Heritage Vaughan, statutory notice for a Public Meeting, a Public Meeting, a report to Committee of the Whole and a finalized By-law.

Selection of Consultant

Phillip H. Carter, Architect and Planner, undertook the original Thornhill Heritage Conservation District Study and Plan in 1984, and has recently completed the Markham Thornhill District Study and Plan Review. Given his knowledge of the study area, and to ensure consistency throughout

the Vaughan/Markham Thornhill Heritage District, it is appropriate that Phillip H. Carter, Architect and Planner, be retained to complete this project.

Study Cost

Funds for the Study have been included in the 2006 Operating Budget the total will not exceed \$45,000.

Relationship to Vaughan Vision 2007

The review of the 1984 Thornhill Heritage Conservation Study/Plan in accordance with the current Provincial, Regional, and Municipal policy framework should promote the revitalization of the Heritage District Area, and is consistent with the Vaughan Vision Statement (Section A), to "Plan, manage and maintain, growth, development and infrastructure".

Conclusion

As per Council direction, Staff have prepared Terms of Reference for the review of the Thornhill Heritage Conservation District Study/Plan. The Study will incorporate the policies of the new Thornhill Yonge Street OPA 669, and correct any deficiencies which may exist in the 1984 Study/Plan, in light of the new policy framework and passage of time. Phillip H. Carter, Architect and Planner, conducted the 1984 Study, and has recently completed the Markham Thornhill Heritage Conservation District Study/Plan. Given his in-depth knowledge of the study area, and to ensure consistent co-ordination and implementation of development within the Vaughan and Markham Heritage Districts, it is recommended that he be retained to lead this project.

Attachments

1. Thornhill Heritage Conservation District Study Area
2. Existing Thornhill Heritage Conservation District Plan (1984)
3. Thornhill Heritage Conservation District Study – Terms of Reference

Report prepared by:

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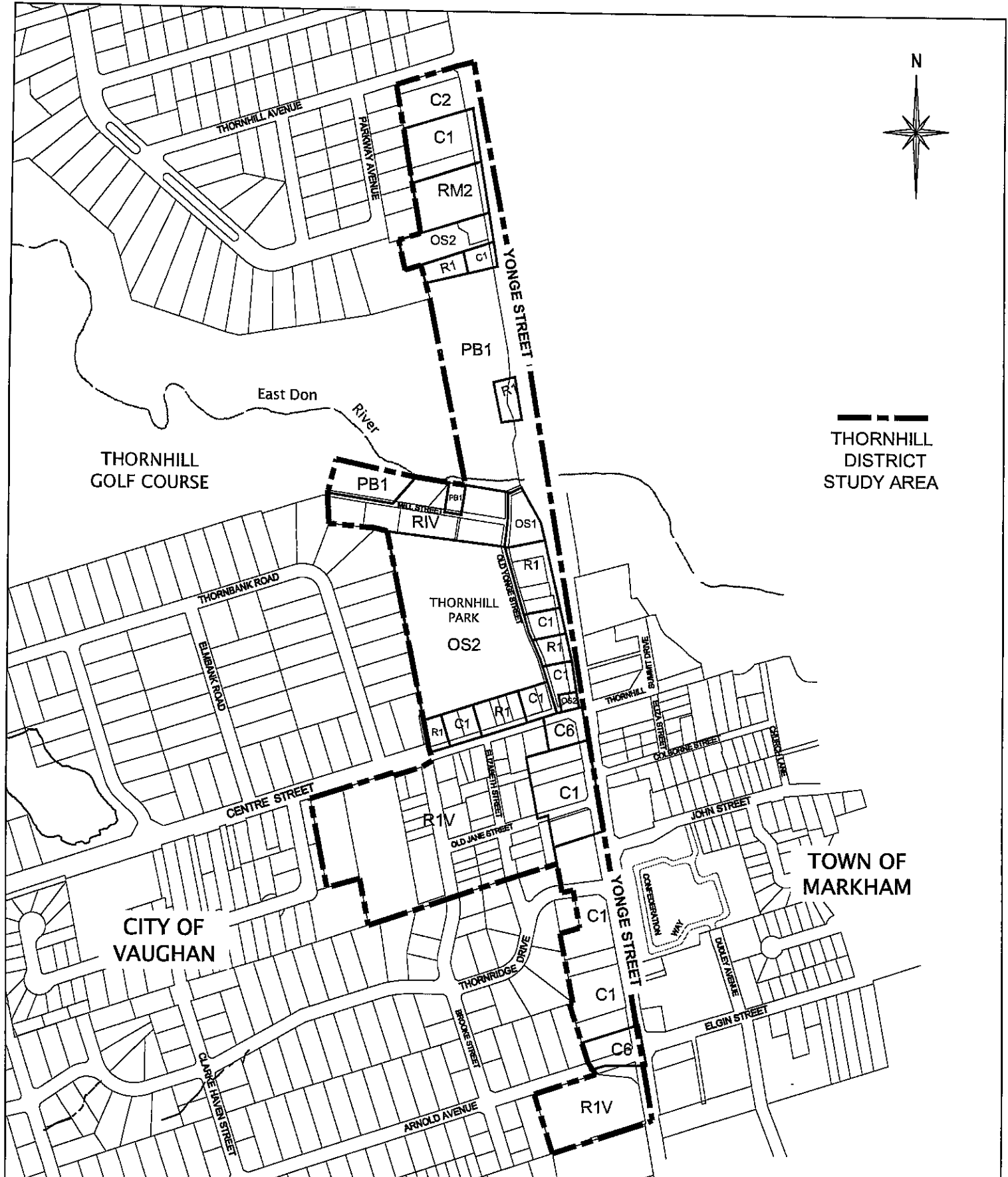
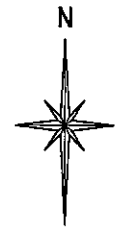
Respectfully submitted,

