

COUNCIL - SEPTEMBER 25, 2006

KIPLING AVENUE CORRIDOR STUDY TERMS OF REFERENCE

FILE 15.95

(Matter requiring Statutory Public Hearing)(Report No. 40, Committee of the Whole, Item 46)

Council, at its meeting of September 11, 2006, adopted the following:

Recommendation of the Committee of the Whole meeting of September 5, 2006:

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Commissioner of Planning, dated September 5, 2006, subject to replacing Clause 5. h) in the Terms of Reference, as follows:

5. h) Undertake an examination of the heritage character of the study area, with a view to integration and preservation of the heritage fabric within the proposed development scenario, including consideration of the corridor as a possible heritage district or district of cultural significance. As part of this step, the inventory of heritage structures for the study area should be updated and included as part of the final study report.

Report of the Commissioner of Planning, dated September 5, 2006

Recommendation

The Commissioner of Planning, in consultation with the Commissioner of Finance and Corporate Services and the Director of Reserves and Investments, recommends:

1. That the proposed Terms of Reference attached as Attachment 2 to this report, BE APPROVED;
2. That \$190,000 be added to the 2006 Capital Budget and pre-financing funding of \$171,000 from City Wide Development Charges - Management Studies and \$19,000 from Taxation be approved;
3. That Staff be directed to immediately after the Committee of the Whole meeting of September 5, 2006 provide notice of an intention to adopt an amendment to the 2006 Capital Budget pursuant to By-Law 394-2002 in order to facilitate reporting to the September 25, 2006 Council meeting; and
4. That this matter be forwarded to the September 25, 2006 Council meeting at which this amendment is to be considered.

Economic Impact

A total budget of \$190,000.00 is required to complete the study and would need to be Included in the Policy Planning/Urban Design Department 2006 Capital Budget.

Purpose

The purpose of this report is to obtain Council approval of the Terms of Reference for a Study of the Kipling Avenue Corridor.

Background - Analysis and Options

The study area is the Kipling Avenue corridor from Ellerby Square north to the point where Kipling Avenue begins to bend westerly, including the undeveloped parcel of land on the east side of Kipling Avenue, south of Langstaff Road, between the existing cul-de-sac subdivision and the Humber River Valley lands. The study area also includes the lands immediately west of the

Canadian Pacific Railway spur line. The southern boundary of the study area coincides with the northern edge of the Highway 7 corridor (which will be addressed by the draft OPA 661 currently deferred by Council).

The Subject Lands are designated "Low Density Residential", "Medium Density Residential", "Open Space", "Local Convenience Commercial", and "Mixed Use Commercial" by OPA 356 (Kipling Avenue Official Plan), as amended by OPA 440 (Woodbridge Core Official Plan).

The lands are zoned R1-Single Family Detached Residential (18 m frontage), R2- Single Family Residential (15 m frontage), R3-Single Family Detached Residential (12 m frontage), RM1- Street Townhouse Residential, RM2-Block Townhouse Residential, RA2-Apartment Dwelling Residential, C1-Restricted Commercial, C3-Local Commercial, M1-Restricted Industrial, M2-General Industrial, M3-Transportation Industrial, OS2-Open Space Park, and A-Agricultural.

The number of development applications and inquiries respecting redevelopment in the Kipling corridor indicate that the area is in transition. The study area consists of older single detached houses, and townhouses. A number of the residential buildings are in need of repair. There are a few older industrial uses located adjacent to the C.P. Rail line, including Woodbridge Foam, Woodbridge Lumber, Canivet Storage, and an industrial condominium, which may conflict with the nearby residential uses. Located centrally within the study area are the Woodbridge Fairgrounds. In light of the pressure for higher density development within the corridor, and the Provincial and Regional policies supporting intensification along transit corridors, a study of the area is warranted.

On April 24, 2006 Council directed that a study be initiated by adopting the following recommendation:

"That Council direct the Planning Department to prepare a Terms of Reference for the preparation of a Land Use Study for the Kipling Avenue Corridor and that the Terms of Reference identify the appropriate boundary of the Study Area."

