



# Heritage Markham Committee Agenda

March 10, 2021, 7:00 PM

Electronic Meeting

The Third Heritage Markham Committee Meeting of  
The Corporation of The City of Markham in the year 2021.

Alternate formats are available upon request.

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## Pages

1. CALL TO ORDER

2. DISCLOSURE OF PECUNIARY INTEREST

3. PART ONE - ADMINISTRATION

3.1. APPROVAL OF AGENDA (16.11)

A. Addendum Agenda

B. New Business from Committee Members

That the March 10, 2021 Heritage Markham Committee agenda be approved.

3.2. MINUTES OF THE FEBRUARY 10, 2021 HERITAGE MARKHAM  
COMMITTEE MEETING (16.11)

8

See attached material.

That the minutes of the Heritage Markham Committee meeting held on February  
10, 2021, be received and adopted.

4. PART TWO - DEPUTATIONS

4.1. PLAN OF SUBDIVISION AND ZONING BY-LAW AMENDMENT

21

INCORPORATION OF CULTURAL HERITAGE RESOURCES IN NEW  
SUBDIVISION

SOMMERFELDT HOUSES

10379 AND 10411 KENNEDY ROAD

MINOTAR HOLDINGS INC AND HAL-VAN 5.5 INVESTMENTS LTD.

(16.11)

FILE NUMBER:  
PLAN 20 133038

Extracts:

R.Hutcheson, Manager, Heritage Planning  
D. Brutto, Senior Planner, Planning & Urban Design

See attached staff memorandum and material.

Recommendation:

Option 1

That Heritage Markham Committee recommends that the plan of subdivision be re-designed to retain the two historic Sommerfeldt Houses at their original locations on larger lots in order to provide more space for future additions, amenity space or garages, and improve the architectural compatibility and relationship with adjacent townhouse blocks.

Or

Option 2

That Heritage Markham Committee has no objection from a heritage perspective to the relocation of the two Sommerfeldt Houses to Block 'A' (Mixed Use Block) and adapted to other non-residential uses subject to the submission of a building relocation plan.

Or

Option 3

That Heritage Markham Committee has no objection from a heritage perspective to the relocation of the two Sommerfeldt Houses to a different block and recommends they be retained in residential use subject to the submission of a building relocation plan.

To be included in any selected Option

That the City's standard heritage requirements as noted in the March 10, 2021 staff memorandum to Heritage Markham be conditions of draft approval for the plan of subdivision and/or included in the Subdivision Agreement;

That consideration be given to utilizing historic family names from this area for park and street names in the subdivision;

And that the owner address identified maintenance issues immediately to eliminate further damage to the buildings, including:

10379 Kennedy Road:

- Repair water damage between second floor bathroom and kitchen;
- Repair of original windows to ensure adequate closure;
- Repair of roof of main house
- Removal of overgrown vegetation around the house.
- Proper boarding when the house becomes vacant.

10411 Kennedy Road:

- Repair water damage in roof framing, particular to the north-east corner of the main building;
- Repair of original windows to ensure adequate closure and repair or replace, if necessary, broken or missing window panes;
- Repair front entryway (including door frame and door) where there is water damage (i.e. decaying wood),
- Repair of roof of main house
- Repair or replace spalling/ broken brick and repoint where necessary;
- Removal of overgrown vegetation around the house
- Proper boarding when the house becomes vacant.

and if necessary By-law Enforcement be requested to become involved.

## 5. PART THREE - CONSENT

### 5.1. HERITAGE PERMIT APPLICATIONS

40

#### DELEGATED APPROVAL

#### HERITAGE PERMITS APPROVED BY HERITAGE SECTION STAFF

#### VARLEY VILLAGE AREA, UHCD

#### 12 WISMER PLACE, HERITAGE ESTATES

#### 109 MAIN ST. UHCD

#### 15 COLBORNE STREET, THCD

#### 193 MAIN ST. UHCD (16.11)

#### FILE NUMBERS:

- HE 21 105477
- HE 21 105888
- HE 21 105887
- HE 21 106738
- HE 21 106735

Extracts:

R.Hutcheson, Manager, Heritage Planning

P. Wokral, Senior Heritage Planner

See attached staff memorandum.

Recommendation:

THAT Heritage Markham receive the information on heritage permits approved by Heritage Section staff under the delegated approval process.

## 5.2. BUILDING OR SIGN PERMIT APPLICATIONS

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### DELEGATED APPROVAL

#### PERMITS APPROVED BY HERITAGE SECTION STAFF

298 MAIN ST. U.

7711 YONGE ST.

7681 YONGE ST.

7651 9TH LINE

16 COLBORNE ST. (16.11)

#### FILE NUMBERS:

- HP 21 102564
- AL 21 105542
- NH 20 135131
- AL 20 115331
- HP 102416

Extracts:

R.Hutcheson, Manager, Heritage Planning

P. Wokral, Senior Heritage Planner

See attached staff memorandum.

Recommendation:

THAT Heritage Markham receive the information on building permits approved by Heritage Section staff under the delegated approval process.

## 5.3. SITE PLAN CONTROL APPLICATION

43

### PROPOSED REAR ADDITION

29 JERMAN STREET

MARKHAM VILLAGE HERITAGE CONSERVATION DISTRICT (16.11)

#### FILE NUMBER:

SPC 20 132562

Extracts:

R.Hutcheson, Manager, Heritage Planning

P. Wokral, Senior Heritage Planner

See attached staff memorandum and material.

Recommendation:

THAT Heritage Markham has no objection from a heritage perspective to the proposed design of the one storey rear addition to 29 Jerman Street and the proposed net floor area ratio of 50% and the maximum, building depth of 18.9m, and delegates final review of the Site Plan application to Heritage Section staff;

AND THAT the applicant enter into a Site Plan Agreement with the City including the standard conditions regarding windows, materials, colours etc.

## 6. PART FOUR - REGULAR

### 6.1. SITE PLAN CONTROL APPLICATION

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**PROPOSED TWO STOREY ADDITION AND ATTACHED GARAGE  
1 PETER ST.  
MARKHAM VILLAGE HERITAGE CONSERVATION DISTRICT (16.11)**

FILE NUMBER:

SPC 21 108254

Extracts:

R.Hutcheson, Manager, Heritage Planning

P. Wokral, Senior Heritage Planner

See attached memorandum and material.

Recommendation:

THAT Heritage Markham has no objection from a heritage perspective to the proposed two storey addition and detached garage at 1 Peter Street or the variances to the development standards of the By-law identified by the architect requesting a maximum net floor area ratio of 50% and minimum rear yard setback of 13.0 ft.;

THAT final review of the Site Plan Control application and any future Committee of Adjustment application to approve the design of the proposed addition be delegated to Heritage Section staff;

THAT the owner enter into a site plan agreement with the City containing the standard conditions regarding materials, colours, windows, etc.

### 6.2. SITE PLAN CONTROL APPLICATION

59

**PROPOSED NEW DETACHED DWELLING  
20 PRINCESS STREET  
MARKHAM VILLAGE HERITAGE CONSERVATION DISTRICT (16.11)**

FILE NUMBER:

SPC 21 105246

Extracts:

R.Hutcheson, Manager, Heritage Planning  
 F. Hémon-Morneau, Development Technician

See attached memorandum and material.

Recommendation:

THAT Heritage Markham has no objection from a heritage perspective to the demolition of the existing heritage building;

THAT Heritage Markham recommends that revisions be made to the building footprint to address the tree preservation issues identified by Urban Design Section;

THAT Heritage Markham has no objection from a heritage perspective to the architectural design of the proposed dwelling subject to revisions being made to address the preservation of existing vegetation as recommended by the City's Urban Design Section.

### **6.3. SITE PLAN CONTROL AND VARIANCE APPLICATION**

**PROPOSED TWO STOREY ADDITION TO AN EXISTING HERITAGE  
 DWELLING AND DETACHED 2-CAR GARAGE WITH LOFT  
 14 GEORGE ST.  
 MARKHAM VILLAGE HERITAGE CONSERVATION DISTRICT (16.11)**

FILE NUMBERS:

- SPC 21 104346
- A/021/21

Extracts:

R.Hutcheson, Manager, Heritage Planning

More information will be forwarded to the Committee members under separate cover.

## **7. PART FIVE - STUDIES/PROJECTS AFFECTING HERITAGE RESOURCES - UPDATES**

The following projects impact in some manner the heritage planning function of the City of Markham. The purpose of this summary is to keep the Heritage Markham Committee apprised of the projects' status. Staff will only provide a written update when information is available, but members may request an update on any matter.

- a) Doors Open Markham 2021
- b) Heritage Week, February 2021
- c) Unionville Heritage Conservation District Plan Amendments/ Update

- d) Unionville Heritage Centre Secondary Plan
- e) Unionville Core Area Streetscape Master Plan (2021)
- f) Update to Markham Village Heritage Conservation District Plan (2019)
- g) New Secondary Plan for Markham Village (2019)
- h) Comprehensive Zoning By-law Project (2019) – Review of Development Standards – Heritage Districts

## 7.1. AWARDS

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### ONTARIO VOLUNTEER SERVICE AWARDS MINISTRY OF HERITAGE, SPORT, TOURISM AND CULTURE INDUSTRIES (16.11)

Extracts: R.Hutcheson, Manager, Heritage Planning

See attached memorandum.

#### Recommendation:

THAT Heritage Markham receive the information on the Ontario Volunteer Service Awards and that the following Heritage Markham citizen members be nominated for the 5 years of continuous service award:

David Nesbitt – 9 years

Anthony Farr – 7 years

Graham Dewar – 7 years

Evelin Ellison – 5.5 years

Ken Davis – 5 years

## 8. PART SIX - NEW BUSINESS

## 9. ADJOURNMENT



## Heritage Markham Committee Minutes

**Meeting Number: 2**  
**February 10, 2021, 7:15 PM**  
**Electronic Meeting**

Members	Councillor Keith Irish, Chair	Councillor Reid McAlpine
	Ken Davis, Vice-Chair	David Nesbitt
	Graham Dewar	Councillor Karen Rea
	Doug Denby	Paul Tiefenbach
	Evelin Ellison	Lake Trevelyan
	Anthony Farr	
	Shan Goel	
Staff	Regan Hutcheson, Manager, Heritage Planning	Laura Gold, Council/Committee Coordinator
	Peter Wokral, Senior Heritage Planner	Grace Lombardi, Election and Committee Coordinator

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### 1. CALL TO ORDER

Councillor Keith Irish, Chair convened the meeting at 7:15 PM by asking for any disclosures of interest with respect to items on the agenda.

The Chair advised that he met with various stakeholder to seek advice on how to be successful in his new role of Chair of the Heritage Markham Committee, and explained his commitment to running efficient and effective meetings.

### 2. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.



### **3. PART ONE - ADMINISTRATION**

#### **3.1 APPROVAL OF AGENDA (16.11)**

##### **A. Addendum Agenda**

There was no addendum agenda.

##### **B. New Business from Committee Members**

##### **Recommendation:**

That the February 10, 2021 Heritage Markham Committee agenda be approved.

**Carried**

#### **3.2 MINUTES OF THE JANUARY 13, 2021 HERITAGE MARKHAM COMMITTEE MEETING (16.11)**

##### **Recommendation:**

That the minutes of the Heritage Markham Committee meeting held on January 13, 2021, be received and adopted.

**Carried**

#### **3.3 HERITAGE MARKHAM COMMITTEE 2020 STATISTICS (16.11)**

##### **Extracts: R. Hutcheson, Manager, Heritage Planning**

Regan Hutcheson, Manager of Heritage Planning briefly reviewed the staff memorandum on the Heritage Markham Committee 2020 Statistics.

##### **Recommendation:**

That Heritage Markham Committee receive the information on Heritage Markham Committee Statistics for 2020, as information.

**Carried**

### **4. PART TWO – DEPUTATIONS**

The following deputations were made on the Application for Official Plan and Zoning By-Law Amendments for 7750 Bayview Avenue:

1) Valerie Burke spoke in support of the staff recommendation emphasizing the following points:

- The McCullagh Estates/Shouldice Hospital property is a significant historical treasure;
- A heritage easement should be secured as a condition of the site plan approval;
- The westerly Pomona Creek valley lands should be included in the heritage designation bylaw to protect the natural heritage;
- The proposed tower northwest of the Shouldice Hospital/Formal Gardens should be more sensitive to the existing heritage/landscape.

2) Adam Birrell, representing the Society for the Preservation of Historic Thornhill (SPOHT) spoke in support of the staff recommendation due to the McCullagh Estate main house, associated outbuildings, property features, and valley lands having significant cultural heritage value. SPHOT also suggested that:

- A wind study be conducted in relation to the tall buildings to ensure the gardens are still usable and to protect the other trees and vegetation;
- The Gardener's Cottage also be protected;
- That archaeological survey may show evidence of indigenous archaeological cultural heritage evidence.

3) Roman Komarov provided the following feedback on the development application:

- Noted that the McCullagh Estates/Shouldice Hospital property is a very unique place that should be preserved;
- Expressed concern regarding the distance between the northwest tower and the main house;
- Expressed concern that the northwest tower will hang over the main house and dramatically change the view.

4) Peter Kwantes provided the following feedback on the development application:

- Expressed concern that development will put a shadow over the community's history;
- Expressed concern that the units will be purchased for short-term rental purposes;
- Suggested that the development proposal should be modified and that building height requirements exist for a reason.

5) Joan Honsberger provided the following feedback on the development application:

- Expressed concern regarding the proposed building heights;
- Expressed concern regarding the over intensification of the area and the impact the development will have local traffic, in particularly on John Street;

- Noted that the Pomona Valley lands is a natural place that that residents use and enjoy.

Mark Noiskiewicz, Goodmans LLP thanked the Committee for deferring this item to the Feb. 10, 2021 meeting, as it provided Liberty Developments time to consider the heritage staff report. The alignment of the 5 towers was carefully considered to maintain views and trail connections. Liberty Developments feels that maintaining the height of the towers is important. All comments received should be considered together prior to making any decisions.

Marco Filice, Senor Vice President, Liberty Developments thanked the deputants for their feedback and advised that the distance between the McCullagh Estate main house and the northwest tower is 50 metres. Liberty Development is currently working with staff to try and improve the transition from the northwest building to the heritage features, but no guarantee was provided at this time. At this stage in the development process, plans are still conceptual. More details will be provided in the next stage when the proposed site plan is submitted for review and approval.

Recommendation:

THAT the written submissions from Valerie and David Burke, and from Pam Birrell (SPOHT) , regarding the Official Plan and Zoning By-Law Amendments for 7750 Bayview Avenue be received; and,

THAT the deputations by Valerie Burke, Adam Birrell (SPOHT), Roman Komarov, Peter Kwantes, and Joan Honsberger, regarding the Official Plan and Zoning By-Law Amendments for 7750 Bayview Avenue be received.

**Carried**

## **5. PART THREE – CONSENT**

### **5.1 HERITAGE PERMIT APPLICATIONS**

#### **DELEGATED APPROVAL**

#### **HERITAGE PERMITS APPROVED BY HERITAGE SECTION STAFF**

**16 COLBORNE STREET, THCD**

**TOOGOOD POND, UHCD**

**10 HERITAGE CORNER'S LANE, HERITAGE ESTATES**

**38 COLBORNE STREET, THCD (16.11)**

**FILE NUMBERS:**

- HE 21 102843
- HE 21 103134
- HE 21 104816
- HE 21 104815

**Extracts:**

R.Hutcheson, Manager, Heritage Planning  
P. Wokral, Senior Heritage Planner

**Recommendation:**

THAT Heritage Markham receive the information on heritage permits approved by Heritage Section staff under the delegated approval process.

**Carried**

**5.2 BUILDING OR SIGN PERMIT APPLICATIONS****DELEGATED APPROVAL****PERMITS APPROVED BY HERITAGE SECTION STAFF****48 CHURCH STREET, MARKHAM VILLAGE;****25 A WILSON STREET, MARKHAM VILLAGE (16.11)****FILE NUMBERS:**

- HP 20 134744
- HP20 130226

**Extracts:**

R.Hutcheson, Manager, Heritage Planning  
P. Wokral, Senior Heritage Planner

**Recommendation:**

THAT Heritage Markham receive the information on building permits approved by Heritage Section staff under the delegated approval process.

**Carried**

**5.3 COMMITTEE OF ADJUSTMENT VARIANCE APPLICATION****19 GEORGE STREET****MARKHAM VILLAGE HERITAGE CONSERVATION DISTRICT****PROPOSED SECONDARY SUITE (16.11)****FILE NUMBER:**

A/007/21

Extracts:

R.Hutcheson, Manager, Heritage Planning

P. Wokral, Senior Heritage Planner

In response to an inquiry from the Committee, Russ Gregory, representing the Applicant advised that the entrance to the proposed secondary suite will be in the rear yard and that it will be used by a family member.

Recommendation:

THAT Heritage Markham has no objection to the requested variances to permit a Secondary Suite in the basement of the Wilson-Freel House described in A/007/21 from a heritage perspective and that final review of the application be delegated to Heritage Section staff.

