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Finding Aid - Vancouver Town Planning Commission fonds (RBSC-ARC-1583)

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Vancouver Town Planning Commission fonds

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Summary information

Repository:	University of British Columbia Library Rare Books and Special Collections
Title:	Vancouver Town Planning Commission fonds
Reference code:	RBSC-ARC-1583
Date:	1949-1968 (date of creation)
Physical description:	1.09 m of textual records
Language:	English
Dates of creation, revision and deletion:	The fonds was re-processed and its finding aid was edited by Gabriella J. Cigarroa in Spring 2024.

Administrative history / Biographical sketch

Note

The Vancouver Town Planning Commission was established by City Council on 1 Feb. 1926 (by-law no. 1771), following the passing of the Province's Town Planning Act (statutes, 1925, Ch. 55), according to federal leadership and, by that time, the precedent of all other provinces. The Town Planning Act had given Councils the authority to prepare official town plans (as well as harbour, railway, rapid-transit, and street-railway plans to coordinate with them), to designate land use districts and enforce the regulations (i.e. zoning regulations), and to consider any matters dealing with the physical development of a municipality. The City's by-law gave the Vancouver Town Planning Commission the authority to prepare and maintain a town plan (including harbour, etc., as indicated in the statute) and to carry out the land use designations and regulations called for in the plan (its recommendations went to City Council). Involvement in land use (i.e. zoning) matters decreased as of November 1952, when the City's Planning Department was established (which worked closely on land use matters with a committee of staff and officials, the Technical Planning Board). On 16 June 1960 (by-law no. 3850) the Vancouver Town Planning Commission formally became a City Council advisory body only, taking the broad view on land use issues and constituting an expression of public opinion on matters submitted to Council by the Director of Planning and Technical Planning Board.

The 1926-1952 functions of the Vancouver Town Planning Commission were carried out as follows. (1) City planning ("Town planning"). The first comprehensive town plan was prepared for the Town Planning Commission by the American consultants Harland Bartholomew and Associates in 1928, then revised in 1929 to include the newly added municipalities of South Vancouver and Point Grey. Followup reports were called for between 1944 and 1948. In consultation with the Town Planning Commission and Harland Bartholomew and Associates, City Council decided in 1950 that city planning was becoming increasingly complex, and required a dedicated Planning Department, which was in place by 1952. (2) Zoning designation and regulation advisory. The earliest zoning or land use priority was preventing apartment houses from intruding into single family dwelling districts. The Zoning Committee was established in

1925, working toward the first Zoning By-law (no. 1830) which was passed on February 5, 1927. After amalgamation with South Vancouver and Point Grey, the Town Planning Commission contracted Harland Bartholomew and Associates to draft a subsequent Zoning By-law (passed 1930).

The functional predecessors of the Town Planning Commission were City Council, the Board of Works, and the City Engineer. The Commission was succeeded in the technical aspects of planning on 1 Oct. 1952 by the Planning Department, which worked in conjunction with the newly created Technical Planning Board. The Town Planning Commission was succeeded, in its advisory capacity, by the Vancouver City Planning Commission, established on January 18, 1972 (by-law no. 4599). The Town Planning Commission reported to the City Council committee responsible for town planning (committee names changed frequently, e.g. the Building and Town Planning Committee).

From the beginning the Commission consisted of 9 members appointed by City Council and 5 or 6 who served as representatives of their bodies, e.g. the Mayor, the heads of the School Board and Park Board, the head of the National Harbours Board, etc. The appointed members elected a chair from among them. The position of Secretary was head of the paid staff and took responsibility for the recordkeeping, according to the by-law. The Vancouver Town Planning Commission was renamed the Vancouver City Planning Commission on 18 Jan. 1972 (by-law no. 4599), some years after the Commission had become a lay advisory body. The following individuals have served as chairmen of the Vancouver Town Planning Commission: Arthur G. Smith, 1926-1933; Frank E. Buck, 1934; G. L. Thornton Sharp, 1935; B. George Hansuld, 1936; Harry V. Jackson, 1937; J. C. McPherson, 1938; G. C. Miller, 1939; Frank E. Buck, 1939; W. R. Owen, 1940; F. N. Hamilton, 1941; E. M. Bennett, 1942; Charles T. Hamilton, 1943-1945; Harry V. Jackson, 1946-1947; Joseph Briggs, 1948-1949; C. Brakenbridge, 1950-1954; A. J. Harrison, 1955. The executive director was J. Alexander Walker, Secretary (known as the "Engineer-Secretary"), who had served in this position from the beginning until his retirement on 31 Oct. 1952 (6 Nov. 1952 Commission minutes).

