

Community Benefits Charge:

# In-Kind Guidelines

December 2024





# CONTENTS

<b>■ INTRODUCTION</b>	<b>5</b>
1.1 Delivery of Complete Communities .....	6
1.2 CBC In-Kind Guidelines Overview .....	6
1.3 How to Use These Guidelines .....	7
<b>■ BACKGROUND</b>	<b>9</b>
2.1 Community Benefits Charge Overview .....	10
<b>■ PRINCIPLES</b>	<b>13</b>
3.1 Complete Communities .....	14
3.2 Growth Pays For Growth .....	14
3.3 Equitable Distribution .....	15
3.4 Prioritization of Funding Sources .....	16
3.5 Alignment with Planning Tools .....	16
<b>■ IDENTIFYING OPPORTUNITIES</b>	<b>19</b>
4.1 Accepting an In-Kind Contribution .....	21
<b>■ IDENTIFYING NEEDS</b>	<b>23</b>
5.1 Sources of Information .....	24
5.2 Balancing the provision of in-kind and cash payments .....	25
5.3 Finished Facilities .....	25
<b>■ CAPITAL FACILITIES REQUIREMENTS</b>	<b>27</b>
6.1 Affordable Rental Housing .....	29
6.2 Affordable Ownership Housing .....	30
6.3 Child Care Centres .....	31
6.4 Community Service Spaces .....	33
6.5 Cultural Facilities .....	35
6.6 EarlyON Child and Family Centres .....	37
6.7 Libraries .....	39
6.8 Parks and Recreation .....	41
6.9 Public Art .....	42

**Chapter**

**01**

# Introduction



## 1.1 DELIVERY OF COMPLETE COMMUNITIES

As Toronto grows, so does the need for community and social infrastructure that supports complete, healthy communities with a high quality of life. Community infrastructure such as child care, space for community organizations, spaces for culture, and affordable housing options are all important parts of a complete community, supporting greater levels of community health and wellbeing. The City plays an important role in providing and coordinating the delivery of community infrastructure, and uses a variety of means to deliver on this need, including through programming, funding, and its role as an approval authority for development.

The Community Benefits Charge (CBC) is a tool meant to pay for the capital costs of facilities and services required as a result of growth, in combination with other available funding sources. These required facilities and services are identified through City research, planning and analysis and the knowledge and experience of local communities. Community infrastructure needs and priorities vary across the city, and City staff work to determine these local needs through Community Services and Facilities Studies (usually as part of Secondary Plans), when reviewing large-scale development applications, and by working closely with the sectors who administer and deliver this infrastructure.

## 1.2 CBC IN-KIND GUIDELINES OVERVIEW

The CBC may be collected in two ways: by default, the CBC is collected as a cash payment at the time of building permit issuance, however the City may also accept the CBC as an in-kind contribution. The purpose of the Community Benefits Charge (CBC) In-Kind Guidelines (the “Guidelines”) are to provide a transparent, policy supported and evidence-based approach for considering in-kind contributions. An in-kind contribution is non-monetary: instead, the developer provides the facility, land, or other contribution in place of their required cash payment. The CBC may also be paid as a combination of both in-kind and cash payment. Where City Council allows an in-kind contribution, the CBC payable for the development or redevelopment is reduced by the value that the City has attributed to the in-kind contribution. Regardless of how the CBC is provided, the contribution can not exceed a total value of 4% of the value of the land, as established by Ontario Regulation (O. Reg) 509/20.

The Guidelines are also intended to support consistency in how and when in-kind contributions are accepted and ensure alignment with the CBC Allocation Framework, which guides how CBCs collected as cash are allocated and spent each year. These guidelines are to be read within the context of the Planning Act that permits the City to collect the CBC and accept in-kind contributions, and such guidelines are to be interpreted and applied in a manner that conforms to the Planning Act and any associated legislation.

## 1.3 HOW TO USE THESE GUIDELINES

These Guidelines are to be used any time an in-kind contribution is being considered, whether it is identified by City staff, an owner/developer of a proposed development, or the Ward Councillor. The Guidelines should be reviewed by all interested parties in the delivery of complete communities, including development applicants, Councillors, City and agency staff, and non-profit partners. The Guidelines may be revised through Council adoption of a report from the Chief Planner & Executive Director, City Planning or through Council direction. City staff may make minor amendments to the Capital Facilities Requirements (Section 6) on occasion to ensure capital facility requirements continue to reflect capital and operating needs.

Each of the following sections of the Guidelines provide key information and considerations to help guide decision-making around in-kind contributions:

- **Background** summarizes what the Community Benefits Charge is, what it does, and how it is used. This section includes an introduction to the most common categories of in-kind contributions.
- **Principles** provides high-level guidance for assessing a proposed in-kind contribution. The recommendation to accept an in-kind contribution should support each of these principles.
- **Identifying Opportunities** describes how in-kind contributions might be identified, and who is involved in reviewing and accepting them.
- **Process** provides guidance for considering when to accept an in-kind contribution while balancing the various community priorities within an area to make best use of the CBC, as well as a general description of the steps involved in securing an in-kind contribution.
- **Capital Facility Requirements** describes minimum requirements, sources of information, and other key considerations for each of the various types of in-kind contributions in more detail.

**Chapter**

**02**





# Background

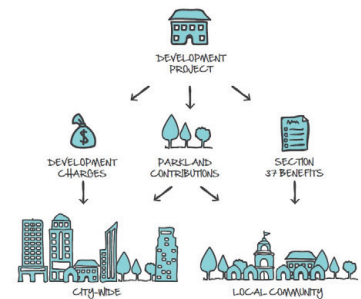


## 2.1 COMMUNITY BENEFITS CHARGE OVERVIEW

The CBC is a [growth funding tool](#) meant to pay for the capital costs of facilities and services required as a result of growth, in combination with other available funding streams and tools. It replaced the previous “Density Bonusing” tool for funding community benefits, which was often simply referred to as “Section 37” for lands that are not transitioned. The CBC can be collected as a cash payment or as a non-monetary contribution, also known as an in-kind contribution.