JOHN ZIPAY
Commissioner of Planning

DIANA BIRCHALL
Director of Policy Planning/Urban Design

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THORNHILL GOLF COURSE

THORNHILL DISTRICT STUDY AREA

TOWN OF MARKHAM

CITY OF VAUGHAN

Thornhill Heritage Conservation District Study







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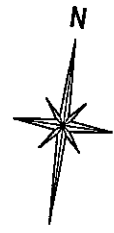
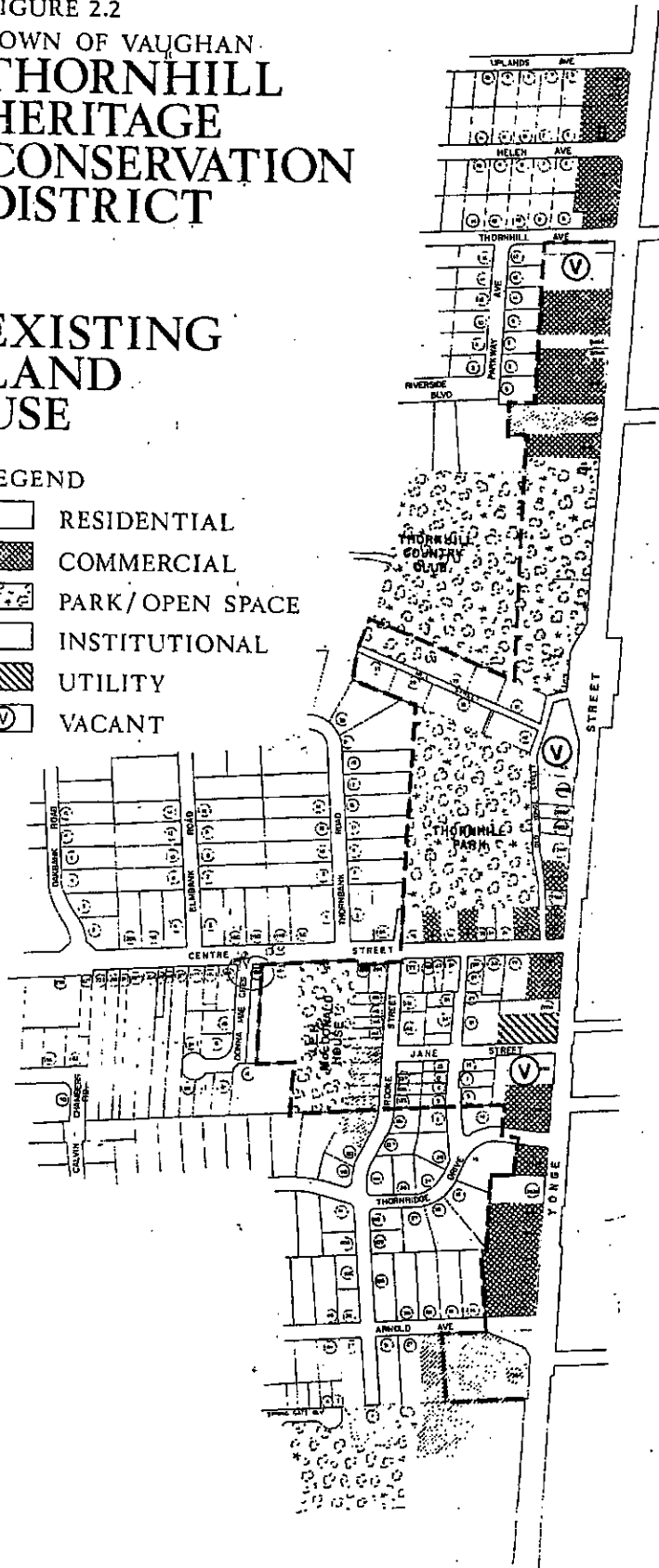
Attachment 1
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September 5, 2006