Terms of Reference

The Terms of Reference focus on developing an up-to-date planning and urban design policy framework to guide development and redevelopment along Kipling Avenue in Woodbridge. The existing Woodbridge Community Plan (OPA 240) is now out-of-date. An up-date is needed in view of the pressure for redevelopment now being experienced within the Kipling corridor. The corridor is already experiencing change, and there are a number of recently approved development applications within the corridor. This Study will engage the community in a consultation process, including residents, landowners and business interests, in refining the vision for Kipling Avenue, in light of current and future planning concerns and objectives. The Study includes land use planning, urban design, transportation and heritage conservation components. The resulting policy framework will provide the basis for an amendment to the Official Plan.

Study Process

The following are key tasks to be undertaken in the completion of the Kipling Avenue Corridor Study.

- a) **Background Review:** This includes the review of previous planning studies, existing and recent development, and current development applications in the study area. This step also entails a review of the existing Provincial, Regional, and City of Vaughan Official Plan Policies applicable to the subject lands, and the zoning provisions.
- b) **Issue Identification, Review and Analysis:** The assessment of existing conditions and relevant planning considerations, including land use, land ownership, urban design, community structure, environmental features, heritage resources, traffic, and services.
- c) **Development of Planning Principles and Objectives:** these will be formulated in consideration of prevailing Provincial, Regional and Municipal policies, the surrounding land use/ design/ etc., context, and the issues specific to the subject lands identified in b). Examination of the surrounding area context shall place special emphasis on the planning opportunities presented by the adjacent Woodbridge Core area (OPA 440).
- d) **Preparation of Alternatives:** The development of a number of land use/urban design options for the Study Area, including the status quo.
- e) A transportation impact study will examine the current and future adequacy of the existing road network.
- f) **Technical Input from Departments and Agencies:** A technical review of the land use/urban design alternatives through consultation and circulation to commenting parties.
- g) **Develop Evaluation Criteria:** The evaluation criteria will be developed based on the analysis of all the issues identified in the study process, and the planning principles and objectives.
- h) Undertake an examination of the heritage character of the study area, with a view to integration and preservation of the heritage fabric within the proposed development scenario. As part of this step, the inventory of heritage structures for the study area should be updated and included as part of the final study report.
- i) Assess the existing parkland in the Study Area and surrounding lands, and determine parkland requirements based on proposed residential densities.
- j) **Prepare Development and Design Principles for the recommended land use alternative:** a set of development and design principles to guide future development will be prepared based primarily on the principles and format of the Woodbridge Design Guidelines. The Design Guidelines will be evaluated and refined as necessary through the study process.
- k) A Park/Open Space and detailed Streetscape Master Plan will be developed for the preferred development scenario. The Master Plan should include pedestrian/bicycle connections to the surrounding area, with special emphasis on providing attractive and convenient access to the Woodbridge Core area and valley lands.
- l) Development of the Streetscape component of the Master Plan to include a design concept through to the development of working drawings.
- m) **Finalize Study Report and related Official Plan Amendment for further consideration of Council.** The preparation of a Staff report on the completed Kipling Avenue Corridor Study, and Official Plan Amendment for the Study Area.

Public Consultation Process

The Terms of Reference provide for a public consultation process, wherein City Staff and consultants work closely with a Stakeholder Consultation Group (SCG) through a number of working meetings focused on the full range of planning and development issues relevant to the Kipling Avenue corridor.

The main product of this process will be a development and policy framework to be presented at a public Open House, followed by a Public Hearing late in 2007.

It is anticipated that the SCG will include residents and representatives of ratepayer associations from Ward 2. The SCG will also include representation from businesses and development interests in the vicinity of Kipling Avenue and Woodbridge Avenue, and the Woodbridge community. The meetings of the SCG will be open to anyone wishing to attend and inform themselves of progress on the Study.

Selection of Consultant

The Consultant Team will be chosen primarily based upon their demonstrated expertise in land use planning, urban and streetscape design, transportation and environment planning, heritage conservation planning, and public consultation facilitation.

Funding

To complete the Study, \$190,000 is required inclusive of all study and incidental costs, including GST. The appropriate funding sources for this project is \$171,000 from City Wide Development charges – Management Studies and \$19,000 from Taxation. The current balance of the City Wide Development Charges – Management Studies account is in a pre-financing position as at June 30, 2006, (\$905,169). Council policy is that no service category in a pre-financing position be increased and that no commitment be more than 50% of the anticipated revenues for any service category that is already in a pre-financed position. In the past Council has pre-financed management studies as often, the management studies are required in advance of development and the development funds being received.

