



CENTRAL AREA COMMUNITY IMPROVEMENT PLAN

DIRECT INVESTMENT/DEVELOPMENT PARTNERSHIPS QUEEN STREET EAST ACCESS MANAGEMENT INCENTIVE PROGRAM IMPLEMENTATION GUIDELINES

**Prepared by: Planning, Design and Development
April 12, 2010**

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**CIP: QUEEN STREET EAST
ACCESS MANAGEMENT INCENTIVE PROGRAM
IMPLEMENTATION GUIDELINES**

**CENTRAL AREA COMMUNITY IMPROVEMENT PLAN
QUEEN STREET EAST ACCESS MANAGEMENT INCENTIVE
PROGRAM
IMPLEMENTATION GUIDELINES**

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1. BACKGROUND

As part of the Queen Street reconstruction between Centre Street and Highway 410, staff were directed to approach landowners in the area to seek opportunities for consolidation of access points that could then be incorporated into the planned construction work. One property owner (252 Queen Street E.) expressed interest in reducing the accesses to his property from three to two, but requested that the City complete curbing delineating the parking area on the property and install landscaping. Works and Transportation tabled a report at the January 20, 2010 Committee of Council meeting, with respect to requested additional work. The report noted that Council gave direction only to pay for work directly related to the access consolidations and that any such additional requested work would be deemed to be bonusing under the Municipal Act.

Council directed staff to prepare a program that would allow support for access consolidations along Queen Street East between Centre Street and Highway 410.

“CW003-2010 That the report from C. Duyvestyn, Manager of Infrastructure Planning, Works and Transportation, dated January 8, 2010, to the Committee of Council Meeting of January 20, 2010, re: **Queen Street Improvements and Züm (AcceleRide) Installation (Centre Street to Highway 410) – Entrance Amalgamation at 252 Queen Street – Ward 3** (File T53) be **referred** back to staff to prepare an amendment to the Community Improvement Plan (CIP) to incorporate a program for the consolidation of driveway access along Queen Street, between Centre Street and Highway 410.”

These Implementation Guidelines provide the program details with regard to providing City support for access consolidations along Queen Street East.

2. PROGRAM DESCRIPTION

2.1) Intent

The vision for Queen Street East as expressed through the Official Plan and Council-approved Central Area Vision is to facilitate its transformation into a pedestrian-friendly, transit-supportive district, based on a range and mix of high intensity land uses. Queen Street East is to be a premiere boulevard of Brampton and act as a destination for City and region-wide activity. From a transportation perspective, this vision is supported by way of implementation of a rapid transit service along the street, acting as a major spine in the City's rapid transit network, with an eventual centre lane configuration for the transit facility.

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The number of accesses is along Queen Street East, in particular between Centre Street and Highway 410, creates challenges in achieving these goals. Access consolidation on Queen Street East provides a number of benefits:

- It reduces vehicular conflict points by reducing the number of potential turning movements, making the street safer from a vehicular standpoint (including active modes such as bicycles)
- It makes the pedestrian realm more comfortable for those users.
- It increases the opportunity for provision of landscaping and streetscape elements
- It allows for the establishment of a continuous building presence along the street line, in conjunction with redevelopment proposals, which is essential in creating a truly urban pedestrian-oriented environment.

In the long term it is intended that only a limited number of access locations exist along this segment of Queen Street, supported by shared rear driveways, shared accesses and new local road links. The Queen Street Corridor Secondary Plan supports the consolidation of accesses. Section 6.4.1 states:

“The policies of this Chapter are intended to enhance transit service and the overall traffic carrying capacity within the Secondary Plan Area by encouraging strategies to reduce the number of driveway accesses to Queen Street. Such access reduction strategies include, but are not limited to:

- (i) alternate site access from adjacent streets and rear lot service roads;
- (ii) shared site access for several adjacent sites; and,
- (iii) reduced site access by connecting the parking lots of adjacent properties.”

Through the Community Improvement provisions of the *Planning Act*, the City can take an active part in supporting access consolidations for Queen Street East, by offering incentives to landowners for consolidating and/or removing access points.

This program is established as an interim program to be replaced by the Real Estate Incentive Program, once that is approved by Council. It is intended that the Real Estate Incentive Program will contain provisions with regard to incentives for access consolidation.

Objective:

To support the consolidation and removal of accesses along Queen Street East between Centre Street and Highway 410 to assist in the long-term transformation of Queen Street to a pedestrian-friendly, transit-supportive street that acts as one of the City’s primary boulevards, a destination of local and region-wide significance, and a primary component in the City’s rapid transit network.