**Carried**

## **5.4 SITE PLAN CONTROL APPLICATION**

### **MINOR VARIANCE APPLICATION**

#### **RESIDENTIAL ADDITION**

#### **50 GEORGE STREET**

#### **MARKHAM VILLAGE HERITAGE CONSERVATION DISTRICT (16.11)**

#### **FILE NUMBERS:**

- SPC 20 134828
- A/130/20

Extracts:

R.Hutcheson, Manager, Heritage Planning

Francois Hemon-Morneau, Development Technician

Recommendation:

THAT the Heritage Markham recommendation of January 13, 2021 be replaced with this recommendation;

THAT Heritage Markham has no objection from a heritage perspective to the requested revised variance for a maximum building depth of 23.50 m and a net floor area ratio of 45.3 percent;

THAT Heritage Markham has no objection from a heritage perspective to the design of the proposed addition and remodelling of the existing dwelling subject to minor architectural changes to be addressed by Heritage Section staff and the preservation of the Honey Locust identified as (Tree #3) and delegates final review of the Site Plan application to Heritage Section Staff;

AND THAT the applicant enter into a Site Plan Agreement with the City containing standard conditions regarding materials, colours, windows etc.

**Carried**

## **6. PART FOUR - REGULAR**

### **6.1 OFFICIAL PLAN AND ZONING BY-LAW AMENDMENTS**

**7750 BAYVIEW AVENUE**

**PROPOSED HIGH DENSITY DEVELOPMENT**

**7750 BAYVIEW AVENUE LIMITED PARTNERSHIP C/O LIBERTY  
DEVELOPMENT CORPORATION**

**MCCULLAGH ESTATE /SHOULDICE HOSPITAL (16.11)**

**FILE NUMBER:**

**20 126269**

#### Extracts:

R.Hutcheson, Manager, Heritage Planning

R. Cefaratti, Senior Planner, Planning and Urban Design

Regan Hutcheson, Manager of Heritage Planning presented the staff memorandum on the Application for Official Plan and Zoning By-Law Amendments for 7750 Bayview Avenue (McCullough Estate/Shouldice Hospital). Staff are recommending the heritage designation and retention of the key cultural heritage resources on the property. There is some disagreement between staff and the Applicant in regards to which resources should be designated, specifically in regards to the stone pillar gate, Curvilinear Driveway, and the Gardener's Cottage.

Mark Noskiewicz, Goodmans LLP., representing Liberty Developments advised that there are no proposed alterations to the Gardeners Cottage or stone gate and pillar features at this time. The curvilinear driveway will be impacted by the Council supported initiative to extend Royal Orchard, as it will become part of the public road. However, it may be possible that the portion of the driveway that extends to the house be included in the designation. The Applicant is open to discussing the heritage designation of the stone gate and pillars, but does not think that the Gardener's Cottage warrants a heritage designation.

Committee provided the following feedback on the proposed Official Plan and Zoning By-Law amendments for 7750 Bayview Avenue (McCullough Estate/Shouldice Hospital):

- Suggested there be a more sensitive transition between the northwest tower and the heritage resources;

- Noted that the Heritage Assessment was very well done, but did not think it appropriately addressed the preservation of the western view;
- Expressed concern that the western view would be altered;
- Suggested re-configuring the location of the buildings to improve the western view;
- Supported the preservation of the Gardener's Cottage, and suggested that it be relocated to a location where people would better understand its purpose;
- Supported staffs recommendation to include the curvilinear driveway, the stone gates and pillars, and the Gardener's Cottage;
- Recommended that the heritage easement be on the entire property and that the Pomona Valley lands also be protected as culture heritage resources;
- Noted that the archeological findings included in the December Agenda package did not support any historical human habitat on this site;
- Inquired if there would be a wind study conducted for this development.

David Nesbitt requested to see the Archeological Assessment. Regan Hutcheson advised that this document is not typically shared with the public, but that he will look into whether it can be shared.

Marco Filice, Senior Vice President, Liberty Developments thanked the Committee for its feedback and advised they would take their comments back for consideration.

Regan Hutcheson responded to inquiries from the Committee. The Pomona Valley Lands will be protected by the Toronto Region and Conservation Area (TRCA), therefore, do not necessarily need to be protected as a heritage cultural resource. Moreover, Staffs' recommendation to animate the base means to design it so that there is a gradual and interactive transition between the buildings, the garden and heritage features, and its recommendation to reduce the height of the buildings does not specify by how much. Furthermore, staff are not requesting that the configuration of the buildings be changed. However, staff are recommending that that the Gardener's Cottage be designated as a heritage culture resource so that it can be protected and moved in the future if required. Similarly, the City's Urban Design Staff will request a wind study if required. Lastly, the Applicant will provide a more detailed drawings when the Site Plan Application is submitted, but the resolution has been created to communicate the City's future expectation in regards to the preservation of the heritage features on the site.

Recommendation:

THAT the Heritage Markham Committee has the following comments and recommendations concerning the Official Plan and Zoning By-law Amendments in support of the redevelopment of the property (7750 Bayview Avenue):

- a) The property has cultural heritage value which includes the following features: the Main House, Gate House, Stable Building, Gardener's Cottage, Forecourt, Formal Gardens, Stone Gates and Pillars, Pomona Creek Valley land within the Western Grounds, and Curvilinear Driveway;
- b) The identified cultural heritage resources should be protected through designation under Part IV of the Ontario Heritage Act, including interior features of value in the Main House such as decorative plaster details, wood mouldings and trim, original windows, doors and hardware, and the ornate curved processional black granite staircases on each level;
- c) Given the proposed road configuration, there is no objection to the relocation or removal of the Greenhouse complex subject to it being properly documented and advertised for potential relocation;
- d) The Official Plan Amendment should include cultural heritage policies that address the protection, conservation and interpretation of these features; and,
- e) For the proposed new tower building immediately northwest of the Shouldice Hospital/Formal Gardens, the applicant should give consideration to a lower multi-storey building with a more animated base to provide a more sensitive transition to the adjacent existing cultural heritage resources/landscapes.

THAT the proponent be requested to undertake necessary maintenance on the existing cultural heritage resources including repairs to the Gate House, and the proper boarding and low level heating of unoccupied buildings if they are to continue to be left vacant;

AND THAT as a condition of future development approval for any part of the property, the City should:

- secure a Heritage Easement Agreement on the portion of the property containing the cultural heritage resources ;
- obtain a Conservation/Restoration Plan for the cultural heritage resources on the property including both maintenance and restoration requirements, with implementation secured through a financial security;
- require the implementation of a historic landscape plan for the Formal Gardens including reinstating the curved treeline on the northern edge of the Formal Gardens to maintain the existing terminus and views from the Main House;
- secure commitments from the owners to undertake necessary maintenance on existing cultural heritage resources including repairs to the Gate House, and the



proper boarding and low level heating of unoccupied buildings if they are to continue to be left vacant;

- secure one or more Markham Remembered plaques to highlight and celebrate the identified cultural heritage resources on the property.

**Carried**

## **6.2 COMMITTEE OF ADJUSTMENT AND SITE PLAN CONTROL APPLICATIONS**

### **14 RAMONA BOULEVARD MARKHAM VILLAGE HERITAGE CONSERVATION DISTRICT PROPOSED NEW DWELLING SEVERANCE AND VARIANCES (16.11)**

FILE NUMBERS:

- B/07/18
- A/95/18
- A/96/18

Extracts:

R. Hutcheson, Manager, Heritage Planning  
P. Wokral, Senior Heritage Planner

Peter Wokral, Senior Heritage Planner presented the staff memorandum on the Committee of Adjustment and Site Plan Application for 14 Romano Boulevard. Staff support this proposal as it tries to addresses the issues previously identified by the Committee, which were the lack of tree preservation, the view of the Robinson House, and the size of the building lot.

The Committee provided the following feedback on the Committee of Adjustment and Site Plan Control Application for 14 Ramona Boulevard:

- Suggested that a 26 foot wide lot was too narrow and should not be approved;
- Expressed concern that the rear yard of the Robinson House would become mostly hard surfaces;
- Expressed concern that trees would be taken down to build the driveway to the new home;
- Noted that the orientation of the heritage house is not the orientation of the lot, which makes it a challenging lot to work with;
- Felt the proposal would takeaway from the frontage of Robinson House;
- Suggested the house should comply with the City's Infill-By-law;

- Suggested that the Robinson House and the new home share a driveway to permit for a wider lot;
- Expressed concern that the property owners may have disagreements in the future over the maintenance of the front lawn;
- Suggested that a site visit be conducted to better visualize the proposal and that the matter be referred to the Architecture Review Sub-Committee;

Peter Wokral responded to inquiries from the Committee. Staff noted the smaller new lot and reduced frontage complements the heritage property by protecting public views of the true front elevation of the dwelling. The City's arborist has also advised that the trees near the driveway are in poor condition. Staff are not aware of anything that would necessitate the removal of the trees, but it may be the intention of the Applicant to remove the trees and plant new trees elsewhere on the property.

Regan Hutcheson, Manager of Heritage Planning advised that City is currently not permitting in-person site visits by volunteers due to the pandemic.

Recommendation:

THAT the Committee of Adjustment and Site Plan Control Application for 14 Ramona Boulevard be referred to the Architectural Review Committee for further analysis.

**Lost**

Recommendation:

THAT Heritage Markham does not object to the proposed severance of 14 Ramona Boulevard (file B/07/18) or the requested variances (files A/95/18 and A/96/18) from a heritage perspective subject to the following conditions:

- o That the size, scale and architectural designs of the proposed new dwelling on the conveyed lot and the proposed new accessory building on the retained lot reflect the concept drawings attached to this application subject to minor improvements of the architectural details and window specifications etc
- o That any fence in the front yard of the conveyed lot (which will be the side yard fence of the retained lot) be a wooden picket or wooden rail fence no higher than 42 inches to allow continual views of the front elevation of the Robinson House; and
- o That Site Plan Approval is obtained for the proposed new dwelling (conveyed lot) and accessory building (retained lot) containing standard clauses regarding colours, materials window treatment, etc.;

THAT review of the future site plan applications for the proposed new dwelling on the conveyed lot and the proposed new accessory building on the retained lot be delegated to Heritage Section Staff unless there are any significant deviations to their proposed designs as reviewed by the Committee;

AND THAT Heritage Markham does not object to the demolition of the existing detached garage on the proposed conveyed lot, provided that it is first advertised for relocation or salvage prior to the issuance of a demolition permit.

**Lost (by a tie vote)**

No other motions were considered by the Committee.

## **7. PART FIVE - STUDIES/PROJECTS AFFECTING HERITAGE RESOURCES – UPDATES**

### **7.1 REQUEST FOR FEEDBACK**

#### **ONTARIO HERITAGE CONFERENCE 2023 OR 2024 COMMUNITY HERITAGE ONTARIO (16.11)**

##### Extracts:

R.Hutcheson, Manager, Heritage Planning

Regan Hutcheson, Manager of Heritage Planning advised that City has been asked if it would be interested in hosting the 2023 or 2024 Ontario Heritage Conference. Staff noted they were unsure the City will have the staff resources and volunteer commitment to support the planning of the conference at this time. Staff indicated the decision could be revisited to consider hosting 2024 or beyond next year.

Committee recognized the economic benefits of holding the conference in Markham, but agreed not to pursue the proposal at this time.

##### Recommendation:

THAT Heritage Markham Committee receive as information.

**Carried**

## **7.2 PROCLAMATION OF HERITAGE WEEK 2021**

### **FLAG RAISING AT CIVIC CENTRE (16.11)**

Extracts: R. Hutcheson, Manager, Heritage Planning

Regan Hutcheson, Manager of Heritage Planning advised that the proclamation of Heritage Week 2021 will be printed on the City Page in the *Markham Economist & Sun*, and *Thornhill Liberal*, but as per City policy, there will be no flag raising this year due to the pandemic.

Recommendation:

That Heritage Markham receive as information.

**Carried**

## **8. PART SIX - NEW BUSINESS**

### a) Beckett Farm House

A committee member raised the issue of the condition of the Beckett Farm House (28 Busch Ave) Regan Hutcheson, Manager of Heritage Planning advised that the protection of the Beckett Farm House will be addressed through a Staff Report targeted to go to the Development Services Committee prior to summer break on the City's plan for handling neglected heritage properties, which will include how the upkeep of these properties will be enforced.

### b) Meeting Start Time

The Committee agreed to start Heritage Markham Committee meetings at 7:00 PM for the duration of time meetings are held via Zoom.

### c) Round Table

The Chair introduced the concept of allowing each member the opportunity to provide comment or ask a question. Committee participated in a roundtable discussion.

## **9. ADJOURNMENT**

Heritage Markham Committee adjourned at 10:00 PM.



## MEMORANDUM

**TO:** Heritage Markham Committee

**FROM:** Regan Hutcheson, Manager-Heritage Planning

**DATE:** March 10, 2021

**SUBJECT:** Plan of Subdivision and Zoning By-law Amendment  
10379 and 10411 Kennedy Road  
Minotar Holdings Inc and Hal-Van 5.5 Investments Ltd.  
PLAN 20 133038

	<b>10379 Kennedy Road</b>	<b>10411 Kennedy Road</b>
<b>Property/Building Description</b>	Sommerfeldt Homestead, c. 1840 Two-storey, Georgian, stucco	George Henry Sommerfeldt Sr. House, c. 1856, Two-storey brick Regency,
<b>Use</b>	Former Residential Currently: Residential Tenancy	Former Residential Currently: Fairtree Golf Centre (driving range, parking lot)
<b>Heritage Status</b>	Individually Designated (Part IV) By-law 2003-158	Individually Designated (Part IV) By-law 2003-157

### Application/Proposal

- Applications are to facilitate the creation of approximately 760 ground related dwelling units (comprised of detached, semi detached and townhouses), a mixed-use block, a neighbourhood park, a parkette, stormwater management facilities, and the supporting road network on the subject lands.
- Currently the lands are primarily used for agricultural operations, with the exception being a golf driving range known as the Fairtree Golf Centre. The Robinson Creek runs north/south through the lands and divides the area proposed for development to the west, from the remainder of the lands to the east.
- **The lands contain two (2) heritage structures known as the George Henry Sommerfeldt Homestead (10379 Kennedy Road) and the George Sommerfeldt Sr. House (10411 Kennedy Road), which are designated under Part IV of the Ontario Heritage Act.**
- **The applicant proposes to relocate both heritage resources approximately 200m north to a Mixed Use Mid- Rise block at the north end of this property.**



*Illustration from the MHBC Heritage Impact Assessment report*

### **Background**

- Heritage Markham and staff have been addressing the matter of other cultural heritage resources in this immediate area through other applications including:
  - To the South: **10225-10277 Kennedy Road** (Homer Wilson House, JP Carr and Pingle Cemetery); and **4638 Major Mackenzie Drive** (Pingle-Brown House)
    - In August 2020, Heritage Markham recommended:
      - 1) That the applications were not supported at this time as they do not appropriately address the retention of the identified cultural heritage resources as per the cultural heritage policies of the City's Official Plan, the Robinson Glen Secondary Plan and the Community Design Plan, and encourages the applicant to continue to work with staff and the Committee; and,
      2. That the Homer Wilson House and J.P Carr Cottage, and Pingle-Brown House be retained on their original sites on appropriately sized lots and remain connected from a contextual perspective, and that the standard heritage conditions of approval be secured
      3. That the Pingle Cemetery area be sensitively integrated with adjacent development in a respectful manner to protect and preserve its integrity including the requirement for appropriate fencing, landscaping and a Markham Remembered plaque; and,
      4. That the Applicant report-back to the Heritage Markham Committee with an option where the heritage assets remain in their existing locations.
  - To the North: **10537 Kennedy (Arthur Wagg House)**
    - In January 2021, Heritage Markham recommended support for a revised option proposed for the Arthur Wegg House which includes retaining the heritage resource near its original site (corner of Kennedy Road and future Street F), but on a new foundation and at the proposed grade of the adjacent subdivision lands.

- Heritage Markham acknowledged that the grading was to be raised substantially in this location.



- A **Heritage Impact Assessment (HIA)** was submitted as part of the application. The report was prepared by MHBC Planning, Urban Design and Landscape Architecture (“MHBC”). The full report will be sent to Heritage Markham members under separate cover. The following summarizes the consultant’s recommendations:
  - The retention of both buildings on-site in their original and adaptive re-use was evaluated as per Section 4.5.3 of the Official Plan. The option to retain the houses in-situ is challenging for the overall development and the integration of the houses in-situ may result in isolation due to their current setbacks and orientation.
  - It is recommended that development proceed as proposed with the relocation and rehabilitation of the houses within Block ‘A’ of the proposed Plan of Subdivision.

#### **Summary of Impacts**

- The relocation of the buildings may be a *beneficial impact* to the overall viability and use of the buildings within the community and provide a new context improving opportunities for conservation. Their proposed orientation within the mixed use block allows for improved visibility of the buildings from the public realm.
- The report concludes that the *impact* of the proposed redevelopment on the existing George Henry Sommerfeldt Homestead (10379 Kennedy Road) is as follows:
  - *Minor impact due to removal of designated fieldstone foundation;*
  - *Potential impact of isolation if building is not appropriately integrated into mixed-use designated land.*



- The report concludes that the impact of the proposed redevelopment on the existing George Henry Sommerfeldt Sr. House (10411 Kennedy Road) is as follows:
  - *Minor impact due to removal of designated fieldstone foundation;*
  - *Potential impact of isolation if building is not appropriately integrated into mixed-use designated land.*

#### **Conservation Recommendations**

- A number of conservation and mitigation measures are recommended to ensure the conservation of the two houses and ensure any negative impacts are avoided or mitigated. These include:
  - Short term measures to secure and stabilize the buildings before they are relocated;
  - A Conservation Plan to address conservation of the houses during and after the relocation;
  - Documentation of both buildings occur before relocation;
  - The layout and design of new buildings within the mixed use block be addressed through site plan approval to ensure new development is compatible and complementary to the heritage buildings;
  - That commemoration of the two buildings and their history be implemented through site plan approval.
- The above recommendations can be implemented through a Commemoration Plan and implemented through site plan control.
- It is recommended the photographic documentation within Section 3.0 of this report serve as a photographic reference for conservation approaches mentioned in this report. It is recommended that this report should be included as part of the Municipal Heritage Committee's archival files for future reference.

