

Highway 48 Corridor Visioning Exercise

Terms of Reference

Background and Context

The Highway 48 Corridor which runs north and south in the Town of Whitchurch-Stouffville offers a significant opportunity for future growth. Although the City of Markham does not have future growth plans in this area, they are trying to address servicing issues at the Hamlet of Dickson Hill, which is adjacent to the south of the municipal boundary. The opportunity presents itself to create a cohesive and shared vision for how the corridor should develop over time addressing the priorities of both municipalities to ensure connectivity and compatibility of uses.

This Visioning exercise is a result of Town of Whitchurch-Stouffville Council direction to work with City of Markham staff to develop a vision for the future development of the Highway 48 Corridor.

On May 15, 2018, Whitchurch-Stouffville Council passed a resolution with respect to the Stouffville Gateway Mixed Use Area stating:

“That Council request the Director of Development Services to request the City of Markham to instruct their staff to participate in a joint working group with the Town of Whitchurch-Stouffville staff to review all options for transportation, transit, pedestrian connectivity, public safety and municipal services, which would benefit both municipalities, and report back to Council.”

City of Markham Council also directed staff to participate in a Joint Working Group with Whitchurch-Stouffville staff on September 10, 2018.

The matter was addressed again at the May 21, 2019 Whitchurch-Stouffville Council meeting, where Council resolved that:

“...Council direct staff to work with the City of Markham staff through the Joint Working Group to develop a joint vision for the Highway 48 Corridor for the consideration of the respective municipal Councils; and that Council direct staff, through the visioning exercise, to explore areas along the Highway 48 corridor that can be considered for settlement area boundary expansions; and that Council further direct staff, through the visioning exercise, to explore options for transfer of the responsibility to the Region of York, for the section of Highway 48 between 19 Avenue in the City of Markham and Bethesda Side Road in the Town of Whitchurch-Stouffville;...”

The Terms of Reference outline the proposed scope of work to complete a land use Visioning exercise for the Highway 48 Corridor area (refer to Figure 1 attached). This area consists of the Smart Centres shopping and Gateway Mixed-Use Area in Stouffville and also includes some lands in Dickson Hill in Markham. The study area comprises lands that both within and outside the urban area boundary, lands within the Greenbelt Plan area, Oak Ridges Moraine Conservation Plan area, and some “whitebelt” lands that may be considered for future growth.

Goals and Objectives

The Visioning exercise will identify a preferred growth scenario to guide future planning and development within the study area under the context of the current policy.

The goals of completing this Visioning exercise are to:

- Develop a shared vision between the Town of Whitchurch-Stouffville and the City of Markham for the lands within the Study Area;
- Identify goals for future development or redevelopment within the Study Area;
- Address servicing concerns particularly in the City of Markham
- Develop policy recommendations for an appropriate mix of potential future uses; and,
- Identify options for how to proceed.

As such, the Visioning exercise will address the following:

- Identify areas that could be considered for potential future settlement area boundary expansions;
- Identify natural heritage features and linkage areas, and their respective vegetation protection zones requiring protection;
- Develop scenarios through consultation and analyses to identify a preferred concept plan in support of the vision for the Town's Gateway Mixed Use Area (OPA 145), the Smart Centres business park, shopping and mixed-use area, including options for land use, transportation, transit, pedestrian connectivity, and municipal services;
- Have consideration for the employment land conversion requests that are being considered in the Hoover Park Drive and Highway 48 corridor area through the Region's Municipal Comprehensive Review; and,
- Undertake a preliminary review of the preferred concept plan in the context of the overall growth strategy, density targets and land budgeting.

This Visioning exercise will produce a preferred concept plan for consideration. Further studies to support Official Plan Amendments under the *Planning Act* for potential settlement area boundary expansions may be initiated if the concept plan is endorsed by the Region and municipal Council(s) and adopted through the Region's Municipal Comprehensive Review. The study should identify options and recommendations for how to proceed.

Study Process

Scope of Work

This Study will analyse the lands generally from the Dickson Hill community and the 19th Avenue to the south, Stouffville Road to the north, McCowan Road to the west, and generally following the creek land on the east side of Highway 48, as shown on Figure 1, to develop a concept plan.

