

# TORONTO TRANSIT COMMISSION REPORT NO.

**MEETING DATE:** April 27, 2009

**SUBJECT:** TTC CORPORATE POLICY  
– ENTRANCE CONNECTION - 12.3.0

## **ACTION ITEM**

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### **RECOMMENDATION**

It is recommended that:

1. The Commission adopt the changes to the existing "Policy on Entrance Connections" as set out in Attachment 1 to this report; and
2. The appropriate Commission staff and officials be authorized and directed to take the necessary action to give effect to the amendments to the "Policy on Entrance Connections".

### **FUNDING**

There are no funding implications arising out of the approval of this report. While this policy does not have any specific funding implications, proposed entrance connections do and the financial implications of any proposed connection will be addressed individually.

### **BACKGROUND**

The "Policy on Entrance Connections" was approved by the Commission at its meeting held February 9, 2004. Since then, the City of Toronto Act has come into effect and changes have been made to the Planning Act which make amendments to the Toronto Transit Commission's (TTC's) entrance connection policy necessary to bring it into line with this legislation. In addition, application of the policy has shown that some housekeeping changes are necessary to bring the policy into conformance with TTC's current structures and practices.

### **DISCUSSION**

Attached to this report, as Attachment #1, is a copy of the proposed changes to the "Policy on Entrance Connections" tracking the proposed changes against the approved version of the policy. For ease of reading, Attachment #2 shows the proposed revised policy without the

tracking.

Significant changes to the policy are recommended to clearly delineate responsibilities among TTC departments and make the review and approval of entrance connections clear and transparent. The section on Definitions has been expanded to bring the definitions in line with similar definitions under the Planning Act. The section on review and approval of entrance connections has been broadened to make the review process more clear and transparent.

There are no changes proposed to entrance connection fees themselves.

On approval of the recommended changes to the Policy on Entrance Connections, staff will amend the Entrance Connection Guide and Developers Guide provided to developers to reflect the approved changes.

#### **JUSTIFICATION**

The recommended changes to the TTC's Policy on Entrance Connections will bring the policy into conformance with the City of Toronto Act and the current form of the Planning Act, as well as clearly define the responsibilities of the departments involved in the review and approval of entrance connections to TTC stations. The proposed revisions will also make the process more clear and transparent to developers wishing to connect to TTC stations.

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April 27, 2009  
22-10-10

Attachment 1: Proposed Changes – Tracked  
Attachment 2: Proposed Revised Policy – Clean

# ATTACHMENT 1

## Toronto Transit Commission

### POLICY/INSTRUCTION

SUBJECT	CLASSIFICATION	DATE APPROVED	P/I NUMBER
Entrance Connections	Property Development		12.3.0

#### 1.0 RESPONSIBILITY

- 1.1 Manager - Property Development for the review and approval of Entrance Connections; the negotiation and administration of Entrance Connection agreements including Entrance Connection fees and the collection of Entrance Connection fees.
- 1.2 Manager - Engineering for the receipt and coordination of Technical Review comments relating to the design and construction of Entrance Connections and the provision of TTC standards for their design and construction.

#### 2.0 PURPOSE

- 2.1 To set out the terms and conditions under which the TTC will permit direct connections between Developments and TTC subway/RT/LRT/BRT stations.
- 2.2 To set out the procedure for the approval, design and construction of Entrance Connections, including but not limited to the standards to which they are designed and constructed.
- 2.3 To set out in general terms responsibility for capital and operating costs associated with Entrance Connections.
- 2.4 To set out a fee structure for the payment of Entrance Connection fees.

#### 3.0 DEFINITIONS

- 3.1 Approve or Approval refers to any request, consent, determination, acceptance, satisfaction, opinion, requirement, decision, review, discretion or approval with respect to any matter pertaining to an Entrance Connection.
- 3.2 Commission refers to the City of Toronto board established pursuant to the City of Toronto Act, 2006, S.O. 2006, c11, Sched. A.

