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MUNICIPAL STREETSCAPE PARTNERSHIP PROGRAM AND PEDESTRIAN AND CYCLING MUNICIPAL PARTNERSHIP PROGRAM POLICY MODIFICATIONS

The Transportation Services Committee recommends the adoption of the recommendations contained in the following report dated April 30, 2012, from the Commissioner of Transportation and Community Planning.

1. RECOMMENDATIONS

It is recommended that:

1. Council approve policy modifications to the Municipal Streetscape Partnership Program and the Pedestrian and Cycling Municipal Partnership Program that allow for:
 - i) Local Council-endorsed plans, studies or guidelines that demonstrate a vision for the local community in place of a design study as part of the application criteria.
 - ii) Consultant fees for preparing tender documents to be included in an application's cost estimate.
2. Council approve a policy modification to the Municipal Streetscape Partnership Program that streamlines the cost-sharing structure into two tiers of 50% and 33% Regional contribution.
3. Council delegate authority to the Commissioner of Transportation and Community Planning to release funds for approved applications, subject to annual reporting and in accordance with the approved budget.
4. The Regional Clerk circulate this report to the Clerks of the local municipalities, the Toronto and Regional Conservation Authority, Lake Simcoe Conservation Authority and York Region school boards for information.

2. PURPOSE

This report recommends modifications to the Municipal Streetscape Partnership Program and Pedestrian and Cycling Municipal Partnership Program policies in order to:

- Clarify policy objectives
- Streamline the application and approval processes
- Encourage the submission of high-quality applications

3. BACKGROUND

The Municipal Streetscape Partnership Program policy was approved by Council in 2006

The Municipal Streetscape Partnership Program offers area municipalities the opportunity to cost-share on locally-initiated streetscape projects that are within the Region's road right-of-way. These projects are in addition to the prescribed streetscape treatments for capital road projects outlined in the 2001 Regional Streetscape Policy. The program supports the Region's priorities for vibrant and healthy communities by promoting high quality streetscapes that create a unique sense of place and foster economic vitality. In October 2006 Regional Council approved the Municipal Streetscape Partnership Program policy and endorsed the annual funding allocation of up to \$1-million to the program. The program is funded through the tax levy.

The Municipal Streetscape Partnership Program policy provides the framework to evaluate applications before they are recommended to Council. This includes the following criteria that must be met for an application to be considered:

1. The proposed streetscape must be within the Region's road right-of-way.
2. The proposed streetscape must support the Region's policy objectives.
3. A design study must accompany the application.
4. A local Council Resolution that commits to cost-sharing must accompany the application.
5. The local municipality must agree to take over all maintenance responsibilities for the proposed streetscape.

The percent of cost-sharing available for a proposal depends on its location and relation to the 10-year Roads Capital Program as outlined below:

50% Region Contribution

- In an urban area, town or village
- In conjunction with a project on the 10-Year Roads Capital program

33% Region Contribution

- In an urban area, town or village
- Not in conjunction with a project on the 10-Year Roads Capital program

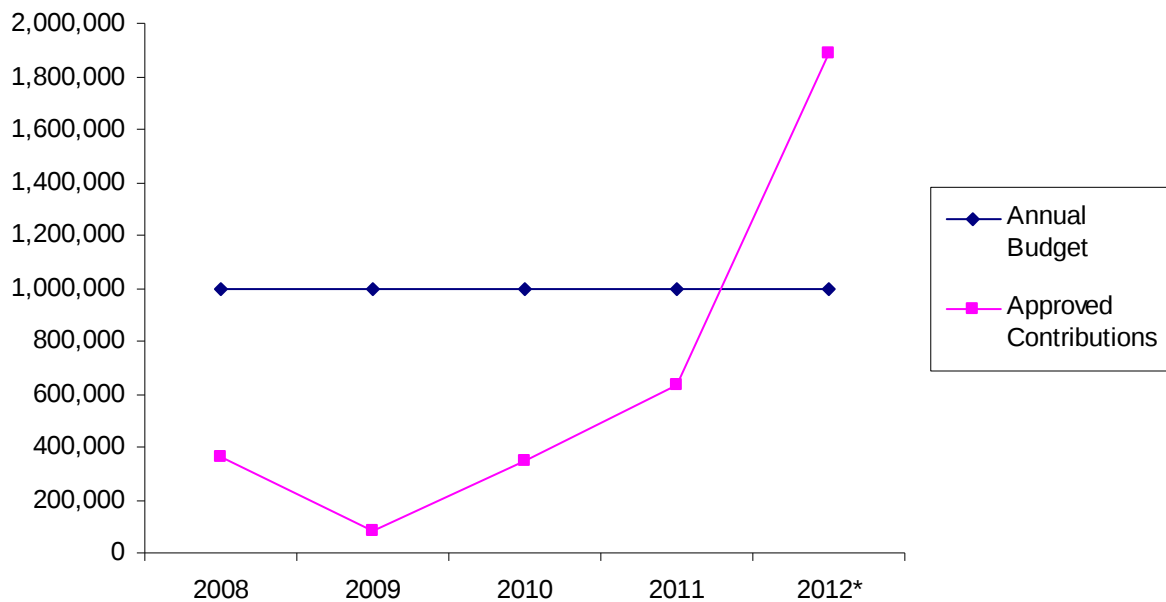
25% Region Contribution

- Not in an urban area, town or village
- Not in conjunction with a project on the 10-Year Roads Capital program