- **Archaeology**

- A Stage 1 archaeological assessment was undertaken in 2014 which warranted a Stage 2
- A Stage 2 assessment occurred in 2018 and a number of indigenous and historic finds/site were uncovered. Certain sites were to proceed to a Stage 3 assessment
- A Stage 3 assessment was submitted in Nov 2019 which assessed a site specific area near 10379 Kennedy Road. The area was cleared of any further archaeological concerns.

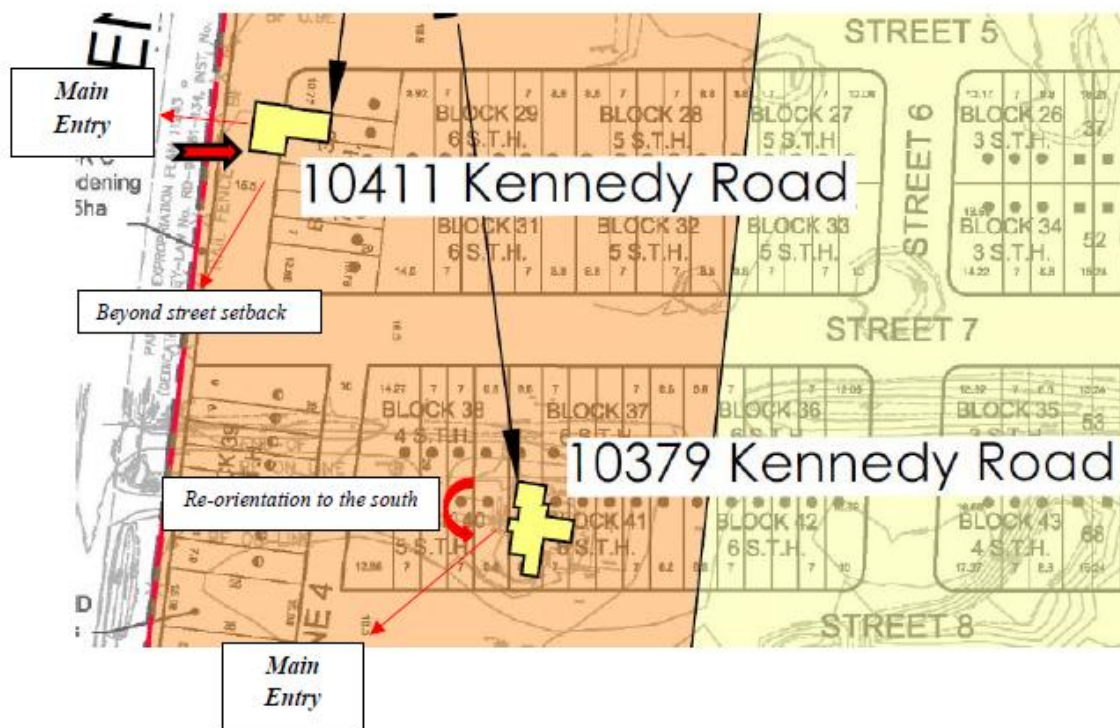
#### **Staff Comment**

- It is encouraging that the applicant continues to recognize the significance of the two protected cultural heritage resources and is committed to retaining these resources within the plan of subdivision.
- The submitted Heritage Impact Assessment (HIA) is a comprehensive document that provides much useful information regarding the condition of the two buildings, their heritage value and approaches to short and long term conservation.
- **Policy Documents**
  - The heritage conservation policies of the **Markham Official Plan (OP)** and the **Robinson Glen Secondary Plan** are the main applicable documents.



- The key objective in the OP is for cultural heritage resources to be **retained in their original location and for their original use**. The second option in order of preference is to retain the resource in its original location but in an adaptive re-use. Relocation elsewhere within the development site is the third preference.
  - However, the policies identify that relocation to elsewhere within the development site is to only be considered in situations **where it is demonstrated that retention of the resource in its original location is not viable or appropriate**.
  - The **Secondary Plan** document refers to the Official Plan policies in section 4.5 including reference to the policies for retention on-site versus relocation. The Secondary plan also notes that it is City policy to ensure that development of a *significant cultural heritage resource* itself, or development on *adjacent lands* is designed, sited or regulated so as to protect and mitigate any negative visual and physical impact on the *heritage attributes* of the resource, according to policy 4.5.3.11 of the Official Plan, **including considerations such as scale, massing, height, building orientation and location relative to the resource**. The strategy for integrating *cultural heritage resources* where required shall be outlined in the Community Design Plan.
- The **Robinson Glen Community Design Plan** was approved by Council in 2018 and it provides design guidelines to be used in the evaluation of future development applications with the Robinson Glen Secondary Plan.
- Building Condition/Structural
  - The HIA indicates that both existing heritage buildings are in declining condition from a maintenance perspective and will require attention (short term and long term). Issues of concern include the roof and original windows/frames on both houses and the brick cladding on 10411 Kennedy Rd.
  - A structural condition assessment has indicated that based on a preliminary review and subject to certain conditions, both buildings could be relocated.
  - It is recommended that Heritage Markham Committee recommend that the owner address identified maintenance issues immediately to eliminate further damage to the buildings, and if necessary By-law Enforcement be requested to become involved.
- Retention on Site versus Relocation of Buildings
  - The area in which the two dwellings are located is proposed for residential mid-rise development. Housing forms would include townhouses, stacked townhouses and walk up apartment buildings.
  - The HIA indicates the existing location of both houses is problematic for the efficient layout of the subdivision and both would have to be moved to be integrated into the lotting.
  - From a design and staff perspective, the lotting pattern are just lines on paper at this time and could be modified to address incorporation of the buildings if that was to be the objective.

- It does not appear that the plan considered that lot layout, grading, road networks, and required infrastructure should have regard for existing cultural heritage resources, as to ensure a compatible context and interface (as per the Community Design Plan guidelines). Or attempt to integrate cultural heritage resources into the street and block pattern to respect and retain the historic relationship between the front entrance and the street.



*Illustration from the HIA Report.*

- The applicant believes that the relocation of the buildings to a site removed from the mid rise housing typology would be a more appropriate context for these heritage resources, and would provide greater visibility and flexibility. Further, the consultant indicates that the ‘cultural heritage value’ of both properties is limited to the houses, and therefore, there is little difference in impact if the houses are moved a few metres from their original location or many metres from their original location.
- The applicant proposes removing all modern additions to the buildings and relocating them to a mixed use block (Block ‘A’) at the northwest part of the Plan to be adaptively re-used as commercial properties (e.g. restaurant or daycare). This Block would permit buildings in the range of 6-8 storeys in height.



*Illustration from the HIA Report*

- Staff did meet previously with the applicant and indicated the City's preference for on-site conservation of the cultural heritage resources. Options could include leaving the buildings where they are and re-lotting the subdivision around them or leaving one building on site and relocating the other adjacent to it (Heritage Enclave)
- **The pros and cons of on-site retention from staff perspective:**

Pros

- The buildings remain where they have always been for the last 160-180 years, and could be sensitively incorporated into the residential subdivision fabric on larger lots.
- The buildings would stay in residential use (no conversion/modification necessary).
- On-site, they tell their own honest story even amongst the new modern development.
- Risk of damage from relocation is eliminated (or minimized if moved a short distance). Least impact on physical attributes of the houses.

Cons

- The buildings have always been visually and physically connected with each other and the introduction of new development between them will sever that connection.
- Even with re-lotting, it is expected that the development around the houses will be dense with an expectation to maintain as many lots as possible.
- The issue of final grading has not been raised, but was discussed as part of the plan of subdivision to the north (Wegg House)

- **The pros and cons of relocation to the Mixed Use Block from staff perspective:**

Pros

- Heritage buildings can retain their connectivity with each other through adjacent siting;
- Buildings can maintain the west facing orientation (albeit setback from Kennedy Road likely behind new development);
- Any issue related to grading can be addressed;
- Corner location may provide enhanced presence to the public realm due to visibility.

Cons

- Unclear of final relationship of two storey buildings with 6-8 storey mixed use development
- Unsure of timing of the Mixed Block development;
- Impact of adaptive re-use on the heritage buildings for non-residential uses;
- Loss of building fabric (foundation);
- Loss of original context.

- **The fundamental question that Heritage Markham Committee has to consider is whether it is appropriate, feasible and viable for the two heritage buildings to be retained in-situ and incorporated into a residential townhouse environment or whether it would be more appropriate to allow relocation to a mixed use block further to the north.**
- As noted in the background material, Heritage Markham has recently requested the developer to the south to try to retain their heritage buildings on site as well as the development to the north (albeit a minor relocation and at a new grade).
- As noted above, there are pros and cons to each option. Notwithstanding which option is preferred, it is recommended that the standard heritage requirements should be conditions of draft approval for the plan of subdivision and/or included in the Subdivision Agreement ensuring:
  - Retention of the heritage resources on the original sites or on an identified lot/block;
  - Protection of each heritage resources by keeping it occupied or properly boarded to prevent vandalism and deterioration including:
    - securing and protecting the building from damage through the requirements outlined in the City of Markham's Property Standards By-law (Part III – Heritage Buildings), and the Keep Markham Beautiful (Maintenance) By-law including Section 8 – Vacant Heritage Property;
    - when vacant, erecting a "No-trespassing" sign in a visible location on the property indicating that the Heritage Building is to be preserved onsite and should not be vandalized and/or scavenged; and
    - installing a 8 ft high fence around the perimeter of the house to protect the dwelling until the completion of construction in the vicinity or the

commencement of long-term occupancy of the dwelling as confirmed by City (Heritage Section) staff.

- Securing a Heritage Easement Agreement for each building;
- Provision of a legal survey of each Heritage Building to facilitate the registration of the designation by-law and Heritage Easement Agreement on the created/proposed lot;
- Provision of a \$250,000 Letter of Credit for each building to ensure the preservation and restoration of the existing heritage building and the implementation of all heritage requirements;
- Execution of a Site Plan Agreement with the City for the heritage building including detailed elevations outlining the proposed restoration/conservation plan prepared by a qualified architect with demonstrated experience in heritage restoration projects;
- Implementation of the exterior restoration of the heritage building and ensure basic standards of occupancy within two years ;
- Provision of a marketing plan to promote the features and availability of the heritage house;
- Commemoration of the heritage house through the acquisition and installation of a Markham Remembered interpretive plaque

## **Suggested Recommendation for Heritage Markham**

### Option 1

That Heritage Markham Committee recommends that the plan of subdivision be re-designed to retain the two historic Sommerfeldt Houses at their original locations on larger lots in order to provide more space for future additions, amenity space or garages, and improve the architectural compatibility and relationship with adjacent townhouse blocks.

Or

### Option 2

That Heritage Markham Committee has no objection from a heritage perspective to the relocation of the two Sommerfeldt Houses to Block 'A' (Mixed Use Block) and adapted to other non-residential uses subject to the submission of a building relocation plan.

Or

### Option 3

That Heritage Markham Committee has no objection from a heritage perspective to the relocation of the two Sommerfeldt Houses to a different block and recommends they be retained in residential use subject to the submission of a building relocation plan.

### To be included in any selected Option

That the City's standard heritage requirements as noted in the March 10, 2021 staff memorandum to Heritage Markham be conditions of draft approval for the plan of subdivision and/or included in the Subdivision Agreement;

That consideration be given to utilizing historic family names from this area for park and street names in the subdivision;

And that the owner address identified maintenance issues immediately to eliminate further damage to the buildings, including:

#### 10379 Kennedy Road:

- *Repair water damage between second floor bathroom and kitchen;*
- *Repair of original windows to ensure adequate closure;*
- *Repair of roof of main house*
  
- *Removal of overgrown vegetation around the house.*
- *Proper boarding when the house becomes vacant.*

10411 Kennedy Road:

- *Repair water damage in roof framing, particular to the north-east corner of the main building;*
- *Repair of original windows to ensure adequate closure and repair or replace, if necessary, broken or missing window panes;*
- *Repair front entryway (including door frame and door) where there is water damage (i.e. decaying wood),*
- *Repair of roof of main house*
- *Repair or replace spalling/ broken brick and repoint where necessary;*
- *Removal of overgrown vegetation around the house*
- *Proper boarding when the house becomes vacant.*

and if necessary By-law Enforcement be requested to become involved.

File:

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## Location Map



## Aerial Photograph





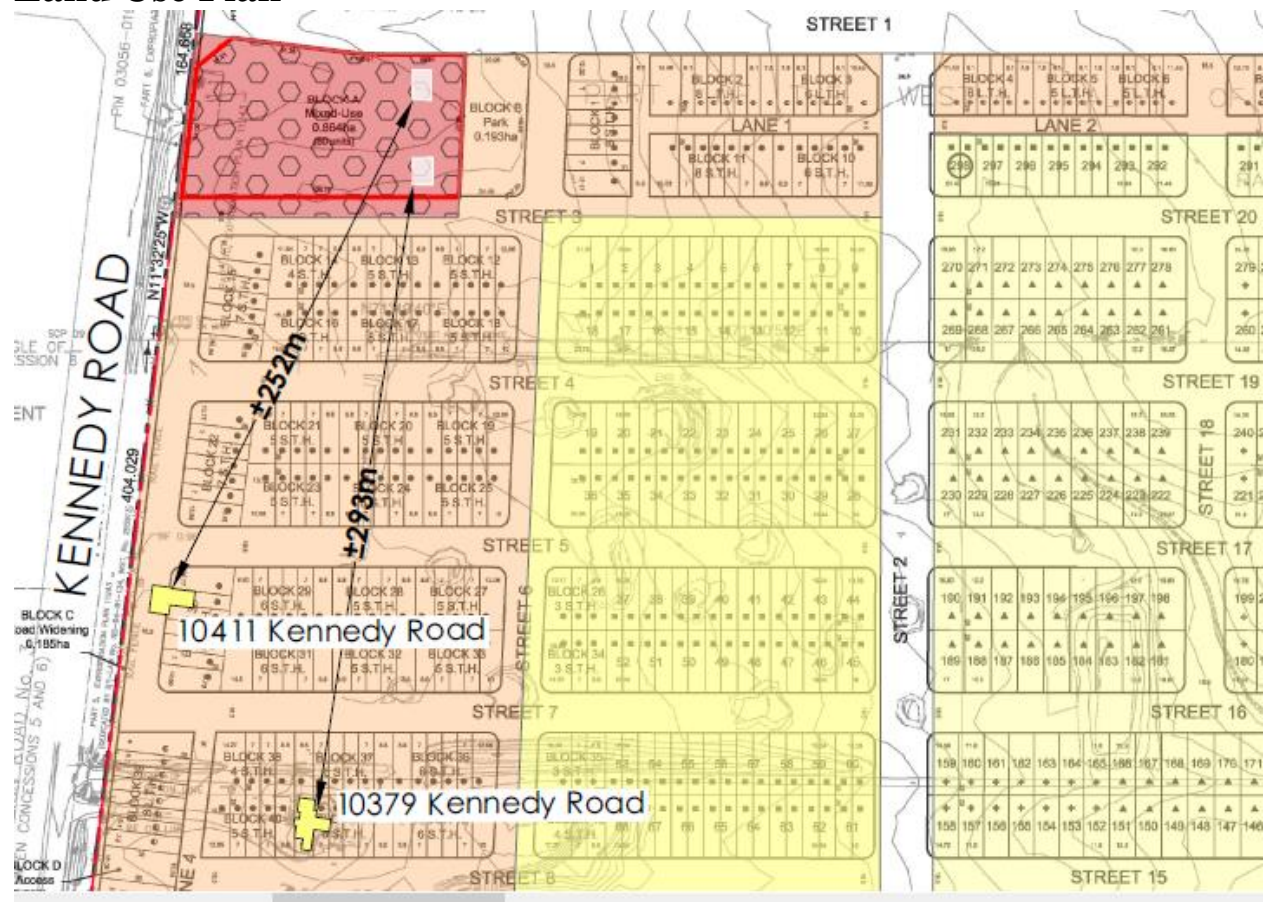
## Draft Plan of Subdivision



## Enlarged Draft Plan of Subdivision (area of heritage properties)



## Land Use Plan



### LEGEND



Subject Lands



Existing Building Location



Proposed Building Location

Robinson Glen Secondary Plan-  
Detailed Land Use Map SP1



Residential Low Rise



Residential Mid Rise I



See Section 8.3.1.6



Community Park



Neighbourhood Park

## History of Property

### **10379 and 10411 Kennedy Road**

This stucco-clad brick dwelling in the Georgian architectural tradition was constructed c.1840 on the west part of Markham Township Lot 23, Concession 6. The original 200 acre lot was granted to John Henry Sommerfeldt/Summerfeldt, a member of the Berczy settler group that arrived in Markham in 1794 under the leadership of William Berczy. The spelling of the family name varies from document to document. He was noted as residing on the property in William Berczy's 1803 census of Markham Township.

Summerfeldt received the Crown patent for the lot in 1831, and in that same year sold the property to his son, George Henry Summerfeldt. The census of 1851 indicates that there were three dwellings on Lot 23, Concession 6 at that time: a two storey brick house where George Henry Summerfeldt Sr., his first wife Clarrisa, and their children lived (the existing house at 10379 Kennedy Road), a one storey slat (possibly plank on plank or vertical plank) house occupied by a tenant farmer, Robert Duncan, and a log house (possibly the original Sommerfeldt dwelling on the property) occupied by another tenant farmer, William Walker.

