

## **Forest Hill Village Parklet Pilot Project**

**Date:** May 15, 2018  
**To:** Toronto and East York Community Council  
**From:** General Manager, Economic Development and Culture  
**Wards:** Ward 22 – St. Paul's

### **SUMMARY**

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This report is required to enable the implementation and evaluation of a pilot project for the temporary installation of a parklet on Spadina Road in conjunction with other public realm improvements contained within the Streetscape Master Plan for Forest Hill Village. City Council approval is required because Spadina Road has a TTC route.

The pilot project will maintain the existing 2-way traffic lanes and will require no modifications to Spadina Road.

Staff from Transportation Services, Public Realm, Legal Services, Toronto Parking Authority and the TTC have been consulted in the preparation of this report.

### **RECOMMENDATIONS**

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The General Manager of Economic Development and Culture recommends that:

1. City Council authorize the General Manager of Transportation Services to grant a temporary permit to the Forest Hill Village BIA for the operation of a public installation within a parking space on the east side of Spadina Road, North of Lonsdale Road, in the location shown as a parklet zone on the drawing entitled "Schematic Site Plan" attached as Appendix A of this report, for the period of July 15, 2018 to November 14, 2018 inclusive, subject to the conditions listed in Appendix B.
2. City Council rescind the traffic and parking regulations outlined in Appendix C – By-Laws to be Rescinded, and generally shown in the drawing entitled, "Plan View of By-Laws to be Rescinded during Pilot Program" attached as Appendix D of this report.
3. City Council enact the traffic and parking regulations outlined in Appendix E – By-Laws to be Enacted, and generally shown in the drawing entitled "Plan View of By-Laws to be Enacted During Pilot Program" attached as Appendix F of this report.

4. City Council direct that Spadina Road be returned to its pre-pilot project traffic and parking regulations when the project is complete in November 2018.
5. City Council temporarily close to vehicular traffic the eastern 2.6 metres of the northbound lane of Spadina Road from a point 17.9 metres north of Lonsdale Road to a point 6.7 metres further north for the period of June 15, 2018 to November 14, 2018, inclusive, to facilitate the construction and operation of the public parklet as described in Appendix A.
6. City Council direct that the General Manager of Transportation Services is authorized to establish any policies and procedures necessary to implement the temporary permit and/or street work processes set out in this report and may, as appropriate, adopt and adapt any requirements from City of Toronto Municipal Code Chapter 743 for the purposes of issuing the public installation on a curb lane permit.
7. City Council authorize the City Solicitor to introduce the necessary bills to give effect to Council's decision and authorize the City Solicitor to make any necessary clarifications, refinements, minor modifications, technical amendments, or by-law amendments as may be identified by the City Solicitor in order to give effect to the reasonable operation of the Forest Hill Village Parklet Pilot Project.
8. City Council authorize the General Manager of Transportation Services, to enter into agreements, in a form satisfactory to the General Manager, and to execute the agreements associated with the issuance of a permit for the Forest Hill Village Parklet Pilot Project.

## **FINANCIAL IMPACT**

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Toronto Parking Authority will experience a temporary revenue loss of one on-street parking space during the pilot period which can be absorbed within their existing Operating Budget.

All costs related to construction of the proposed curb extension and parklet, approximately \$50,000, will be borne by the Forest Hill Village Business Improvement Area and Economic Development and Culture – Cost Share Program. These costs can be accommodated in the 2018 EDC Approved Capital Budget – BIA Equal Share Funding project. Forest Hill Village Business Improvement Area will be responsible for the maintenance cost of the parklet.

The Interim Chief Financial Officer has reviewed this report and agrees with the financial impact information.

## DECISION HISTORY

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This report addresses a new initiative.

## COMMENTS

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In 2016, an update to the Streetscape Master Plan for Forest Hill Village was completed by the Forest Hill Village Business Improvement Area (FHVBA). The Master Plan identified potential improvements to the streetscape to provide a vibrant and welcoming destination for visitors and for people living and working in the area. A part of this Master Plan update was to propose areas that could accommodate parklets or street side cafés, and to develop a plan where parking spaces could be temporarily removed (seasonally) for parklets, using the City of Toronto's guidelines.

The FHVBA approached the City of Toronto Business Improvement Area Office shortly after the Master Plan was completed with a proposal for the evaluation and implementation of a pilot project on Spadina Road, north of Lonsdale Road. The first phase includes the creation of expanded public space for pedestrians through the creation of a public parklet. An existing parking space is proposed to be temporarily removed to facilitate the new parklet installation.

