

## HERITAGE PRESERVATION SERVICES

### Heritage Property Nomination Form

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Please complete this form. Attach additional pages as necessary.

**A. Address/Name of Property Nominated:**

**Area (boundaries):**

**Ward No.:**

**To find the ward number:**

<https://www.toronto.ca/city-government/council/members-of-council/>

**Map: Please attach an extract from a street map, marking the individual property, properties, street or area being nominated**

**B. Please check one box.**

**Nominated for:**  Listing on Inventory       Designation under OHA

**C. Name of Nominator:**

**Address of Nominator:**

**1. Reason for Nomination:**

**I am nominating this property/group of properties/area because:**

**The property is part of a group and I believe this group stands out because:**

**2. Classification (for each property):**

**Building Type: (i.e., house, church, store, warehouse, etc.)**

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**Other: (outbuilding, landscape feature, etc.)**

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**Current Use: (residential, commercial, etc.)**

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**3. Description (for each property):**

**Photograph:** Please attach 4x6" colour photographs showing (1) the street elevation and other applicable views for each property and (2) a group shot if the property is part of a group.

**Historical Name:**

**Date of Construction:**

**Architect/Builder/Contractor:**

**Original Use:**

**Significant Persons/Events:**

**Alterations:**

**4. Sources:**

**Please indicate whether you have consulted the following sources; please attach research information and full references (*list of archives/libraries attached*):**

\_\_\_ Land Records (Land Registry Office)

\_\_\_ City Directories

\_\_\_ Goad's Fire Insurance Maps

\_\_\_ Building Permits

\_\_\_ Historical Photographs

\_\_\_ Secondary sources (*book list attached*)

\_\_\_ Assessment Rolls

\_\_\_ Other:

**5. Comments:**

- I am the owner of the property or properties; or
- I am not the owner of the property or properties, but I have contacted the owner(s) and the response was as follows:

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- I have not contacted the Ward Councillor about this nomination; or
  - I have contacted the ward councillor about this nomination, and his/her response was as follows:

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- I have not contacted my local historical society; or
  - I have contacted my local historical society and its response was as follows:

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Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**This form will not be accepted if not dated and signed  
Please make sure you have attached map and photographs**

**Return to: Heritage Preservation Services, Urban Design, City Planning  
Toronto City Hall, 17<sup>th</sup> Floor, East Tower,  
Toronto, Ontario M5H 2N2**

**Or send by e-mail to Yasmina Shamji at [yasmina.shamji@toronto.ca](mailto:yasmina.shamji@toronto.ca)  
Or Fax (416) 392-1973**

June 2018

## **PLACES TO RESEARCH**

### **TORONTO HISTORY AND ARCHITECTURE**

#### ***CITY OF TORONTO ARCHIVES***

255 Spadina Road  
Toronto M5R 2V3  
(416) 397-0778

[www.city.toronto.on.ca/archives](http://www.city.toronto.on.ca/archives)

- collection for the amalgamated City of Toronto includes historical photographs, city directories, assessment rolls, building permits, Goad's Atlases, books, periodicals

#### ***TORONTO REFERENCE LIBRARY***

789 Yonge Street  
Toronto M4W 2G8  
(416) 393-7131 (general)

[www.tpl.toronto.on.ca](http://www.tpl.toronto.on.ca) (e-mail reference service available on web page)

- Baldwin Room/Special Collections (4<sup>th</sup> floor) has historical photographs, architectural drawings, etc.; library has extensive collection of books, city directories, periodicals, newspapers, etc.
- material, including the *Archindont* database and the 19<sup>th</sup> century *Toronto City Directories* are accessible through the Virtual Reference Library:  
<http://vrl.tpl.toronto.on.ca>

#### ***NORTH YORK CENTRAL LIBRARY***

5120 Yonge Street  
Toronto M2N 5N9  
(416) 395-5623 (Canadiana)

[www.tpl.toronto.on.ca](http://www.tpl.toronto.on.ca) – link to NYCL

- includes Canadian Department and Ontario Genealogical Society collections

#### ***URBAN AFFAIRS LIBRARY***

789 Yonge Street  
Toronto M4W 2G8  
(416) 393-7131 (general)

- includes Toronto history section

#### ***ARCHIVES OF ONTARIO***

134 Ian MacDonald Blvd.  
Toronto, Ontario M7A 2C5  
(416) 327-1600

[www.archives.gov.on.ca/en/index.aspx](http://www.archives.gov.on.ca/en/index.aspx)

- collection includes Horwood Collection of Architectural Drawings, historical photographs.