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2.2) Details

The following are the program details and limitations:

- a) The Queen Street East Access Management Incentive Program is enabled under Tool #8: Direct Investments/Development Partnerships of the Central Area Community Improvements Plan (CIP 2007).
- b) The following support is provided under this program:
 - i) The City may, at its discretion, provide financial support or complete under its own accord the provision of on-site curb works adjacent to the City right-of-way in relation to an access consolidation or removal;
 - ii) The City may, at its discretion, provide for landscaping on private lands in the location of a proposed access closure/relocation or along the property frontage, to provide for an improvement to the landscaping and general appearance along Queen Street;
 - iii) The City may, at its discretion, provide for the restriping of parking areas adjacent to the City right-of-way where it supports a necessary revision to a site parking layout as a result of a proposed reconfigured access scenario for a property; and,
 - iv) The City may, at its discretion, provide for the establishment of easements for shared access locations, including preparation of surveys and associated legal documentation and registration of easements and agreements.
- c) A combination of the above-noted measures may be utilized for any given property, subject to the financial limits set out in Section 2.4).
- d) Support will not be provided for access consolidations proposed through a site plan process or other development application process. In those situations, access consolidation will be pursued as a condition of development for the particular application in accordance with City Official Plan policy.
- e) The closure or consolidation of accesses shall be in a location and configuration that will result in an improvement to the access situation along Queen Street, not conflict with adjacent access or accesses on the opposite side of street, not conflict with transit stop locations or create other negative impacts.
- f) The City will determine the extent and nature of support for the particular access consolidation.
- g) Any proposed works shall not create any zoning deficiencies such as required parking, driveway width standards, driveway aisle width, parking stall size standards.

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2.3) Eligibility Requirements

- a) Property must have access onto Queen Street East and located between Centre Street and Highway 410 (See Appendix A for Program Boundary).
- b) Any proposed relocated/amalgamated access shall be in a location and configuration satisfactory to the City of Brampton.
- c) The owner must have signed the appropriate form at the public meeting indicating intent to participate in this program. Alternately, an owner must have submitted an intent to participate in writing by March 22 or provided notice of intent to participate to the satisfaction of the City prior to any extension of the March 22, 2010 deadline.

Note: This does not guarantee that support will be provided, as all other terms within these Guidelines have to be met.

2.4) Financial

- a) The program shall be limited to an equivalent financial outlay of \$25,000.00 per property (taxes included).
- b) The program shall have a maximum total outlay of \$100,000.00.
- c) If the total requests for support for access consolidation/removal exceed the overall budget limits for the program, the City will prioritize and select those consolidations/removals that best support the overall goals of the program and the policies of the Official Plan and Secondary Plan.

2.5) Time Limits

- a) This program is intended to coincide with the construction phase of the Queen Street East improvements.
- b) This program is deemed to be in force the day the associated amendment to the Central Area Community Improvement Plan comes into force.

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2.6) Changes

A change to the QAIP Implementation Guidelines will be made by way of a Council decision. See also general CIP provisions under Section 1.4.

3) ADMINISTRATION

3.1) Process

- a) Subsequent to the public meeting, the landowners who expressed an interest in the program will be contacted and requested to confirm their participation and submit an application form for evaluation.
- b) The landowner should have a preliminary discussion with the City, prior to making an application as to which works they wish to have supported through the access consolidation in accordance within the allowable rules of this program. Staff will provide an indication of what level of support the City will provide and the location and configuration of the access consolidation/closure.
- c) A proponent will submit an application form and proposed plan, indicating the proposed access closure or consolidation. The applicant will also indicate which works they desire to have supported by the City through this program and an estimated cost. If the applicant is proposing to contract the work on private lands on their own for later reimbursement by the City, two detailed cost estimates are to be provided (see Section 3.2).
- d) The City will review the proposal, identify any changes, make recommendations regarding any proposed landscape design and identify the extent of support for the specific site.
- e) The applicant will then confirm in writing whether they wish to proceed on the basis of the staff recommended access arrangement.