### *Previous Section 37 “Density Bonusing” provisions*

The previous Density Bonusing provisions set out in the repealed Section 37 of the Planning Act expired on August 15, 2022, when City Council enacted a Community Benefits Charge by-law. For most sites, benefits for each development are no longer negotiated based on the increased height or density being requested, however lands and developments with by-laws containing Section 37 schedules that were passed or approved prior to August 15th, 2022, are transitioned and remain enforceable as are the related agreements.



The CBC is enabled by Section 37 of Ontario’s Planning Act, and applies a standard charge, based on land value, to all developments that are at least five storeys in height and contain at least ten residential units, with some exemptions and exclusions. Section 37 of the Planning Act requires that the CBC does not exceed a prescribed percentage of the value of the land, established in Ontario Regulations (O. Reg) 509/20 at a maximum of 4%.

### *CBC Reserve Allocation*

Many developments will pay their required CBC as a cash payment when they receive their first building permit. This payment is deposited to a CBC Reserve Fund Account. Each year, the City must allocate or spend at least 60% of the beginning balance of the CBC Reserve Fund Account.

The CBC Allocation Framework aims to fortify the City’s financial management and oversight, ensuring a suitable and effective process for the allocation of CBCs, in accordance with best practices. The framework establishes a governance structure, and is a key instrument in managing public resources, contributing to sound financial decision-making, enhanced accountability, and transparency in managing the distribution of the receipt of CBC funds.

To collect the CBC, the Planning Act requires the City enact a CBC by-law, which is supported by a CBC Strategy. At its July 19, 2022 meeting, City Council endorsed the [Community Benefits Charge Strategy](#).

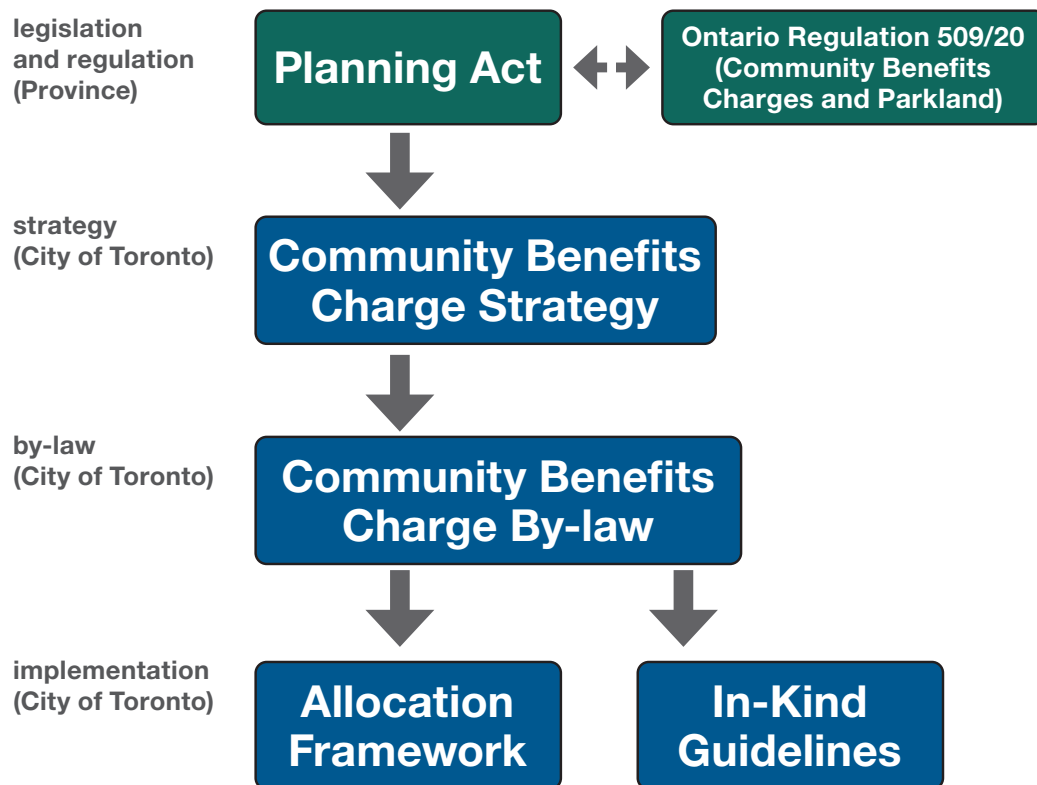


Figure 1: Community Benefits Charge Framework

Toronto's CBC by-law ([By-law 1139-2022](#)) was enacted on August 15, 2022. Any eligible development or redevelopment approved as of that date is subject to the CBC. The by-law includes definitions, establishes the CBC amount of 4% of the value of the land, as well as procedures, exemptions, and in-kind contributions.

**Chapter**

**03**



# Principles



## 3.1 COMPLETE COMMUNITIES

*In-kind contributions are specific capital facilities that contribute to complete communities by responding to the needs of the local community.*



The increased population that comes along with new development creates the need for new community infrastructure while also putting pressure on existing infrastructure. The CBC is an important tool to help the City respond to this and create complete communities, where the necessities of daily life – things like parks, libraries, child care, community and cultural spaces, affordable housing options– are available and easily accessible.

Community needs are identified through City research, planning and analysis and the knowledge and experience of local communities. In-kind contributions shall be specific capital facilities identified as a priority in policy, studies, or through community consultation, and will contribute to creating complete communities.