Scope and content

Fonds documents the Vancouver Town Planning Commission's involvement in town planning and zoning regulations. It consists of material produced through the Commission's discussions and recommendations regarding planning and zoning both for the city and for individual developments.

Meeting minutes record meetings held by the Commission's executive committee and sub-committees, as well as public hearings held by the Commission. They address planning and zoning applications, planning and zoning by-laws and proposed amendments, and city infrastructure proposals and program progress. Zoning applications and development permits include information on specific developments, property history, and correspondence.

Fonds includes meeting minutes, development and zoning applications, by-law documents and drafts, correspondence, architectural drawings, maps, reports, and other material produced as part of the Vancouver Town Planning Commission's business. Material is arranged chronologically.

Notes

Title notes

- **Source of title proper:** Title based on the contents of the fonds.

Related material

Related materials can be found in the following series within the City of Vancouver fonds, held at the City of Vancouver Archives: COV-S395 – Town Planning Commission minutes; COV-S396 – Town Planning Commission Executive Committee Minutes; COV-S397 – Town Planning Commission secretary's subject files; and COV-S623 – City Planning Commission minutes and other records.

Accruals

No further accruals are expected.

Other notes

- **Publication status:** published
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Access points

- Buildings and structures (subject)
 - Government (subject)
 - Transportation and utilities (subject)
 - Vancouver (B.C.) (place)
-

Series descriptions

Ref code	Title	Dates	Access status	Container
RBSC-ARC-1583-01-01	File - Papers: 1949-1957	1949-[1960?]		
RBSC-ARC-1583-01-02	File - Papers: January 1959	Jan. 1959		
RBSC-ARC-1583-01-03	File - Papers: February 1959	Feb. 1959		
RBSC-ARC-1583-01-04	File - Papers: March 1959	Mar. 1959		
RBSC-ARC-1583-01-05	File - Papers: April 1959	Apr. 1959		
RBSC-ARC-1583-01-06	File - Papers: May 1959	May 1959		

RBSC-ARC-1583-01-07	File - Papers: June 1959	June 1959
RBSC-ARC-1583-01-08	File - Papers: July 1959	July 1959
RBSC-ARC-1583-01-09	File - Papers: August 1959	Aug. 1959
RBSC-ARC-1583-01-10	File - Papers: September 1959	Sep.-Oct. 1959
RBSC-ARC-1583-01-11	File - Papers: October 1959	Oct. 1959
RBSC-ARC-1583-01-12	File - Papers: November 1959	Nov.-Dec. 1959
RBSC-ARC-1583-01-13	File - Papers: December 1959	Dec. 1959
RBSC-ARC-1583-01-14	File - Papers: 1959 - Miscellaneous [rezoning application recommendations]	1959
RBSC-ARC-1583-01-15	File - Papers: January 1960	Jan. 1960
RBSC-ARC-1583-01-16	File - Papers: February 1960	Feb. 1960
RBSC-ARC-1583-01-17	File - Papers: March 1960	Mar. 1960
RBSC-ARC-1583-01-18	File - Papers: April 1960	Apr. 1960
RBSC-ARC-1583-01-19	File - Papers: May 1960	May 1960
RBSC-ARC-1583-01-20	File - Papers: June 1960	June 1960
RBSC-ARC-1583-01-21	File - Papers: July 1960	July 1960
RBSC-ARC-1583-01-22	File - Papers: August 1960	Aug. 1960
RBSC-ARC-1583-01-23	File - Papers: September 1960	Sep. 1960
RBSC-ARC-1583-01-24	File - Papers: October 1960	Oct. 1960
RBSC-ARC-1583-01-25	File - Papers: November 1960	Nov. 1960
RBSC-ARC-1583-01-26	File - Papers: December 1960	Dec. 1960
RBSC-ARC-1583-01-27	File - Papers: 1960 - Miscellaneous	1960
RBSC-ARC-1583-01-28	File - Papers: January 1961	Jan. 1961
RBSC-ARC-1583-01-29	File - Papers: February 1961	Feb. 1961
RBSC-ARC-1583-01-30	File - Papers: March 1961	Feb.-Mar. 1961
RBSC-ARC-1583-01-31	File - Papers: April 1961	Apr. 1961
RBSC-ARC-1583-01-32	File - Papers: May 1961	May 1961
RBSC-ARC-1583-01-33	File - Papers: June 1961	June-July 1961