Study Time Schedule

The Study will be initiated early in 2007 following Council's approval of a consulting team to carry out the work plan, and is expected to require approximately nine months from the date of project initiation, and be completed by the end of 2007.

Relationship To Vaughan Vision 2007

The proposed review of the Kipling Avenue Corridor Study Area is in accordance with the Vaughan Vision Statement to "plan, manage and maintain growth, development and infrastructure".

This report is consistent with the priorities set by Council and the necessary resources have not been approved.

Conclusion

As per Council direction Staff have prepared a Terms of Reference for the review of the Kipling Avenue Corridor in Woodbridge. The Study will consider the area in terms of the current Provincial, Regional, and Municipal framework, the surrounding land use context, and the current development applications.

Should Council concur with this proposed increase in expenditure, this action would be considered as an amendment to the 2006 Capital Budget. Pursuant to the Municipal Act 2001

Sec 291(1) before amending a budget, a municipality shall give notice of its intention to amend the budget at a Council meeting. In accordance with By-law 394-2002, notice of an intention to adopt an amendment to a budget consists of publication of notice in a newspaper of a public meeting to consider the proposed amendment at least 14 days prior to the date of the Council

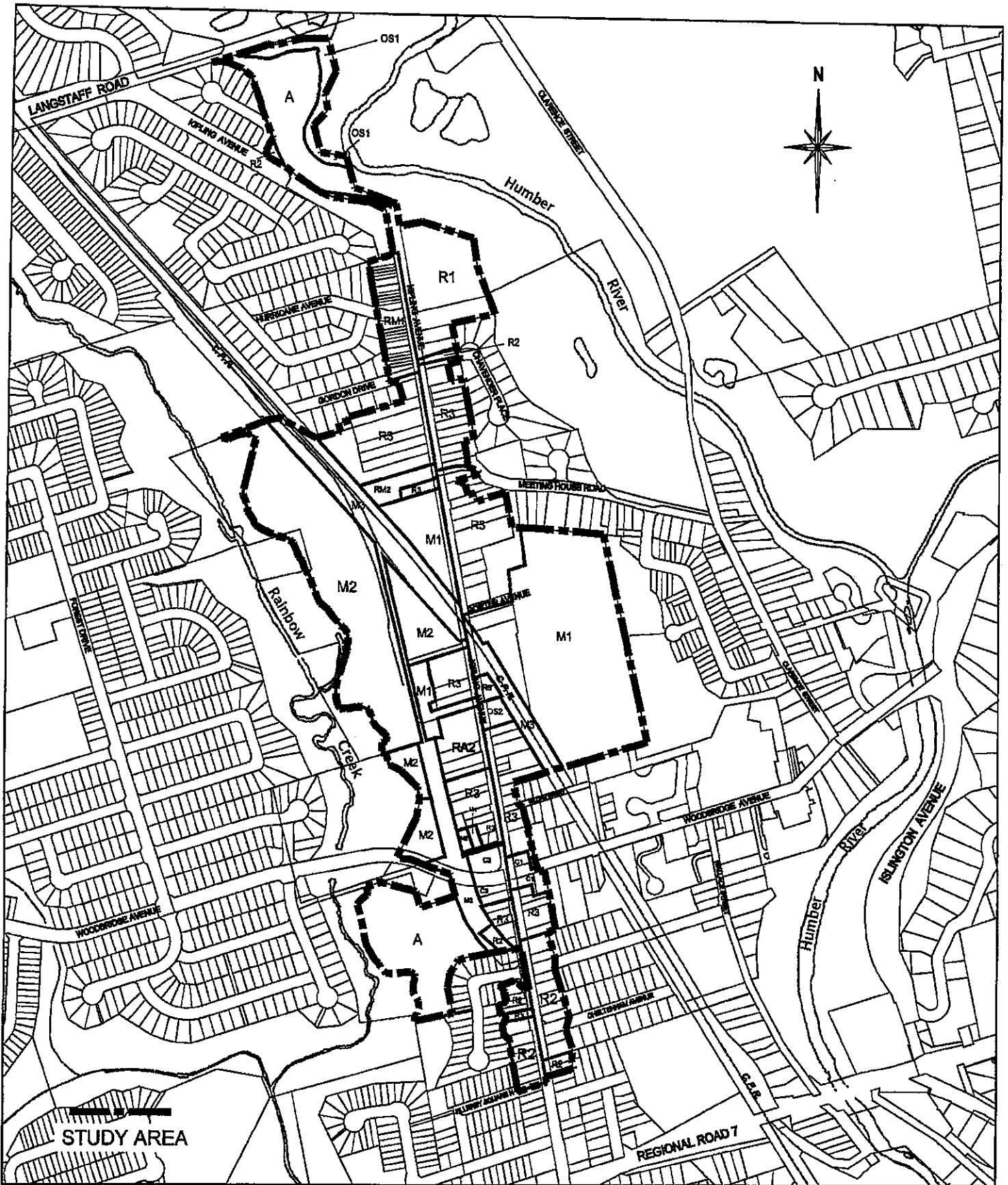
meeting at which this proposed amendment is to be considered. Therefore, if Council increases the expenditures to the 2006 Capital Budget, staff shall be directed to provide notice of an intention to adopt an amendment to the Capital Budget pursuant to By-Law 394-2002.