## 3.2 GROWTH PAYS FOR GROWTH

*In-kind contributions should be located on-site, or within the area of the associated development.*



In-kind contributions, like all CBCs collected, will respond to needs associated with population growth from new development and as such, have an appropriate geographic relationship between the in-kind contribution and the contributing development. In most instances, the in-kind contribution will be on the site of, or within the contributing development.

For some types of in-kind contributions, it may be necessary for the contribution to be located off-site, such as with parkland dedication. These off-site contributions may be appropriate, provided that:

- the contributing development is located within the catchment area of the facilities being constructed or improved as a community benefit (catchment areas will differ by contribution type);
- the contributing development is located within the community or neighbourhood that benefits from the provision of the community benefits; and/or
- the occupants of the contributing development will have the opportunity to use the facilities being constructed or improved.

### 3.3 EQUITABLE DISTRIBUTION

*In-kind contributions should equitably distribute the benefits of growth.*



Growth funding tools such as the CBC contribute towards capital projects that advance the City’s desired equity outcomes and aim to create complete communities where all residents have an equal opportunity to live, work and play. Residents experience the impacts and benefits of growth unevenly. Indigenous, Black, and equity-deserving residents are often disproportionately impacted by the negative growth-related pressures from new development – through factors such as gentrification, displacement, rising rents, and increased demand on existing facilities and services. Although the City does not directly control where private development occurs, the City influences the types of in-kind facilities to be included in a development, in addition to selecting the organizations using City facilities.

In-kind contributions should secure City-owned community infrastructure and where possible prioritize infrastructure that supports the City’s commitments and strategies to advancing equity, inclusion, and reconciliation outcomes. Decisions regarding in-kind facilities should apply an equity lens and respond to the needs of communities impacted by new growth and development, as identified in City policy and through consultation with the affected communities. Although in most instances in-kind contributions are conveyed to the City, the City should also explore opportunities to use the CBC to support ownership of land or facilities by Indigenous community organizations, in alignment with the City’s [Reconciliation Action Plan](#).



### 3.4 PRIORITIZATION OF FUNDING SOURCES

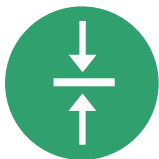
*In-kind contributions should only be considered where other funding tools and programs are not available.*



CBC contributions are above and beyond those that would otherwise be provided under other planning approvals or mechanisms under the Planning Act or the Development Charges Act or other statute. This applies to in-kind contributions as well. In-kind contributions are to be coordinated with, and may complement, other City funding tools, such as development charges and the parkland dedication levy (Section 42 of the Planning Act). Consideration should also be given to the availability of existing capital funding for a proposed in-kind contribution, with priority for in-kind contributions being given to facilities without existing capital funding. When considering acceptance of an in-kind contribution, the City will determine whether the contribution can be provided under these other funding tools first.

### 3.5 ALIGNMENT WITH PLANNING TOOLS

*In-kind contributions should only be considered where not provided through existing planning tools and policies.*



Some of the in-kind contribution types described in these Guidelines and the City's [CBC Strategy](#) may also be achieved through other planning requirements and processes, such as through site plan approval. Consideration shall be given to the full range of planning processes and requirements prior to recommending a facility or other matter be provided as an in-kind contribution. Only facilities or matters that are not eligible to be provided by these other means should be considered as in-kind contributions.



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**Chapter**

**04**

# Identifying Opportunities



Opportunities for in-kind CBC contributions might initially be identified in one of several ways:



### **By City Staff**

City staff might identify the opportunity for an in-kind contribution before a development proposal is formally submitted, at the pre-application stage, or through the review process and suggest that the applicant include the benefit in their development proposal based on an identified need in the area.



### **By the Developer or owner**

The applicant may include an offer for an in-kind contribution as part of their planning application.



### **By Ward Councillors**

Councillors might identify opportunities for in-kind contributions through feedback from residents or discussions with developers regarding a development proposal and raise them with staff.

Regardless of how a proposed in-kind contribution is initially identified, Development Review staff responsible for reviewing the development application will lead the process of considering and recommending in-kind contributions be allowed by Council.

**Community Planners** within the Development Review Division lead the interdivisional team responsible for assessing the merits of a proposed development. They are the main point of contact for the applicants and ultimately, responsible for drafting the planning rationale and recommendations with regards to in-kind contributions in their final reports (as applicable).

**Strategic Initiatives, Policy and Analysis (SIPA) Planners** within the City Planning Division may provide support to the Community Planner to identify community CBC eligible needs, review site potential, and coordinate with Divisional/Sector partners. In situations with potential for in-kind contributions, the assigned SIPA Planner will work with the Community Planner in engaging Divisional/Sector partner interest.

**Divisions or Agencies**, such as Children’s Services, Social Development, Finance and Administration, Economic Development and Culture, Parks and Recreation, Public Art (Urban Design) and the Toronto Public Library represent the receiving sectors or divisions of a proposed benefit, and have specific knowledge of capital plans, operational considerations, design, and location considerations. Divisions and agencies of the City will work with City Planning staff to determine if there is a necessity for the in-kind contribution based on community needs founded on an equitable geographic distribution of services and facilities and ensuring that services and infrastructure meets the needs of a growing population.

## 4.1 ACCEPTING AN IN-KIND CONTRIBUTION

City Council is responsible for allowing an in-kind contribution. While the CBC and in-kind contributions are not tied to any planning approval, it is common to bring forward in-kind offers in a staff report regarding the development, as part of a settlement report stemming from an Ontario Land Tribunal appeal, or through a stand-alone report.

When accepting an in-kind contribution, City Council must attribute a value to the in-kind contribution, which may not exceed 4% of the value of the land. The value of the in-kind contribution is expressed as a percentage of the total estimated CBC for the proposed development. The estimated CBC is determined through an appraisal estimate prepared by the City. The methodology for determining the estimated value of the proposed benefit will vary by the contribution type and will be informed by construction cost estimates, precedent facility examples and discussion with the owner/developer providing the in-kind contribution. In-kind contributions will be secured in a legal agreement registered on title to secure the delivery of the contribution as well as any ongoing obligations.