FIGURE 2.2
 TOWN OF VAUGHAN
**THORNHILL
 HERITAGE
 CONSERVATION
 DISTRICT**

**EXISTING
 LAND
 USE**

LEGEND

-  RESIDENTIAL
-  COMMERCIAL
-  PARK/OPEN SPACE
-  INSTITUTIONAL
-  UTILITY
-  VACANT



**Existing Thornhill
 Heritage Conservation
 District Plan (1984)**

**City of
 Vaughan**

Policy Planning /
 Urban Design Department

Attachment

FILE No.:
 19.27

2

September 5, 2006

Thornhill Heritage Conservation District Study

Terms of Reference

A. Introduction

The City of Vaughan Thornhill Heritage Conservation District Study/Plan (1984) provides guidelines to property owners in the district to preserve important historical architecture and landscape elements of Old Thornhill. The Plan, which received final approval at the Ontario Municipal Board on May 4, 1989, includes policies respecting the preservation of buildings, design guidelines for the development and redevelopment of properties and the renovation of existing buildings within the district. The Plan also makes recommendations respecting the improvement of public infrastructure in the area including roads, sidewalks, street lighting and parks.

Given the evolution of the Provincial and Regional planning framework since 1984, and the stagnation of development within the Heritage Conservation District commercial core, the City initiated the Thornhill Yonge Street Study in 2002. The study was to establish an urban design framework to guide the physical renewal of the Yonge Street Corridor (which forms the southerly portion of the Heritage Conservation District), from a post-war highway oriented commercial corridor to a more mixed-use, pedestrian supportive main street. A key principle of the study is that targeted investment in high quality Rapid Bus Transitway design and pedestrian-oriented streetscape development can serve as a catalyst for private sector reinvestment and renewal of the corridor. The resultant OPA 669 adopted on June 26, 2006, provided new design and land use policies to implement the recommendations of the Thornhill Yonge Street Study (2005). The Official Plan encompasses the greater part of the Heritage Conservation District, excluding a portion of the corridor north of Mill Street.

In consideration of the time which has elapsed since the Heritage District Plan was approved, it should be reviewed and revised to reflect the current policy framework. To this effect Vaughan Council adopted the following recommendation on June 26, 2006:

“City Staff with the support of appropriate consultants, should review and revise the Thornhill Heritage Conservation District Study/Plan (1984), including signage and lighting policies, in co-ordination with the Town of Markham, and in accordance with the new OPA Policies.”

B. Location

The study area is the existing City of Vaughan Thornhill Heritage Conservation District as defined in the Thornhill Heritage Conservation District Study/Plan (1984), and reflected on Schedule 1 of this report.

C. Purpose of the Study

The objectives of the Heritage Conservation District study are as follows:

1. Review the existing Thornhill Heritage District Plan policies, guidelines, processes and procedures, as well as other relevant policy documents including, but not limited to, the recently completed Markham Thornhill Heritage Conservation Study, OPA 669, the Thornhill Yonge Street Study (2005), the Thornhill-Vaughan Community Plan-OPA 210, and the current Ontario Heritage Act.
2. Identify issues of concern related to the Plan, including those of the local community through public consultation, and opportunities to enhance the Plan based on current information and changes in legislation, technology, economics, etc.
3. Develop policy recommendations for a new District Plan, which incorporates the policy framework of OPA 669, and resolve inconsistencies with current Provincial, Regional and other City policies.