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Entrance Connections	Property Development		12.3.0

- 3.3 Density refers to the ratio between the Gross Floor Area of a Development and the land or site area it occupies.
- 3.4 Development refers to a proposed building or an existing building as applicable, for which an Entrance Connection is contemplated or for which an Entrance Connection is already in place and encompasses all potential land uses, including but not limited to commercial, retail, institutional, residential, municipal, industrial and mixed uses.
- 3.5 Entrance Connection refers to a physical, weather protected or fully enclosed structure between a Development and a Transit Station including but not limited to, tunnel structure, bridge, enclosed walkway, stairs, elevator, escalator and covered walkway.
- 3.6 Gross Floor Area refers to the total area of all building floors comprising the Development whether above or below grade measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the Development from an adjacent and abutting development or building but excluding any room or enclosed area used exclusively to accommodate heating, cooling, ventilating, electrical, mechanical or telecommunication equipment that service the Development as a whole, loading and parking facilities.
- 3.7 Technical Review refers to the technical review undertaken by TTC with respect to the documents setting out the design and construction of an Entrance Connection to ensure that it is designed in accordance with TTC's standards for Entrance Connections and that construction of the Entrance Connection will not have an adverse affect on existing and planned future transit facilities.
- 3.8 Transit Station(s) refers to subway, rail transit ("RT"), light rail transit ("LRT") and/or bus rapid transit ("BRT") stations, facilities and structures including tunnel structures.
- 3.9 TTC refers to the Toronto Transit Commission, its officials, employees, contractors, consultants and agents.

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Entrance Connections	Property Development		12.3.0

**4.0 GENERAL**

- 4.1 Any Entrance Connection requires the prior Approval of the Commission.
- 4.2 The Entrance Connection fee shall reflect the substantial benefit that accrues to developers and building owners from such connections, and shall compensate the TTC for financial impacts resulting from such connections.
- 4.3 Financial obligations of developers and building owners shall be clearly defined and communicated to the developer or building owner early in the development process in the case of proposed new developments or at the time a developer or building owner seeks to connect an existing development to a Transit Station.
- 4.4 The Entrance Connection fee shall not be a disincentive to transit oriented development or to the economic feasibility of an Entrance Connection.
- 4.5 The Entrance Connection fee shall be based on the size and location of the particular Development and the calculation of the fee shall be transparent.
- 4.6 All Entrance Connections shall attract an Entrance Connection fee in accordance with this policy which shall be paid by the developer or building owner in accordance with the Entrance Connection agreement.
- 4.7 Types of Entrance Connections
  - 4.7.1 The type of Entrance Connection shall be determined by the level of service to be provided by the Entrance Connection, the nature and availability of alternate Entrance Connections in the vicinity of the proposed Entrance Connection, TTC priorities for an Entrance Connection at a given location, and the nature of the Development for which the Entrance Connection is proposed. The type of Entrance Connection to be provided shall be determined by the TTC.

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4.7.2 The following are types of Entrance Connections the TTC may require of a developer or building owner:

4.7.2.1 Staffed Dedicated Accessible Entrance Connection: A fully accessible, dedicated Entrance Connection complete with collector's booth which must be kept open at all times that the Transit Station is in service. This type of entrance connection connects to an area with a collector on duty. Scope of work typically includes provision of the collector's booth and fare line equipment.

4.7.2.2 Automated Dedicated Accessible Entrance Connection: A fully accessible, dedicated Entrance Connection with automated, fully accessible fare line and equipment which must be kept open at all times that the Transit Station is in service. This type of entrance connection typically connects to an area which is not staffed. Scope of work may, however, include provision of fare line equipment, including accessible portals.

4.7.2.3 Automated Dedicated Entrance Connection: An Entrance Connection complete with automated fare line which must be kept open at all times that the Transit Station is in service. This type of entrance connection connects to an area which is not staffed and is generally a secondary entrance to the Transit Station. It is not required to be fully accessible. Scope of work may, however, include provision of fare line equipment.

4.7.2.4 Development Entrance Connection: A Development Entrance Connection which is not fully accessible but is a convenience for the occupants and visitors of the Development and is generally available to the public during the building's hours of operation. This type of entrance connection may be connected to either a staffed area of the station or an area which is not staffed and is a secondary entrance to the Transit

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Station. Scope of work generally does not include provision of fare line equipment.