# **RESEARCH TECHNIQUES**

## **FOR DATING HERITAGE PROPERTIES**

The following steps can be followed to date most buildings in the former City of Toronto and can be applied, in limited ways, to buildings constructed in the pre-annexed areas of the city and in East York, Etobicoke, North York, Scarborough and York.

### **WHEN WAS IT BUILT?**

For late 19<sup>th</sup> century buildings in the former City of Toronto, the most expedient way to narrow down the date of construction is by consulting the Goad's Fire Insurance Atlases at the various libraries and archives listed below. First published in 1880 and updated at regular intervals, Goad's Atlases (superseded by Underwriters Insurance Company) contain street maps showing the shape, size and materials of buildings. Mid-19<sup>th</sup> century buildings in the former City of Toronto are shown on Boulton's Atlas for 1858. East York, Etobicoke, North York, Scarborough and York are included in the 1950s versions of Underwriters.

To confirm the date of construction, next consult the City of Toronto Directories, available in book form at the Toronto Reference Library and on microfilm at the City of Toronto Archives. Published from 1834 to present day, the directories are organized alphabetically by both street name and surname. Suburban areas are listed separately beginning in 1872; by 1930, most areas of East York, Etobicoke, North York, Scarborough and York are included in the names and street directories.

A year-by-year check of the directories may indicate when a site was developed. When dating a property this way, be aware that the information in any volume was usually compiled the *previous* year (for example, the directory for 1900 reflects the status of the site in 1899). Also, a directory lists the *occupant* of the property who may or may not be the owner. Commercial directories covering the City of Toronto and the adjoining Townships are available beginning in the 1830s with Walton's Directory of the City of Toronto and Home District.

Once you have established a date through the directories, more detailed information is found in Property Tax Assessment Rolls, available on microfilm at the City of Toronto Archives. Unless otherwise noted, information was compiled each year for tax collection the *following* year. Organized by city ward, the roll indicates the name, age, occupation, religion, and number of family members of the occupant, the name and address of the owner (where different), the status of the property (vacant or built upon), and the assessed value of the land and buildings. Until 1892, the rolls noted the number of stories and construction materials of the main structure and its additions. Assessment Rolls for the former City of Toronto (1834 ff.), York Township

(1882 ff.), and for World War 1-era Etobicoke, North York and Scarborough are found at the City of Toronto Archives.

## **WHO WAS THE ARCHITECT/BUILDER?**

If you have determined that your property was developed within the former City of Toronto after 1881, the index of building permits for the City of Toronto may be consulted. Where a permit exists, it *may* list the name of an architect or builder. Indices are found at City Archives; permits may be examined on microfilm at City Archives.

When looking for an architect, another source is Archindont, an index of late 19th and early 20th century architectural and engineering journals. Available on microfiche (and partly available on the web) at the Toronto Reference Library, properties are listed alphabetically by street name, then street number. If a property is included in Archindont, the name of the architect and/or builder (if known) is listed, as well as the source of the information, such as an article from The Canadian Architect and Builder (1888-1908).

When searching for an architect, indices of architectural drawings can be checked at the Toronto Reference Library (Baldwin Room/Special Collections) and at the Archives of Ontario. The Horwood Collection at the Archives of Ontario is one of the most extensive collections of architectural drawings in Canada, in which Toronto-based architects and architectural firms are well represented.

## **WERE THERE SIGNIFICANT PERSONS OR EVENTS ASSOCIATED WITH THE PROPERTY?**

In addition to primary sources, including the ones listed above, a number of historical and contemporary reference books on Toronto's history and architecture are widely available.

## **NEXT STEPS?**

More detailed research can be done by consulting land records at the Land Registry Office. Operated by the Ontario Ministry of Consumer and Commercial Relations, Toronto's Registry Office is located in the Atrium on Bay. Using the description of the property (plan and lot numbers), the Abstract Index of Deeds for a given property records chronologically the transfer of the property from one owner to the next, beginning with the Crown Patent and continuing to present day. Land records are particularly helpful when researching properties developed prior to the annexation of an area by the former City of Toronto and in East York, Etobicoke, North York, Scarborough and York.

Other useful sources are the Decennial Censuses of Canada (1841-1901) that provide information on landowners and occupants and, in some cases, buildings. The Censuses are available on microfilm at the Toronto Reference Library and other repositories.

Historical photographs and maps can be consulted at the places listed below.