In accordance with the Municipal Streetscape Partnership Program, each application is evaluated by the Streetscape Review Team to ensure the proposed streetscape design complies with the Region's design and safety standards. The Review Team consists of Regional staff from the Transportation and Community Planning and Environmental Services Departments. Once this review is complete, the proposal and its final cost estimate are recommended for Council approval in order to release the Region's contribution amount.

Between 2008 and 2012, a total of nearly \$3.2 million has been contributed to 11 projects across seven municipalities. A detailed breakdown of these contributions is included in *Attachment 1*. Graph 1 shows approved contributions against the annual budget for the program.

Graph 1
Approved Municipal Streetscape Partnership Program Contributions



*Annual carry forward amounts enabled the program to cost-share on larger projects in 2012.

Although the budget has not been exhausted in previous years, the annual amount of Regional contribution has been increasing since the program was launched. The slow uptake of the program can be attributed to the amount of advance planning required by the existing process, and unaligned budget cycles at the local and regional levels.

At the end of each fiscal year, unallocated funds have been carried forward to the next year. This has resulted in a reserve of funding that has made it possible for local municipalities to submit successful applications for larger projects.

The Pedestrian and Cycling Municipal Partnership Program policy uses a similar framework to the Municipal Streetscape Partnership Program and was approved by Council in 2007

The Pedestrian and Cycling Municipal Partnership Program offers local municipalities, conservation authorities and other agencies the opportunity to cost-share on the implementation of local pedestrian and cycling infrastructure that promotes active transportation. Like the Municipal Streetscape Program, the Pedestrian and Cycling Municipal Partnership Program supports Regional priorities but focuses on trail infrastructure both inside and outside of Region's road right-of-way. In June 2007 Council approved the Pedestrian and Cycling Municipal Partnership Program policy and endorsed the annual funding allocation of up to \$500,000 to the program. The program is also funded through the tax levy.

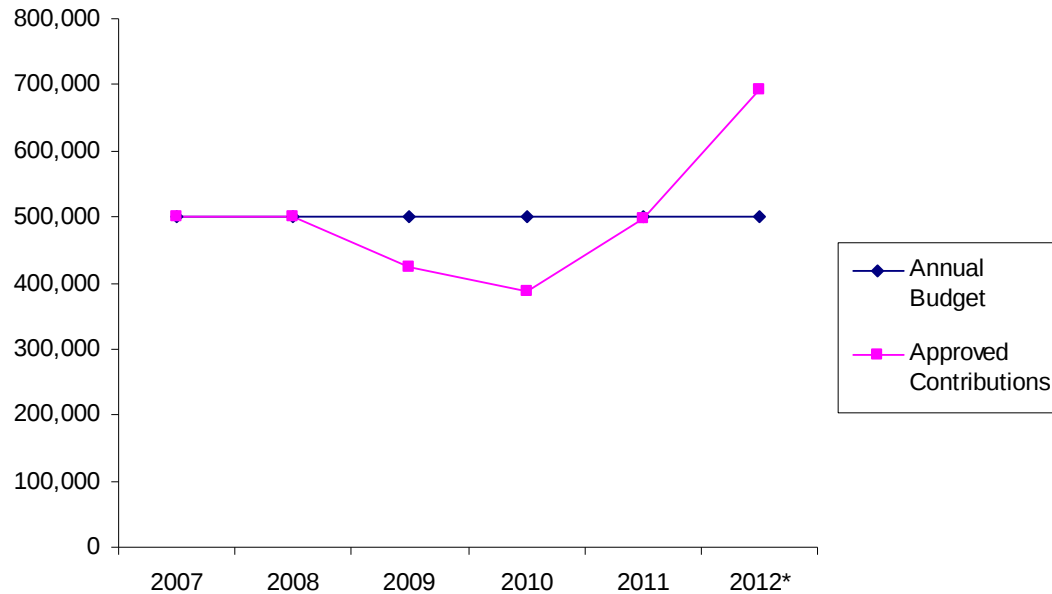
Similar to the Municipal Streetscape Program, the Pedestrian and Cycling Municipal Partnership Program, policy includes criteria that must be met for an application to be considered:

1. The proposed infrastructure must support a Regional scale network.
2. The proposed infrastructure must support the Region's policy objectives.
3. A design study must accompany the application.
4. A local Council Resolution that commits to cost-sharing must accompany the application.
5. The local municipality must agree to take over all maintenance responsibilities for the proposed infrastructure.

