

METROLINX MUNICIPAL CONSENT REVIEW GUIDELINE FOR UTILITY AND ROADWAY WORK- LIGHT RAIL TRANSIT PROJECTS

Eglinton Crosstown LRT
Finch West LRT



Version 1.0
February 11, 2022

Table of Contents

1. Definitions & Abbreviations	1
2. Purpose of the Guideline	3
3. Metrolinx Municipal Consent Review Process	4

LIST OF APPENDICES

Appendix A- Municipal Consent Review Flow Chart

Appendix B- Municipal Consent Review and Roadway Coordination Zones for
Eglinton Crosstown & Finch West LRT

Appendix C- Review Zone Maps (ECLRT & FWLRT)

Definitions & Abbreviations

"Applicant" means the owner of Utility Infrastructure and/or Roadway projects within the Municipal Consent Review and Roadway Coordination Zone and/ or the Transit Corridor Lands. The Applicant could be a Utility Company or their authorized agent.

"Application Package" means the MCR request along with PDF/ CAD drawings, Schedule & Traffic Management Plans

"ECLRT" means Eglinton Crosstown Light Rail Transit

"Emergency Work" In general, work classified as emergency includes work requiring a new excavation and be limited to the repairs or actions required in response to a failure of, or damage to, existing plant that results in, or has the potential to result in, danger to the public, a loss of an essential service, and/or damage to infrastructure or other utility plant. These works are generally done within two days.

"Full Stream" In general, work to be submitted through the full-stream application includes construction of new underground or surface infra-structure involving the relocation, removal or alteration of adjacent infrastructure, and any work **not classified** as emergency or short-stream. These works involve large scale construction activities and may require multiple weeks to finish the work.

"FWLRT" means Finch West Light Rail Transit

"LRT" means Light Rail Transit

"MCR" means Municipal Consent Review

"MX" means Metrolinx

"Metrolinx Decision" means the decision that Metrolinx provides to the Applicant at the end of the Review Process. It can be one of the following statuses:

1. No Conflict
2. No Conflict with Conditions
3. Conflict

"Metrolinx Response" means the written response to the Applicant at the end of the Review Process that includes the Metrolinx Decision and any conditions and comments to explain the Metrolinx Decision.

"Metrolinx Infrastructure" means all temporary and permanent infrastructure owned by or to be owned by Metrolinx and forms part of Metrolinx transit facilities, e.g., tunnels, stations and elevated structures.

"TPPR PM" refers to the Third-Party Project Review Project Manager, who is receiving, processing, analyzing, and responding to an Metrolinx MCR application.

"Priority Transit Projects (PTP)" as defined in the BTFA means the Ontario Line, Scarborough Subway Extension, Yonge North Subway Extension and Eglinton Crosstown West Extension.

"Project" means any third-party infra-structure included in the Application Package.

"Review Process" means the process from the application for a Municipal Consent Review, to a Metrolinx Response, and includes an intake, completion check, and a Technical Review by Metrolinx of the Application Package for compliance to the technical requirements of this guideline and the referenced standards.

"Short Stream" In general, any work that does not require a surface cut or excavation needs a utility site servicing permit to occupy the Right of Way. Site servicing permit includes overhead/ aerial-cables installation/ maintenance, accessing maintenance holes, traffic lights maintenance, flushing water/ sewer-pipes, maintaining media screens, materials storage, etc. These activities are small in scope and require a shorter duration to complete.

"SMEs" means Subject Matter Experts which include but not limited to Project Delivery Team, Project Co., Technical Advisor etc.

"Technical Review" means the review of the Application Package for compliance to the technical requirements of this guideline and the referenced standards which is done by Metrolinx.

"Third Party" includes any utilities, municipalities, developers, authorized agents etc.

"TPPR PM" refers to the Third-Party Project Review Project Manager, the person receiving, processing, analyzing, and responding to an Metrolinx MCR application.