In 1856, George Henry Summerfeldt, known as Henry Summerfeldt, sold the south 100 acres of Lot 23, Concession 6 to his son, George Henry Summrfeldt Jr. At this point, George Henry Summerfeldt Sr. built a new brick house for his retirement on the north half of the lot (today, 10411 Kennedy Road), and the earlier brick house became the home of his son, George H. Summerfeldt Jr. and his wife, Margaret (today, 10379 Kennedy Road).

By 1873, George H. Summerfeldt Jr. had acquired ownership of the entire 200 acres of Lot 23, Concession 6.



## Community Design Plan for Robinson Glen

### 4.5.8 Buildings Abutting Cultural Heritage Resources

Buildings abutting cultural heritage resources will be designed to complement and enhance the retained resources through special design considerations. Special considerations for abutting heritage resources:

- Provide a built form that is complementary in scale to adjacent cultural heritage resources;
- Consider materials that are sympathetic to adjacent cultural heritage resources;
- Ensure setbacks are complementary to adjacent cultural heritage resources;
- Provide building massing that is appropriate within its context and does not negatively impact adjacent cultural heritage resources;
- Where appropriate, incorporate design features that complement the architectural style and character of adjacent cultural heritage features; and
- Ensure new buildings have a consistent approach to design detail in all building elements.



*Josephus Reesor Tenant house (7 Bewell Drive) shown integrated into the planned lotting fabric.*

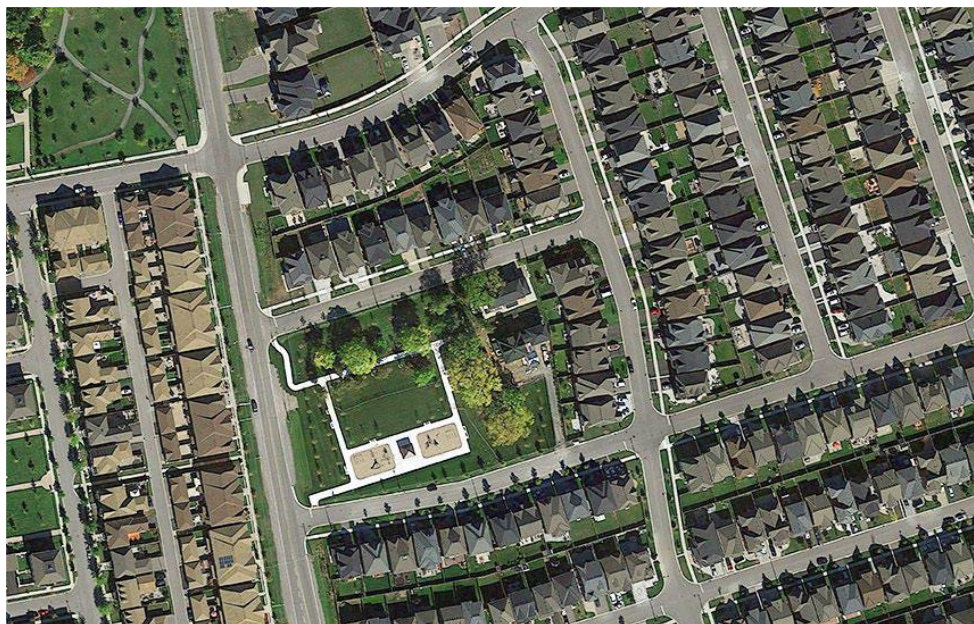
## Chapter 5.0

### 5.3.4 Integration of Cultural Heritage Resources

As discussed in Section 1.2.3 and illustrated in Figure 2 (page 8) of this document, there are eight identified cultural heritage resources on the subject lands. The retention and sensitive integration of cultural heritage resources contribute to a sense of place and identity, while providing unique opportunities for placemaking that pay homage to the cultural heritage of Markham. Policy 4.5.3.12 of the City of Markham Official Plan prioritizes the retention of cultural heritage resources in situ, with the original use.

In order to sensitively integrate the existing cultural heritage resources and to mitigate any negative impacts associated with new development, the guidelines on the following pages should be considered. Cultural heritage resources often experience challenges relating to insulation, building heating and cooling, and energy consumption related to proposed preservation measures. Potential preservation and design solutions should consider the sustainability objectives of the FUA (identified in Section 2.0).





*Integration of heritage properties within the lot fabric of Victoria Square, Markham.*

## Lot Fabric & Siting

- Lot layout, grading, road networks, and required infrastructure should have regard for existing cultural heritage resources, as to ensure a compatible context and interface for cultural heritage resources;
- Incorporate cultural heritage resources on lots that are of a sufficient size and shape to accommodate the anticipated use of the property, existing structures of significance, potential future additions, a garage or parking lot (if commercial), tree preservation, landscaping, and/or the provision of rear yard amenity space;
- Site heritage structures on prominent lots with a high degree of public visibility such as corner lots, focal lots, or lots adjacent to parks or open spaces to display and celebrate the resource; and
- Integrate cultural heritage resources into the street and block pattern to respect and retain the historic relationship between the front entrance and the street.

## Tree Preservation and Landscape works

- Preserve and integrate significant vegetation, mature trees, and hedges in landscaping works for heritage properties, where feasible;
- Design hard surface treatments for driveways, front walkways, and patios with authentic materials such as flagstone, pea gravel, or random tumbled paving;
- Design fencing styles to be appropriate to the period of the house. High decorative fencing and noise attenuation fencing should be avoided in both front and side yards; and
- Incorporate plant species for reclaimed heritage landscapes that are appropriate to the period of the house. Refer to the heritage species list in the City's Trees for Tomorrow Streetscape Manual (2009).

## Adjacent Development

All new development adjacent to or incorporating a cultural heritage resource should, from an urban design perspective, be respectful of the resource having regard for scale, massing, shadows, setbacks, complementary building materials, and design features. Refer to Section 4.5.8 (page 72) of this document for more detailed guidelines for lots abutting cultural heritage resources.



*The John Reesor House is an example of sensitive integration of a cultural heritage resource with adjacent development*

## Interpretive Opportunities

- Where possible, celebrate existing cultural heritage resources through the installation of an interpretive plaque in a publicly visible location on the property (i.e. the Markham Remembered Program);
- Where applicable, commemorate any cultural heritage resource which may be lost as part of redevelopment activity through the introduction of one or more special development features such as retention of a specific feature from the former resource, a decorative wall or monument, or installation of an interpretive plaque;
- Where applicable, integrate remnant materials (i.e. salvaged fieldstone, barn materials, and other features as appropriate) into various park components such as signage, seatwalls, and shade structures, to commemorate the area's former agricultural heritage; and
- Where possible, honour the legacy of original or early landowners by utilizing their names for municipal street, trails, and park names.

## Showcase Adaptive Re-use and Innovation

- Where the original use is no longer practical, adapt the cultural heritage resources to new uses to maximize use of the embodied energy and showcase innovation; and

- While cultural heritage resources can be challenging structures to retrofit, due to their prominence within the community, these properties can be excellent platforms to showcase innovative, low carbon design solutions to the public such as, but not limited to, rainwater harvesting, permeable surfaces, landscaping for shade, and urban agriculture. Other low carbon features such as green roofs or solar panels are appropriate for new additions and accessory structures on sites.



## MEMORANDUM

**TO:** Heritage Markham Committee

**FROM:** Peter Wokral, Senior Heritage Planner

**DATE:** March 10, 2021

**SUBJECT:** Heritage Permit Applications  
 Delegated Approval by Heritage Section Staff  
 Varley Village Area, UHCD  
 12 Wismer Place, Heritage Estates  
 109 Main St. UHCD  
 15 Colborne Street, THCD  
 193 Main St. UHCD  
 Files: HE 21 105477, HE 21 105888, HE 21 105887, HE 21 106738, HE 21 106735

The following Heritage Permits were approved by Heritage Section staff under the delegated approval process:

Address	Permit Number	Work to be Undertaken
Varley Village Area, Unionville	HE 21 105447	Street lighting upgrades, retention of existing heritage street light at corner
12 Wismer Place, Markham Heritage Estates	HE 21 105888	Installation of picket fence and arbour
109 Main St. Unionville	HE 21 105887	Repair restoration and selective replacement of board and batten siding
15 Colborne Street Thornhill	HE 21 106738	Stucco repair and exterior painting
193 Main St. Unionville	HE 21 106735	New exterior display case, awnings, windows, exterior lighting, picket fence, shutters



### **Suggested Recommendation for Heritage Markham**

THAT Heritage Markham receive the information on heritage permits approved by Heritage Section staff under the delegated approval process

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## MEMORANDUM

**TO:** Heritage Markham Committee

**FROM:** Peter Wokral, Senior Heritage Planner

**DATE:** February 10, 2021

**SUBJECT:** Building or Sign Permit Applications  
 298 Main St. U., 7711 Yonge St., 7681 Yonge St., 7651 9<sup>th</sup> Line, 16 Colborne St.  
 Delegated Approval by Heritage Section Staff  
 File Numbers: HP 21 102564, AL 21 105542, NH 20 135131, AL 20 115331, HP 102416

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The following Building Permits were approved by Heritage Section staff under the delegated approval process:

Address	Permit Number	Work to be Undertaken
298 Main Street UHCD	HP 21 102564	Construction of stairs inside garage to secondary suite
7711 Yonge St. THCD	AL 21 105542	Interior alterations for nail salon
7681 Yonge St. THCD	NH 20 135131	Interior alterations from mercantile to assembly use
7651 9 <sup>th</sup> Line	AL 20 115331	Introduction of non-gender bathroom and barrier free ramp to modern addition
16 Colborne St. THCD	HP 21 102416	Interior alterations, removal of non-bearing and bearing walls to create open floor plan

### Suggested Recommendation for Heritage Markham

THAT Heritage Markham receive the information on building permits approved by Heritage Section staff under the delegated approval process

File: 298 Main St. U., 7711 Yonge St., 7681 Yonge St., 7651 9<sup>th</sup> Line, 16 Colborne St.



## MEMORANDUM

**TO:** Heritage Markham Committee

**FROM:** Peter Wokral, Senior Heritage Planner

**DATE:** March 10, 2021

**SUBJECT:** SITE PLAN CONTROL APPLICATION SPC 20 132562  
29 Jerman Street  
Markham Village Heritage Conservation District  
Proposed Rear Addition

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### **Property/Building Description:**

- One and a half storey dwelling, c.1863, board and batten siding, vernacular worker's cottage with Gothic Revival gable.

### **Use:**

- Residence.

### **Heritage Status:**

- A Class A heritage building in the Markham Village Heritage Conservation District Plan.

### **Application/Proposal:**

- A Site Plan Control application proposing a one storey, 27.2m<sup>2</sup> (293 ft<sup>2</sup>) addition to the rear of the existing house has been submitted to the City;
- The application also proposes to re-introduce a historically appropriate solid wood 6 panelled mid-19<sup>th</sup> century front door to the house which has been absent for many decades;

### **Background:**

- The addition is proposed to be constructed on the rear of the existing modern addition which was approved by the City in 2016 and is intended to facilitate the creation of a Secondary Suite for a family member;
- In addition to the variance that would be required from the Committee of Adjustment to permit a Secondary Suite, the new construction would also require

the following variances to the development standards of the Zoning By-law as identified by the architect, to permit:

- A maximum net floor area ratio of 50%, whereas the By-law permits a maximum net floor area ratio of 45%;
  - A maximum building depth of 18.9m whereas the By-law permits a maximum building depth 16.9m.
- The above variances are to be the subject of a future Committee of Adjustment application;

**Staff Comment:**

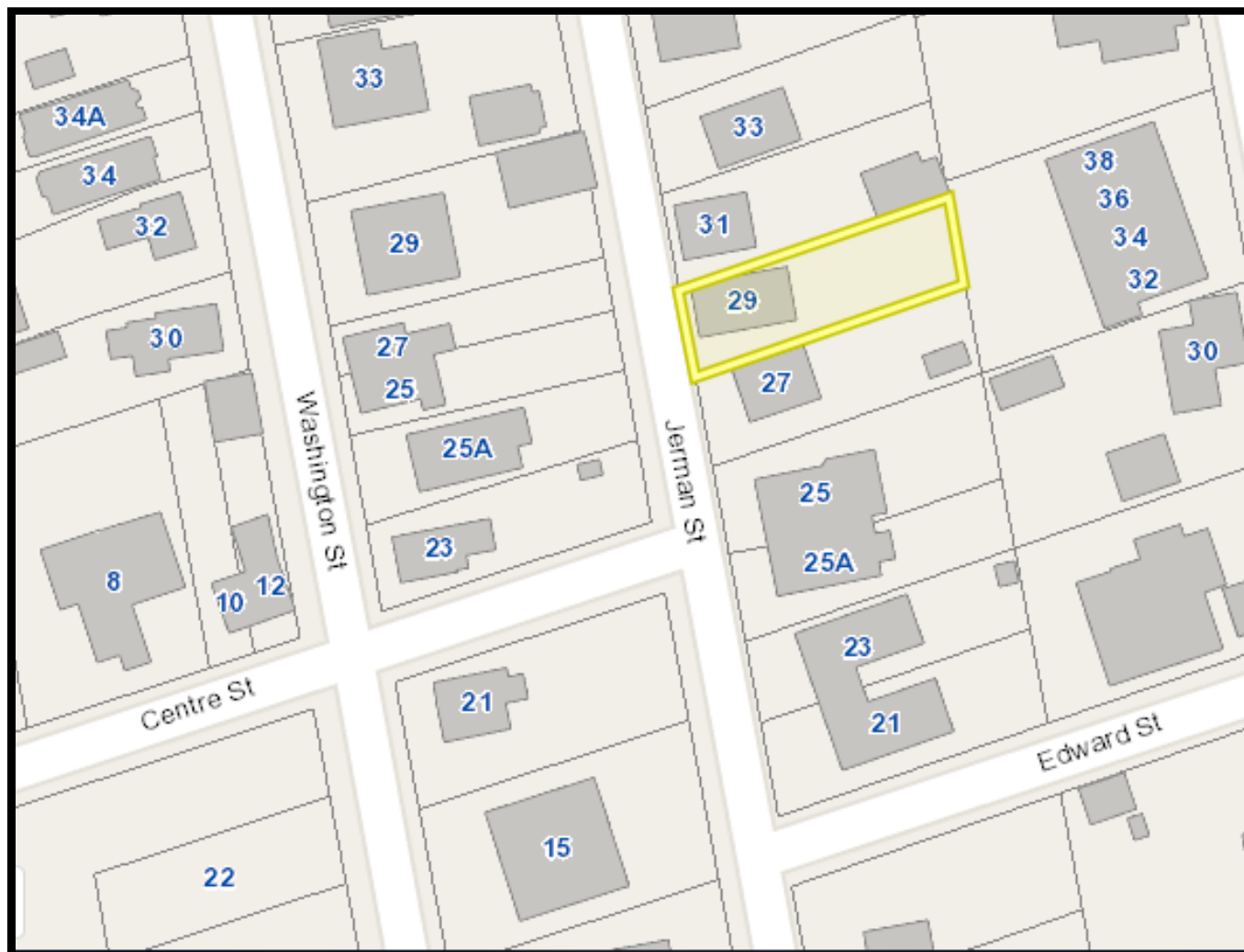
- The proposed addition complies with the policies and guidelines for additions to heritage buildings contained in the Markham Village Heritage Conservation District Plan and has almost nor visibility from the public realm of Jerman Street and the variances identified appear to be minor and have no apparent negative impacts on the existing house or neighbourhood;
- Urban Design has reviewed the proposal through the pre-consultation application process and has identified no concerns from the perspective of preserving existing significant vegetation;
- The proposed front door represents a significant improvement to the appearance of the existing heritage dwelling and restores an important heritage feature. It is therefore recommended that the owners take advantage of the City's Designated Heritage Grant program to help fund the replication of this significant heritage feature;
- As staff has no concerns regarding the proposed addition it is recommended that final review of the Site Plan Control application be delegated to Heritage Section staff;