The Pedestrian and Cycling Municipal Partnership Program contributes up to 50% of eligible construction costs. The Pedestrian and Cycling Review Team use technical criteria to evaluate the application to ensure the proposed infrastructure design complies with the Region's guidelines. The Review Team consists of Regional staff from the Transportation and Community Planning and Community and Health Services Departments. Once this review is complete, the proposal and its final cost estimate are recommended for Council approval in order to release the Region's contribution amount.

Between 2007 and 2012, a total of over \$3 million has been contributed to 19 projects across five municipalities. A detailed breakdown of these contributions is included in *Attachment 2*. Graph 2 shows approved contributions against the annual budget for the program.

Graph 2
Approved Pedestrian and Cycling Municipal Partnership Program Contributions



*Annual carry forward amounts enabled the program to cost-share on larger projects in 2012.

Lower contribution amounts in 2009 and 2010 can be attributed to the amount of advance planning required by the design study criterion, which delayed applications to the program. At the end of each fiscal year, unallocated funds have been carried forward to the next year.

Over the years, minor process improvements have been made to each program

Since the launch of each program, minor process improvements have been identified through user feedback. Changes that have been implemented include:

- Moving the preliminary design application deadline from March 31 to June 1 to improve alignment with local budget processes.
- Expanding the agenda of the annual Municipal Streetscape Workshop to include both programs, now called the Municipal Partnership Program Workshop. The workshop is hosted by the Region with staff representation invited from each local municipality. It provides a forum for discussion and exchange of streetscape and active transportation information and ideas.

4. ANALYSIS AND OPTIONS

Recent consultation with local municipalities indicated that a formal policy update was needed to streamline the application process

At the 2011 Municipal Partnership Program Workshop, local municipal staff requested that Region staff consider conducting a formal review of both programs. The review would focus on the application criteria and the structure of funding.

Region staff held personal or email interviews with representatives from local municipalities. All interviewees requested small changes but were supportive of the programs overall.

Proposed policy modifications revise the application criteria and strengthen financial support in order to encourage high quality applications

Based on analysis of feedback, there are three policy changes that would make the programs more effective and user-friendly for applicants.

1. Consider local Council-endorsed plans, studies or guidelines that demonstrate a vision for the local community in place of a design study as part of the application criteria

The current application criteria include a requirement for a design study to be conducted for the proposed project. This criterion was meant to ensure that the proposal would fit in functionally and aesthetically with the local community and with subsequent improvements to the area.

The revised requirement would permit local municipalities to use existing local Council-endorsed studies, guidelines or master plans in their program applications. These documents provide a consistent vision for communities and include the necessary information to replace a design study.

2. Include consultant fees for preparing tender documents in an application's cost estimate

The current policies specify that only capital expenditures may be included in the cost estimate for the proposal. The cost estimate is used to determine the dollar amount of the Region's contribution.

The revised policy would permit local municipalities to include consultant fees for preparing tender documents in their application's cost estimate. Including this fee in cost estimates is already standard practice for the Region's capital projects. This financial

support would make both programs more attractive to local municipalities and encourage a greater number of applications.

3. Streamline the Municipal Streetscape Partnership Program cost-sharing structure into two tiers of 50% and 33% Region contribution

The current Municipal Streetscape Partnership Program policy offers the largest contribution of 50% to streetscape proposals that are aligned with a project on the 10-Year Roads Capital Program. This enables the Region to realise construction cost efficiencies and minimize disruption to the surrounding community. The remaining tiers distinguish between proposals in urban areas (33% Region contribution) and rural areas (25% Region contribution), which reflect the Region's priorities for intensification in urban areas.

The revised Municipal Streetscape Partnership Program policy includes all Region capital projects as a condition of the 50% contribution tier. This would help to maximize cost efficiencies while offering additional streetscape opportunities for local municipalities. In addition, there have been no applications to date that qualify for the 25% tier. The revised policy eliminates this tier in favour of a single 33% tier that will apply to all proposals that are not part of a Region capital project.

A summary of all proposed policy changes are included in *Attachment 3*. The proposed policy changes received positive feedback from local municipal staff at the 2012 Municipal Partnership Program Workshop.

Delegate authority would support additional opportunities to cost share by accommodating a shorter timeline

The timeline for the existing application process can take up to two years due to the required design study and the additional time needed to obtain Council approval. While a revised design study requirement would reduce this timeline, implementation of proposals will continue to be delayed until Council approves the release of funds.

In order to improve program administration, it is recommended that the Commissioner of Transportation and Community Planning have delegate authority to release program funds for proposals that have been approved by the designated Review Team. The Commissioner would provide final approval and report back to Council annually on approved proposals, contributions and unallocated funds. This streamlined approval process would provide local municipalities and other agencies with funds to begin construction in the same year they apply to one of the programs.