4.7.2.5 Accessible Development Entrance Connection: A fully accessible Development Entrance Connection which is a convenience for the occupants and visitors of the development and is generally available to the public during the building’s hours of operation. This type of Entrance Connection generally connects to an area with a collector on duty. Scope of work generally does not include provision of a collector’s booth or fare line equipment.

4.8 All accessible Entrance Connections will require paths or routes through the Development to the Entrance Connection which are fully accessible.

4.9 The property requirements for elements of an Entrance Connection which will be maintained by TTC once the Entrance Connection is under operation or which forms or will form a structural component of the Transit Station will be provided by the developer or owner of the Development in easement or fee (simple or strata) interest in the name of the City of Toronto for use by the TTC as determined by the TTC in consultation with the City of Toronto.

4.10 Proposed Entrance Connections shall be assessed by the TTC’s General Manager – Operations Branch or their designate for potential operational and financial impacts prior to Approval of an Entrance Connection by the Commission. Where an Entrance Connection would create a further negative operational impact on the Commission, the negative impact shall be quantified prior to final Approval of the Entrance Connection.

4.11 TTC’s Acceptance of Entrance Connections

4.11.1 TTC encourages Entrance Connections between Transit Stations and Developments provided:

4.11.1.1 The Entrance Connection is an improvement to the convenience of transit riders.

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4.11.1.2 The Entrance Connection is designed to meet all safety, fire, and building codes as required by legislation.

4.11.1.3 The Entrance Connection is designed and constructed in accordance with TTC design and construction standards. Any variances to design and/or construction standards require the Approval of the TTC’s Manager - Engineering. If a proposed variance has a negative financial effect on TTC operations, a proposed variance may also require the Approval of the Commission.

4.12 The Entrance Connection is the subject of an Entrance Connection agreement setting out the fee structure, process for approval of the construction plans and documents, construction methods and procedures, responsibilities for security (including the responsibility for opening and closing the Entrance Connection), repair and maintenance, liability, insurance provisions, future upgrades to the connection, signage, and responsibility for structural inspection, maintenance and rehabilitation.

**5.0 ENTRANCE CONNECTION FEES**

**5.1 Fee Structure**

The Entrance Connection fee is a rate per square metre or square foot of Development Gross Floor Area that increases with the development density as follows:

<b>Density of Development</b>	<b>Rate</b>	
	<b>Dollars per Square Metre</b>	<b>Dollars per Square Foot</b>
< 4 times density	\$3.23	\$0.30
4-5 times density	\$4.84	\$0.45
5-6 times density	\$5.38	\$0.50
6-7 times density	\$5.92	\$0.55
> 7 times density	\$8.07	\$0.75

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5.2 Application of Fees to Stations

5.2.1 100% of the Entrance Connection fee will be levied for connections in the following stations where large scale, high-density developments are encouraged in the City of Toronto Official Plan.

- Kipling
- Islington
- Bathurst to Sherbourne inclusive (6 stations)
- Bloor to Museum inclusive (12 stations)
- St. Clair
- Davisville
- Eglinton
- York Mills to Finch inclusive (4 stations)
- Scarborough Centre
- McCowan

5.2.2 75% of the fee will be levied at all other stations to encourage connections to these stations.

5.3 Application of Fee Structure to Developments

5.3.1 The Entrance Connection fee applies only to buildings over 9,290 square metres (100,000 square feet) in size. Buildings less than 100,000 square feet in size are exempt from the payment of a fee.

5.3.2 Fees are calculated by multiplying the rate by the Gross Floor Area of the Development.

5.3.3 Regardless of the rate or the application of a reduction to the fee, the minimum Entrance Connection fee is \$100,000.

5.3.4 There is no maximum Entrance Connection fee.

5.3.5 Fees apply to all types of Entrance Connections and Developments, including but not limited to institutions, cultural facilities, educational facilities, municipalities and their local agencies, boards and commissions.

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5.4 Payment of Entrance Connection Fees

Entrance Connection fees can be paid as a lump sum amount or in instalments over a period not to exceed 20 years and taking into account the time value of money, equal at a minimum to the payment of a loan at prime plus 1% annual interest.