"Utility Company" means a municipal corporation or commission or a company or individual operating or using communications services, water services or sewage services, or transmitting, distributing or supplying any substance or form of energy for light, heat or power.

"Utility Infrastructure" means poles, wires, cables, including fiber-optic cables, conduits, towers, transformers, pipes, pipelines or any other works, structures or appliances placed over, on or under land or water by a Utility Company. Pipes and pipelines include watermains, storm and sewer mains.

PURPOSE OF THE GUIDELINE

This Guideline is intended to provide details for third parties planning to carry out work within the review zone of the proposed and existing Metrolinx' s (MX) Light Rail Transit system (LRT). *This document currently only applies to Eglinton Crosstown and Finch West LRT systems. As Metrolinx expands its transit system, this document will be updated to reflect other LRTs.*

Metrolinx participates in a Municipal Consent Review (MCR) process to ensure MX's technical requirements are followed to protect its infrastructure, safety of its work, and the public.

While Metrolinx will protect for the design and delivery of Light Rail Transit Project (Eglinton Crosstown & Finch West LRT's), it is of extreme importance that public and private sector projects within the Metrolinx Municipal Consent Review and Roadway Coordination Zone still proceed for the benefit of stakeholders where they do not negatively impact transit delivery. This guideline and Metrolinx staff are a resource to support due diligence activities conducted by the Third Parties to inform project designs and methods of construction to ensure the successful completion of all projects.

This document describes the management and approaches to be applied throughout the project planning, implementation, and maintenance phases and must be referenced by all the Metrolinx Project Teams to support compliance with each municipality's MCR process for Eglinton Crosstown and Finch West LRTs.

METROLINX MUNICIPAL CONSENT REVIEW PROCESS

Applicants, their design and construction teams will need to go through the Municipal Consent Review Process as detailed below and as shown in **Appendix-A**

- The Applicant will initiate the Municipal Consent Review (MCR) process by complying with applicable law and established practices by the City of Toronto. If the proposed work falls within or has the potential to fall within the [LRT Project Review Zone \(Click to open website\)](#), the Applicant will submit the complete request along with all the listed documents to mcreviews@metrolinx.com mailbox for review and comment for potential conflicts.
 1. Detailed description of the work (Scope of Work document)
 2. Civil plans in PDF and CAD formats. If drawings are not available, the applicant must submit a proper concept (i.e. using Google image or other real time image) showing the exact location and scope of work
 3. Construction Schedule & Duration of Work
 4. Traffic Management Plans
- If an MCR is not warranted, then the TPPR PM will respond back to the Applicant accordingly.
- If an MCR is warranted, TPPR PM will review the Application Package and perform a completeness check. If the Application Package is incomplete, the Applicant will be requested to provide additional documentation or clarifications that must be provided before Metrolinx can initiate the Technical Review of the Application Package.
- If/when Metrolinx determines that an Application Package is complete, the Applicant will be advised, and Metrolinx will begin compliance review. Metrolinx will reach out to the Applicant to obtain clarification during the compliance review as needed prior to issuing comments.
- If during the Technical Review, there are additions, modifications, or changes to the Applicant's project, an amendment to the Application Package shall be required. This may impact the review timeline.
- Metrolinx's review of the Application Package will result in a Metrolinx Decision of one of the following statuses:
 1. No Conflict -This means that there is no conflict between Applicant's proposed work and Metrolinx's ongoing or planned work.

2. No Conflict with Conditions - This means that there is **no conflict** between Applicant's proposed work and Metrolinx' s ongoing or planned work **as long as the conditions mentioned are adhered to.**
3. Conflict - This means that the proposed work conflicts with Metrolinx' s ongoing work. It is the Applicant's responsibility to demonstrate to Metrolinx that their Project will not create schedule, financial, or other adverse impacts to Light Rail Transit Projects, and that any potential impacts will be mitigated, to the satisfaction of Metrolinx.