Spadina Road is designated a Minor Arterial road with one eastbound and one westbound travel lane, with a lane of on-street parking on both sides. The proposed design will maintain existing vehicular operations with no change to lane width, improve pedestrian infrastructure, and maintain a straight roadway alignment. Proposed amendments to parking regulations will prevent illegal parking, standing, and stopping during the permit period. There are no capital works scheduled for this road through 2019.

Lonsdale Road, east of Spadina Road, is designated a Collector road with one eastbound and one westbound travel lane and a lane of on-street parking on both sides that connects to Oriole Parkway at the east. Lonsdale Road, west of Spadina Road, is designated a Local road with one eastbound and one westbound travel lane and a lane of on-street parking on both sides and dead ends at Lower Village Gate to the west. The proposed design will maintain existing vehicular operations with no reduction to lane widths. There are no capital works scheduled for this road through 2019.

This proposal results in a reduction of one parking space and does not result in a reduction of vehicular travel lanes.

As the project proponent, the FHVBA is supportive of the recommendations contained within this staff report.

FHVBIA has consulted with the community, stakeholders, Ward Councillors' offices, and adjacent landowners as part of their proposal to the City. Following extensive public consultations over nearly two years, strong community support was indicated for this public space amenity. The project received 100% support at a community consultation meeting held in October 2017, and 70% positive support via phone and email in response to a mail-out sent in January 2018. Staff from Transportation Services, Public Realm, Legal Services, Toronto Parking Authority and TTC have been consulted in the preparation of this report.

## **CONTACT**

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## **SIGNATURE**

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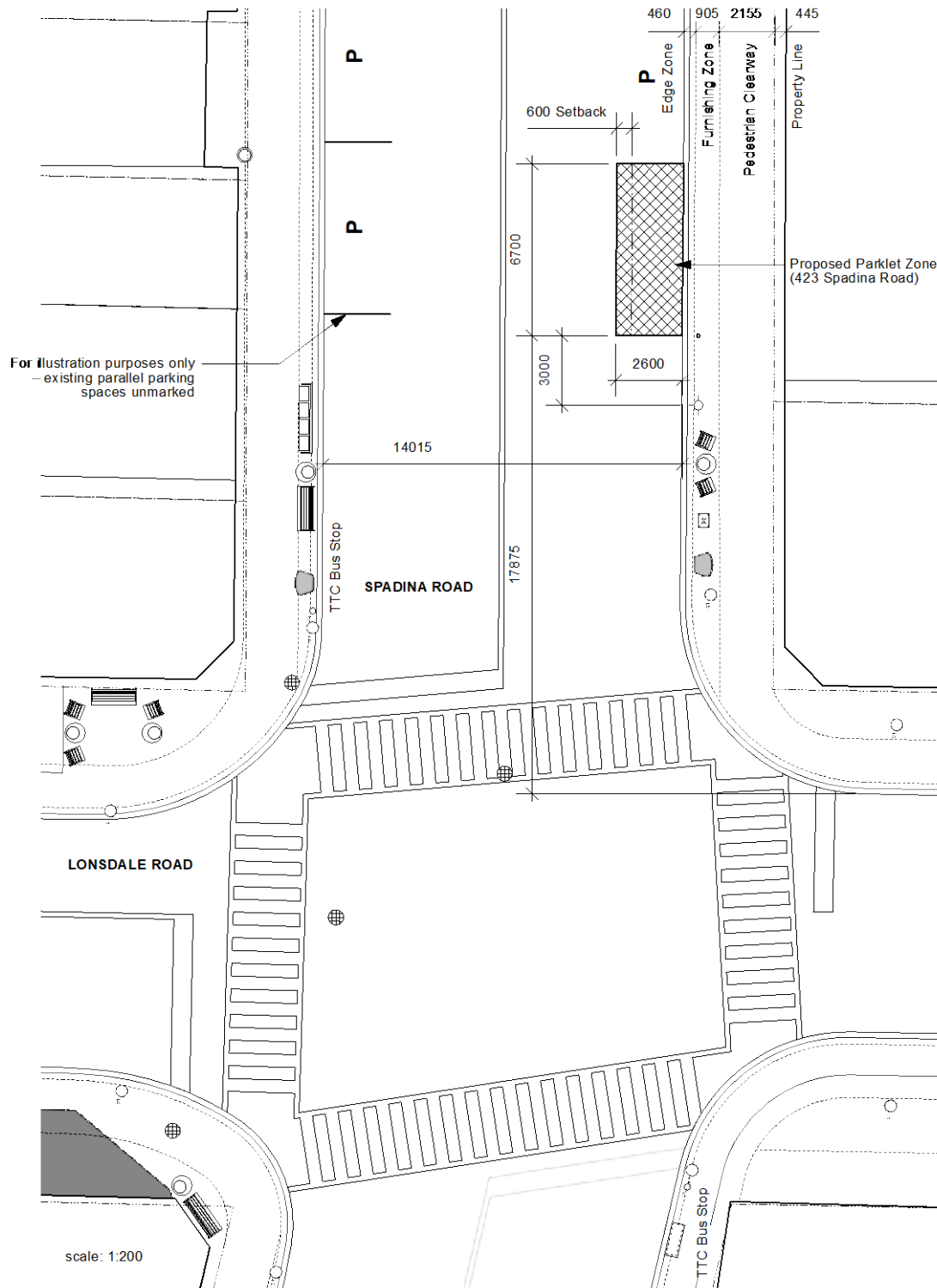
Mike Williams  
General Manager  
Economic Development and Culture