5.5 Accepting and Managing Entrance Connection Fees

5.5.1 Entrance Connection fees will be accepted by the TTC where the Commission has approved the Entrance Connection.

5.5.2 Any Entrance Connection fee received by the Commission shall be credited to the appropriate account.

6.0 PROCEDURES FOR ACCEPTANCE OF ENTRANCE CONNECTIONS

6.1 In the case of proposed new Developments circulated for review and comment as part of a planning review and approval in connection with a development application made to the City of Toronto pursuant to the Planning Act, the need for an Entrance Connection shall be identified and defined as early as possible in the circulation process and at latest as a condition of site plan approval.

6.2 In the case of a proposed Entrance Connection between an existing building and Transit Station proposed by the owner of the building or their representative, the application for an Entrance Connection shall be made to the Manager – Property Development or their designate.

6.3 The Manager - Property Development shall be responsible for determining the need for an Entrance Connection, type of Entrance Connection acceptable to the TTC and the feasibility of an Entrance Connection in consultation with the Manager - Service Planning and Manager - Engineering or their designates.

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- 6.4 Once the concept for an Entrance Connection has been established to the satisfaction of TTC staff and prior to entering upon the review of detailed design and construction documents for an Entrance Connection, the Manager - Property Development shall seek Commission Approval for the Entrance Connection and, in the case of an accessible Entrance Connection, Advisory Committee on Accessible Transportation.
- 6.5 Where the need for an Entrance Connection is identified as part of a planning approval, the Manager - Property Development shall advise the Manager – Service Planning of the need for the Entrance Connection and the Manager – Service Planning shall indicate to the City of Toronto the requirement for an Entrance Connection as a condition of Development approval and request that the developer first enter into an undertaking to design and construct the Entrance Connection to the satisfaction of the TTC and second, subject to Commission Approval, enter into an Entrance Connection agreement with the TTC.
- 6.6 The Manager - Property Development or designate shall receive the design and construction documents prepared by the developer for the construction of the Entrance Connection and request the Deputy Chief Engineer – Technical Support circulate the documents for review and comment by Engineering and Operations in accordance with established procedures and protocols for TTC capital projects (the “Technical Review”).
- 6.7 In the review and approval of an Entrance Connection, the developer shall be responsible to protect for TTC’s future operating and capital project requirements known or contemplated at the time of review. The design and construction of an Entrance Connection shall not introduce physical obstacles, barriers or constraints on TTC operational requirements.
- 6.8 The Manager - Property Development or designate, in consultation with TTC legal staff, is responsible for negotiating an Entrance Connection agreement setting out the Entrance Connection fee in accordance with this policy and obtaining Commission Approval for construction and operation of the Entrance Connection and the Entrance Connection fee in accordance with this policy. Any variance to the Entrance Connection fee as set out in this policy or material variance to the TTC’s standard Entrance Connection agreement requires the Approval of the Commission.

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- 6.9 The Manager - Property Development and the Deputy Chief Engineer – Technical Support shall circulate the Entrance Connection agreement for review and comment by Legal, Finance, Engineering and Track and Structures departments.
- 6.10 The Manager - Property Development shall provide the developer with TTC’s, “Developer’s Guide”, “Entrance Connection Guide”, Technical Review comments and Entrance Connection agreement review comments.
- 6.11 On completion of the Technical Review to the satisfaction of TTC staff, the developer shall be required to enter into an Entrance Connection agreement with the TTC setting out the Entrance Connection fee, the design of the Entrance Connection, the standards to which it will be constructed and future operating and maintenance responsibilities of the developer, building owner and TTC.
- 6.12 For proposed new Developments for which Entrance Connections were identified as part of the planning approval process, on completion of the Technical Review and execution by the developer of an Entrance Connection agreement, the Manager - Property Development shall notify the Manager - Service Planning and the City of Toronto that the developer has successfully met this planning approval condition.
- 6.13 On execution of the Entrance Connection agreement, the developer shall become responsible for the construction of the Entrance Connection in accordance the terms and conditions set out in the Entrance Connection agreement and Operations, Track and Structure Department, shall assume responsibility for the administration of the Entrance Connection agreement until such time as the Entrance Connection is operational in accordance with the terms of the Entrance Connection agreement.
- 6.14 On completion of construction of the Entrance Connection and in accordance with the terms set out in the Entrance Connection agreement, Operations Branch shall assume responsibility for the day to day operation of the Entrance Connection and the Property Development Department shall assume responsibility for the administration of the Entrance Connection agreement.