Attachments

1. Study Area
2. Terms of Reference

Report prepared by:

Anna Sicilia, Planner, ext.8063
Paul Robinson, Senior Planner, ext. 8410
Wayne McEachern, Manager, ext. 8026



Kipling Avenue Corridor Study

Part of Lots 6 - 10,
Concessions 7 & 8

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City of
Vaughan
Policy Planning /
Urban Design Department

Attachment

FILE No.:
15.95

Not to Scale

September 5, 2006

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Terms of Reference

1. Kipling Avenue Corridor Study

The number of inquiries respecting redevelopment on Kipling Avenue between Ellerby Square and Langstaff Road, and the number of Official Plan/ zoning amendment applications in this stretch of the corridor, indicate that this area is in transition and under pressure for higher density redevelopment. In light of this, and the Provincial and Regional policies supporting intensification along transit corridors, a study of the area is warranted.

On April 24/2006 Council directed that a study be initiated by adopting the following recommendation:

“That Council direct the Planning Department to prepare a Terms of Reference for the preparation of a Land Use Study for the Kipling Avenue Corridor and that the Terms of Reference identify the appropriate boundary of the Study Area.”

In response, this Terms of Reference has been prepared to provide the opportunity to comprehensively review the planning policies, goals and objectives for the area.

2. Purpose of Study

The purpose of the Kipling Avenue Corridor Study is to examine existing and appropriate future development for lands with frontage on the west and east side of Kipling Avenue, from Ellerby Square to the south, and north to the point where Kipling Avenue begins to bend westerly, including the undeveloped parcel of land on the east side of Kipling Avenue, south of Langstaff Road, between the existing cul-de-sac subdivision and the Humber River Valley lands. The study area also includes the lands west of the Canadian Pacific Railway spur line. Please see Study Area reflected on Attachment 1.

3. Focus and Scope of the Study

The main focus of the Study is to comprehensively define policy provisions governing future development within the Study Area. The Study will consider the appropriateness of future development in the context of the existing low density and medium density residential development, and the CPR Rail Line which crosses Kipling Avenue mid-way between Highway 7 and Langstaff Road.

Some of the key planning components that will be considered are: land use compatibility and planning considerations recognizing Kipling Avenue's proximity to Highway 7 and future Bus Rapid Transit service there, the areas relationship to the neighbouring Woodbridge Core area, transportation, environmental sustainability, community and

heritage issues, the impact of the CPR Rail Line, urban design considerations, and the possibility of locating a future Go Station within the Study Area.

In order to complete this Study, a number of land use alternatives will be developed for the Study Area and evaluated by carefully considering all of the above key planning components.

4. Public Consultation

Public participation is important to the success of the study. It is envisioned that a Stakeholder Consultation Group (SCG) will be organized and actively participate throughout the planning process. The SCG will consist of representatives from area ratepayer associations, land owners of the subject lands, local residents, and Staff from the City, Region of York, and Toronto and Region Conservation Authority.