D. Components of the Study and Final Report

The Study should include, but is not limited to, the following components:

1. A minimum of three Open Houses/Information meetings including the participation of Heritage Vaughan, the Society for the Preservation of Historic Thornhill, residents, and property owners within the study area.
2. A Public Hearing.
3. The final Study Report, which should include:
 - a) Short history of Thornhill Village
 - b) A complete review of the built fabric within the heritage district noting any development since the 1984 Heritage Study
 - c) Description of heritage character
 - d) Inventory of heritage buildings with accompanying photos
 - e) Development controls
 - f) Review of Heritage Permit procedures and addition of new procedures as they relate to the current Ontario Heritage Act
 - g) Policies for heritage buildings that include design guidelines for conservation of buildings, appropriate additions or alterations to heritage buildings, and appropriate building materials found within the District boundary

- h) Policies for alterations or additions to non-heritage buildings or contemporary buildings within the District boundary
- i) Revise policies for new development within:
 - Heritage Main Street Designation
 - Mid-Rise/Mixed Use Designation
 - Low Density Residential Designation
 - Institutional Designation
 - Open Space/Plaza Designation
- j) Urban design policies
- k) Streetscape and landscape design policies, including character of sidewalks, burial of hydro electrical wires, etc.
- l) Opportunities for enhancing open space and pedestrian connections within the area
- m) General site development guidelines
- n) Demolition policies
- o) Design guidelines for signage including information on appropriate materials and lighting
- p) Street furniture
- q) Street lighting
- r) Land use policy
- s) Policies for specific areas
- t) Implementation of the Plan and the Heritage Permit approval process

E. Public Notification

Recent amendments to the Ontario Heritage Act include a requirement that the City Clerk provide notice of the statutory public meeting in a manner that Council decides is appropriate. The Act requires Council to determine who should be notified and how they are to be notified of the statutory public meeting. In order to ensure that persons and bodies are informed of decisions that may have an impact on their properties and development plans the following persons and bodies shall be informed by normal mail of the required statutory public meeting:

- a) All property owners within the Heritage Conservation District
- b) The Society for the Preservation of Historic Thornhill
- c) City of Vaughan Chamber of Commerce
- d) Any person who requests, in writing, to be informed of the statutory public meeting
- e) Heritage Vaughan
- f) Regional Municipality of York
- g) Town of Markham
- h) Any other person or body that is identified during the study process as having an interest in the development of lands and / or preservation of

heritage resources in the study area or proposed Heritage Conservation District

In addition to a direct mailing to the above noted parties, advertisements shall be placed in the local newspapers and on the City's website.

F. Consultant

Phillip H. Carter, Architect and Planner, completed the Thornhill Heritage Conservation District Study (1984), and was also retained for the recent Markham Thornhill District Study Review. Given his knowledge of the subject area, and to ensure consistency between the Vaughan and Markham Thornhill Heritage District Plans, Staff recommend that Phillip H. Carter be retained to complete this project.

The Consulting team will carry out the project under the project management of the Policy Planning/ Urban Design Department with the input and participation of:

- Cultural Services Division and the Development Planning Department
- Heritage Vaughan Committee
- Society for the Preservation of Historic Thornhill

G. Deliverables

1. 20 copies of the draft report and 25 copies of the final report, including illustrations, and maps as required;
2. 1 digital print ready copy;
3. 1 photocopy ready copy;
4. 1 PDF copy; and,
5. 1 digital copy of all images: jpeg photos, dwg (2004 version), jpeg/bmp/tif/Adobe graphics.