**Suggested Heritage Markham Recommendation:**

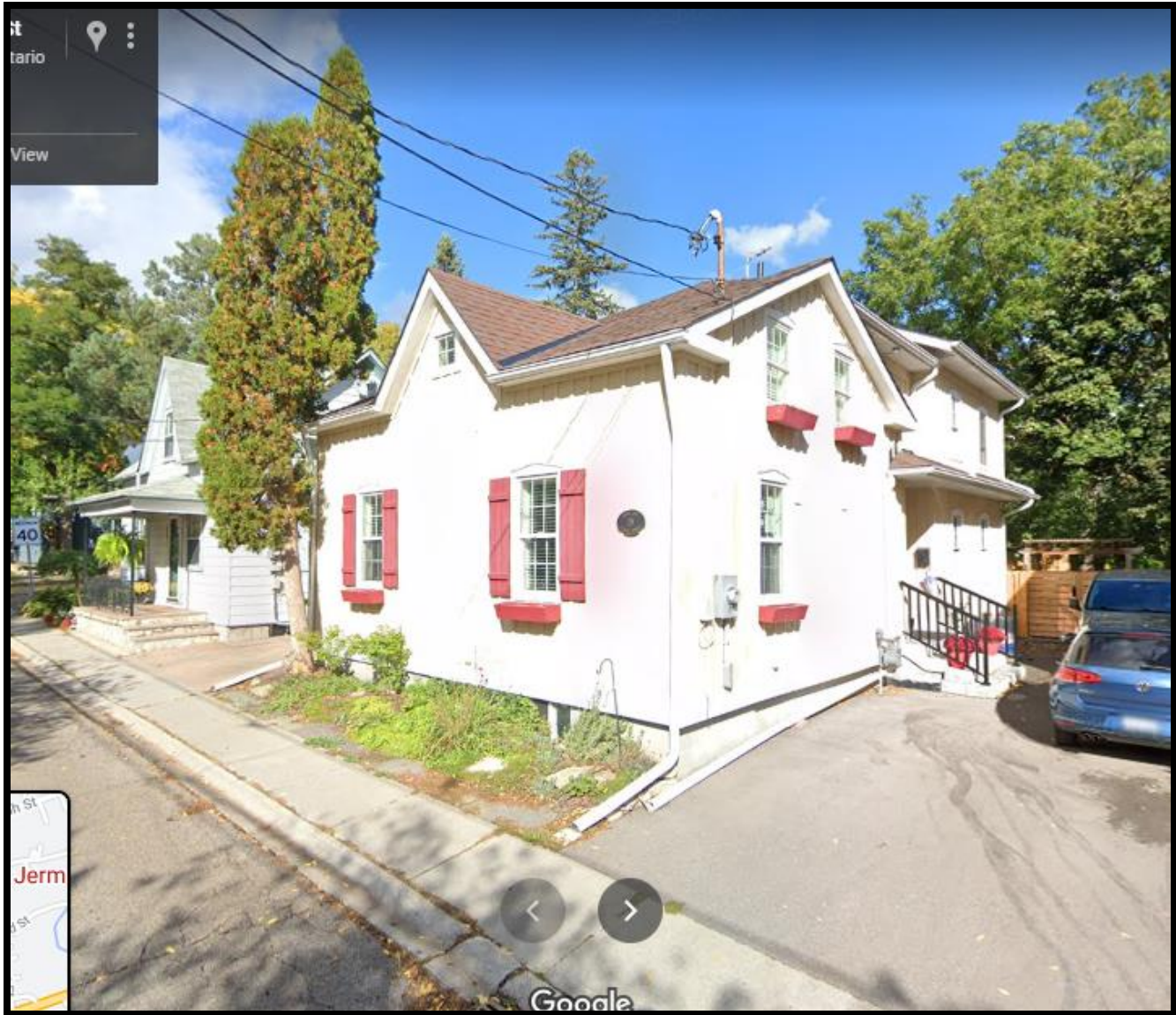
THAT Heritage Markham has no objection from a heritage perspective to the proposed design of the one storey rear addition to 29 Jerman Street and the proposed net floor area ratio of 50% and the maximum, building depth of 18.9m, and delegates final review of the Site Plan application to Heritage Section staff;

AND THAT the applicant enter into a Site Plan Agreement with the City including the standard conditions regarding windows, materials, colours etc.

File: 29 Jerman Street

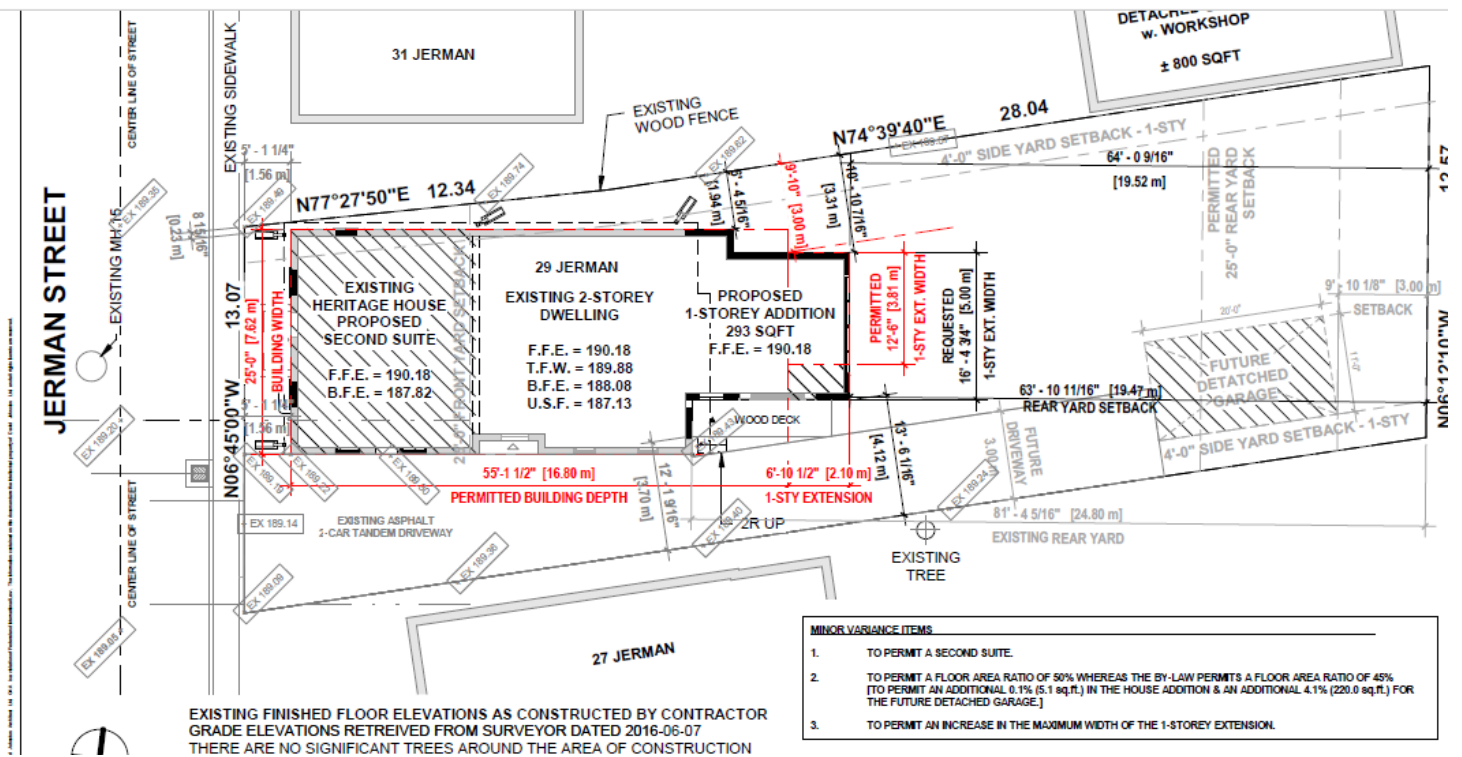


29 Jerman St. Markham Village Heritage Conservation District

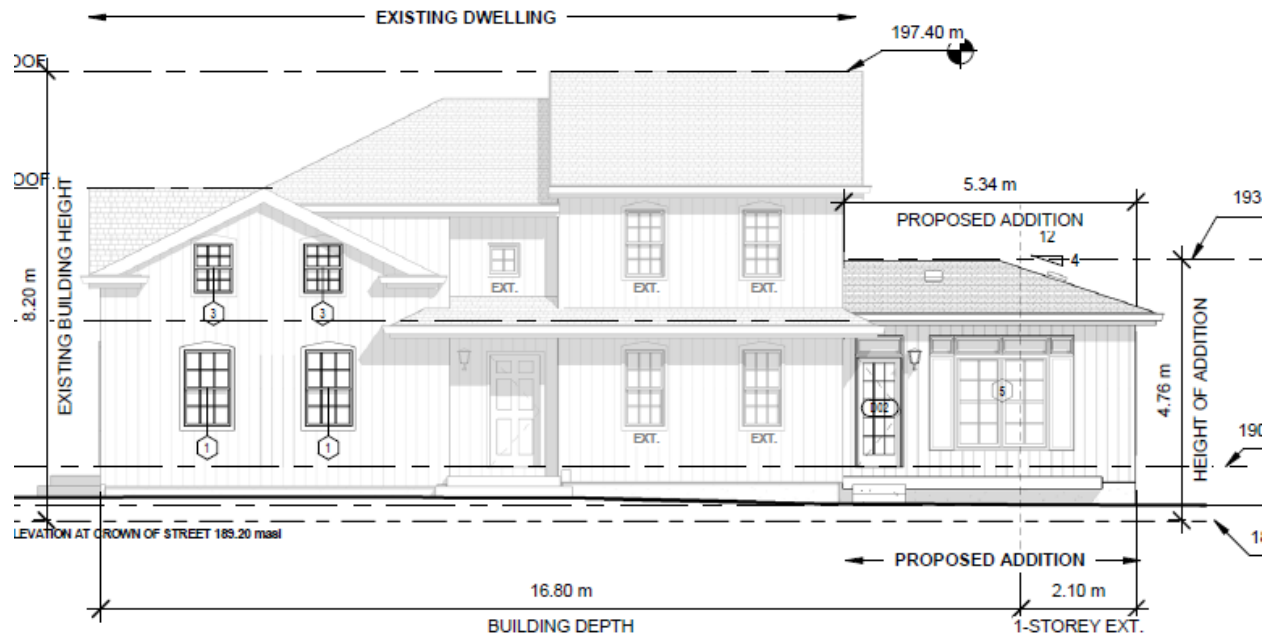




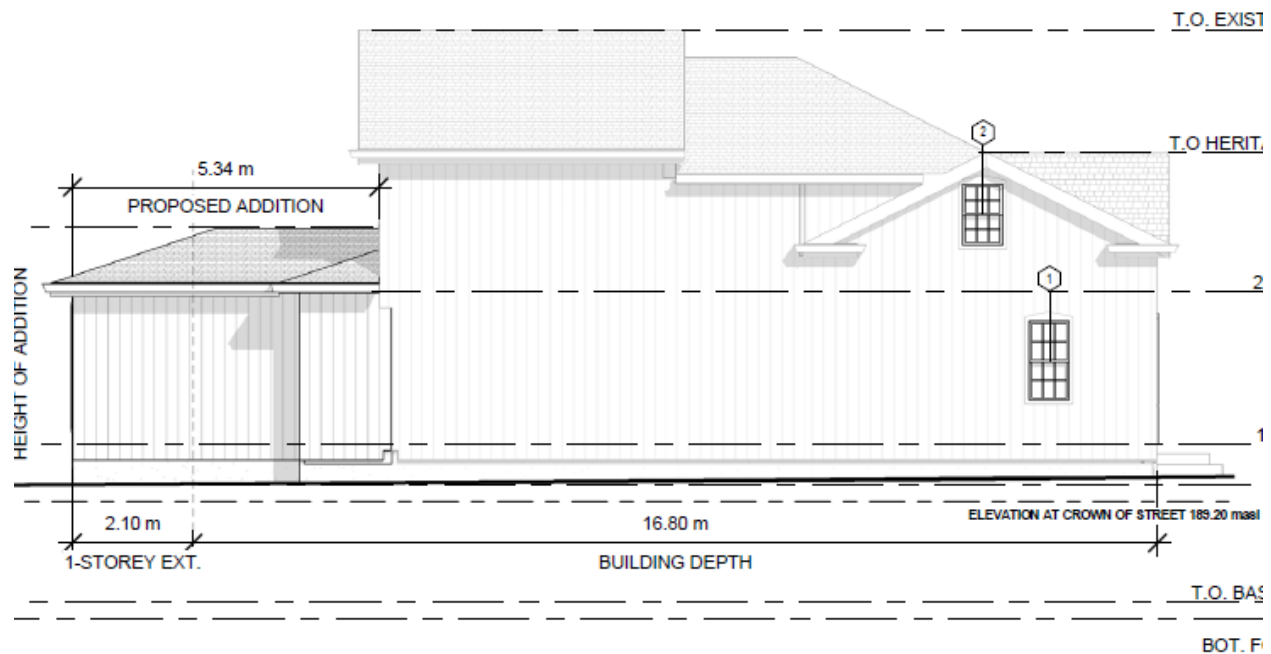
## Proposed Site Plan



## Proposed Elevations

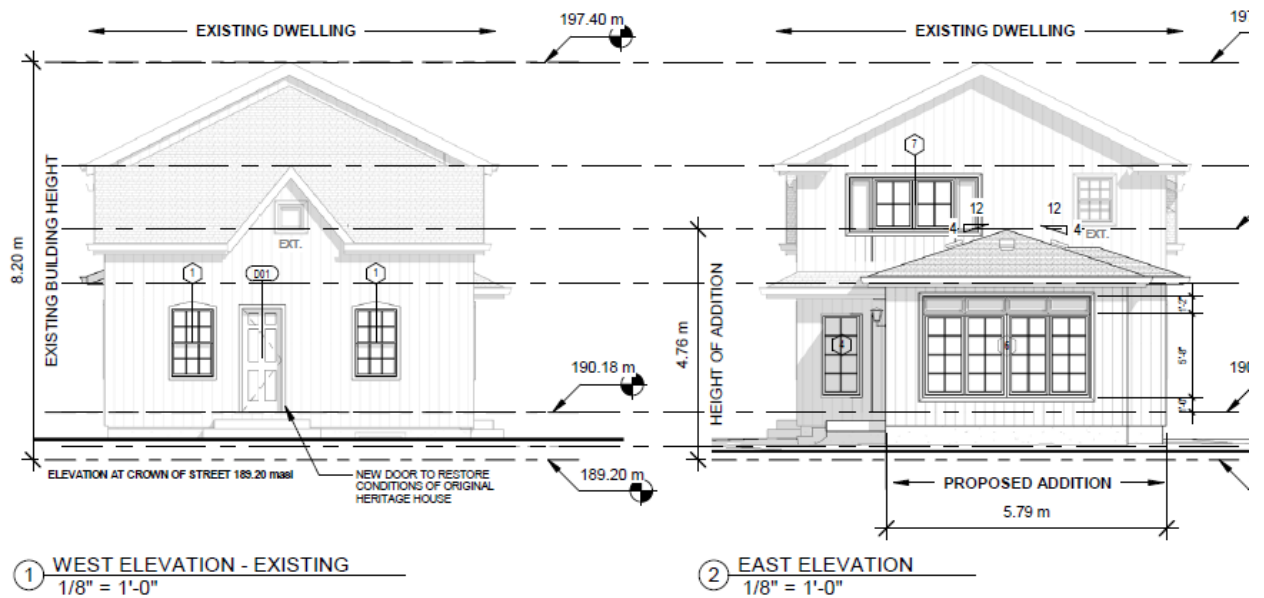


South Elevation



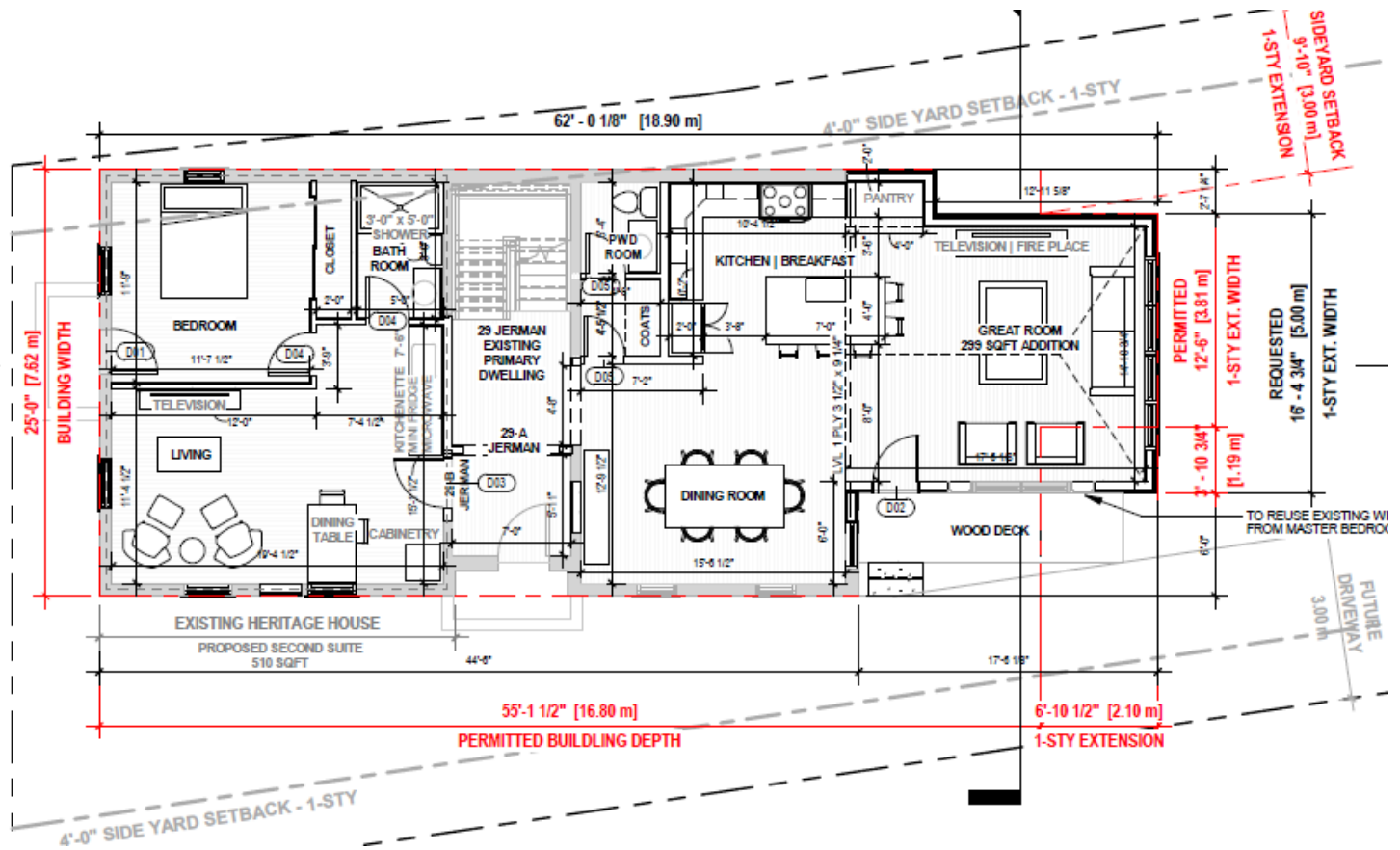
North Elevation





**29 JERMAN STREET, MARKHAM**

## Proposed Ground Floor Plan





## MEMORANDUM

**TO:** Heritage Markham Committee

**FROM:** Peter Wokral, Senior Heritage Planner

**DATE:** March 10, 2021

**SUBJECT: Site Plan Control Application**  
 Proposed Two Storey Addition and Attached Garage  
 1 Peter St., Markham Village Heritage Conservation District  
 SPC 21 108254

**Property/Building Description:** 1 ½ storey single detached dwelling constructed c. 1895

**Use:** Residential

**Heritage Status:** Designated under Part V of the Ontario Heritage Act and classified as a Group ‘A’ building. These are the buildings that define the heritage character of the district.