5. Major Tasks of the Kipling Avenue Corridor Study

- a) **Background Review:** This includes the review of previous planning studies, existing and recent development, and current development applications in the study area. This step also entails a review of the existing Provincial, Regional, and City of Vaughan Official Plan Policies applicable to the subject lands, and the zoning provisions.
- b) **Issue Identification, Review and Analysis:** The assessment of existing conditions and relevant planning considerations, including land use, land ownership, urban design, community structure, environmental features, heritage resources, traffic, and services.
- c) **Development of Planning Principles and Objectives:** these will be formulated in consideration of prevailing Provincial, Regional and Municipal policies, the surrounding land use/ design/ etc., context, and the issues specific to the subject lands identified in b). Examination of the surrounding area context shall place special emphasis on the planning opportunities presented by the adjacent Woodbridge Core area (OPA 440).
- d) **Preparation of Alternatives:** The development of a number of land use/urban design options for the Study Area, including the status quo.
- e) **A Transportation Impact Study** will examine the current and future adequacy of the existing road network.
- f) **Technical Input from Departments and Agencies:** A technical review of the land use/urban design alternatives through consultation and circulation to commenting parties.

- g) **Develop Evaluation Criteria:** The evaluation criteria will be developed based on the analysis of all the issues identified in the study process, and the planning principles and objectives.
- h) Undertake an examination of the heritage character of the study area, with a view to integration and preservation of the heritage fabric within the proposed development scenario. As part of this step, the inventory of heritage structures for the study area should be updated and included as part of the final study report.
- i) Assess the existing parkland in the Study Area and surrounding lands, and determine parkland requirements based on proposed residential densities.
- j) Prepare Development and Design Principles for the recommended land use alternative: a set of development and design principles to guide future development will be prepared based primarily on the principles and format of the Woodbridge Design Guidelines. The Design Guidelines will be evaluated and refined as necessary through the study process.
- k) A Park/Open Space and detailed Streetscape Master Plan shall be developed for the preferred development scenario. The Master Plan should include pedestrian/bicycle connections to the surrounding area, with special emphasis on providing attractive and convenient access to the Woodbridge Core area and valley lands.
- l) Finalize Study Report and related Official Plan Amendment for further consideration of Council.

6. Detailed Streetscape Component

The Streetscape component of the Park/Open Streetscape Space Master Plan will require a more detailed resolution. The scope of work for this will include the design concept through to the development of working drawings.

The following sections are intended to give an overview of the project and are not intended to be an exhaustive listing of the work activities required in each phase. The Consultant will be required to provide all of the necessary personnel and resources to complete the project except where materials or information are to be supplied by the City or other agencies as specifically indicated below:

CONSULTANT'S SERVICES FOR PRELIMINARY DESIGN

The streetscape/open space services to be provided by the Consultant in the execution of the preliminary design of the project shall include but not be limited to:

- Preliminary site investigation and inspection of the topographical features and field survey work required to carry out and complete the project.

- Prepare preliminary designs and cost estimates for streetscape implementation as determined through the study process.
- Liaise with and attend meetings, as necessary, with the appropriate authorities, including but not limited to the Ministry of Natural Resources, Regional Municipality of York, Toronto and Region Conservation Authority, the City of Vaughan, affected Utility Companies, and other regulatory agencies as required, to obtain their input and requirements for the project.
- Prepare preliminary plans and profiles in accordance with the City's design criteria and good engineering practice. These plans and profiles shall be submitted to the City for consideration, revision if necessary and approval prior to proceeding to the detailed design stage. Should revision(s) be required, the Consultant shall carry out these revisions and review them with the City or any other agency as appropriate. The Consultant shall identify additional land requirements (if any), for the proposed construction and recommend any necessary property acquisitions and working or grading easements.
- Verify and confirm the EA status of this project and prepare the necessary reports as required by the Environmental Assessment Act including meetings, public information meeting, and public notices of events if required, and obtain all necessary approvals relating to this process.
- Prepare newsletter, newspaper ad, presentation material for and attendance at one public information meeting and follow up on issues which may arise out of the public information center regardless of the EA status of this project.

CONSULTANT'S SERVICES FOR DETAILED DESIGN

The Consultant shall, upon instruction from the City, provide the following services in the execution of the detailed design of the streetscape component of the project.