## **ATTACHMENTS**

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Appendix A - Schematic Site Plan  
Appendix B - Conditions of permit  
Appendix C - By-laws to be Rescinded  
Appendix D - Plan View of By-Laws to be Rescinded during Pilot Program  
Appendix E - By-laws to be Enacted  
Appendix F - Plan View of By-Laws to be Enacted during Pilot Program

## APPENDIX A - SCHEMATIC SITE PLAN



## APPENDIX B – CONDITIONS OF PERMIT

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The permit is subject to the following conditions:

- a. the applicant shall submit a temporary permit application to the Right-Of-Way (R.O.W) Management Unit of Transportation Services in a form satisfactory to the General Manager of Transportation Services and must pay a one-time application fee of \$552.52 as indicated under reference no. 36.1 in the Toronto Municipal Code Chapter 441, Fees and Charges, Appendix C, Schedule 2, Transportation Services;
- b. prior to receiving the permit, the applicant must enter into an agreement with the City containing terms and conditions deemed by the General Manager of Transportation Services to be relevant and in accordance with this report entitled "Forest Hill Village Parklet Pilot Project" from the Director, Business Growth Services, Economic Development and Culture, and including any requirements set out in Chapter 743, Streets and Sidewalks, Use Of, deemed by the General Manager of Transportation Services to be applicable, and any other terms;
- c. permit holder shall maintain at all times a policy of Commercial General Liability insurance in an amount and form satisfactory to the City of Toronto;
- d. permit holder shall meet the specified design, installation and operational requirements to the satisfaction of the General Manager of Transportation Services as outlined in the permit agreement with the City including the terms and conditions such as:
  - i) have a secure, stable, and safe vertical barrier along the perimeter of the public installation on a curb lane of at least 0.9 metres in height and any opaque portions of any barrier must not be greater than 0.9 metres in height, measured from the surface of the street, to preserve sight lines, unless determined otherwise by the General Manager;
  - ii) include a wheel stop within the permit area at a distance of 1.2 metres from the end of the public installation on a curb lane, unless determined otherwise by the General Manager and have secure, stable and safe planters in the permit area at each end of the public installation on a curb lane to help protect it from moving traffic and loading vehicles;
  - iii) have retro-reflective marking tape at each end of the public installation on a curb lane and all its other materials must minimize glare for drivers and cyclists;
  - iv) not have jersey barriers;
  - v) have a surface that is stable, safe, and slip-resistant;
  - vi) not block stormwater drainage and overland flow;