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6.15 No change shall be made to the Entrance Connection fee without the prior Approval of the Commission. No material changes shall be made to the Entrance Connection agreement without the concurrence of Finance, Legal and Property Development Departments or to the operating provisions of the agreement without the concurrence of Operations Branch, Legal, Finance and Property Development Departments.

**7.0 GENERAL TERMS AND CONDITIONS OF THE TTC STANDARD ENTRANCE CONNECTION AGREEMENT**

7.1 Entrance Connection agreements shall be for a term of twenty (20) years unless otherwise Approved by the Commission.

7.2 Entrance Connection fees shall be in accordance with the Entrance Connection fee policy in effect at the time the Entrance Connection agreement is entered into by the developer and the TTC.

7.3 All costs associated with the initial design and construction of an Entrance Connection shall be borne by the developer.

7.4 All operating costs, including but not limited to structural maintenance costs associated with an Entrance Connection shall be borne by the developer.

7.5 Changes to Entrance Connections under operation:

7.5.1 The developer shall be responsible for all costs, including negative financial impact on TTC, of any change proposed by the developer to an Entrance Connection under operation.

7.5.2 The TTC shall be responsible for all costs, including financial impact on the developer for any change proposed by the TTC to an Entrance Connection under operation.

7.5.3 Paragraphs 7.5.1 and 7.5.2 do not apply where changes are made solely to bring an Entrance Connection into conformance with regulatory requirements such as building and fire codes. In such event, the TTC and the developer will be required to bear the costs

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associated with bringing their area of responsibility into conformance as long as the requirement to bring the Entrance Connection into compliance is not the result of a proposed change to the design or construction of the Development or the Transit Station.

- 7.5.4 If material renovations or alterations are undertaken to the Development, the developer is responsible for bearing all costs for any alterations or renovations required to the Entrance Connection as a result. If the changes to the Development result in an increase in Gross Floor Area or Density of the Development, the TTC shall adjust the Entrance Connection fee to bring it into conformance with the Entrance Connection fee policy in existence at the time of the change and the developer shall be required to pay to TTC any increase to the Entrance Connection fee.
  
- 7.6 When Entrance Connection agreements are renewed at the end of their term, the TTC shall levy an Entrance Connection fee in accordance with the Entrance Connection fee policy in effect at the time of the renewal unless otherwise Approved by the Commission.
  
- 7.7 Entrance Connections to a Transit Station that is already accessible shall provide, as a minimum, an accessible route from concourse to street level.
  
- 7.8 The developer may request that the TTC maintain a portion of the connection or the connection in its entirety, and if mutually agreed upon and Approved by the Commission, the developer will reimburse the TTC for the full cost.
  
- 7.9 The developer may request that the TTC supply and install fare collection equipment, signage or other related connection service or device, and if mutually agreed upon, the developer will reimburse the TTC for the full cost.

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8.0 REFERENCE SOURCES

- City of Toronto Act, 2006
- City of Toronto Official Plan
- Planning Act
- TTC Design Manual
- TTC Standard Entrance Connection Agreement

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# ATTACHMENT 2

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#### 1.0 RESPONSIBILITY

- 1.1 Manager - Property Development for the review and approval of Entrance Connections; the negotiation and administration of Entrance Connection agreements including Entrance Connection fees and the collection of Entrance Connection fees.
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- 2.1 To set out the terms and conditions under which the TTC will permit direct connections between Developments and TTC subway/RT/LRT/BRT stations.
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4.7.2 The following are types of Entrance Connections the TTC may require of a developer or building owner:

4.7.2.1 Staffed Dedicated Accessible Entrance Connection: A fully accessible, dedicated Entrance Connection complete with collector's booth which must be kept open at all times that the Transit Station is in service. This type of entrance connection connects to an area with a collector on duty. Scope of work typically includes provision of the collector's booth and fare line equipment.

4.7.2.2 Automated Dedicated Accessible Entrance Connection: A fully accessible, dedicated Entrance Connection with automated, fully accessible fare line and equipment which must be kept open at all times that the Transit Station is in service. This type of entrance connection typically connects to an area which is not staffed. Scope of work may, however, include provision of fare line equipment, including accessible portals.