- Provide the necessary expertise for the final design of the streetscape as determined through the study process, to serve the best interests of the public, with due consideration for environmental concerns, capital cost and operating efficiency in accordance with current state of the art and acceptable standards and criteria established by the City and other applicable regulatory agencies.
- The preparation and submission of preliminary drawings, investigations and recommendations to the Client on such alternatives or modifications to the Project that the Consultant, in his professional judgement, deems advantageous to the Client.
- The Consultant will confirm any land requirements identified during preliminary design for the proposed works, and make recommendations regarding property acquisitions and working easements both for the project and for investigation purposes.
- Investigation and confirmation of the present location of all above ground utilities, and the preparation of additional drawings required for alternative utility relocation as

required by the Client. Underground utilities are to be indicated on the plans and profiles in accordance with information submitted by the respective utility.

- Participate in a reasonable number of meetings for informative, mediative, preventative or coordinative purposes with the City, Utilities and/or other regulatory agencies, in connection with the services provided under the terms of reference between the City and the Consultant.
- Establish requirements for geotechnical investigations (including chemical analysis), arranging for the investigation to be conducted, analysis of the report, and incorporation of recommendations into the detailed design. The Consultant shall supply the City with three copies of the report.
- Incorporate into the contract document package, design drawings and specifications for work designed by others if and when required.
- The submission of plans, specifications, schedules and applications for approval to the Client and to appropriate authorities, as required. Attendance at meetings at the offices of these public authorities to discuss designs and to provide explanations for the purpose of furthering the applications towards approval.
- The preparation of special applications or reports to assist the City in obtaining regulatory agency approval as required (except City of Vaughan Council approvals), grants or special financing from appropriate regulatory agencies or senior levels of government as applicable.
- The preparation of detailed quantity and cost estimates for the proposed work.
- The design of temporary detour and traffic diversion works, if required, in accordance with the requirements of the Highway Traffic Act and in accordance with Ontario Traffic Manual – Temporary Conditions – Book 7.
- The preparation of detailed construction drawings in AutoCAD 2000. The Consultant shall review the design with City staff and make any revisions as instructed by City staff. The Consultant shall, upon completion of the final design and subsequent to approval by the City, supply the City with a set of Mylar contract drawings, stamped and signed by a Professional Engineer, suitable for “white-print” reproduction as well as drawings in digital format on CD-ROM.
- The preparation of tender documents and bid forms using Microsoft Word 2000. The Consultant shall review the tender documents with City staff and make any revisions as instructed by City staff. The Consultant shall, upon completion of the final tender documents and subsequent to approval by the City, supply the City with one hard copy as well as in digital format of the tender documents on CD-ROM.
- The Consultant shall, when directed by the City, review and analyze bids received, check references and make recommendation thereon.

7. Products of the Study

The consultant will produce the following documents addressing the components of the Study noted above:

- a) A Transportation Impact Study.
- b) Urban Design Guidelines
- c) A Park/Open Space Master Plan and Streetscape Master Plan
- d) Detailed Streetscape Implementation drawings and cost estimate
- e) Draft and Final Study Reports (describing the study process and each of the study tasks outlined in 5. above).
- f) A draft and a final Official Plan Amendment reflecting the policy recommendations of the Study.

8. Required Consultant Expertise

The consultant team shall demonstrate expertise in :

- a) Land Use, Transportation and Environmental Planning
- b) Urban Design and Streetscape Design
- c) Public Consultation Facilitation
- d) Heritage Conservation Planning

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:

Development Planning, Parks, and Engineering Departments, and other internal departments as required.

9. Deliverables

The consultant shall produce and budget for the following products of the Study:

- a) 6 copies of the Transportation Impact Study;
- b) 6 copies of the Park/Open Space and Detailed Streetscape Master Plan;
- c) 25 copies of the draft and final Study Report;
- d) 6 copies of the draft and final OPA;
- e) 1 digital print ready copy of each document;
- f) 1 photocopy ready copy of each document;
- g) 1 PDF copy of each document; and,
- h) 1 digital copy of all images: jpeg photos, Acad dwg , jpeg/bmp/tif/Adobe graphics