- vii) have all parts of any umbrellas on a public installation on a curb lane be set back at least 0.8 metres from its edges adjacent to the travel lanes and loading spaces;
  - viii) be removed entirely at the end of the term of the permit and the highway restored;
  - ix) have an unobstructed emergency access route between the travelled portion of the road and adjacent building entrances, in conformance with the Ontario Building Code and Fire Code;
  - x) not have any enclosures, structures, or visual screens on or over the permit area, unless determined otherwise by the General Manager;
  - xi) meet any minimum separation distances to utilities or public infrastructure as determined by the General Manager of Transportation Services;
  - xii) not place or permit the placement of any outdoor carpeting, artificial turf or other surface covering on any portion of the sidewalk or street unless otherwise reviewed and approved by the General Manager of Transportation Services;
  - xiii) meet minimum pedestrian clearway requirements as determined by the General Manager of Transportation Services;
  - xiv) have at least one accessible entrance to the permit area that is no less than 1 metre in width and an accessible ramp if applicable;
  - xv) locate the public installation on a curb lane with a minimum 0.3 metres set back from the adjacent travel lane (as measured from the edge of the public installation on a curb lane closest to the adjacent travel lane) or a greater dimension as determined by the General Manager of Transportation Services; and
  - xvi) meet the conditions for street work and installation (e.g., day of week and time of day and work zone coordination) as determined by the General Manager of Transportation Services to meet safety regulations and mitigate disruption to transit and other operations on Spadina Road;
- e. permit holder shall not allow amplified sound on the parklet;
  - f. permit holder shall not allow outdoor food preparation or barbeques in the permit area and no alcohol will be permitted to be consumed and/or served within the permit area;
  - g. permit holder shall not interfere with curbside waste collection;
  - h. permit holder is required at all times and at their own expense to:
    - i. maintain all portions of the permit area and the street around the permit area in clean and sanitary condition, including removing all debris and cigarette butts;

- ii. keep any objects and furnishing associated with the permit area in good and proper repair and condition;
  - iii. secure all moveable objects, including furniture, with cable wire or similar device; and
  - iv. pay all utility, service, infrastructure or other rates, fees, and charges that are incurred due to the operation of the permit area.
- i. permit holder shall not obstruct, hinder, or interfere with the free access of a Municipal Enforcement Officer, employee, agent of the City, or any utility provider to enter any portion of the permit area for the purpose of the installation, maintenance, repair work, or inspection of any part of the permit area;
- j. permit holder shall immediately close and remove the public installation on a curb lane at the expense of the permit holder if the General Manager of Transportation Services provides notice to the permit holder to do so;
- k. permit holder shall not assign, transfer, or sub-let the permission for the use of all or any portion of the permit area to any other person; and
- l. failure to comply with any of the conditions set out in the permit and/or the agreement may result in the revocation of the permit in accordance with the agreement.



## APPENDIX C - BY-LAWS TO BE RESCINDED

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### BY-LAWS TO BE RESCINDED:

#### No Stopping:

Highway	Side	Between	Prohibited Times and/or Days
Spadina Road	East	A point opposite Russell Hill Drive and Eglington Avenue West	4:00 p.m. to 6:00 p.m. Mon. to Fri., except public holidays

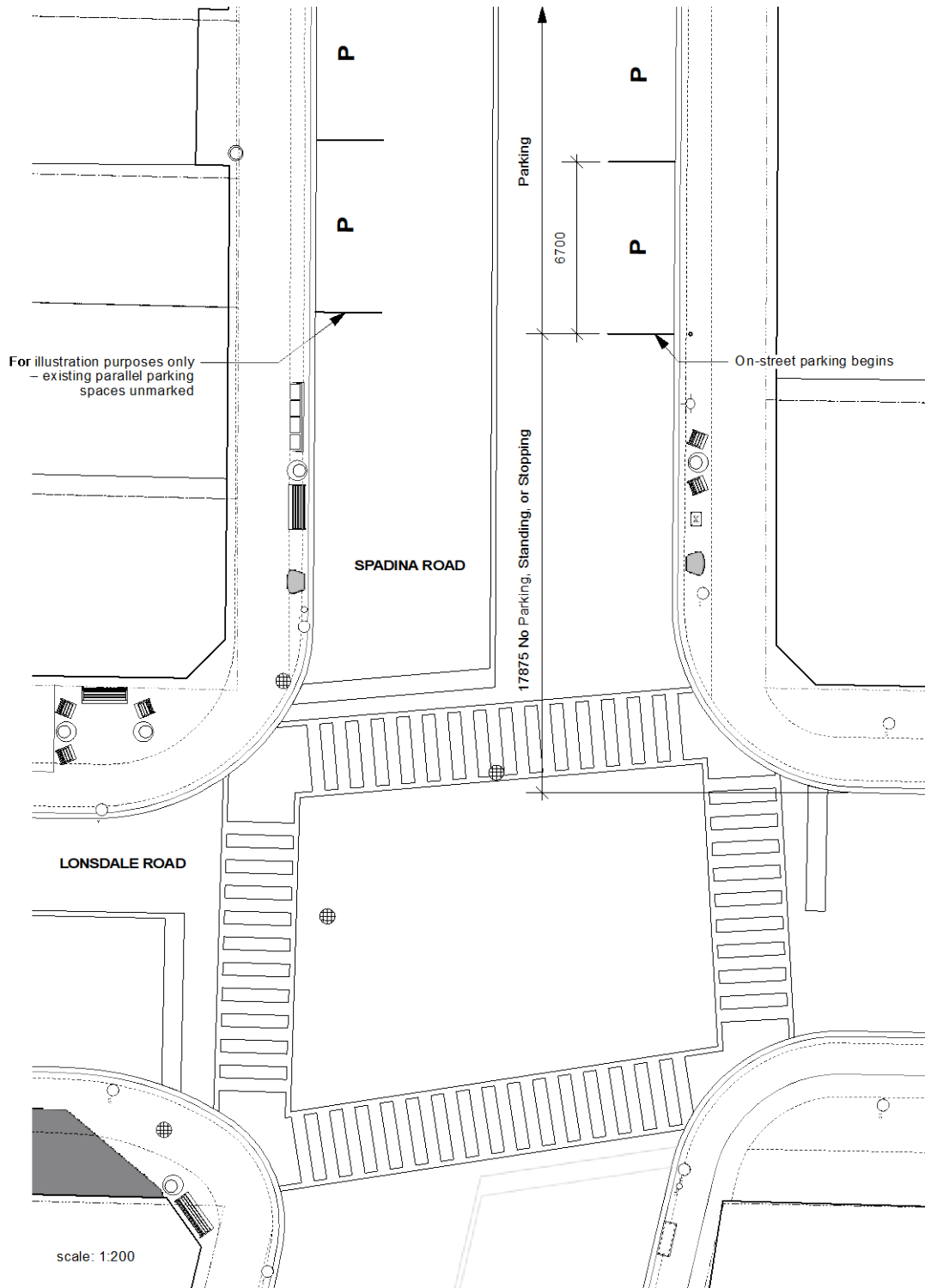
#### Parking for Restricted Periods:

Highway	Side	Between	Time and/or Days	Maximum Period Permitted
Spadina Road	East	Montclair Avenue and Thelma Avenue	6:00 p.m. to 8:00 a.m., Mon. to Sat.; anytime, Sun.	1 hour

#### Parking Machines:

Highway	Side Parking	Between	Hours (daily as indicated below)	Fee/Time Limit	Maximum Parking Period
Spadina Road	East	Montclair Avenue and Thelma Avenue	8:00 a.m. to 9:00 p.m., Mon. to Sat.; 1:00 p.m. to 9:00 p.m. Sun.	\$3.00	3 hours

## APPENDIX D - PLAN VIEW OF BY-LAWS TO BE RESCINDED DURING PILOT PROGRAM



## APPENDIX E - BY-LAWS TO BE ENACTED

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### BY-LAWS TO BE ENACTED:

#### Parking Machines

Highway	Side Parking	Between	Hours (daily as indicated below)	Fee/Time Limit	Maximum Parking Period
Spadina Road	East	Montclair Avenue and Lonsdale Road	8:00 a.m. to 9:00 p.m., Mon. to Sat.; 1:00 p.m. to 9:00 p.m. Sun.	\$3.00	3 hours
Spadina Road	East	A point 24.6 metres north of Lonsdale Road and Thelma Avenue	8:00 a.m. to 9:00 p.m., Mon. to Sat.; 1:00 p.m. to 9:00 p.m. Sun.	\$3.00	3 hours

#### No Stopping

Highway	Side	Between	Prohibited Times and/or Days
Spadina Road	East	Montclair Avenue and Lonsdale Road	8:00 a.m. to 9:00 p.m., Mon. to Sat.; 1:00 p.m. to 9:00 p.m. Sun.
Spadina Road	East	Lonsdale and a point 24.6 metres east	Anytime
Spadina Road	East	A point 24.6 metres north of Lonsdale Road and Thelma Avenue	8:00 a.m. to 9:00 p.m., Mon. to Sat.; 1:00 p.m. to 9:00 p.m. Sun.

#### Parking for Restricted Periods

Highway	Side	Between	Time and/or Days	Maximum Period Permitted
Spadina Road	East	Montclair Avenue and Lonsdale Road	8:00 a.m. to 9:00 p.m., Mon. to Sat.; 1:00 p.m. to 9:00 p.m. Sun.	3 hours
Spadina Road	East	A point 24.6 metres north of Lonsdale Road and Thelma Avenue	8:00 a.m. to 9:00 p.m., Mon. to Sat.; 1:00 p.m. to 9:00 p.m. Sun.	3 hours

## APPENDIX F - PLAN VIEW OF BY-LAWS TO BE ENACTED DURING PILOT PROGRAM