3.2) Application Approval

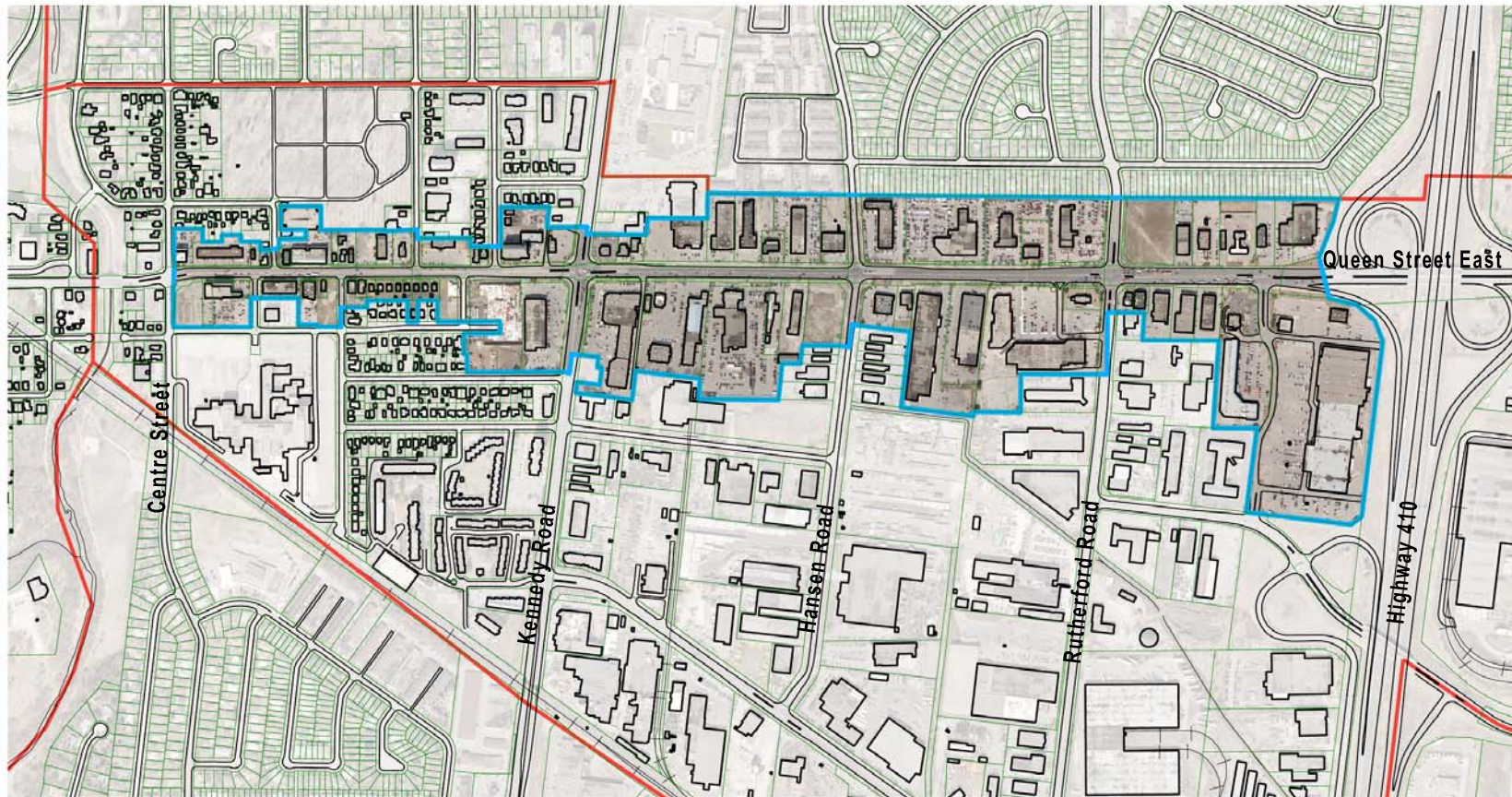
- a) Where a proponent wishes to proceed with work within private lands through their own contractor, the property owner must submit a detailed proposal and at least 2 estimates for the consideration of City staff.
- b) Staff will review the detailed estimates and along with the approved design, establish which components the City will support and be eligible for reimbursement once work is complete.

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- c) Once confirmation that the owner wishes to proceed with the agreed-to works is received, the City will provide approval of works in writing, sign an approved plan and set out any conditions. The cost of the works shall be clearly identified in the approval. Authority to approve funding shall be delegated to the Commissioner of Transportation and Works and the Commissioner of Planning, Design and Development.
- d) The owner must sign an agreement with regard to the access consolidation, **prior to the initiation of any works**. This agreement shall also indemnify the City of any reasonable damages that may result from the City or its contractors constructing the agreed-to works on private land, prior to the initiation of any works. The owner will also be required to release the City from all claims they may have under the Expropriations Act arising from the closure of the driveway.
- e) The commitment will lapse if a notice of completion of the improvement works has not been received within 8 months of the date of commitment. An extension of up to 4 months may be granted by the Commissioner of Planning, Design and Development and the Commissioner of Works and Transportation following receipt of a written request by the property owner prior to the expiration of the 8 months, explaining the reasons for the extension and providing a new date of completion
- f) Prior to the City issuing a reimbursement, the City shall inspect the constructed works and confirm that the works are satisfactorily completed in accordance with the signed agreement and approved drawings.

3.3) Payment

- a) In general, works supported under this program will be managed, funded and constructed by the City.
- b) The procedure undertaking work and subsequent reimbursement a private landowner is set out in Section 3.2.