**Chapter**

**05**

# Identifying Needs



This section provides a general overview of the process and key considerations for in-kind contributions. Reviewing a proposed in-kind contribution involves a range of inputs and considerations – including the type of benefit, the estimated value, community and applicant interest, and City objectives, priorities, and policies. As a result, the process for considering and accepting in-kind contributions varies case-by-case. This section provides considerations that will help ensure consistency, transparency and fairness when considering in-kind contributions.

In-kind contributions should align with the City’s growth objectives and priorities and should benefit the community in the vicinity of the development. The determination of appropriate type(s) of community benefits for a specific planning application will conform to the relevant Official Plan policies in the specific context of the application.

## 5.1 SOURCES OF INFORMATION

Community needs are identified through various studies, strategies, plans and the knowledge and experience of local communities. While some needs are specific to a local community (for example the provision of community space that will support a specific equity-deserving group), other benefits are needed throughout the city (for example, new affordable housing). Examples of studies and information sources that staff will rely on to understand community needs include:

- Planning Policies, including Official Plan and Secondary Plans;
- Community Services and Facilities Studies and Strategies;
- Community Development Plans;
- Sector Facilities Master Plans;
- Council approved studies or assessments outlining community needs, including any advance assessment of community benefit priorities;
- Consultation with the Ward Councillor;
- Consultation with other City Divisions;
- Knowledge on the part of City Planning staff, Councillor, or other City staff of local community needs; and
- Consultation with the local community



## 5.2 BALANCING THE PROVISION OF IN-KIND AND CASH PAYMENTS

Due to the limits on the CBC, it is critical to understand and balance local and sector priorities to respond to growth-related community needs in a transparent, fair, and equitable manner. The estimated CBC eligible costs of the growth-related capital program described in the City's [CBC Strategy](#) total nearly \$2.3 billion, which is far more than the estimated CBC revenue of \$700 million over 10 years, or about \$70 million a year, before any exemptions and transition. Less than half (\$34 million annually) is anticipated after exemptions are factored in.

Not all developments are good candidates for the provision of in-kind contributions. Consideration of the estimated community benefits charge, the appropriateness of the location, and whether the community needs are better addressed on the specific development site or through a future city-building capital project will all be reviewed when assessing in-kind versus a cash payment.

### *Cash or In-kind?*

CBC eligible capital improvements can be supported either through allocation of cash funds or as in-kind (non-monetary) benefits. Of the community benefit priorities identified for a given site, consideration will be given to whether these are better met as an in-kind contribution, or through allocation of CBC funds through the City's annual budget. For example, if a new Community Recreation Centre has been identified as a top priority for an area, the CBC might better serve this need if the City were to 'pool' it with other funding sources and CBC contributions instead of accepting a different in-kind benefit of lesser priority.

CBC allocation to specific capital projects and initiatives will be reviewed and recommended through the City's annual capital budget process. Additionally, to maintain agility, in-year adjustments will allow for additional case-by-case allocations, particularly in response to specific planning applications or requests from Councillors to address local needs.

## 5.3 FINISHED FACILITIES

Generally, in-kind community benefits should be provided in a finished or complete state, so they do not introduce new capital obligations on the part of the City or recipient of the benefit. For example, space secured under the [Community Space Tenancy Policy](#) should be provided in a complete, "turn-key" state, so that the City and tenant agency/agencies are not responsible for additional capital improvements before the space is usable. There may be exceptions to this guideline on a case-by-case basis depending on individual sector standards and priorities, availability of additional funding sources, and the nature of the proposed development. Section 6 – Capital Facilities Requirements provides further guidance on individual sector standards.

**Chapter**

**06**

# Capital Facilities Requirements



This section describes minimum standards, guidelines, and resources for the most common types of CBC eligible in-kind contributions. These requirements are the basic criteria used when considering in-kind contributions, and the City may raise additional, more specific requirements depending on the contribution type. All parties should consult with relevant divisions or agencies when considering an in-kind contribution for full terms and requirements. The City must review any proposed in-kind contribution to ensure it meets the specific requirements of the receiving division, based on their established targets, standards, and guidelines.

The following sections describe the most commonly accepted in-kind contribution types; however, this list is not exhaustive. In instances where a proposed in-kind contribution does not fit into the categories below, please contact City Planning staff to coordinate with the relevant sector or receiving division.

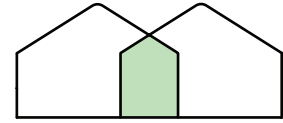
- Affordable Rental Housing
- Affordable Ownership Housing
- Child Care Centres
- Community Service Space
- Cultural Facilities
- EarlyON Child and Family Centres
- Libraries
- Parks and Recreation
- Public Art

The following sections provide relevant Official Plan policy references, as applicable. The City may amend these capital facilities requirements on occasion to adapt to changing needs.

## 6.1 AFFORDABLE RENTAL HOUSING

Proposals to add new housing supply provide the opportunity to secure a portion of the new units as affordable rental housing.

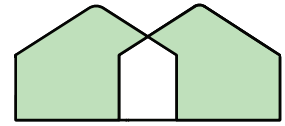
New affordable rental housing may only be considered as in-kind contribution where not required to be provided in accordance with other policies of the Official Plan. Replacing demolished rental housing under policies 3.2.1.6, 3.2.1.7 or 3.2.1.11 of the Official Plan or providing affordable rental housing units required by the Official Plan, Secondary Plan or a Site and Area Specific Policy are not eligible to be accepted as in-kind contributions.