The complete proposed Municipal Streetscape Partnership Program policy is provided in *Attachment 4*, and the complete proposed Pedestrian and Cycling Municipal Partnership Program policy is provided in *Attachment 5*.

Upon Council approval, the updated policies and processes would take effect in 2013.

Link to Key Council-approved Plans

2011-2015 Strategic Plan:

- Continue to partner with all levels of government to facilitate the delivery of environmentally-sustainable infrastructure.
- Improve mobility for users on Regional transportation corridors.

Regional Official Plan:

- To promote human health and well-being in York Region, where people can live, work, play and learn in accessible and safe communities
- To create high-quality, sustainable communities.
- To establish Local centres as focal points for activity and culture for surrounding communities and to enhance Local Corridors as part of the network of connectivity within the urban structure.
- To ensure streets support all modes of transportation including walking, cycling, transit, automobile use, and efficient movement of goods.
- To plan and protect future urban and rural streets to accommodate transportation demands.

5. FINANCIAL IMPLICATIONS

Including tender preparation costs will increase the Region's contribution amount by up to 5% of the total cost of each proposal

Consultant fees for tender preparation are linked to the scope and value of work and complexity of the design, and will therefore vary by project. Consultant fees to prepare tender documents account for approximately 10% of a project's total cost. Using this average, the anticipated increase in the amount of Region contribution to each proposal will be up to 5%.

There are no other direct financial implications from implementing the proposed policy changes.

6. LOCAL MUNICIPAL IMPACT

The Municipal Streetscape Partnership Program and the Pedestrian and Cycling Municipal Partnership Program provide opportunities for local municipalities to invest in their communities by offering to cost-share on infrastructure projects. These projects promote the creation of an attractive and vibrant public realm, which contributes to local economic vitality and safe, distinctive, sustainable communities.

7. CONCLUSION

The updated policies for the Municipal Partnership Program and Pedestrian and Cycling Municipal Partnership Program will provide a streamlined application process and stronger financial support for local municipalities. These updates are anticipated to increase the number of applications to each program. Staff will continue to work with local municipal staff to provide effective cost-sharing programs that support Regional priorities and a local vision for the public realm.

For more information on this report, please contact Carmen Hui, Program Manager - Streetscape at Ext. 5272 or Richard Hui, Manager - Transportation Planning at Ext. 1578.

The Senior Management Group has reviewed this report.

(The five attachments referred to in this clause are attached to this report.)

**Municipal Streetscape Partnership Program
Contributions 2008 - 2012**

Year	Municipality	Project	Eligible Cost (\$)	Region Contribution	Region Contribution (\$)
2008	Town of East Gwillimbury	Intersection Streetscape • Leslie St. and Mount Albert Rd. intersection • Entrance wall feature, landscaped areas, enhanced boulevard paving and enhanced crosswalks	325,000	33%	107,250
	Town of Georgina	Woodbine Ave. Streetscape – Phase 1 • Between Glenwoods Ave. and Morton Ave. • Intersection gateway feature, landscaped median, monument features, and enhanced crosswalks	506,110	50%	253,055
	2008 Total		831,110		360,305
2009	City of Vaughan	Maple Village Streetscape • Along Major Mackenzie Drive between Melville Ave. and McNaughton Rd.; Keele St. and Kelly Place; Keele St. and Teston Rd. • Enhanced sidewalks, landscaped/ paved feature nodes	190,408	33%	62,835
	Town of Whitchurch-Stouffville	Gateway Feature • Stouffville Rd. and Hwy 48 • Intersection gateway feature / monument	46,000	50%	23,000
	2009 Total		236,408		85,835
2010	Town of Richmond Hill	Gamble Rd. Streetscape • Between Bathurst St. and Linda Margaret Cres. • Paved feature nodes, low planter walls, landscaped nodes, enhanced light standards	690,976	50%	345,488
	2010 Total		690,976		345,488

**Municipal Streetscape Partnership Program
Contributions 2008 - 2012**

Year	Municipality	Project	Eligible Cost (\$)	Region Contribution	Region Contribution (\$)
2011	Town of Aurora	Wellington St. Streetscape - Between Bayview Ave. and Leslie St. - Enhanced street tree planting detail, stone edge for planting, decorative splash strip	469,160	33%	170,305
	Town of Georgina	Woodbine Ave. Streetlights – Phase 1 - Between Ravenshoe Rd. and Morton Ave. - Decorative street light standards	117,528	50%	58,764
	Town of Markham	Warden Ave. Streetscape - Between 16th Ave. and Major Mackenzie Dr. - Enhanced planting and mass planting beds, and landscaped median	89,580	50%	44,790
	City of Vaughan	Intersection Streetscape - Keele St and McNaughton Rd. - Low planter walls at 3 corners, enhanced sidewalks and boulevard paving, landscaped median, enhanced crosswalks, decorative lighting, and street furniture	620,826	50%	310,413
	2011 Total		1,395,258		633,354
2012	Town of Markham	Highway 7 Streetscape - Between Verclaire Gt. and Sciberras Rd. - Raised planters, median planting, decorative street lights, enhanced boulevard paving and landscaping, and tree grates	2,469,018	50%	1,234,509