The Visioning exercise will undertake a high-level analysis taking into consideration all relevant environmental, social and economic factors to determine the optimal capacity for development including:

- Environmental analysis
- Transportation analysis

- Servicing analysis
- Land use concepts / scenarios

In addition, the final report should include/address:

- Guidelines/Principles for development and/or redevelopment;
- Review of applicable policy and existing conditions;
- Overall function and desired character of the community;
- Servicing considerations for the study area with specific recommendations for Dickson Hill;
- Address contextual fit and connectivity of existing and potential future land use including the relationship of the lands in each of the two municipalities; and,
- Consideration of options for how to proceed with the land use concepts/preferred concept plan.

The Visioning exercise will be undertaken in consultation with York Region to ensure the proposed Vision/Concept will be in conformity with the Region's *Municipal Comprehensive Review* ("MCR"). The Study will also be prepared in consultation with landowners in the Study area and include extensive public consultation.

The Visioning exercise is expected to be completed in eight (8) months.

Consultation

The Visioning exercise will seek input from all concerned parties and individuals with regard to what, when, where and how new developments may take place in this area. The consultation process will include:

- Four stakeholders / landowners meetings
- Two public open houses (Visioning and presentation of land use concepts)
- Four Council presentations
- Six meetings with the Joint Working Group

The Visioning exercise will also maintain a project website via both the City of Markham and the Town of Whitchurch-Stouffville official websites to share research findings with and seek input from members of the public.

Budget

It is expected that the maximum project budget is \$90,000.

Reports

The consultant shall prepare all reports in both draft and final formats as outlined in this Terms of Reference.

Value Added Approach

The proponent is encouraged to propose or recommend variations to the scope of work, based on their expertise, experience, knowledge or understanding of the purpose and objectives of the project. Value added opportunities may include activities such as, but not limited to:

- Additional tasks, activities or areas of study
- Specific/innovative communication or consultation methods
- Opportunities for innovation

All variations or additions to the scope of work must be clearly identified in the proposal submission to the RFP and must include any additional costs associated with each task. Variations and additions must also be confirmed through finalization of the scope of work with the joint working group.

Consultant's Services

The consultant shall work closely with the Joint Working Group, which consists of staff from both the City of Markham and the Town of Whitchurch-Stouffville. The Town of Whitchurch-Stouffville will project manage this Visioning exercise, including the process to retain consulting services. The successful consultant retained will hold regular meetings with the Joint Working Group, which will also serve as the Project Steering Committee. The consultant is also expected to have meetings with other identified stakeholders, such as the Toronto and Region Conservation Authority and York Region, to discuss and address concerns.

The consultant's team should include technical experts to address matters such as servicing, transportation and natural environment.

The consultant will act as the technical and policy advisor for the Visioning exercise. It will be the responsibility of the consultant to provide policy/technical information and direction, and ensure that the timeframes for the Study are being met. The consultant will be responsible for the preparation of interim drafts, the associated presentations and the minutes of all meetings, and the Open Houses. It will also be the responsibility of the consultant to make presentations at all meetings convened during this Visioning exercise. The consultant, in consultation with the Joint Working Group, will also be responsible for the involvement of any identified sub-consultants, their work, and, the payment for services rendered.