<b>Relevant Official Plan Policies</b>	<ul style="list-style-type: none"> <li>Section 3.2.1 (Housing)</li> </ul>
<b>Potential Contribution Types</b>	<ul style="list-style-type: none"> <li>New affordable rental units</li> </ul>
<b>Administration and Operation</b>	<ul style="list-style-type: none"> <li>The owner/developer must provide the affordable rental units prior to or commensurate with the progress of the construction of the other housing.</li> </ul>
<b>Location</b>	<ul style="list-style-type: none"> <li>Within the proposed development site.</li> </ul>
<b>Minimum Requirements</b>	<ul style="list-style-type: none"> <li>The minimum number of affordable rental units is 10.</li> <li>Rents will be based on the Official Plan definitions of affordable rental housing.</li> <li>The owner/developer must maintain the affordable rental housing for no less than a 25-year affordability period, beginning with the date each such unit is first occupied.</li> <li>The owner/developer shall provide the affordable units in contiguous groups of at least 6 dwelling units, unless located in a purpose-built rental building.</li> <li>The average size of the affordable units will meet the unit size expectations set out in the Affordable Rental Housing Design Guidelines and/or align with the minimum and average sizes of the market units of the same bedroom type within the development.</li> </ul>
<b>Key Reference Documents</b>	<ul style="list-style-type: none"> <li><a href="#">Affordable Rental Housing Design Guidelines</a></li> <li><a href="#">Growing Up: Planning for Children in New vertical Communities Urban Design Guidelines</a></li> </ul>

## 6.2 AFFORDABLE OWNERSHIP HOUSING

New affordable ownership housing can support the provision of a range of affordable housing options in new developments. Affordable ownership housing may only be considered as in-kind contribution where not required to be provided in accordance with other policies of the Official Plan.



<b>Relevant Official Plan Policies</b>	<ul style="list-style-type: none"> <li>Section 3.2.1 (Housing)</li> </ul>
<b>Potential Contribution Types</b>	<ul style="list-style-type: none"> <li>New affordable ownership units</li> </ul>
<b>Administration and Operation</b>	<ul style="list-style-type: none"> <li>The owner/developer must provide the affordable ownership units prior to or commensurate with the progress of the construction of the other housing.</li> <li>The owner/developer must initially convey the affordable ownership units to a non-profit housing provider for administration of the units.</li> <li>The owner/developer will pay the fees associated with the sale of the unit.</li> </ul>
<b>Location</b>	<ul style="list-style-type: none"> <li>Within the proposed development site.</li> </ul>
<b>Minimum Requirements</b>	<ul style="list-style-type: none"> <li>Prices will be based on the Official Plan definitions of affordable ownership housing.</li> <li>The owner/developer must maintain the affordable housing prices for no less than a 25-year affordability period, beginning with the date each such unit is first occupied.</li> <li>The size of the affordable ownership units will align with the minimum and average size of market units of the same bedroom type within the development.</li> <li>Units will be administered by a non-profit housing provider approved the City.</li> </ul>
<b>Key Reference Documents</b>	<ul style="list-style-type: none"> <li><a href="#">Growing Up: Planning for Children in New vertical Communities Urban Design Guidelines</a></li> </ul>

## 6.3 CHILD CARE CENTRES

New development and redevelopment provide an opportunity to respond to high and increasing demand for child care services throughout the city through new in-kind contributions. These non-profit child care facilities must meet applicable criteria and should generally be conveyed to the City as a finished and equipped space for the future operator. Toronto Children’s Services will first need to ensure that there is operating funding to support the program. The City may also contemplate shell space to accommodate a child care facility when and if the City has access to funds for the fit out.



<b>Relevant Official Plan Policies</b>	<ul style="list-style-type: none"> <li>Section 3.2.2 (Community Services and Facilities)</li> </ul>
<b>Type of Contributions</b>	<ul style="list-style-type: none"> <li>A new finished and equipped child care facility</li> <li>In limited circumstances, the City may accept shell or partially fit-up space to accommodate a child care facility subject to detailed discussions between the owner/developer and City staff.</li> </ul>
<b>Administration and Operation</b>	<ul style="list-style-type: none"> <li>The owner/developer shall design, construct, finish, furnish and equip the child care facility.</li> <li>The City will own and manage the space and Toronto Children’s Services will select a non-profit operator.</li> <li>The owner/developer will convey facilities to the City as a freehold stratified fee simple interest, free and clear of all charges, liens, registered restrictions, and other encumbrances except as agreed to by the City Solicitor.</li> </ul>
<b>Location</b>	<ul style="list-style-type: none"> <li>Within the development site.</li> </ul>
<b>Minimum Requirements</b>	<ul style="list-style-type: none"> <li>The owner/developer shall design, construct, finish, and furnish a child care facility with a minimum size of 929 square metres (10,000 square feet) interior space.</li> <li>The owner/developer shall provide a licensable outdoor playground for each age group that is adjacent to the interior play room space with a minimum total of 279 square metres (3,000 square feet). This outdoor space requirement may vary in relation to the indoor space provided.</li> <li>The child care facility must meet all provincial legislation and regulations and municipal planning, zoning, and by-law criteria.</li> </ul>

### Minimum Requirements

- The owner/developer should provide the facility in a single storey, generally on the ground floor with contiguous outdoor space, and must not be located above the second floor.
- Facilities located on the second floor will require a dedicated elevator.
- Where the City and the developer/owner agree that shell space will be provided, the developer shall construct and finish a minimum 929 square metre (10,000 square foot) interior space to the satisfaction of Toronto Children's Services.
- The child care facility should include pick up and drop off areas and may include staff parking spaces, to be confirmed in consultation with Toronto Children's Services.
- The owner/developer will provide architectural services for drawings and documentation necessary for Toronto Public Health and Ministry of Education approvals, as required for building permit issuance.