**Municipal Streetscape Partnership Program
Contributions 2008 - 2012**

Year	Municipality	Project	Eligible Cost (\$)	Region Contribution	Region Contribution (\$)
2012	City of Vaughan	Major Mackenzie Dr. Streetscape • Between Keele St. and Hill St. • Decorative street light standards, enhanced boulevard paving and sidewalks, embankment planting/railing, and site furniture	1,981,931	33%	654,038
	2012 Total		4,450,949		1,888,547

**Pedestrian and Cycling Municipal Partnership Program
Contributions 2007 - 2012**

Year	Municipality/ Stakeholder	Project	Eligible Cost (\$)	Region Contribution	Region Contribution (\$)
2007	Town of East Gwillimbury	Nokiidaa Trail Pedestrian Bridge • crossing the Holland River halfway between Yonge St and the 2nd Concession	130,000	50%	65,000
	Town of Markham	Multi-use Pathway • 3 metre-wide paved surface along Major Mackenzie Drive between Woodbine Ave and Prospectors Dr. (4.4 km)	368,000	50%	184,000
	Town of Newmarket	Tom Taylor Trail Extension – Phase 1 • 3 metre-wide paved trail on the west side of Holland River from just north of Mulock Dr. to the south (approx. 1.1km) including bridge underpass	502,000	50%	251,000
	2007 Total		1,000,000		500,000
2008	Town of Aurora	Nokiidaa Trail Connection • complete the connection to the Tom Taylor Trail (approx. 675m)	250,000	32%	80,000
	Town of East Gwillimbury	Nokiidaa Trail Enhancement • enhance trail along 2 nd Concession to the new pedestrian bridge	180,000	32%	57,600
	Town of Markham	Multi-use Pathway • 3 metre-wide paved surface along Major Mackenzie Drive between Prospectors Dr. and Hwy 48 (approx. 4.4km)	356,000	32%	113,920

**Pedestrian and Cycling Municipal Partnership Program
Contributions 2007 - 2012**

Year	Municipality/ Stakeholder	Project	Eligible Cost (\$)	Region Contribution	Region Contribution (\$)
2008	Town of Newmarket	Tom Taylor Trail Extension – Phase 2 • 3 metre-wide paved trail extension from just north of Mulock Dr. (approx. 1.1km) including bridge underpass	456,000	32%	145,920
	City of Vaughan	William Granger Greenway • trail connection under Rutherford Rd. to Boyd Conservation Area	322,500	32%	103,200
		Bartley Smith Greenway • trail connection in Tudor Valley from Planchett Rd. to Jacob Keefer Parkway			
	2008 Total		1,564,500		500,640
2009	Town of Newmarket	Tom Taylor Trail Extension • connect to Nokiidaa Trail from Bosworth Court (1km)	798,000	50%	399,000
	City of Vaughan	On-street Bicycle Route - Phase 1 • signage along local cycling routes within Vaughan	49,040	50%	24,520
	2009 Total		847,040		423,520
2010	Town of East Gwillimbury	Trail Enhancement • Replace existing informal single path trail system with a 3 metre-wide crushed limestone path including trail signage between Green Lane and 2nd concession	270,400	50%	135,200

**Pedestrian and Cycling Municipal Partnership Program
Contributions 2007 - 2012**

Year	Municipality/ Stakeholder	Project	Eligible Cost (\$)	Region Contribution	Region Contribution (\$)
2010	City of Vaughan	On-street Bicycle Route - Phase 2 • signed network on local cycling routes within Vaughan	19,000	50%	9,500
	City of Vaughan	Multi-use Pathway – Phase 1 • along Teston Rd. between Jane St. and Keele St.	485,520	50%	242,760
	2010 Total		774,920		387,460
2011	Town of Newmarket	Trail Connection • 3 metre-wide paved and lighted trail leading to the proposed Davis Drive underpass and connecting to the Tom Taylor Trail	774,899	50%	387,450
	City of Vaughan	On-street Bicycle Route - Phase 3 • signage along local cycling routes within Vaughan	220,110	50%	110,055
	2011 Total		995,009		497,505
2012	Town of East Gwillimbury	Multi-use Pathway • along Green Lane West between Peggy's Wood (east of Bathurst) to Yonge St.	498,400	47.6%	237,150
	Town of Markham	Multi-use Pathway and Sidewalk • along Warden Ave. between 16th Ave. and Major Mackenzie Dr.	948,550	47.6%	451,325
	City of Vaughan	On-street Bicycle Route - Phase 4 • signage along local cycling routes within Vaughan	6,100	50%	3,050
	2012 Total		1,453,050		691,525