### **Application/Proposal**

- The owners have submitted a site plan application seeking approval for the demolition of the existing one storey attached garage and addition and the construction of a proposed 2 storey 87.7m<sup>2</sup> (943.52 ft<sup>2</sup>), board and batten clad addition, with an attached garage;
- The proposed construction would require the following variances to the development standards of the Zoning By-law identified by the architect, to permit:
  - A maximum net floor area ratio of 50%, whereas 45% is permitted;
  - A minimum required rear yard setback of 13.0 ft., whereas 21.06 ft. has already been permitted by the Committee of Adjustment;
- The application also proposes re-opening and restoration of the existing verandas which have been enclosed for many years and the re-opening of a historic window opening which was sealed off due to a non-heritage chimney.

### **Background**

- Because 1 Peter Street is a corner lot, the front of the lot from a Zoning perspective is the narrowest street frontage on Beech St. making the north side of the property the rear yard even though it physically functions as a side yard;

- The proposal has been reviewed by the City's Urban Design section as part of the Pre-Consultation application process and there are no concerns regarding the proposed removal of the Norway Maple along the north property line or the preservation of existing significant vegetation;

### **Staff Comment**

- Staff is satisfied that the design of the proposed addition complies with the policies and guidelines which regulate the design of additions to heritage buildings contained in the Markham Village District Plan and that the requested variances identified by the architect are minor in nature and appropriate;
- The proposed re-opening and restoration of the veranda and previously sealed window opening are significant heritage attributes and worthy of funding consideration from the City's Designated Heritage Grant program;
- The details of the restored veranda could be based on the details found in the archival photograph of 258 Main St. North which is very similar in design to 1 Peter Street and unfortunately also had its veranda enclosed many years ago (see attached photograph);

### **Suggested Recommendation for Heritage Markham**

THAT Heritage Markham has no objection from a heritage perspective to the proposed two storey addition and detached garage at 1 Peter Street or the variances to the development standards of the By-law identified by the architect requesting a maximum net floor area ratio of 50% and minimum rear yard setback of 13.0 ft.;

THAT final review of the Site Plan Control application and any future Committee of Adjustment application to approve the design of the proposed addition be delegated to Heritage Section staff;

THAT the owner enter into a site plan agreement with the City containing the standard conditions regarding materials, colours, windows, etc.;

File: 1 Peter St.

# 1 Peter Street, Markham Village Heritage Conservation District

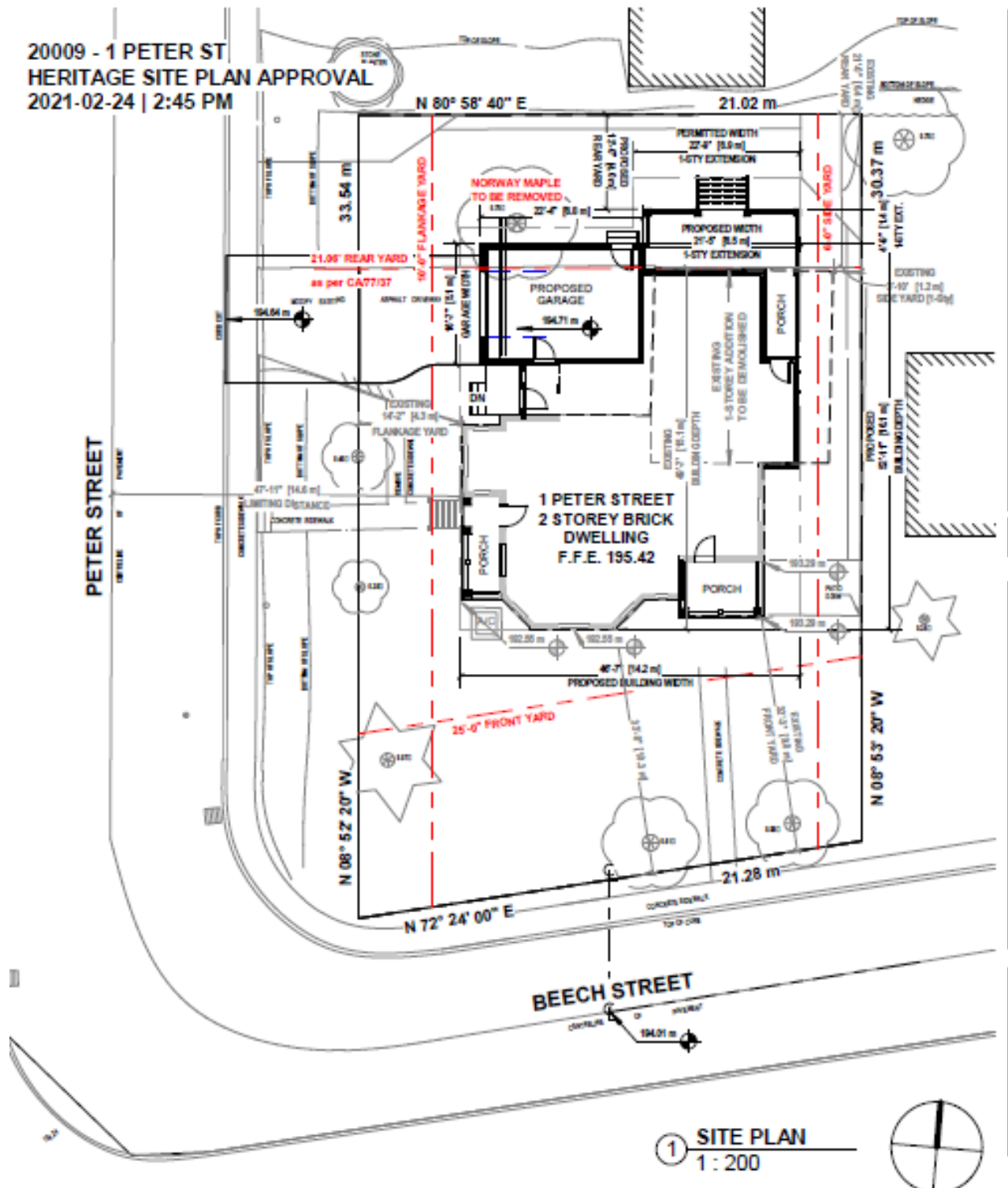


1 Peter Street, Markham Village Heritage Conservation District





## Proposed Site Plan



## Proposed Elevations

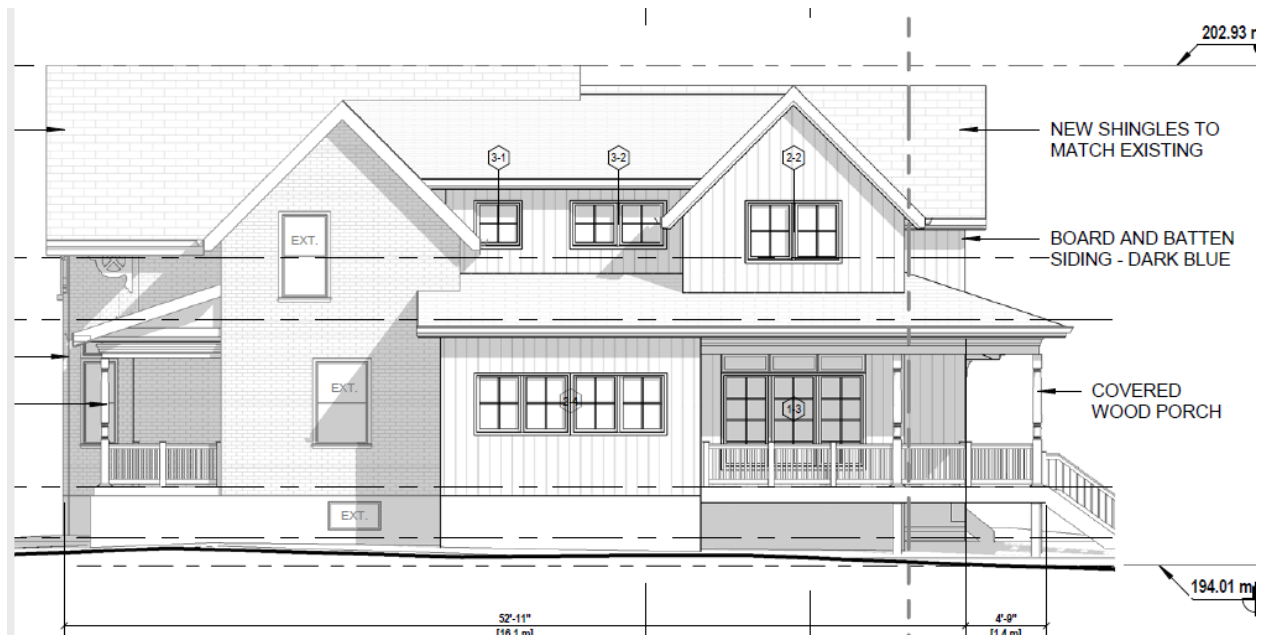


West Elevation

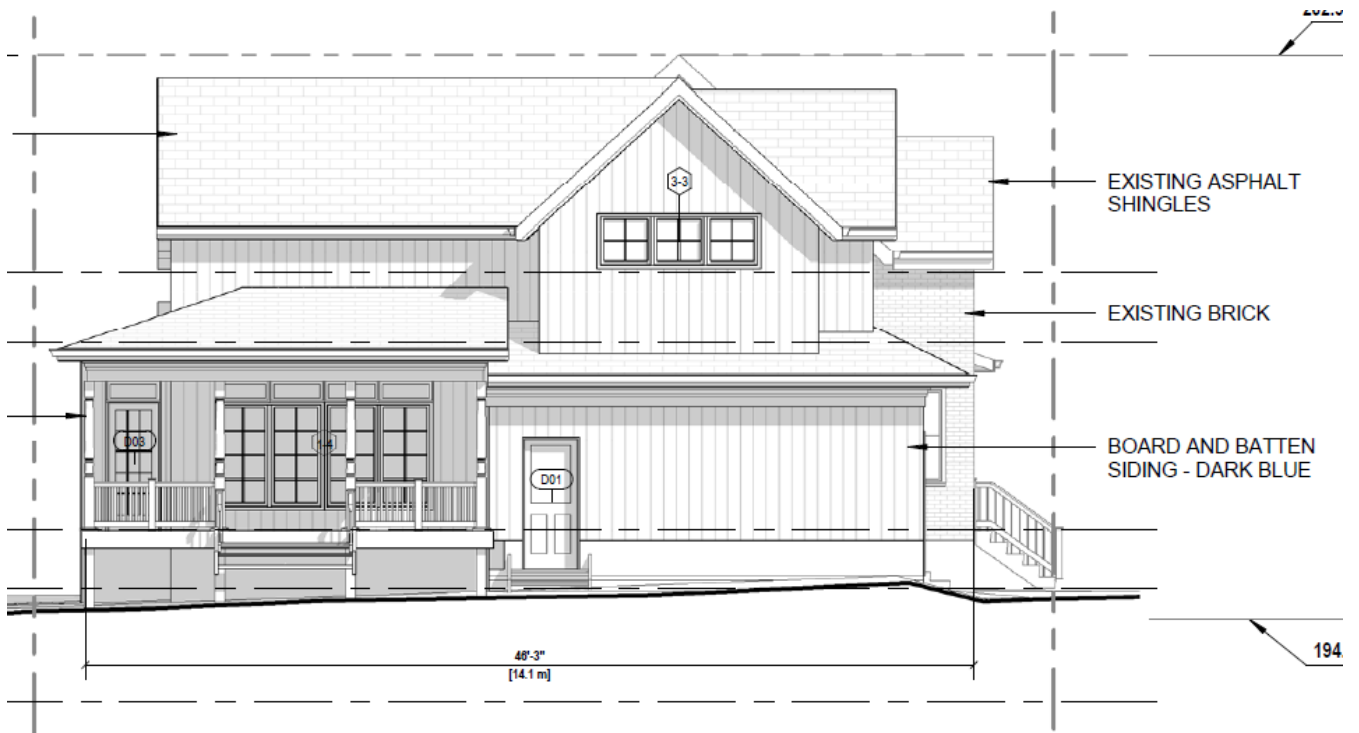


South Elevation





East Elevation



North Elevation

Perspective view from Peter Street



Archival view of the veranda at 258 Main St. N. before it was enclosed



## MEMORANDUM

**TO:** Heritage Markham Committee

**FROM:** François Hémon-Morneau, Development Technician

**REVIEW:** Regan Hutcheson, Manager, Heritage Planning

**DATE:** March 10, 2021

**SUBJECT:** SITE PLAN CONTROL APPLICATION SPC 21 105246  
Proposed New Detached Dwelling  
20 Princess Street  
Markham Village Heritage Conservation District

### **Property/Building Description:**

- One storey single detached dwelling constructed in 1950

### **Use:**

- Residential

### **Heritage Status:**

- Designated under Part V of the Ontario Heritage Act and classified as a Group 'C' a building that does not reflect the heritage character of the Vinegar Hill Area of the Markham Village Heritage Conservation District.

### **Application/Proposal**

- The applicant is proposing to demolish the existing house and construct a new two storey single detached dwelling.
- The overall proposed Gross Floor Area is 398.36 sq. m (4,288 sq. ft.).
- The site plan, floor plans and elevations are attached.

### **Background**

- The Site Plan Control application proposes the demolition of the existing one storey detached dwelling.
- The applicant submitted a Zoning Preliminary Review in November 2020.
- The following variances were identified and confirmed by the applicant:
  - **By-law 99-90, Section 1.2 (iii):** a maximum depth of 23.6 metres, whereas the by-law permits a maximum of 16.8 metres;

- **By-law 99-90, Section 1.2 (vi):** a maximum floor area ratio of 49.85 percent, whereas the by-law permits a maximum of 45 percent;
- **By-law 1229, Section 11.2 (c) (i):** a structural column/wall to encroach 49" into the required front yard, whereas the by-law permits a maximum encroachment of 18" for unenclosed porches, sills, belt courses, cornices, eaves or gutters, chimney breasts, and pilasters;
- **By-law 1229, Section 11.2 (c) (i):** a roof overhang to project 88" into the front yard, whereas the by-law permits a maximum projection of 18" into any required yard;
- **By-law 1229, Section 11.1:** a maximum lot coverage of 38.4 percent, whereas the by-law permits a maximum of 35 percent;
- The proposed house is located on a street on which there are no heritage buildings. Two houses on Princess Street are identified as class 'B' buildings (buildings of contextual value that support the heritage character of the district but have no heritage significance). The remainder of buildings on Princess Street are identified as class 'C' buildings (buildings that do not relate to the heritage character of the district);
- Princess Street has been undergoing a transition as smaller homes constructed in the 1950's and 1960's are replaced with new larger homes or additions.