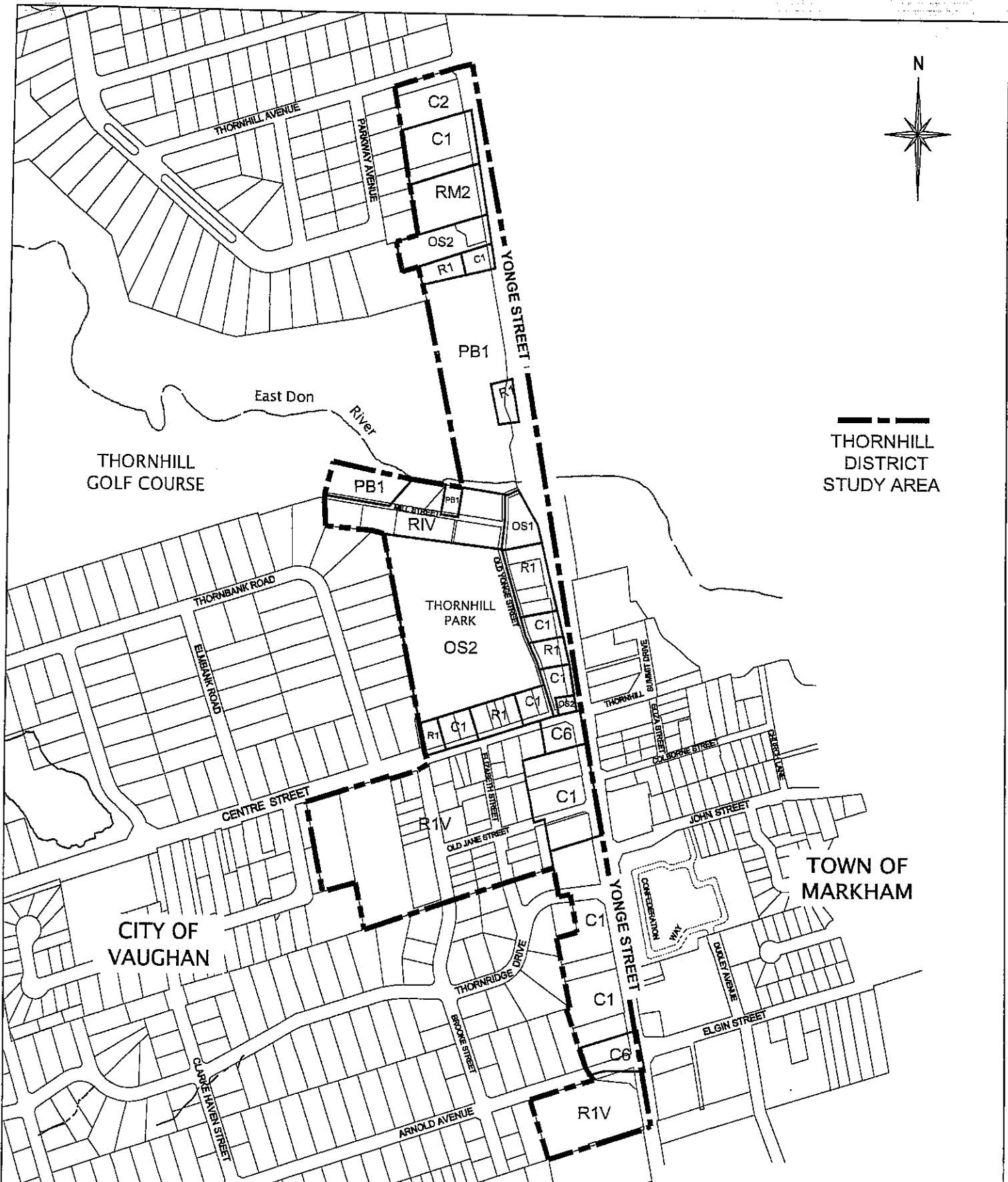
H. Study Process Schedule, Cost and Contract Fee

1. October 2006, start
2. June 2007 finish

The upset limit for this study is \$38,500 (including all disbursements and taxes). Prior to commencing the project, the Consultant will be required to submit for approval of the Commissioner of Planning and the Director of Policy Planning / Urban Design, a detailed work plan outlining the design process and showing study stages and milestones in relation to time, associated tasks, persons' time commitments and fee rates. This timeline shall propose a minimum of three public open houses, statutory consultation with

Heritage Vaughan, statutory notice for a Public Meeting, a Public Meeting, a report to Committee of the Whole and a finalized By-law. There will be a 10% holdback on the disbursement of fees. At the successful completion of the final phase, the holdback will be remitted to the Consultant.

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**Thornhill Heritage
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District Study**

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