**Municipal Streetscape Partnership Program (MSPP) and Pedestrian and Cycling Municipal Partnership Program (PCMPP)
Summary of Proposed Policy Updates**

Existing Policy	Feedback	Proposed Changes	Anticipated Outcome
The program application must include a design study.	The cost of completing the required design study can be prohibitive.	Revise the design study requirement to accept other local Council-endorsed documents that demonstrate a vision for the local community, such as: <u>MSPP</u> • Community Improvement Plans • Streetscape Master Plans • Urban Design Guidelines <u>PCMPP</u> • Active Transportation Master Plans • Trail Maps	Stronger financial support will result in a greater number of applications to each program.
The cost estimates for the proposal may only include capital expenditures.	The consultant's cost for preparing tender documents should be included in the cost estimate.	Include the consultant fees for preparing tender documents in the preliminary and final cost estimates.	Stronger financial support will result in a greater number of applications to each program.
MSPP Only			
The 50% Region contribution tier is only available for proposals that will be completed with a project on the 10-year Roads Capital Program. The 33% Region contribution tier applies to proposals in urban areas. The 25% Region contribution tier applies to proposals in rural areas.	Program needs better support for projects that are not necessarily on the 10-year Roads Capital Program.	Expand the criteria for the 50% contribution tier to include all Region capital projects. Eliminate the 25% contribution tier in favour of a single 33% tier that applies to all proposals that will not be completed as part of a Region capital project.	Revised 50% contribution tier criteria will result in a greater number of streetscape opportunities for local municipalities. Stronger financial support and streamlined contribution tiers will result in a greater number of applications to the program.

STATUS: Draft
 Council Approved: N
 CAO Approved: N/A

TITLE: Municipal Streetscape Partnership Program	Edocs No.: 549892 Original Approval Date: October 19, 2006 Policy Last Updated: June 13, 2012 Posted on Intranet: October 26, 2007
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POLICY STATEMENT:

The Municipal Streetscape Partnership Program policy sets out the criteria, conditions and review process for establishing cost-sharing agreements between local municipalities and the Region of York for the construction of locally-initiated streetscape designs within the Region's road right-of-way.

APPLICATION:

This policy applies to requests by local municipalities to cost-share with the Region in constructing locally-initiated streetscape designs within the Region's road right-of-way.

PURPOSE:

To provide a framework for the Region to consider a local municipality's request to cost-share in the construction of a locally-initiated streetscape design within the Region's road right-of-way.

DEFINITIONS:

Capital project: any new construction, expansion, rehabilitation, or replacement project that improves or maintains a Region infrastructure asset.

Local municipality: municipalities located within the Regional Municipality of York, including the Town of Aurora, Town of East Gwillimbury, Town of Georgina, Town of King, City of Markham, Town of Newmarket, Town of Richmond Hill, City of Vaughan and Town of Whitchurch-Stouffville.

Streetscape design: projects that create distinctive street character through the comprehensive and detailed design of medians, boulevards, lighting, tree planting, street furniture, public art, and any other related element that contributes to street users' safety and comfort.

Streetscape Review Team: Regional staff from areas relevant to streetscape design who are appointed to review, evaluate and approve applications, including but not limited to:

- Natural Heritage and Forestry Services
- Roads Maintenance
- Engineering – Capital Delivery
- Road Safety and Traffic Data Management
- Electrical and Traffic Design
- Traffic Engineering and Intelligent Transportation Systems
- Transit Facilities
- Community Planning

DESCRIPTION:

The Municipal Streetscape Partnership Program offers local municipalities the opportunity to cost-share on the construction of locally-initiated streetscape designs that are within the Region's road right-of-way.

Regional Council has allocated \$1,000,000 annually for this program.

Streetscapes shall support the Region's goal to enhance its urban structure through city-building, intensification and the development of compact and complete communities, by:

- Connecting major transit and transportation infrastructure with the local community by utilizing accessible and pedestrian-friendly design; and
- Promoting active transportation through the creation of safe and attractive public spaces within the Region's road right-of-way.

The development of attractive and functional streetscapes will contribute to achieving a number of the Region's strategic goals, which include:

Vision 2051

- A place where everyone can thrive in an environment that fosters healthy living; is safe, accessible, inclusive and supportive.
- A diverse urban form that provides a variety of interesting and exciting places to live, work and play. Communities are people-first and designed for healthy, active living and social inclusion, and are the heart of business, arts and culture, community life and services.
- A seamless network for mobility that provides accessibility to all destinations using diverse transportation options for people in all communities, promotes active and healthy living and safely and efficiently moves people and goods.
- Sustainability that can be practiced in everyday life through climate resiliency, innovative water conservation and re-use, water resource protection, waste reduction, energy conservation and greenhouse gas reduction.