## **SOURC ES:**

City of Toronto Archives, 255 Spadina Road, Toronto M5R 2V3, (416) 397-0078  
[www.city.toronto.on.ca/archives](http://www.city.toronto.on.ca/archives)  
[archives@city.toronto.on.ca](mailto:archives@city.toronto.on.ca)

Toronto Land Registry Office, Atrium on Bay, 20 Dundas Street West, 3rd Floor, Toronto M5G 2C2, (416) 314-4430.  
<https://www.ontario.ca/page/land-registry-offices-lro>

Toronto Reference Library, 789 Yonge Street Toronto M4W 2G8, (416) 393-7196;  
*Archindont* database, & 19<sup>th</sup> century *City of Toronto Directories* available through the *Virtual Reference Library*: <http://vrl.tpl.toronto.on.ca>

## **BOOK LIST**

### **FOR TORONTO HISTORY AND ARCHITECTURE**

#### **HISTORY & ARCHITECTURE:**

Arthur, Eric. Toronto. No Mean City. 3rd. ed. Revised by Stephen A. Otto. Toronto: University of Toronto, 1986. - *architectural history of pre-1900 Toronto traces the historical development of the city*

Careless, J. M. S. Toronto To 1918. An Illustrated History. Toronto: James Lorimer and Company, 1984. - *provides general historical overview up to World War I with photographs and illustrations; companion to Toronto Since 1918*

Dendy, William. Lost Toronto. 2nd ed. Toronto: McClelland and Stewart, 1993. - *includes historical photographs with descriptions of over 100 demolished landmark buildings*

Dendy, William, and William Kilbourn. Toronto Observed. Its Architecture, Patrons and History. Toronto: Oxford University Press, 1986. - *the history of Toronto is traced through its buildings, beginning with the military and colonial structures of the early 19th century, and concluding with projects from the early 1980s*

Lemon, James. Toronto Since 1918. An Illustrated History. Toronto: James Lorimer and Company, 1985. - *companion to Toronto To 1918*

Lundell, Liz. The Estates of Old Toronto. Erin, Ont.: Boston Mills Press, 1997.

McHugh, Patricia. Toronto Architecture. A City Guide. 2nd ed. Toronto: McClelland and Stewart, 1989. - *architectural and historical guide to various city neighbourhoods*

#### **TORONTO ARCHITECTS:**

Carr, Angela. Toronto Architect Edmund Burke. Montreal/Kingston: McGill-Queen's University, 1995.

Litvak, Marilyn M. Edward James Lennox. Toronto: Dundurn, 1995.

McArthur, Glenn, and Annie Szamosi. William Thomas, Architect 1799-1860. Ottawa: Carleton University, 1996.

**STYLE & PRESERVATION: *other titles available***

Blumenson, John J.-G. Ontario Architecture. A Guide to Styles and Building Terms 1784 to the Present. Toronto: Fitzhenry and Whiteside, 1990.

Fram, Mark. Well-Preserved: The Ontario Heritage Foundation's Manual of Principles and Practice for Architectural Conservation. Erin, Ont.: Boston Mills Press, 1987.

Kalman, Harold. A History of Canadian Architecture. 2 vol. Toronto: Oxford University Press, 1994.

Rempel, John. Building with Wood and Other Aspects of 19th Century Building in Central Canada. Rev. ed. Toronto: University of Toronto, 1980.

**TORONTO NEIGHBOURHOODS: *other titles available***

Brown, Ron. Toronto's Lost Villages. Boston Mills, 1997.

Byers, Nancy, and Barbara Myrvold. St. Clair West in Pictures. 2<sup>nd</sup> ed. Local History Handbook No. 8. Toronto Public Library Board, 1999.

Campbell, Mary, and Barbara Myrvold. The Beach in Pictures. 1793-1932. Local History Handbook No. 6. Toronto Public Library Board, 1988.

Gibson, Sally. More Than an Island. A History of the Toronto Island. Irwin, 1984.

Hutcheson, Stephanie. Yorkville in Pictures 1853 to 1883. The Early History of Yorkville. Local History Handbook No. 2. Toronto Public Library Board, 1978.

Laycock, Margaret, and Barbara Myrvold. Parkdale in Pictures. Its Development to 1889. Local History Handbook No. 7. Toronto Public Library Board, 1991.

Miles, Joan, ed. West Toronto Junction Revisited. Boston Mills, 1986.

Myrvold, Barbara. The Danforth in Pictures. A Brief History of the Danforth. Toronto Public Library, 1979.

----- Historical Walking Tour of Kensington Market and College Street.  
Toronto Public Library Board, 1993.

Ritchie, Don. North Toronto. Boston Mills, 1992.

Rust-D'Eye, George H. Cabbagetown Remembered. Boston Mills, 1984.