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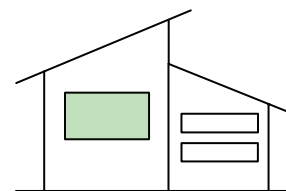
### Key Reference Documents

- [Child Care Design & Technical Guideline](#)
- [Children's Services – Service Plan](#)
- [Toronto's Licensed Child Care Growth Strategy, 2017](#)
- [Toronto's Child Care Growth Strategy - Report to Council, 2017](#)



## 6.4 COMMUNITY SERVICE SPACE

For the purposes of these guidelines, community service space includes City-owned or City-managed spaces leased to eligible not-for-profit organizations to deliver services to residents of Toronto under the Community Space Tenancy Policy (CST) or as part of the Association of Community Centres (AOCC) model. Services delivered within community service spaces include – but are not limited to - community health, arts and culture, recreation, employment services, and settlement services.



Where community space is secured as an in-kind benefit, the following conditions shall generally apply and be secured in the in-kind contribution agreement. It is intended that there be flexibility in these conditions to allow for a broad range of tenancies which may not always be well served by a “one-size-fits all” approach.

<p><b>Relevant Official Plan Policies</b></p>	<ul style="list-style-type: none"> <li>• Section 3.2.2 (Community Services and Facilities)</li> <li>• Section 3.3 (Building New Neighbourhoods)</li> </ul>
<p><b>Type of Contributions</b></p>	<ul style="list-style-type: none"> <li>• New Community Space Tenancy (CST) eligible space(s)</li> <li>• New Association of Community Centres (AOCC) space(s)</li> </ul>
<p><b>Administration and Operation</b></p>	<ul style="list-style-type: none"> <li>• The City will own, manage, and may lease the space to eligible not-for-profit organizations under the CST Policy or as part of the AOCC Expansion Framework.</li> <li>• The City will select tenants of CST spaces exclusively at the City’s discretion, through the process described in the Community Space Tenancy Policy.</li> <li>• AOCC Spaces will be operated under the City of Toronto’s AOCC Relationship Framework.</li> <li>• The in-kind contribution may not include property-specific exclusions or restrictions on uses or users of the community space.</li> <li>• The owner/developer will design and construct the community space in accordance with specifications outlined in the Community Space Term Sheet or the AOCC Term Sheet and/or determined in consultation with Social Development, Finance &amp; Administration.</li> <li>• The owner/developer will convey the facilities to the City as a freehold stratified fee simple interest, free and clear of all charges, liens, registered restrictions, and other encumbrances except as agreed to by the City Solicitor.</li> </ul>

### Administration and Operation

- Locations for AOCCs will be identified, and spaces developed in alignment with the City's AOCC Expansion Framework.

### Location

- Within the development site.
- Community spaces should be close to major public transit routes and access corridors where applicable to maintain high accessibility and visibility.
- Community space should be, when feasible, proximate, or adjacent to existing or planned community services and facilities (private or City-owned) such as Arts, Cultural or Recreation Facilities, and Child Care Centres.
- Priority should be given to considering spaces in Neighbourhood Improvement Areas (NIAs) close to major public transit routes and access corridors to maintain high accessibility and visibility and where community service needs have been identified.

### Minimum Requirements

- Single-purpose Community Space Tenancy spaces should be a minimum of 465 square metres (5,000 square feet).
- AOCC spaces will be identified and developed in alignment with the City's AOCC Expansion Framework.
- The community space should have direct, uninterrupted, continuous access through a dedicated entrance at grade or a dedicated elevator to the facility. Alternative configurations may be considered through consultation with Social Development, Finance & Administration.
- Community spaces should include dedicated washroom facilities, a kitchen, separate utility meters, and HVAC systems.
- The City may also consider specific proposals to replace existing social service facilities impacted by a site's redevelopment.

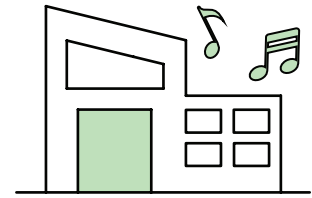
### Key Reference Documents

- Community Space Tenancy (CST) Term Sheet
- Association of Community Centres (AOCC) Term Sheet
- [Association of Community Centres \(AOCC\) Relationship Framework](#)

## 6.5 CULTURAL FACILITIES

Toronto’s creative talent is a driving force behind the city’s economic success and global reputation. A strategic focus on space for culture will protect and optimize existing venues and facilities and create new creative work spaces and community cultural facilities.

The following standards shall generally apply and be secured in the in-kind contribution agreement when a cultural facility is secured as an in-kind community benefit. These standards are intended to be flexible to allow for a broad range of tenancies which may not always be well- served by a “one-size-fits all” approach.



<p><b>Relevant Official Plan Policies</b></p>	<ul style="list-style-type: none"> <li>• Section 2.2.1 (Downtown)</li> <li>• Section 3.5.2 (Creating a Cultural Capital)</li> </ul>
<p><b>Type of Contribution</b></p>	<ul style="list-style-type: none"> <li>• New Community Space Tenancy (CST) eligible space(s)</li> </ul>
<p><b>Administration and Operation</b></p>	<ul style="list-style-type: none"> <li>• The owner/developer will construct, design, furnish and equip the cultural facility, in accordance with specifications to be determined in consultation with Economic Development and Culture.</li> <li>• The City will own, manage, and may lease the space to eligible non-profit organizations.</li> <li>• The City will select tenants of CST spaces exclusively at the City’s discretion, generally in keeping with the process described in the Community Space Tenancy Policy.</li> <li>• The in-kind contribution may not include property-specific exclusions or restrictions on uses or users of the community space.</li> <li>• The owner/developer will convey the facilities to the City as a freehold stratified fee simple interest, free and clear of all charges, liens, registered restrictions, and other encumbrances except as agreed to by the City Solicitor.</li> </ul>
<p><b>Location</b></p>	<ul style="list-style-type: none"> <li>• Within the development site.</li> <li>• Priority should be given to considering spaces close to public transit routes and access corridors to maintain high accessibility and visibility.</li> </ul>

### Location

- Priority should also be given to spaces outside the downtown core, where there are currently fewer options for accessible cultural programming.