York Region Official Plan

- To improve the health and well-being of residents and workers in the Region by planning and developing sustainable active communities.
- To create a competitive and flexible economic environment that encourages investment and a diversity of employment opportunities.
- To enhance the Region's urban structure through city building, intensification, and compact and complete communities.
- To provide the services required to support the Region's residents and businesses to 2031 and beyond, in a sustainable manner.
- To continuously engage and partner with communities, stakeholders and other levels of government.

• Application

A local municipality that applies to this program must ensure its application meets the eligibility criteria and conditions set out in this policy, its associated application guidelines and any additional program documents or other applicable requirements as amended.

• Eligibility Criteria

1. The proposed streetscape design must be located within the Region's road right-of-way.
2. The proposed streetscape design must support relevant objectives and goals included in:
 - the York Region Vision 2051 Strategic Plan; and
 - the York Region Official Plan.
3. The proposed streetscape design must meet Regional design and safety standards.
4. The application must be accompanied by a local council resolution that commits the applicant to cost-sharing, and to responsibility for the maintenance, repair and replacement of the proposed streetscape design.
5. The application must be supported by local-Council endorsed studies, plans and/or guidelines that provide a vision for the local community where the proposed streetscape design would be located.

• Eligible Costs

The following items are eligible for cost-sharing:

1. Capital construction costs
2. Cost of preparing tender documents

The following items are not eligible for cost-sharing:

1. On-going maintenance during the course of operations
2. Repair or replacement during the course of operations
3. Temporary or seasonal enhancements, including landscaping
4. Property acquisition
5. Municipal sidewalks within the Region's road right-of-way

• **Region Contribution**

1. Acceptance of applications is subject to the availability of funding.
2. Applications will be evaluated by the Streetscape Review Team.
3. The Region's contribution towards qualifying applications that will be completed with a Region capital project is a maximum of 50% of eligible costs.
4. The Region's contribution towards qualifying applications that will not be completed with a Region capital project is a maximum of 33% of eligible costs.
5. The Region will not provide additional funding amounts in excess of the approved final cost estimate.
6. Any unused funding amounts are to be returned to the Region on a proportionate basis.

RESPONSIBILITIES:

Commissioner, Transportation and Community Planning Department

- Apply the eligibility criteria for final approval of the proposed streetscape design.
- Authority to release funds for proposals which have been approved by the Streetscape Review Team.
- Report to Council annually on approved contributions.

Program Manager, Streetscape

- Administer and deliver the Municipal Streetscape Partnership Program.
- Lead function in relation to all Municipal Streetscape Partnership Program activities with the local municipalities and within the Region of York.

Local Municipalities

- Complete and submit required documents by the established deadlines.
- Communicate with the Program Manager - Streetscape and Project Manager (where applicable) on the design and construction scheduling of the approved streetscape design.
- Revise the proposed streetscape design as required by the Program Manager – Streetscape and/or the Streetscape Review Team.
- Adhere to agreements made as a condition of approval under this policy.

Streetscape Review Team

- Evaluate applications using Regional design and safety standards.
- Provide constructive comments that demonstrate collaboration with local municipalities during the application review process.

REFERENCE:

Report 10, Clause 2 of the Transportation and Works Committee adopted by Regional Council on October 19, 2006 (Draft Approval (Regional Council Report 4, Clause 4, April 27, 2006)

CONTACT:

Program Manager, Streetscape

APPROVAL INFORMATION

CAO Approval Date: n/a

Committee:

Clause:

Report No:

Council Approval:

Minute No.

Page:

Date:

549892 P01/5/1

STATUS	Draft
Council Approved	N
CAO Approved:	N/A

TITLE: Pedestrian and Cycling Municipal Partnership Program	Edocs No.: 1824525 Original Approval Date: June 21, 2007 Policy Last Updated: June 13, 2012 Posted on Intranet: April 16, 2010
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POLICY STATEMENT:

The Pedestrian and Cycling Municipal Partnership Program policy sets out the criteria, conditions and review process for establishing cost-sharing agreements between eligible applicants and the Region of York for the construction of pedestrian and cycling facilities that are part of a Regional-scale walking and cycling network.

APPLICATION:

This policy applies to requests to cost-share with the Region in constructing pedestrian and cycling facilities.

PURPOSE:

To provide a framework for the Region to consider an eligible applicant's request to cost-share in the construction of pedestrian and cycling facilities.

DEFINITIONS:

Eligible applicants: local municipalities within the Regional Municipality of York, local conservation authorities, local trail associations, and local school boards.

Pedestrian and Cycling Review Team: Regional staff from areas relevant to pedestrian and cycling facilities who are appointed to review, evaluate and approve applications, including but not limited to:

- Transportation Planning
- Engineering – Capital Delivery
- Transit Service Planning
- Long Range Planning
- Heath Department
- Representative(s) from affected local municipalities, as required

Regional-scale walking and cycling network: pedestrian and cycling facilities that provide seamless connections to adjacent area municipalities, public transit, and/or major destinations such as shopping, recreational, cultural, and civic.