4.7.2.3 Automated Dedicated Entrance Connection: An Entrance Connection complete with automated fare line which must be kept open at all times that the Transit Station is in service. This type of entrance connection connects to an area which is not staffed and is generally a secondary entrance to the Transit Station. It is not required to be fully accessible. Scope of work may, however, include provision of fare line equipment.

4.7.2.4 Development Entrance Connection: A Development Entrance Connection which is not fully accessible but is a convenience for the occupants and visitors of the Development and is generally available to the public during the building's hours of operation. This type of entrance connection may be connected to either a staffed area of the station or an area which is not staffed and is a secondary entrance to the Transit

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Station. Scope of work generally does not include provision of fare line equipment.

4.7.2.5 Accessible Development Entrance Connection: A fully accessible Development Entrance Connection which is a convenience for the occupants and visitors of the development and is generally available to the public during the building's hours of operation. This type of Entrance Connection generally connects to an area with a collector on duty. Scope of work generally does not include provision of a collector's booth or fare line equipment.

4.8 All accessible Entrance Connections will require paths or routes through the Development to the Entrance Connection which are fully accessible.

4.9 The property requirements for elements of an Entrance Connection which will be maintained by TTC once the Entrance Connection is under operation or which forms or will form a structural component of the Transit Station will be provided by the developer or owner of the Development in easement or fee (simple or strata) interest in the name of the City of Toronto for use by the TTC as determined by the TTC in consultation with the City of Toronto.

4.10 Proposed Entrance Connections shall be assessed by the TTC's General Manager – Operations Branch or their designate for potential operational and financial impacts prior to Approval of an Entrance Connection by the Commission. Where an Entrance Connection would create a further negative operational impact on the Commission, the negative impact shall be quantified prior to final Approval of the Entrance Connection.

4.11 TTC's Acceptance of Entrance Connections

4.11.1 TTC encourages Entrance Connections between Transit Stations and Developments provided:

4.11.1.1 The Entrance Connection is an improvement to the convenience of transit riders.

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4.11.1.2 The Entrance Connection is designed to meet all safety, fire, and building codes as required by legislation.

4.11.1.3 The Entrance Connection is designed and constructed in accordance with TTC design and construction standards. Any variances to design and/or construction standards require the Approval of the TTC’s Manager - Engineering. If a proposed variance has a negative financial effect on TTC operations, a proposed variance may also require the Approval of the Commission.

4.12 The Entrance Connection is the subject of an Entrance Connection agreement setting out the fee structure, process for approval of the construction plans and documents, construction methods and procedures, responsibilities for security (including the responsibility for opening and closing the Entrance Connection), repair and maintenance, liability, insurance provisions, future upgrades to the connection, signage, and responsibility for structural inspection, maintenance and rehabilitation.

**5.0 ENTRANCE CONNECTION FEES**

**5.1 Fee Structure**

The Entrance Connection fee is a rate per square metre or square foot of Development Gross Floor Area that increases with the development density as follows:

<b>Density of Development</b>	<b>Rate</b>	
	<b>Dollars per Square Metre</b>	<b>Dollars per Square Foot</b>
< 4 times density	\$3.23	\$0.30
4-5 times density	\$4.84	\$0.45
5-6 times density	\$5.38	\$0.50
6-7 times density	\$5.92	\$0.55
> 7 times density	\$8.07	\$0.75

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5.2 Application of Fees to Stations

5.2.1 100% of the Entrance Connection fee will be levied for connections in the following stations where large scale, high-density developments are encouraged in the City of Toronto Official Plan.

- Kipling
- Islington
- Bathurst to Sherbourne inclusive (6 stations)
- Bloor to Museum inclusive (12 stations)
- St. Clair
- Davisville
- Eglinton
- York Mills to Finch inclusive (4 stations)
- Scarborough Centre
- McCowan

5.2.2 75% of the fee will be levied at all other stations to encourage connections to these stations.

5.3 Application of Fee Structure to Developments

5.3.1 The Entrance Connection fee applies only to buildings over 9,290 square metres (100,000 square feet) in size. Buildings less than 100,000 square feet in size are exempt from the payment of a fee.