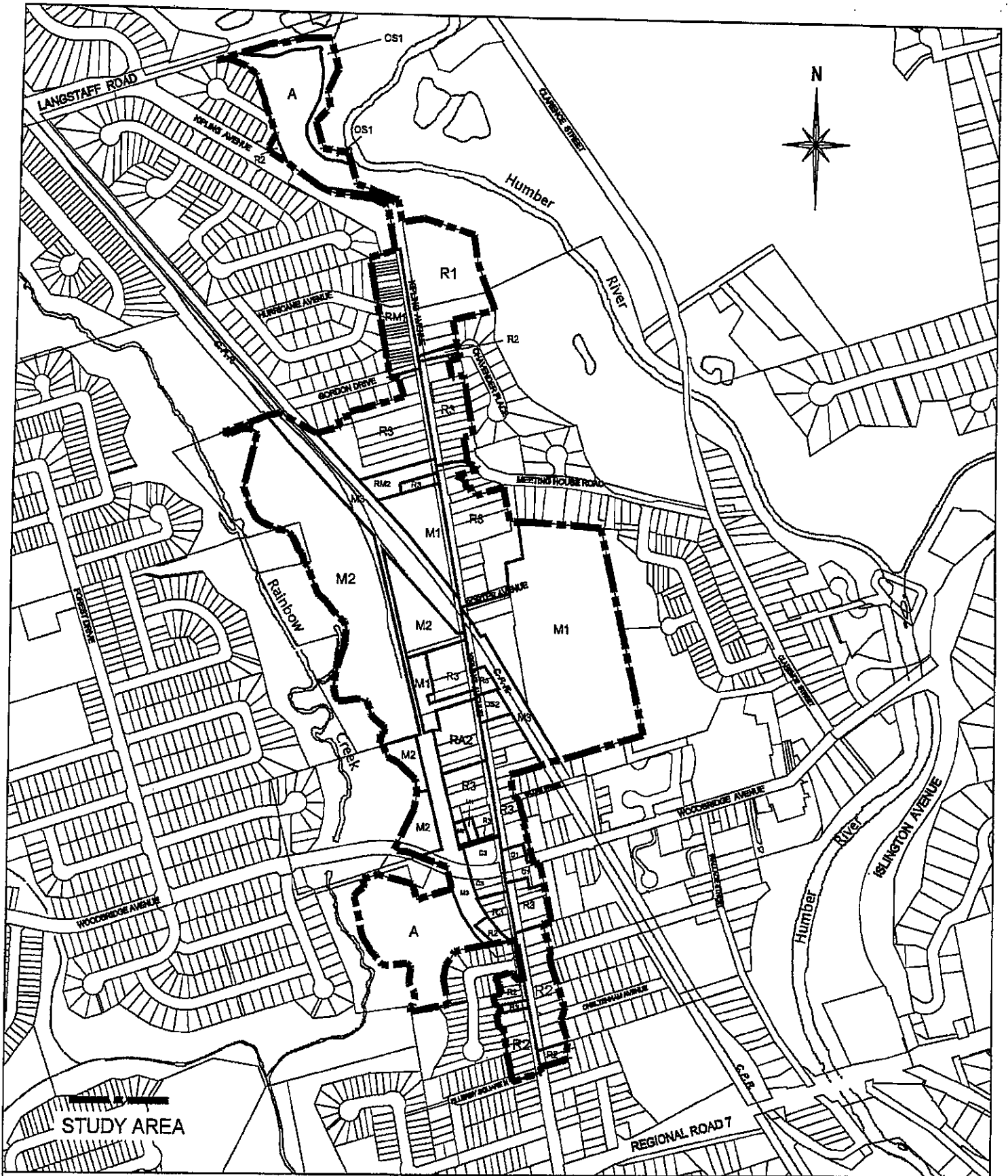
10. Study Timing Schedule

- a) January, 2007 start

- b) September, 2007 finish
- c) Applicants will be required to submit a detailed workplan outlining the study process and showing study stages and milestones in relation to time, associated tasks, Staff time commitments and fee rates.
- d) Preparation of an Official Plan Amendment based on the recommendations of the Study

11. Contract Fee and Disbursement of Fees

The upset limit for this study is \$190,000 (including all disbursements and taxes). The successful consultant will be required to submit for approval of the Commissioner of Planning and the Director of Policy and Urban Design, a work plan and payment schedule prior to commencing the project. 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.



**Kipling Avenue
Corridor Study**

Part of Lots 6 - 10,
Concessions 7 & 8

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City of
Vaughan
Policy Planning /
Urban Design Department

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