### **Staff Comments**

- The proposed house is larger than the neighbouring homes in terms of its height, massing, and floor area, but the policies of the Markham Village Heritage Conservation District Plan only require new buildings to be sensitive to the massing, scale and height of neighbouring heritage properties of which there are none;
- The District Plan notes that the approach for new construction can include 1) restoration, 2) Complementary by Approximation or 3) Modern Complementary. This proposed dwelling would appear to be approach #3;
- According to the arborist report submitted in support of the Site Plan Control application, 7 tree removals and 1 injury to a tree are contemplated for this development;
- Urban Design staff have reviewed the proposal in relation to tree preservation and recommended some alterations to the building footprint to aid in the preservation of existing trees on the property;
- The *Markham Village Conservation District Guidelines* for Vinegar Hill including properties located on Princess Street emphasise integration with, and being complementary to, the open space, the views and the history of the area as expressed by the natural environment and streetscape, rather than compatibility with adjacent newer buildings. Accordingly, the preservation of existing vegetation is significant from a heritage perspective;
- Staff is satisfied that the design of the proposed new dwelling generally complies with the policies and guidelines contained in the Markham Village Heritage Conservation District Plan, but recommends that the building footprint be revised to facilitate tree preservation as recommended by the City's Urban Design section;
- Any variances required to permit the construction of the proposed house should be reviewed when the design has been altered to address tree preservation issues;

## **Suggested Recommendation for Heritage Markham**

**THAT Heritage Markham has no objection from a heritage perspective to the demolition of the existing heritage building;**

**THAT Heritage Markham recommends that revisions be made to the building footprint to address the tree preservation issues identified by Urban Design Section.**

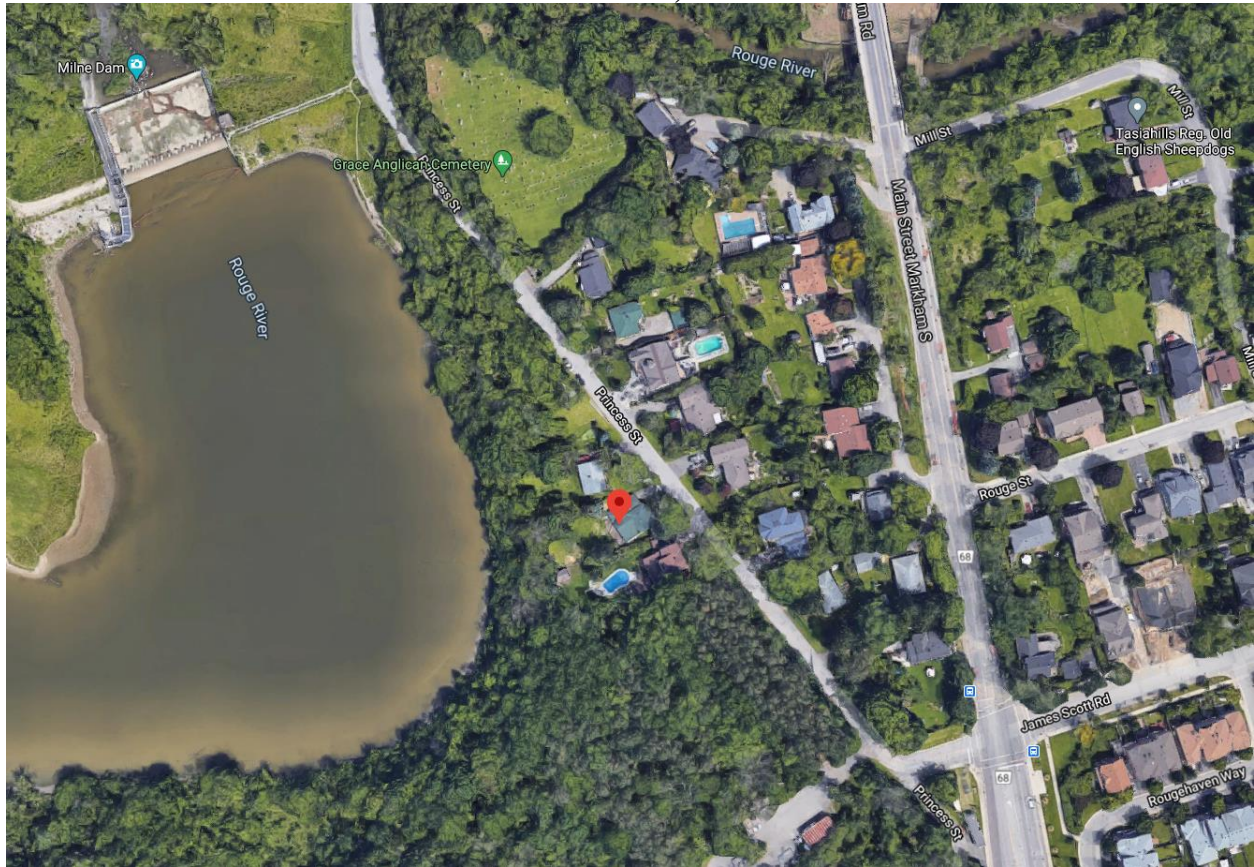
**THAT Heritage Markham has no objection from a heritage perspective to the architectural design of the proposed dwelling subject to revisions being made to address the preservation of existing vegetation as recommended by the City's Urban Design Section;**

File Path:

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### 20 Princess Street, Markham

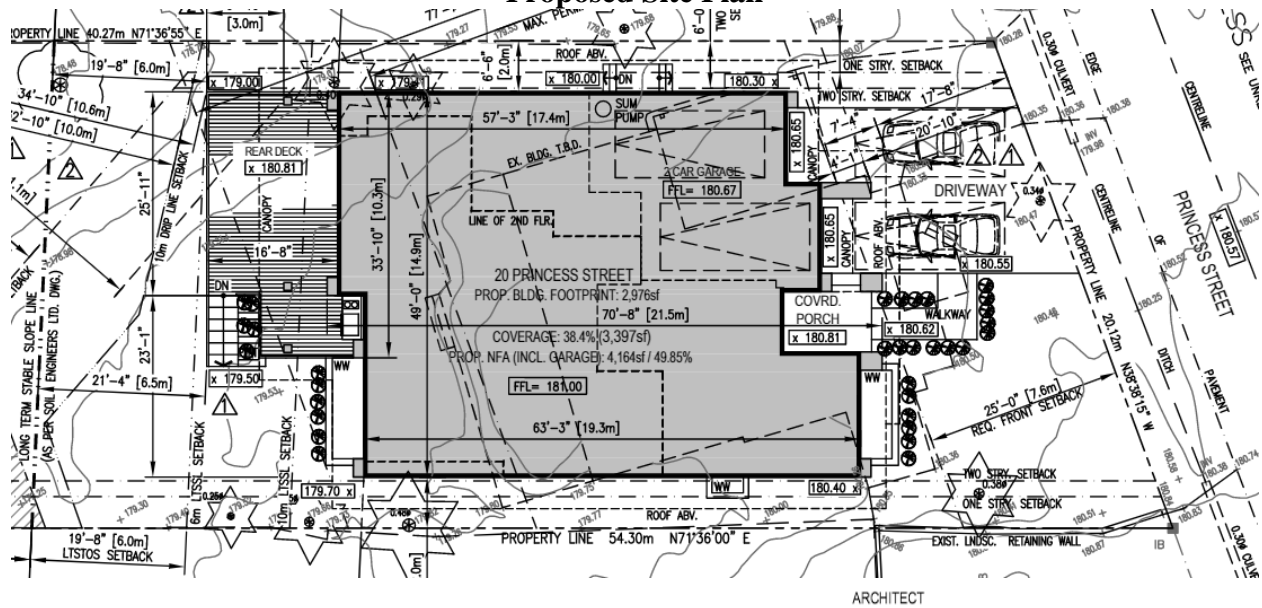


### View of 20 Princess Street looking West













## Proposed Site Plan



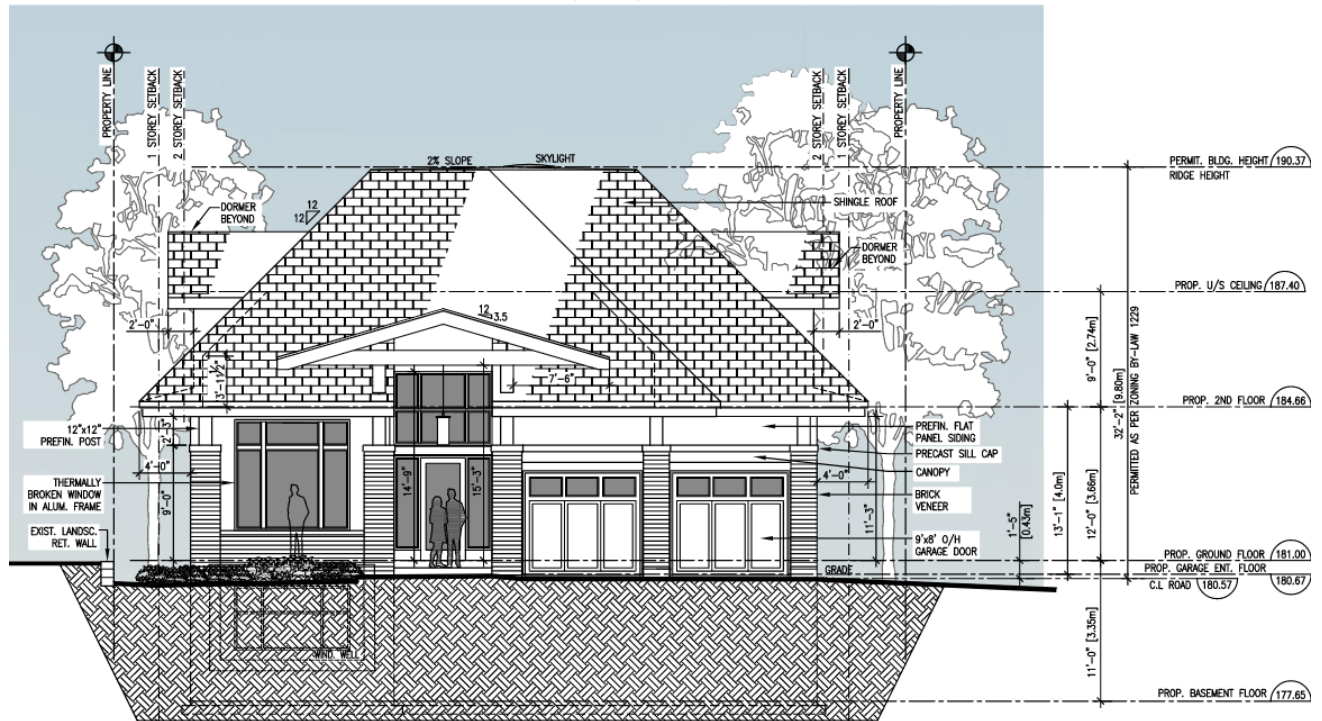
**JOSEPH | N | CAMPITELLI**  
ARCHITECT INC.

10 Bur Oak Avenue, Unit 3, Markham, ON L6C 0A2  
tel: 905-887-8900 fax: 905-887-9400  
e-mail: [info@jnc-architect.com](mailto:info@jnc-architect.com)

DWELLING STATISTICS			
	BY-LAW 1229 / 99-90	EXISTING	PROPOSED
1. ZONING	R1 – RESIDENTIAL / ZONE "O" (AT REAR)	DETACHED SINGLE FAMILY RESIDENCE TO BE DEMOLISHED	DETACHED SINGLE FAMILY RESIDENCE
2. LOT FRONTAGE	MIN. 60' (18.29m)	20.12m (66'-0")	N/C
3. SITE AREA	MIN. 6,600sf (613sm)	ENTIRE LOT: 939.02sm (10,107sf) R1 ZONE PORTION ONLY: 821.49sm (8,842sf)	N/C
4. SETBACKS	FRONT YARD = MIN. 25'-0" (7.62m) SIDE YARD (ONE STRY.) = MIN. 4'-0" (1.2m) SIDE YARD (2 STRY.) = MIN. 6'-0" (1.83m) REAR YARD = MIN. 25'-0" (7.62m)	N/A	FRONT YARD = 25'-0" (7.62m)  SIDE YARD = 6'-6" (2.0m)  REAR YARD = 36'-6" (11.1m) 
5. BUILDING HEIGHT	MAX. 9.8m* (T/O RIDGE OF SLOPED ROOF) MAX. 8.0m* (T/O PARAPET OF FLAT ROOF) *FROM C/L OF ROAD (EL. =180.57) MAX. 2 STOREYS (EXCL. CELLAR)	N/A	2 STOREY 9.8m TO RIDGE
6. COVERAGE	MAX. 35% OF R1 ZONE AREA (3,095sf)	N/A	BLDG. FOOTPRINT: 2,976sf FRONT PORCH: 101sf ROOF PROJECT. AT GARAGE COL.: 73sf REAR DECK CANOPY: 247sf TOTAL COVERAGE: 3,397sf (38.4%) TOTAL LOT COVERAGE INCLD. ZONE "O" – 33.6%
7. BUILDING DEPTH	MAX. 16.8 m (+2.1m ONE-STRY. BLDG EXTN. OVER 16.8m, MAX. WIDTH 1/2 BLDG. WIDTH, MAX. HEIGHT 4.5m)	N/A	23.66m (77'-7.5")  
8. NET FLOOR AREA RATIO	MAX. 45% (349.2sm/3,759sf) – INCL. GARAGE NET AREA=776sm (8,353.5sf) NET AREA CALC: $6,600 + ((10,107 - 6,600) / 2) = 8,353.5sf$ (776.0sm)	N/A	GROUND FLOOR: 2,342sf 2ND FLOOR: 1,357sf DOUBLE GARAGE: 589sf TOTAL GFA: 4,288sf OPENING DEDUCT.(*): 124sf  TOTAL NET FLR. AREA: 4,164sf NET RATIO: 49.85% (* ) OPENING DEDUCTIONS: STAIR WELL (94sf) + ELEVATOR SHAFT (30sf)
9. PERMITTED PROJECTIONS	UNENCLOSED PORCH, ROOF OVERHANG= 18" UNCOVERED PLATFORMS, COLUMNS= 18" STEPS (EXCL. LANDSC. STEPS)= 18" (0.46m)	N/A	FRONT YARD: COLUMN PROJECT. – 4'-1"  ROOF PROJECT. – 7'-4"
10. GARAGE PROJECTION	MAX. 2.1m	N/A	
11. REAR DECK PROJECTION	DECK HIGHER THAN 1.0m – MAX. 3.0m FROM REAR OF BUILDING	N/A	3.0m 