DESCRIPTION:

The Pedestrian and Cycling Municipal Partnership Program offers eligible applicants the opportunity to cost-share on the construction of pedestrian and cycling facilities which form part of a Regional-scale walking and cycling network.

Regional Council has allocated \$500,000 annually for this program.

Pedestrian and cycling facilities shall support the Region's objective to establish a balanced and sustainable transportation system, by:

- Providing alternate transportation options that reduce dependence on private vehicles while improving public health and air quality; and
- Improving accessibility and mobility through a system that engages pedestrians and cyclists and makes them feel comfortable when using it.

Constructing pedestrian and cycling facilities that are part of a Regional-scale walking and cycling network will contribute to achieving a number of the Region's strategic goals, which include:

Vision 2051

- A place where everyone can thrive in an environment that fosters healthy living; is safe, accessible, inclusive and supportive.
- A diverse urban form that provides a variety of interesting and exciting places to live, work and play. Communities are people-first and designed for healthy, active living and social inclusion, and are the heart of business, arts and culture, community life and services.
- A seamless network for mobility that provides accessibility to all destinations using diverse transportation options for people in all communities, promotes active health living and safely and efficiently moves people and goods.
- Sustainability that can be practiced in everyday life through climate resiliency, innovative water conservation and re-use, water resource protection, waste reduction, energy conservation and greenhouse gas reduction.

York Region Official Plan

- To improve the health and well-being of residents and workers in the Region by planning and developing sustainable active communities.
- To create a competitive and flexible economic environment that encourages investment and a diversity of employment opportunities.
- To enhance the Region's urban structure through city building, intensification, and compact and complete communities.

- To provide the services required to support the Region's residents and businesses to 2031 and beyond, in a sustainable manner.
- To continuously engage and partner with communities, stakeholders and other levels of government.

- **Application**

An eligible applicant that applies to this program must ensure its application meets the eligibility criteria and conditions set out in this policy, its associated application guidelines, and any additional program documents or other applicable requirements as amended.

- **Eligibility Criteria**

1. The proposed facilities must form part of a Regional-scale walking and cycling network.
2. The proposed facilities must support relevant goals and objectives included in:
 - the York Region Vision 2051 Strategic Plan; and
 - the York Region Official Plan.
3. The proposed facilities must meet Regional planning and design guidelines.
4. The application must be accompanied by local council or board approval that commits the applicant to cost-sharing, and to responsibility for the maintenance, repair and replacement of the proposed facilities.
5. The application must be supported by local council- or board-endorsed studies, plans and/or guidelines that provide a vision for the local community where the proposed facilities would be located.

- **Eligible Costs**

The following items are eligible for cost-sharing:

1. Capital construction costs
2. Cost of preparing tender documents

The following items are not eligible for cost-sharing:

1. Property acquisition
2. New curbs, gutters, or sidewalks, unless necessitated by design
3. Interlocking pavers
4. On-going maintenance during the course of operations
5. Repair or replacement during the course of operations
6. Temporary or seasonal enhancements, including landscaping
7. End of trip facilities that are not part of the construction project (ex. bike racks, lockers, etc.).
8. Localized recreational trails or facilities
9. Municipal sidewalks within the Region's road right-of-way.

• **Region Contribution**

1. Acceptance of applications is subject to the availability of funding.
2. Applications will be evaluated by the Pedestrian and Cycling Review Team.
3. The Region's contribution towards qualifying applications is a maximum of 50% of eligible costs net of all third party contributions.
4. The Region will not provide additional funding amounts in excess of the approved final cost estimate.
5. Any unused funding amounts are to be returned to the Region on a proportionate basis.

RESPONSIBILITIES:

Commissioner, Transportation and Community Planning Department

- Apply the eligibility criteria for final approval of the proposed facilities.
- Authority to release funds for proposals which have been approved by the Pedestrian and Cycling Review Team.
- Report to Council annually on approved contributions.

Manager, Transportation Planning

- Administer and deliver the Pedestrian and Cycling Municipal Partnership Program.
- Lead function in relation to all Pedestrian and Cycling Municipal Partnership Program inquiries, activities with applicants, and within the Region of York.

Applicants

- Complete and submit required documents by the established deadlines.
- Communicate with the Manager, Transportation Planning and Project Manager (where applicable) on the design and construction scheduling of the approved facility.
- Revise the proposed facility design as required by the Manager, Transportation Planning and/or the Pedestrian and Cycling Review Team.
- Adhere to agreements made as a condition of approval under this policy.

Pedestrian and Cycling Review Team

- Evaluate applications using Regional planning and design guidelines.
- Provide constructive comments that demonstrate collaboration with applicants during the application review process.

REFERENCE:

Draft Approval (Regional Council Report #, Clause #, DATE)

CONTACT:

Director, Infrastructure Planning – Transportation and Community Planning Department

APPROVAL INFORMATION

CAO Approval Date:

Committee:

Clause:

Report No:

Council Approval:

Minute No.

Page:

Date: