

COUNCIL ATTACHMENT 1

TERMS OF REFERENCE

For the Operation of

THE SPADINA SUBWAY TRANSIT-ORIENTED DEVELOPMENT (TOD) ADVISORY TASK FORCE

October 11, 2007

1.0 Basis for the Use of Transit-Oriented Development Measures in the Spadina Subway Corridor:

Transit-Oriented Development recognizes the relationship between how we grow and our ability to provide efficient and effective transit services. The underlying principles are illustrated in the Region of York's, *Transit-Oriented Development Guidelines – City Building and Supporting Transit Through Good Design*, which was approved by Regional Council on September 21, 2006. The official plans of both the Region of York and the City of Vaughan support the application of the measures identified therein. Achieving Transit-Oriented Development in the Spadina Subway Corridor will be critical to the operational success of the subway extension in terms of the ridership it will serve to attract. In addition, it will help the Region of York and the City of Vaughan achieve their respective land use and development visions for the corridor.

In order to further the work of both municipalities, the Councils of the Region of York and the City of Vaughan have jointly agreed to create the Spadina Subway Transit-Oriented Development (TOD) Advisory Task Force. The operations of the Advisory Task Force will be guided by this Terms of Reference.

2.0 The Goal of the Advisory Task Force:

To support and promote Transit-Oriented Development in the areas adjacent to the Spadina Subway Extension, from Steeles Avenue to the Vaughan Corporate Centre, in accordance with the policies, plans and guidelines of the Region of York and the City of Vaughan.

3.0 The Objective of the Advisory Task Force:

To support the Spadina Subway Extension and the Viva Bus Rapid Transit System, consistent with the objectives of the York Region and Vaughan Official Plans, through the application of the principles of Transit-Oriented Development, in order to:

- a) Achieve development densities adjacent to station sites that support a sustainable higher order rapid transit system, based on heavy rail (subway) and bus rapid transit technology;
- b) Benefit from the creation of attractive, well-designed, compact and pedestrian friendly communities;
- c) Achieve a diverse mix of land uses that contribute to the creation of vibrant communities;
- d) Realize the environmental and social benefits of developing communities consistent with the principles Transit-Oriented Development;
- e) Fulfill the potential of the Vaughan Corporate Centre (Vaughan OPA No. 500) as an "Urban Growth Centre" (*Places to Grow Plan* – June 2006) and a "Regional Centre" under the Region of York Official Plan;

- f) Take advantage of the opportunities emerging in the Steeles Avenue Corridor, between Jane Street and Keele Street, as provided in Vaughan OPA No. 620, the area's location opposite York University and its proximity to the Steeles Avenue Station; and
- g) Explore, in consultation with the City of Vaughan, the potential for alternative development scenarios at and around the Transitway Subway Station, on the west side of Jane Street, south of Highway No. 407.

4.0 The Mandate of the Advisory Task Force:

It is the mandate of the Advisory Task Force to:

- a) Provide strategic support and assistance to the Region of York and the City of Vaughan in facilitating and implementing Transit Oriented Development, in accordance with the respective municipal policies, plans and guidelines;
- b) Promote and support the efficient integration of Transit Oriented Development and subway station sites with surface transit, commuter parking, passenger pick-up and drop-offs and pedestrian routes;
- c) Act as a forum for discussion for the purposes of issue identification and problem solving and to partner with the Region of York and the City of Vaughan in the planning and implementation of required responses;
- d) Communicate the economic, financial, social, environmental and aesthetic benefits of Transit Oriented Development to all sectors of society;
- e) Undertake specific tasks, in partnership with the municipalities, to support or advocate Transit Oriented Development, including working with external agencies, landowners and senior levels of government to address such matters as funding or planning/development issues affecting the implementation of Transit Oriented Development;
- f) Liaise and consult with the Spadina Subway System Task Force and the Toronto TOD Advisory Committee Task Force and support the free-flow of information between municipalities.

5.0 Location:

The Advisory Task Force's primary focus will be on the three subway station sites along the Spadina Subway alignment, being:

- The Terminal Station at Highway 7 and Millway Avenue in the Vaughan Corporate Centre, within the Vaughan Corporate Centre Secondary Plan Area (OPA No. 500);
- The Highway No. 407/Transitway Station on the west side of Jane Street, south of Highway No. 407, within the lands owned by the Ontario Real Estate Corporation;
- The Steeles Avenue Station, east of Jane Street, within the Steeles Avenue Secondary Plan Area (OPA No. 620).

Areas of interest may also include properties within a convenient (5 to 10 minute) walking distance of the station sites.

6.0 Relationship to the Municipal Planning (*Planning Act*) Processes:

The Advisory Task Force will operate independently from the on-going municipal planning processes and will not affect the planning processes carried out by the Region of York and the City of Vaughan. The Advisory Task Force will not be a commenting body to

either the Region or the City in matters relating to development applications or initiatives pursued under the *Planning Act*. Technical comments relating to station integration with surface transit facilities and Transit Oriented Development will be provided by the staff of the York Region Rapid Transit Corporation.

7.0 Advisory Task Force Membership:

The Advisory Task Force will be composed of:

- Five (5) appointees from the Region of York, up to three (3) of whom shall be members of Regional Council;
- Five (5) appointees from the City of Vaughan, up to three (3) of whom shall be members of Vaughan Council.

The appointments shall be at the sole discretion of the respective Councils and non-Councillor appointees may include representatives from the public and municipal staff.

8.0 Chair:

The Chair and Vice-Chair shall be elected by the Committee members at the inaugural meeting for a term of two years.

9.0 Term:

Members of the Advisory Task Force will serve concurrently with the terms of Regional/Vaughan Council. Such appointments shall expire at the end of term for both Councils.

10.0 Remuneration:

Not Applicable.

11.0 Meetings:

The Advisory Task Force will meet not less than quarterly throughout the calendar year. The quarterly meetings will be established annually at the first meeting of each calendar year. More frequent meetings may be required from time to time. Such meeting dates will be set by the Chair in consultation with the Task Force members.

12.0 Reporting:

Minutes of the Advisory Task Force meetings will be recorded and forwarded to the appropriate Committees/Councils of York Region and the City of Vaughan for their consideration and action as necessary.

13.0 Administration and Technical Services:

Administrative (Secretariat) Services will be provided by the Region of York. Technical support will be drawn from the staff of the York Region Rapid Transit Corporation, the Region of York and the City of Vaughan, as required.