### Minimum Requirements

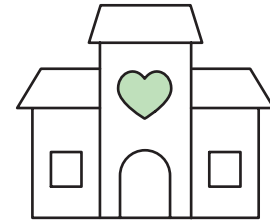
- A cultural facility that includes space for public programming should be a minimum of 465 square metres (5,000 square feet). Space requirements will vary depending on the intended purpose of the proposed space and will be confirmed through consultation with Economic Development and Culture.
- The cultural facility should have direct access at grade or dedicated elevator/stairs to the facility.
- The cultural facility should feature, at minimum, separate utility meters, dedicated washrooms, HVAC, and uninterrupted, continuous access through a dedicated entrance at grade. Alternative configurations may be considered through consultation with Economic Development and Culture.
- The City may also consider specific proposals to replace existing cultural facilities that are being impacted by the redevelopment of the site.

### Key Reference Documents

- [Culture Connects: An Action Plan for Culture in Toronto](#)
- Community Space Tenancy (CST) Term Sheet

## 6.6 EARLYON CHILD AND FAMILY CENTRES

EarlyON Child and Family Centres offer free programs to parents or caregivers and their children from birth to six years of age. These centres offer programs that strengthen adult-child relationships, support parent education, and foster healthy child development. New development and redevelopment provide an opportunity to respond to the demand for EarlyON Child and Family Centre services throughout the city through new in-kind contributions. These facilities must meet applicable criteria and should generally be conveyed to the City as a finished and equipped space for the future operator. The City may also contemplate shell space to accommodate an EarlyON Child and Family Centre facility when and if the City has access to funds for the fit out.



<b>Relevant Official Plan Policies</b>	<ul style="list-style-type: none"> <li>Section 3.2.2 (Community Services and Facilities)</li> </ul>
<b>Type of Contribution</b>	<ul style="list-style-type: none"> <li>A new finished and equipped EarlyON Child and Family Centre facility.</li> <li>Shell or partially fit out space to accommodate an EarlyON Child and Family Centre facility may be accepted subject to detailed discussions with City staff.</li> </ul>
<b>Administration and Operation</b>	<ul style="list-style-type: none"> <li>The owner/developer shall design, construct, finish, furnish and equip the EarlyON Child and Family Centre facility.</li> <li>Toronto Children’s Services will select a non-profit operator.</li> <li>The owner/developer will convey the facilities to the City as a freehold stratified fee simple interest, free and clear of all charges, liens, registered restrictions, and other encumbrances except as agreed to by the City Solicitor.</li> </ul>
<b>Location</b>	<ul style="list-style-type: none"> <li>Within the proposed development site.</li> </ul>
<b>Minimum Requirements</b>	<ul style="list-style-type: none"> <li>The owner/developer shall design, construct, finish, and furnish an EarlyON Child and Family Centre facility with an approximate minimum size of 465 square metres (5,000 square feet) interior space.</li> </ul>

**Minimum Requirements**

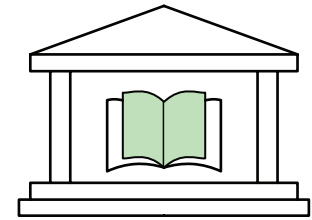
- Where the City and the developer/owner agree that shell space will be provided, the developer shall construct a minimum 465 square metre (5,000 square foot) interior space to the satisfaction of Toronto Children’s Services.
- The EarlyON Child and Family Centre facility must meet all provincial legislation and regulations and municipal planning, zoning, and by-law criteria.

**Key Reference Documents**

- [Children’s Services – Service Plan](#)

## 6.7 LIBRARIES

Toronto residents rely on the Toronto Public Library’s welcoming public spaces as destinations for study, work, collaboration, leisure, and learning, driving the need for new types of spaces and amenities. Layouts and furniture in library branches are flexible and easily configurable to accommodate multiple uses that support users through all life stages.



The following provides general design standards for in-kind contributions in the form of library facilities.

<p><b>Relevant Official Plan Policies</b></p>	<ul style="list-style-type: none"> <li>• Section 3.2.2 (Community Services and Facilities)</li> <li>• Section 3.3 (Building New Neighbourhoods)</li> </ul>
<p><b>Potential Contribution Types</b></p>	<ul style="list-style-type: none"> <li>• Constructed, furnished library facility.</li> <li>• Shell or partially fit up space to accommodate a library facility may be accepted subject to detailed discussions with City and Toronto Public Library staff.</li> </ul>
<p><b>Administration and Operation</b></p>	<ul style="list-style-type: none"> <li>• The owner/developer shall design and construct the library and/or shell space to the satisfaction of the City.</li> <li>• The owner/developer shall convey the library facility to the City as a freehold stratified fee simple interest, free and clear of all charges, liens, registered restrictions, and other encumbrances except as agreed to by the City Solicitor.</li> </ul>
<p><b>Location</b></p>	<ul style="list-style-type: none"> <li>• Accepted as an in-kind contribution within the development site, or off-site with appropriate geographic relationship to the proposed development.</li> </ul>
<p><b>Minimum Requirements</b></p>	<ul style="list-style-type: none"> <li>• New libraries should be a minimum of 1,394 square metres (15,000 square feet).</li> <li>• Library facilities should be located on the ground floor, with the complete library on one floor.</li> <li>• Library facilities should have high street visibility, including visibility from primary streets.</li> </ul>

### Minimum Requirements

- Library facilities should aim to use the latest design and construction technologies to create buildings that are sustainable and climate resilient, including but not limited to automated and high-performance building systems, use of natural light, furniture, finishes and exterior landscaping.
- Priority should be given to incorporating Indigenous Place-making and Place-keeping into spaces, including the naming of branches, building design, signage, architecture and branch features, supported by appropriate consultation with Indigenous communities.
- Two dedicated or designated parking space conveniently located for library use vehicles.