QUEEN STREET EAST ACCESS MANAGEMENT INCENTIVE PROGRAM (Centre Street to Highway 410)

Schedule 1: QAIP Area

Date: February, 2010

LEGEND

-  CIP Boundary
-  QAIP Boundary



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APPENDIX A: APPLICATION FORM



Planning, Design & Development

CENTRAL AREA COMMUNITY IMPROVEMENT PLAN

**DIRECT INVESTMENT/DEVELOPMENT
PARTNERSHIPS
QUEEN STREET EAST ACCESS
MANAGEMENT INCENTIVE PROGRAM
PROGRAM APPLICATION FORM**

A. General Information and Instructions

1. If an agent is acting for the property owner, please ensure that the required authorization is completed and signed by the owner as provided in **Section E** below.
2. Please attach to the application, all requested supporting documentation.
3. Please ensure that the application form is complete and that all required signatures have been supplied.
4. Please print (black or blue ink) or type the information requested on the application form.
5. You may deliver your application in person or send it by mail to:

City Of Brampton
Planning, Design and Development Department
2 Wellington Street West
Brampton, ON
L6Y 4R2

Attention: Karl Walsh, Director, Community Design Parks Planning and Development

For further information on this program, please contact Bernie Steiger, Central Area Planner at (905) 874-2097 or via e-mail at bernie.steiger@brampton.ca

Central Area Community Improvement Plan 2007
 Queen Street East Access Management Incentive Program
 Program Application Form

(Office Use Only)	CITY APPLICATION NO.:
	DATE RECEIVED: _____
	OTHER ASSOCIATED CITY FILES:

B. Applicant Information

	Name and Address	Phone/Fax/Email
Registered Owner		P:
		F:
		E:
Agent		P:
		F:
		E:
Solicitor:		P:
		F:
		E:

C. Property Information

C.1 Municipal Address(es) of Property for Which This Application is Being Submitted

C.2 Roll Number(s) _____

C.3 Legal Description of Property (Lot and Plan Numbers)

C.4 Size of Property: _____ hectares

C.5 Describe Existing Property Use including height of building(s) and types of uses:

D. Project Description

D.1 Please describe the proposed access management works, and which items are being requested to be supported by the City under the program. Attach drawings as necessary.

General Description:

Requested Items to be Supported by the City under Program

E. Signature and Authorization

Dated at the _____, this _____ of _____, _____
(City/Town of...) Day Month Year

Name of Owner or Authorized Agent

SIGNATURE & TITLE

(Please print)

Signature of Owner or Authorized Agent

ALL OF THE ABOVE STATEMENTS ARE TRUE AND I MAKE THIS SOLEMN DECLARATION
CONSCIENTIOUSLY BELIEVING IT TO BE TRUE AND KNOWING THAT IT IS OF THE SAME
FORCE AND EFFECT AS IF MADE UNDER OATH.

DECLARED BEFORE ME AT THE)
)
 OF)
)
 IN THE OF)
)
 THIS DAY OF ,20__)

Signature of Applicant or Authorized Agent

A Commissioner etc.

SCHEDULE A

APPOINTMENT AND AUTHORIZATION OF AGENT

To: The Commissioner of Planning, Design and Development
City of Brampton
2 Wellington Street West
Brampton, ON
L6Y 4R2

LOCATION OF THE SUBJECT LAND: _____

I/We, _____
Please print/type the full name of the Owner(s)

the undersigned, being the registered owner(s) of the subject lands, hereby authorize

Please print/type the full name of the agent(s)

to make application to the City of Brampton Planning, Design and Development Department in the matter of an application under the Central Area Community Improvement Plan Queen Street East Access Management Incentive Program with respect to the subject land.

Dated this _____ day of _____, 20

Signature of the owner(s), or where the owner is a corporation, the signature of an officer of the owner.

where the owner is a firm or corporation, please print or type the full name of the person signing.

NOTE: If the owner is a firm or corporation, the corporate seal shall be affixed hereto.

SCHEDULE B

PERMISSION TO ENTER

To: The Commissioner of Planning, Design and Development
City of Brampton
2 Wellington Street West
Brampton, ON
L6Y 4R2

LOCATION OF THE SUBJECT LAND: _____

I/We, _____
Please print/type the full name of the Owner(s)

The undersigned, being the registered owner(s) of the subject land, hereby authorize City of Brampton staff members, to enter upon the above noted property for the purpose of conducting any required site inspections with respect to the attached application under the Central Area Community Plan, Queen Street Access Management Incentive Program.

Dated this _____ day of _____, 20

Signature of the owner(s), or where the owner is a corporation, the signature of an officer of the owner.

where the owner is a firm or corporation, please print or type the full name of the person signing.

NOTE: If the owner is a firm or corporation, the corporate seal shall be affixed hereto.