RBSC-ARC-1583-01-34	File - Papers: July 1961	July 1961
RBSC-ARC-1583-01-35	File - Papers: August 1961	Aug. 1961
RBSC-ARC-1583-01-36	File - Papers: September 1961	Sep. 1961
RBSC-ARC-1583-01-37	File - Papers: October 1961	July 1957, Sep.- Oct. 1961
RBSC-ARC-1583-01-38	File - Papers: November 1961	Oct.-Nov. 1961
RBSC-ARC-1583-01-39	File - Papers: December 1961	Dec. 1961
RBSC-ARC-1583-01-40	File - Papers: January 1962	Jan. 1962
RBSC-ARC-1583-01-41	File - Papers: February 1962	Feb. 1962
RBSC-ARC-1583-01-42	File - Papers: March 1962	Mar. 1962
RBSC-ARC-1583-01-43	File - Papers: April 1962	Apr. 1962
RBSC-ARC-1583-01-44	File - Papers: May 1962	May-June 1962
RBSC-ARC-1583-01-45	File - Papers: June 1962	June 1962
RBSC-ARC-1583-01-46	File - Papers: July 1962	July 1962
RBSC-ARC-1583-01-47	File - Papers: August 1962	Aug. 1962
RBSC-ARC-1583-01-48	File - Papers: September 1962	Sep. 1962
RBSC-ARC-1583-01-49	File - Papers: October 1962	Oct. 1962
RBSC-ARC-1583-01-50	File - Papers: November 1962	Nov. 1962
RBSC-ARC-1583-01-51	File - Papers: December 1962	Dec. 1962
RBSC-ARC-1583-01-52	File - Papers: January 1963	Jan. 1963
RBSC-ARC-1583-02-01	File - Papers: February 1963	Feb. 1963
RBSC-ARC-1583-02-02	File - Papers: March 1963	Mar. 1963
RBSC-ARC-1583-02-03	File - Papers: April 1963	Apr. 1963
RBSC-ARC-1583-02-04	File - Papers: May 1963	May 1963
RBSC-ARC-1583-02-05	File - Papers: June 1963	June 1963
RBSC-ARC-1583-02-06	File - Papers: July 1963	July 1963
RBSC-ARC-1583-02-07	File - Papers: August 1963	Aug. 1963
RBSC-ARC-1583-02-08	File - Papers: September 1963	Sep. 1963

RBSC-ARC-1583-02-09	File - Papers: October 1963	Oct. 1963
RBSC-ARC-1583-02-10	File - Papers: November 1963	Nov. 1963
RBSC-ARC-1583-02-11	File - Papers: December 1963	Dec. 1963
RBSC-ARC-1583-02-12	File - Papers: 1963 - Miscellaneous	1963
RBSC-ARC-1583-02-13	File - Papers: January 1964	Jan. 1964
RBSC-ARC-1583-02-14	File - Papers: February 1964	Feb.-Mar. 1964
RBSC-ARC-1583-02-15	File - Papers: March 1964	Mar. 1964
RBSC-ARC-1583-02-16	File - Papers: April 1964	Apr. 1964
RBSC-ARC-1583-02-17	File - Papers: May 1964	May 1964
RBSC-ARC-1583-02-18	File - Papers: June 1964	June 1964
RBSC-ARC-1583-02-19	File - Papers: July 1964	July 1964
RBSC-ARC-1583-02-20	File - Papers: August 1964	Aug.-Sep. 1964
RBSC-ARC-1583-02-21	File - Papers: September 1964	Sep. 1964
RBSC-ARC-1583-02-22	File - Papers: October 1964	Oct. 1964
RBSC-ARC-1583-02-23	File - Papers: November 1964	Nov. 1964
RBSC-ARC-1583-02-24	File - Papers: December 1964	Dec. 1964
RBSC-ARC-1583-02-25	File - Papers: 1964 - Miscellaneous	1964, Mar. 1965
RBSC-ARC-1583-02-26	File - Papers: January 1965	Jan., Nov. 1965
RBSC-ARC-1583-02-27	File - Papers: February 1965	Feb. 1965
RBSC-ARC-1583-02-28	File - Papers: March 1965	Mar. 1965
RBSC-ARC-1583-02-29	File - Papers: April 1965	Apr. 1965
RBSC-ARC-1583-02-30	File - Papers: April 1965 (folder 1 of 2) [Apartment Zoning Reports (folder 1 of 2)]	1965
RBSC-ARC-1583-02-31	File - Papers: April 1965 (folder 2 of 2) [Apartment Zoning Reports (folder 2 of 2)]	1965
RBSC-ARC-1583-02-32	File - Papers: May 1965	May 1965
RBSC-ARC-1583-02-33	File - Papers: June 1965	June 1965
RBSC-ARC-1583-02-34	File - Papers: July 1965	July 1965