5.3.2 Fees are calculated by multiplying the rate by the Gross Floor Area of the Development.

5.3.3 Regardless of the rate or the application of a reduction to the fee, the minimum Entrance Connection fee is \$100,000.

5.3.4 There is no maximum Entrance Connection fee.

5.3.5 Fees apply to all types of Entrance Connections and Developments, including but not limited to institutions, cultural facilities, educational facilities, municipalities and their local agencies, boards and commissions.

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5.4 Payment of Entrance Connection Fees

Entrance Connection fees can be paid as a lump sum amount or in instalments over a period not to exceed 20 years and taking into account the time value of money, equal at a minimum to the payment of a loan at prime plus 1% annual interest.

5.5 Accepting and Managing Entrance Connection Fees

5.5.1 Entrance Connection fees will be accepted by the TTC where the Commission has approved the Entrance Connection.

5.5.2 Any Entrance Connection fee received by the Commission shall be credited to the appropriate account.

6.0 PROCEDURES FOR ACCEPTANCE OF ENTRANCE CONNECTIONS

6.1 In the case of proposed new Developments circulated for review and comment as part of a planning review and approval in connection with a development application made to the City of Toronto pursuant to the Planning Act, the need for an Entrance Connection shall be identified and defined as early as possible in the circulation process and at latest as a condition of site plan approval.

6.2 In the case of a proposed Entrance Connection between an existing building and Transit Station proposed by the owner of the building or their representative, the application for an Entrance Connection shall be made to the Manager – Property Development or their designate.

6.3 The Manager - Property Development shall be responsible for determining the need for an Entrance Connection, type of Entrance Connection acceptable to the TTC and the feasibility of an Entrance Connection in consultation with the Manager - Service Planning and Manager - Engineering or their designates.

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- 6.4 Once the concept for an Entrance Connection has been established to the satisfaction of TTC staff and prior to entering upon the review of detailed design and construction documents for an Entrance Connection, the Manager - Property Development shall seek Commission Approval for the Entrance Connection and, in the case of an accessible Entrance Connection, Advisory Committee on Accessible Transportation.
- 6.5 Where the need for an Entrance Connection is identified as part of a planning approval, the Manager - Property Development shall advise the Manager – Service Planning of the need for the Entrance Connection and the Manager – Service Planning shall indicate to the City of Toronto the requirement for an Entrance Connection as a condition of Development approval and request that the developer first enter into an undertaking to design and construct the Entrance Connection to the satisfaction of the TTC and second, subject to Commission Approval, enter into an Entrance Connection agreement with the TTC.
- 6.6 The Manager - Property Development or designate shall receive the design and construction documents prepared by the developer for the construction of the Entrance Connection and request the Deputy Chief Engineer – Technical Support circulate the documents for review and comment by Engineering and Operations in accordance with established procedures and protocols for TTC capital projects (the “Technical Review”).
- 6.7 In the review and approval of an Entrance Connection, the developer shall be responsible to protect for TTC’s future operating and capital project requirements known or contemplated at the time of review. The design and construction of an Entrance Connection shall not introduce physical obstacles, barriers or constraints on TTC operational requirements.
- 6.8 The Manager - Property Development or designate, in consultation with TTC legal staff, is responsible for negotiating an Entrance Connection agreement setting out the Entrance Connection fee in accordance with this policy and obtaining Commission Approval for construction and operation of the Entrance Connection and the Entrance Connection fee in accordance with this policy. Any variance to the Entrance Connection fee as set out in this policy or material variance to the TTC’s standard Entrance Connection agreement requires the Approval of the Commission.

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- 6.9 The Manager - Property Development and the Deputy Chief Engineer – Technical Support shall circulate the Entrance Connection agreement for review and comment by Legal, Finance, Engineering and Track and Structures departments.
  
- 6.10 The Manager - Property Development shall provide the developer with TTC’s, “Developer’s Guide”, “Entrance Connection Guide”, Technical Review comments and Entrance Connection agreement review comments.
  