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### Key Reference Documents

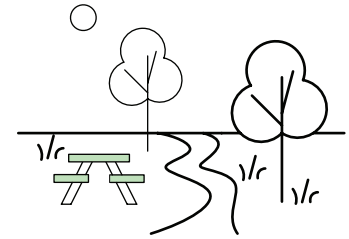
- [Toronto Public Library's Facilities Master Plan \(2019\)](#)



## 6.8 PARKS AND RECREATION

Parks and recreation facilities provide services and programs that are vital to the wellbeing of Toronto’s residents and families. They are venues for community-building and an integral part in the creation of complete communities.

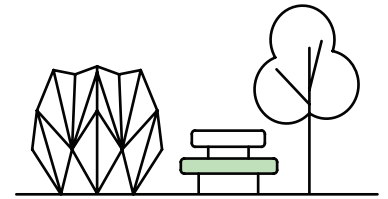
In-kind contributions may include additional recreation facilities or parkland above and beyond what may be provided for under Section 42 of the Planning Act, or other capital funding streams (such as Development Charges). These in-kind contributions may be accepted either on-site or off-site within vicinity of the development.



<p><b>Relevant Official Plan Policies</b></p>	<ul style="list-style-type: none"> <li>• Section 3.2.3 (Parks and Open Spaces)</li> <li>• Section 4.3 (Parks and Open Space Areas)</li> </ul>
<p><b>Potential Contribution Types</b></p>	<ul style="list-style-type: none"> <li>• Dedication of parkland (on-site or off-site) in addition to that required under Section 42 of the Planning Act.</li> <li>• Above base park improvements.</li> <li>• Recreation facilities.</li> <li>• Growth related improvements to existing parks and recreation facilities.</li> </ul>
<p><b>Administration and Operation</b></p>	<ul style="list-style-type: none"> <li>• The owner/developer will provide the in-kind lands inclusive of environmental remediation/peer review and brought to base park condition and conveyed to the City.</li> <li>• The owner/developer should convey the Recreation facilities, as applicable, to the City and the developer will be responsible for constructing, furnishing, finishing, and equipping the space.</li> </ul>
<p><b>Location</b></p>	<ul style="list-style-type: none"> <li>• On-site or off-site with appropriate geographic relationship to the proposed development.</li> </ul>
<p><b>Minimum Requirements</b></p>	<ul style="list-style-type: none"> <li>• The parkland shall be an unencumbered space that meets the City’s established design standards for Parks and Open Spaces.</li> <li>• The size, location, materials, and design of the recreation facility will be to the satisfaction of the City and meet all licensing and Ontario Building Code requirements.</li> </ul>
<p><b>Key Reference Documents</b></p>	<ul style="list-style-type: none"> <li>• <a href="#">Parks &amp; Recreation Facilities Master Plan</a></li> <li>• <a href="#">Parkland Strategy</a></li> <li>• <a href="#">Municipal Code Chapter 415- Article III</a></li> </ul>

## 6.9 PUBLIC ART

Public art is a tool for community development, civic engagement, and urban design. Toronto is enriched by more than 1,500 works of public art that engage residents and visitors with the history, diversity, creativity, and aspirations of our city. In-kind public art contributions should be used to ensure the benefits of public art are felt across the city, and to harness the potential of public art to advance broader city-building priorities, such as equity and inclusion, environmental resiliency, reconciliation with Indigenous communities, and place-making, among others.



Public Art may be accepted as an in-kind contribution when provided by the owner/developer on-site, or in some cases, offsite within the Percent for Public Art Program process.

<p><b>Relevant Official Plan Policies</b></p>	<ul style="list-style-type: none"> <li>• Section 3.1.5 (Public Realm)</li> </ul>
<p><b>Potential Contribution Types</b></p>	<ul style="list-style-type: none"> <li>• Permanent public art installation(s) that contribute to the urban fabric of the city.</li> <li>• Projects that advance Indigenous placemaking/keeping and/or advance opportunities for equity-deserving communities city-wide through public art.</li> </ul>
<p><b>Administration and Operation</b></p>	<ul style="list-style-type: none"> <li>• The owner/developer owns and maintains the resulting public art unless it has been commissioned for publicly owned lands and the ownership of the artwork is accepted by the City or other public body.</li> <li>• The owner/developer and City will ensure that projects advancing Indigenous place-making/keeping or reconciliation objectives centre Indigenous communities and creators in the decision-making and selection process, in alignment with the Toronto Public Art Strategy.</li> <li>• Projects that advance place-making/keeping for equity-deserving groups must include representation from members of the relevant communities in the decision-making and selection process.</li> <li>• Unless otherwise specified, the developer will administer the design and construction of the in-kind contribution through completion.</li> </ul>
<p><b>Location</b></p>	<ul style="list-style-type: none"> <li>• Permanent public art installations should be located on-site.</li> <li>• The City may also consider offsite public art installations that are conveyed to the City as potential in-kind contributions.</li> </ul>

**Minimum Requirements**

- Specific requirements for any in-kind public art contributions should be confirmed in consultation with the receiving or responsible division and should be delivered in accordance with the process outlined in the Percent for Public Art program guidelines.

**Key Reference Documents**

- [Toronto Public Art Strategy 2020-2030](#)
- [Toronto Public Art Strategy Implementation Plan: Phase 1 \(2024 – 2026\)](#)
- [Percent for Public Art Guidelines](#)