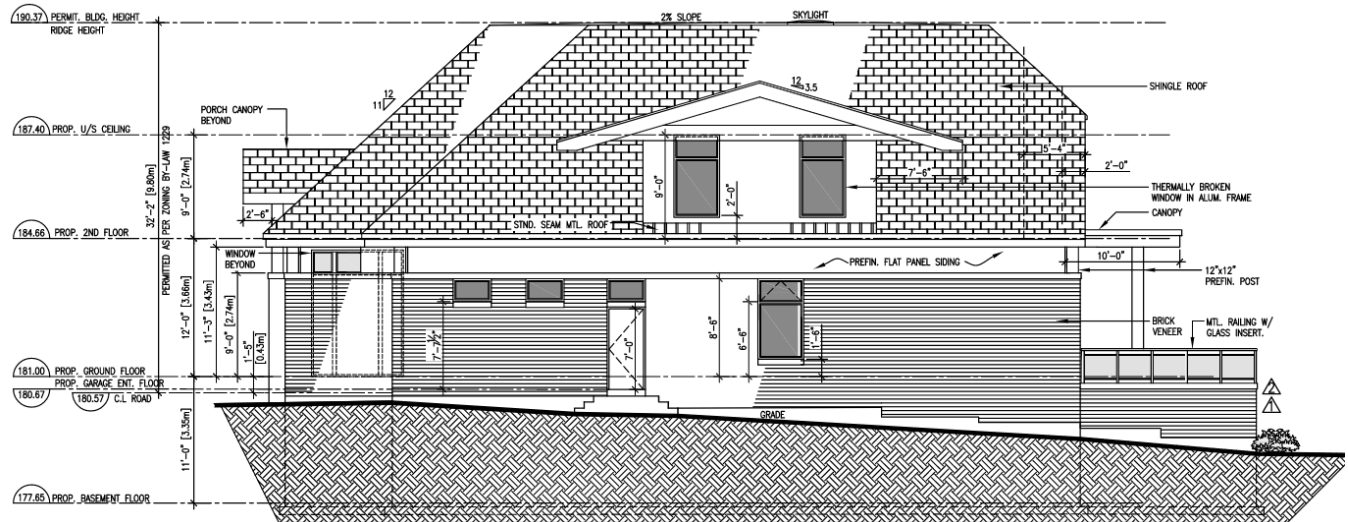
## Front (East) Elevation



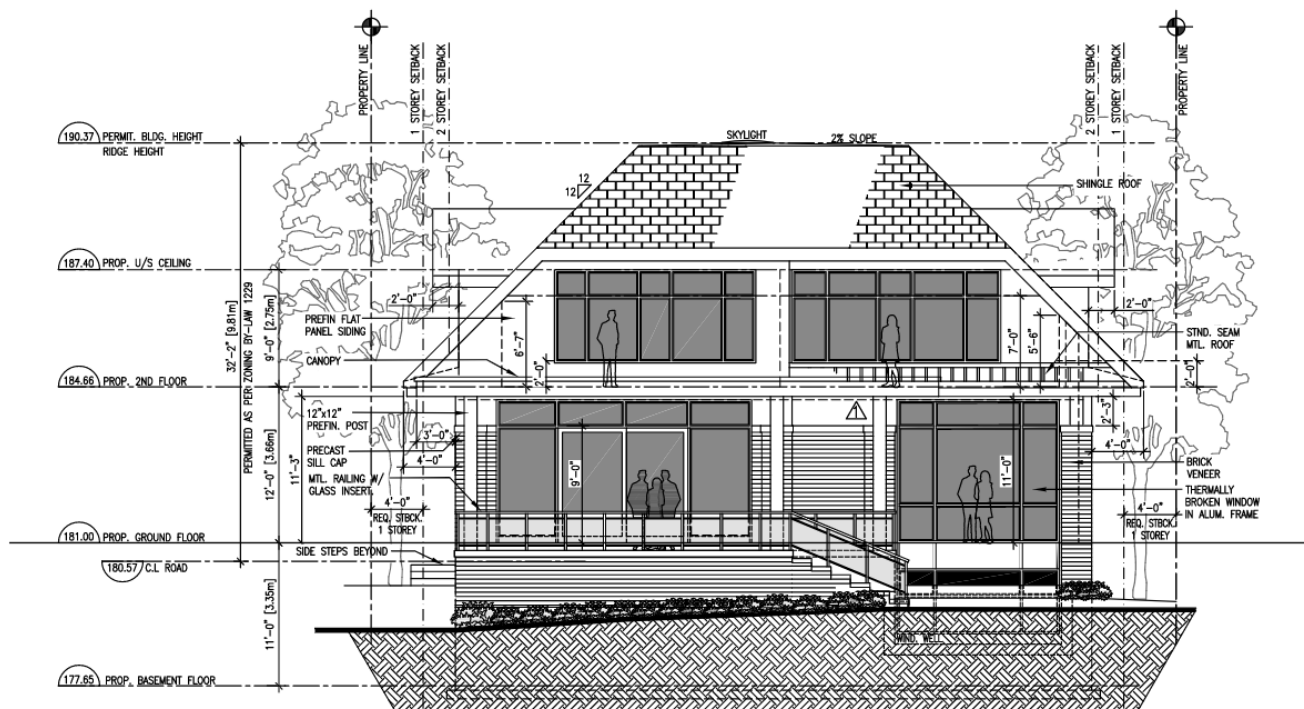
## South Side Elevation



## North Side Elevation



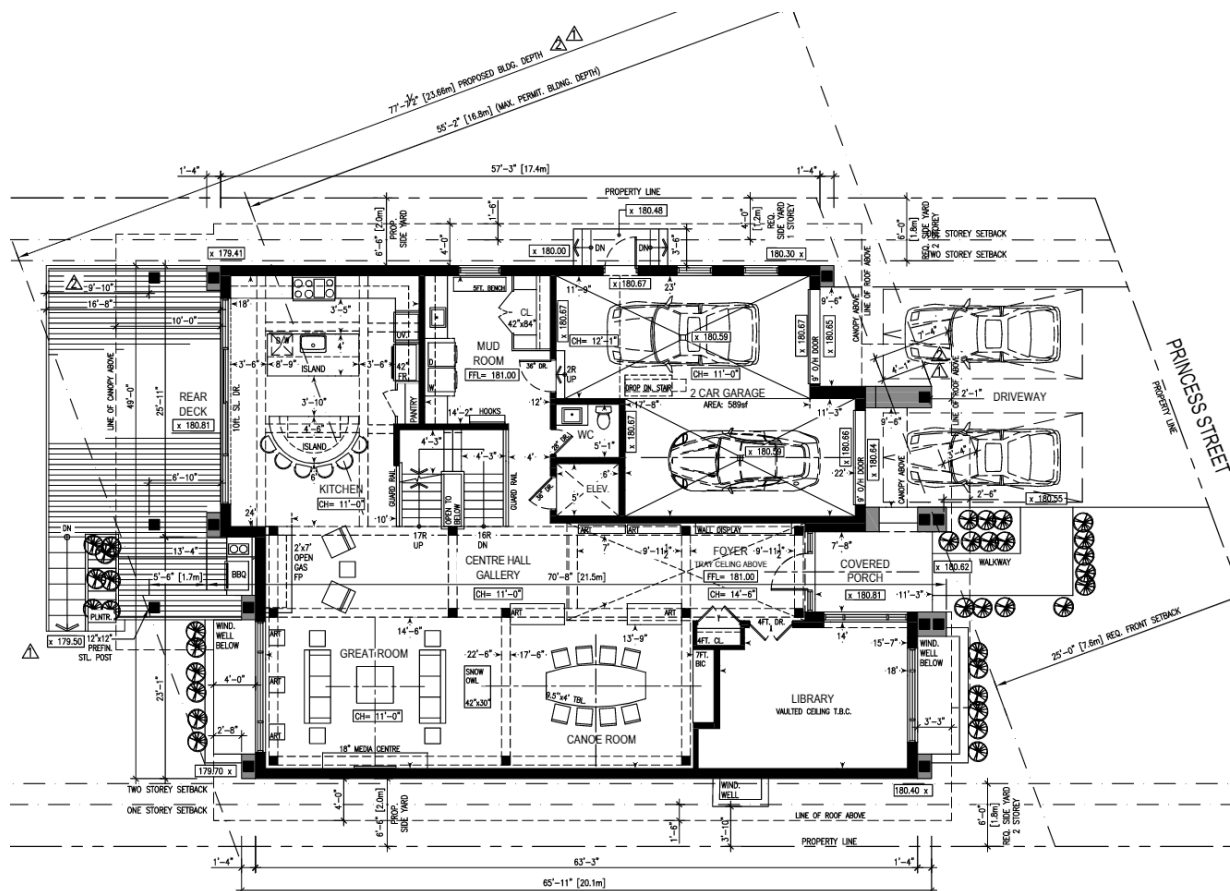
## West Side (Backyard) Elevation



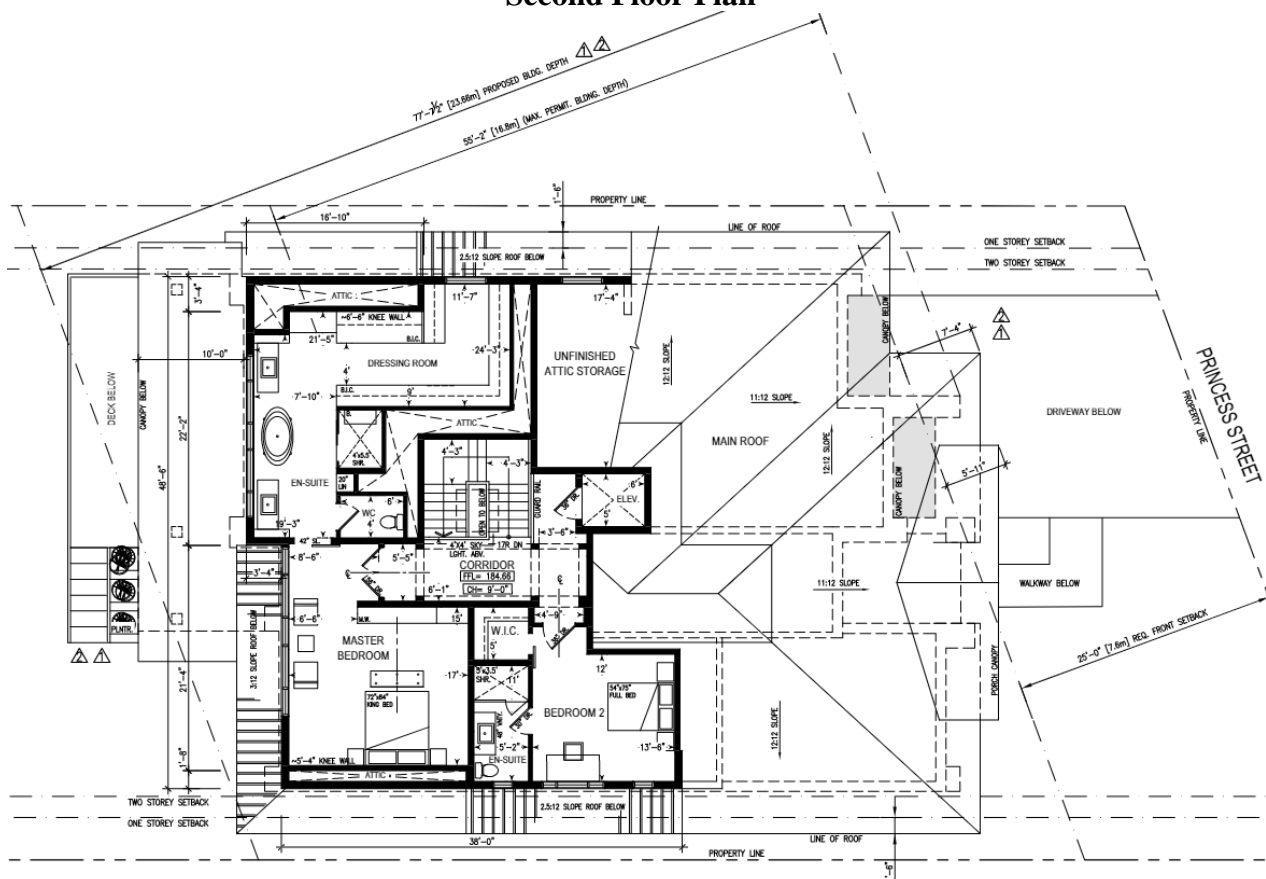
## Front Elevation Rendering



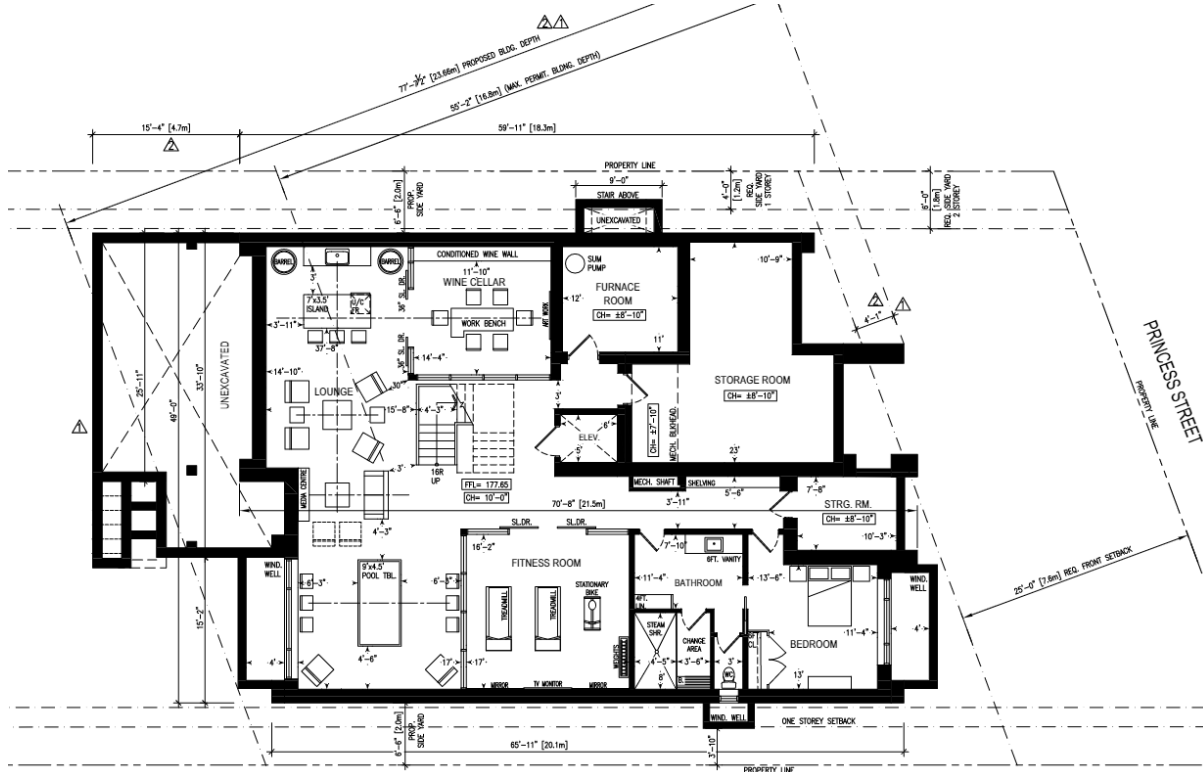
## Ground Floor Plan



## Second Floor Plan



## Basement Floor Plan





## MEMORANDUM

**TO:** Heritage Markham Committee

**FROM:** Regan Hutcheson, Manager-Heritage Planning

**DATE:** March 10, 2021

**SUBJECT:** Awards  
Ontario Volunteer Service Awards  
Ministry of Heritage, Sport, Tourism and Culture Industries

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We are in receipt of the program criteria for the above award from the Volunteer Recognition Unit, Ministry of Heritage, Sport, Tourism and Culture Industries

The Ontario Volunteer Service Awards

Years of service that can be recognized: 5, 10, 15, 20, 25, 30, 35, 45, 50, 55 and 65+

Must be continuous service

Award: stylized trillium pin and certificate

Ceremony: regional ceremonies held across the province

To be eligible, Heritage Markham members would have to have served a minimum of 5 consecutive years which can be difficult given the terms of appointment allowed by the City.

Current citizen committee members have the following years of continuous service:

David Nesbitt – 9 years

Anthony Farr – 7 years

Graham Dewar – 7 years

Evelin Ellison – 5.5 years

Ken Davis – 5 years

These nominations do not need to be endorsed by Markham Council.

## **Suggested Recommendation for Heritage Markham**

THAT Heritage Markham receive the information on the Ontario Volunteer Service Awards and that the following Heritage Markham citizen members be nominated for the 5 years of continuous service award:

David Nesbitt – 9 years  
Anthony Farr – 7 years  
Graham Dewar – 7 years  
Evelin Ellison – 5.5 years  
Ken Davis – 5 years

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**Years of Service**

<b>Name</b>	<b>Date of Service</b>	<b>Years Serviced to Date</b>
David Nesbitt	Sept 2011 to Nov 2015 Nov 2015 to Nov 2018 Nov 2018 to Nov 2020 + Dec 2020 – April 2020 (5 months)	4 3 2 Total 9 years
Evelin Ellison	2004 to 2006 July 2015 to Nov 2018 Nov 2018 to Nov 2020 + Dec 2020 – April 2020 (5 months)	2 3.5 2 Total 7.5 (5.5 concurrently)
Graham Dewar	Feb 2014 to Nov 2016 Nov 2016 to Nov 2020 + Dec 2020 – April 2020 (5 months)	3 4 Total 7 years
Tony Farr	Feb 2014 to Nov 2016 Nov 2016 to Nov 2020 + Dec 2020 – April 2020 (5 months)	3 4 Total 7
Ken Davis	Mar 2016 to Nov 2019 Nov 2019 to Nov 2023 + Dec 2020 – April 2020 (5 months)	4 1 Total 5
<b>Members Not Applicable</b>		
Doug Denby	July 2019 to Nov 2021	1.5
Shan Goel	July 2019 to Nov 2022	1.5
Paul Tiefenbach	July 2019 to Nov 2022	1.5
Lake Trevelyan	Aug 2020 to Nov 2023	0.5



## **Background Information**

# **Ontario Volunteer Service Awards**

This award recognizes volunteers for providing committed and dedicated service to an organization.

**Deadline: Extended to April 1, 2021**

## **1. [Get the Volunteer Service form \(PDF\)](#)**

**Note:** You must have Adobe Reader to open this form. Right click on the link above and save the form. Open Adobe Reader, then use Adobe Reader to open the form. You will be able to edit, save and submit this form.

## **2. [Submit your nomination online](#)**

Adults are recognized by the length of time they've volunteered with one organization, ranging from five to 65 years of continuous service. Youth (24 years old and under) are recognized for two or more years of continuous service.

## **Who is eligible**

An organization can nominate up to nine volunteers, with a maximum of six adults.

Your nominee must be:

- a resident and volunteer in Ontario
- an active member in an organization that has existed for at least five years

You cannot nominate someone:

- who has passed away
- who has been paid for their volunteer work
- who volunteered the services as part of their regular work or professional responsibilities

## **Nomination deadline**

The deadline has been extended to April 1, 2021.

If the deadline falls on a weekend or holiday, you can submit your nomination before 5 p.m. the next business day. If your nomination is received after the deadline, it will be considered for next year's award.



## Selection process

The Ministry reviews all nominees and sends a letter to the organization to confirm their nomination has been accepted.

## Award presentation

The awards are presented at ceremonies across Ontario from March to June. The recipients are given a stylized trillium service pin and a personalized certificate to acknowledge their years of service.

Each recipient can bring one guest and their organization can invite two representatives.



## June Callwood Outstanding Achievement Award for Voluntarism

This award recognizes people and groups who have made outstanding contributions as volunteers in their communities.

**Deadline: Extended to April 1, 2021**

1. [Get the June Callwood form \(PDF\)](#)

**Note:** You must have Adobe Reader to open this form. Right click on the link above and save the form. Open Adobe Reader, then use Adobe Reader to open the form. You will be able to edit, save and submit this form.

2. [Tips for writing and submitting a nomination](#)
3. [Submit your nomination online](#)

There are two categories – the Outstanding Volunteer Award and the Excellence in Volunteer Management Award.

### Outstanding Volunteer Award

This is presented to an individual or group for their longstanding commitment to volunteering and serving their communities. Up to 20 individuals or groups are honoured each year.

## **Excellence in Volunteer Management Award**

This is presented to an individual or group from a not-for-profit organization or registered charity for supporting and encouraging people to volunteer in their communities. Up to five individuals or groups are honoured each year.

### **Who is eligible**

Your nominee must be:

- an individual or group (such as a not-for-profit, institution or school)
- a resident of Ontario

You cannot nominate:

- yourself
- someone who has passed away
- an elected politician currently in office

### **Nominate someone**

You need to submit a detailed form with your nominee's information that includes:

- a description about why your nominee should receive the award (no more than 8,000 characters)
- two or more signed testimonials from two different people (not including the nominator) who know and support your nominee's achievements

### **Nomination deadline**

The deadline has been extended to April 1, 2021.

If the deadline falls on a weekend or holiday, you can submit your nomination before 5 p.m. the next business day. If your nomination is received after the deadline, it will be considered for next year's award.

### **Selection process**

An independent selection committee reviews each nomination and recommends who should receive the award.

### **Award presentation**

The awards are presented at a recognition ceremony during National Volunteer Week, which usually takes place in April.

## **Previous recipients**

Read about the [previous recipients](#) of this award.

## **About June Callwood**

June Callwood was a Canadian journalist, author and social activist. She committed her life to action on social justice issues, particularly those related to woman and children. She founded, or co-founded, more than 50 Canadian social action organizations.