- 6.11 On completion of the Technical Review to the satisfaction of TTC staff, the developer shall be required to enter into an Entrance Connection agreement with the TTC setting out the Entrance Connection fee, the design of the Entrance Connection, the standards to which it will be constructed and future operating and maintenance responsibilities of the developer, building owner and TTC.
  
- 6.12 For proposed new Developments for which Entrance Connections were identified as part of the planning approval process, on completion of the Technical Review and execution by the developer of an Entrance Connection agreement, the Manager - Property Development shall notify the Manager - Service Planning and the City of Toronto that the developer has successfully met this planning approval condition.
  
- 6.13 On execution of the Entrance Connection agreement, the developer shall become responsible for the construction of the Entrance Connection in accordance the terms and conditions set out in the Entrance Connection agreement and Operations, Track and Structure Department, shall assume responsibility for the administration of the Entrance Connection agreement until such time as the Entrance Connection is operational in accordance with the terms of the Entrance Connection agreement.
  
- 6.14 On completion of construction of the Entrance Connection and in accordance with the terms set out in the Entrance Connection agreement, Operations Branch shall assume responsibility for the day to day operation of the Entrance Connection and the Property Development Department shall assume responsibility for the administration of the Entrance Connection agreement.

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6.15 No change shall be made to the Entrance Connection fee without the prior Approval of the Commission. No material changes shall be made to the Entrance Connection agreement without the concurrence of Finance, Legal and Property Development Departments or to the operating provisions of the agreement without the concurrence of Operations Branch, Legal, Finance and Property Development Departments.

**7.0 GENERAL TERMS AND CONDITIONS OF THE TTC STANDARD ENTRANCE CONNECTION AGREEMENT**

7.1 Entrance Connection agreements shall be for a term of twenty (20) years unless otherwise Approved by the Commission.

7.2 Entrance Connection fees shall be in accordance with the Entrance Connection fee policy in effect at the time the Entrance Connection agreement is entered into by the developer and the TTC.

7.3 All costs associated with the initial design and construction of an Entrance Connection shall be borne by the developer.

7.4 All operating costs, including but not limited to structural maintenance costs associated with an Entrance Connection shall be borne by the developer.

7.5 Changes to Entrance Connections under operation:

7.5.1 The developer shall be responsible for all costs, including negative financial impact on TTC, of any change proposed by the developer to an Entrance Connection under operation.

7.5.2 The TTC shall be responsible for all costs, including financial impact on the developer for any change proposed by the TTC to an Entrance Connection under operation.

7.5.3 Paragraphs 7.5.1 and 7.5.2 do not apply where changes are made solely to bring an Entrance Connection into conformance with regulatory requirements such as building and fire codes. In such event, the TTC and the developer will be required to bear the costs

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associated with bringing their area of responsibility into conformance as long as the requirement to bring the Entrance Connection into compliance is not the result of a proposed change to the design or construction of the Development or the Transit Station.

- 7.5.4 If material renovations or alterations are undertaken to the Development, the developer is responsible for bearing all costs for any alterations or renovations required to the Entrance Connection as a result. If the changes to the Development result in an increase in Gross Floor Area or Density of the Development, the TTC shall adjust the Entrance Connection fee to bring it into conformance with the Entrance Connection fee policy in existence at the time of the change and the developer shall be required to pay to TTC any increase to the Entrance Connection fee.
  
- 7.6 When Entrance Connection agreements are renewed at the end of their term, the TTC shall levy an Entrance Connection fee in accordance with the Entrance Connection fee policy in effect at the time of the renewal unless otherwise Approved by the Commission.
  
- 7.7 Entrance Connections to a Transit Station that is already accessible shall provide, as a minimum, an accessible route from concourse to street level.
  
- 7.8 The developer may request that the TTC maintain a portion of the connection or the connection in its entirety, and if mutually agreed upon and Approved by the Commission, the developer will reimburse the TTC for the full cost.
  
- 7.9 The developer may request that the TTC supply and install fare collection equipment, signage or other related connection service or device, and if mutually agreed upon, the developer will reimburse the TTC for the full cost.

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8.0 REFERENCE SOURCES

- City of Toronto Act, 2006
- City of Toronto Official Plan
- Planning Act
- TTC Design Manual
- TTC Standard Entrance Connection Agreement

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