RBSC-ARC-1583-02-35	File - Papers: August 1965	Aug. 1965
RBSC-ARC-1583-03-01	File - Papers: September 1965	Sep. 1965
RBSC-ARC-1583-03-02	File - Papers: October 1965	Oct. 1965
RBSC-ARC-1583-03-03	File - Papers: November 1965	Nov. 1965
RBSC-ARC-1583-03-04	File - Papers: December 1965	Dec. 1965
RBSC-ARC-1583-03-05	File - Papers: 1965 - Miscellaneous	1965
RBSC-ARC-1583-03-06	File - Papers: 1965 - Miscellaneous [2]	1965
RBSC-ARC-1583-03-07	File - Papers: 1965 - Miscellaneous [3]	1965
RBSC-ARC-1583-03-08	File - Papers: January 1966	Jan. 1966
RBSC-ARC-1583-03-09	File - Papers: February 1966	Feb. 1966
RBSC-ARC-1583-03-10	File - Papers: March 1966	Mar. 1966
RBSC-ARC-1583-03-11	File - Papers: April 1966 (folder 1 of 2)	1965, Apr. 1966
RBSC-ARC-1583-03-12	File - Papers: April 1966 (folder 2 of 2)	Apr. 1966
RBSC-ARC-1583-03-13	File - Papers: May 1966	May 1966
RBSC-ARC-1583-03-14	File - Papers: June 1966	1 June 1965, June 1966
RBSC-ARC-1583-03-15	File - Papers: July 1966	July 1966
RBSC-ARC-1583-03-16	File - Papers: August 1966	Aug., 22 Nov. 1966
RBSC-ARC-1583-03-17	File - Papers: September 1966	Sep. 1966
RBSC-ARC-1583-03-18	File - Papers: October 1966	Oct. - 1 Nov. 1966
RBSC-ARC-1583-03-19	File - Papers: November 1966	Nov. 1966
RBSC-ARC-1583-03-20	File - Papers: December 1966	Dec. 1966
RBSC-ARC-1583-03-21	File - Papers: 1966 - Miscellaneous	1965-1966
RBSC-ARC-1583-03-22	File - Papers: January 1967	Jan. 1967
RBSC-ARC-1583-03-23	File - Papers: February 1967	Feb. 1966, Jan.- Feb. 1967
RBSC-ARC-1583-03-24	File - Papers: March 1967	Mar. 1967
RBSC-ARC-1583-03-25	File - Papers: April 1967 (folder 1 of 2)	Apr. 1966, Mar.-Apr. 1967

RBSC- ARC-1583-04-01	File - Papers: April 1967 (folder 2 of 2) [Marine Drive Subdivision: re Street, re Zoning]	July 1965 - Apr. 1966
RBSC- ARC-1583-04-02	File - Papers: May 1967	May 1966, May 1967
RBSC- ARC-1583-04-03	File - Papers: June 1967	June 1967
RBSC- ARC-1583-04-04	File - Papers: July 1967	July 1967
RBSC- ARC-1583-04-05	File - Papers: August 1967	May, Aug.-Oct. 1967
RBSC- ARC-1583-04-06	File - Papers: September 1967	Sep. 1967
RBSC- ARC-1583-04-07	File - Papers: October 1967	Oct. 1966, Oct. 1967
RBSC- ARC-1583-04-08	File - Papers: November 1967	Nov. 1967
RBSC- ARC-1583-04-09	File - Papers: December 1967	Dec. 1967
RBSC- ARC-1583-04-10	File - Papers: 1967 - Miscellaneous [studies]	1967
RBSC- ARC-1583-04-11	File - Papers: 1968	Dec. 1967 - Jan. 1968
RBSC- ARC-1583-04-12	File - Papers: Miscellaneous [Vancouver Town Planning Commission Historical Data]	[1960?]