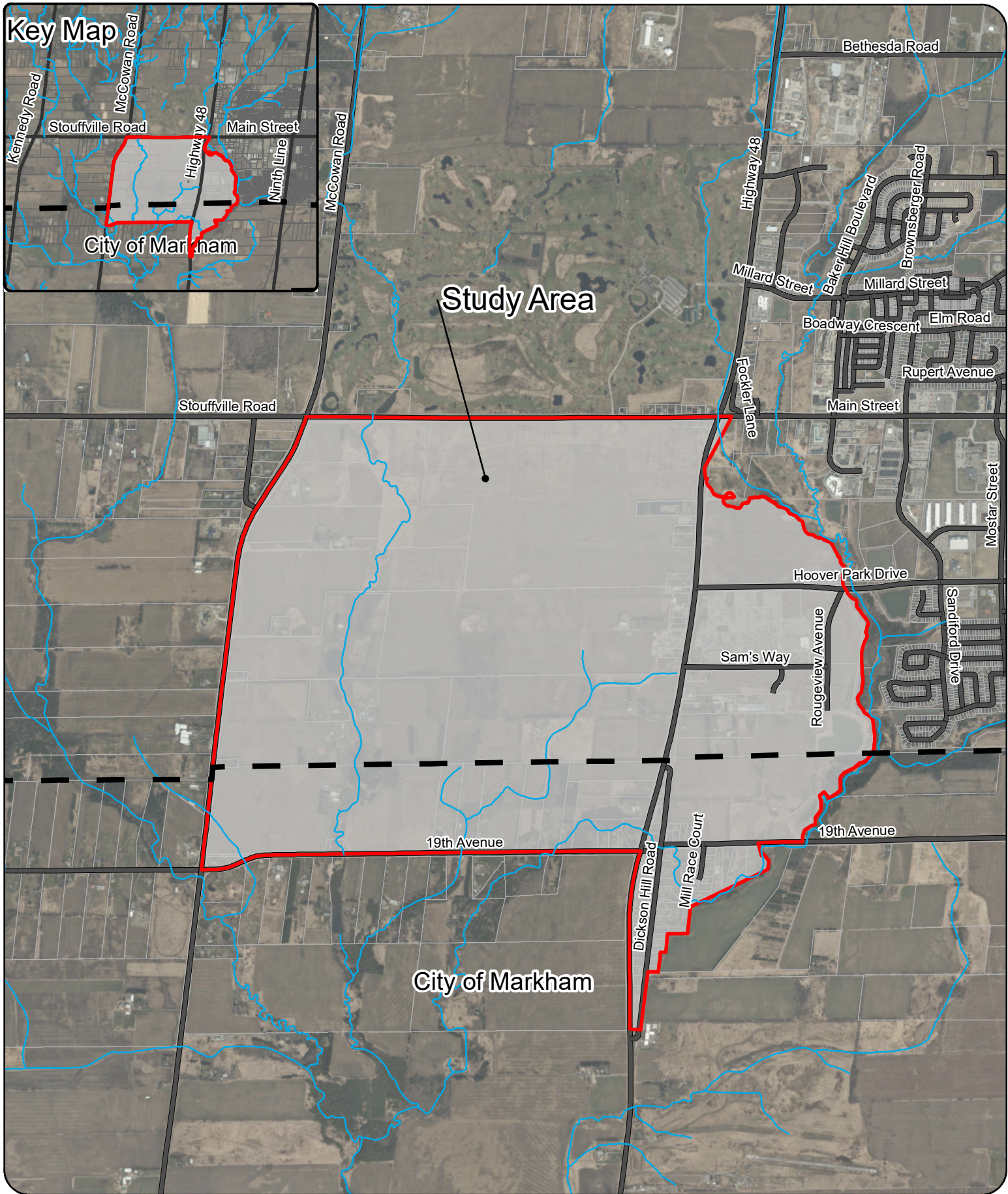
Extensive Community consultation will also be required.

Proposal Requirements

The proposal shall include the following:

- A description of the undertaking of the assignment by the consultant;
- A description of the proposed approach and work plan to be undertaken by the consultant to achieve the project objectives. The activities, deliverables and required input from others should be identified, where applicable, for each task;
- A project schedule (Gantt Chart) of the proposed work plan from the date of the City and Town awarding the work to the anticipated completion of the project;

- Relevant project experience;
- Key personnel to be assigned the project, i.e. project manager, planner and engineer, including their respective *curriculum vitae* and hourly rate;
- A project fees spreadsheet showing the estimated time in hours to be spent by each staff member on each task, the respective hourly rate, sub-total for each task, reimbursement expenses and disbursements and the total estimated fees excluding HST. The tasks must be the same as those presented in the project schedule; and
- Names of sub-consultants or services to be retained to complete the assignment.



Town of Whitchurch-Stouffville

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