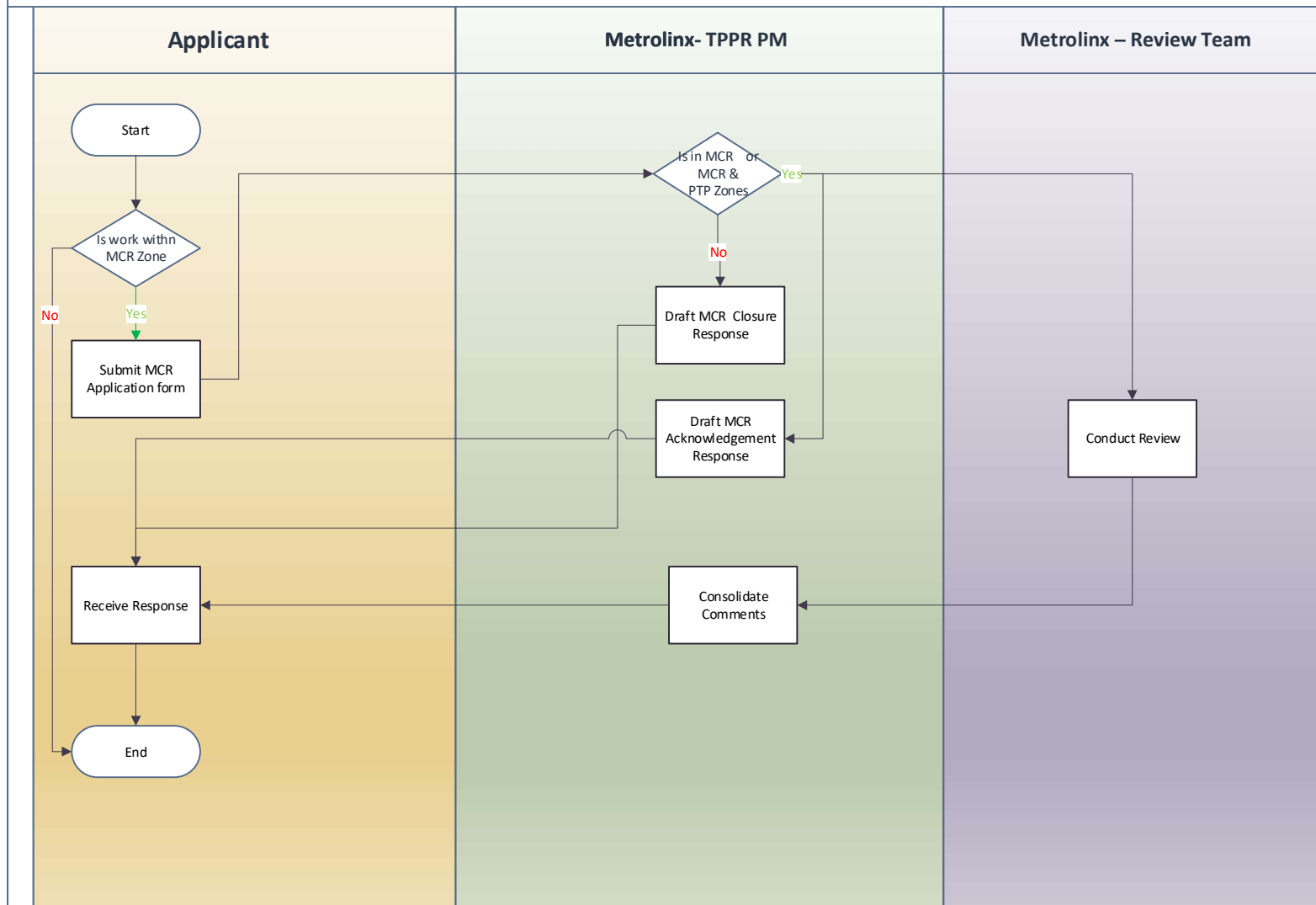
Note that depending on the complexity of work a longer review time may be required.

If work encroaches on both the LRT & PTP Municipal Consent Review and Roadway Coordination Zone, individual approvals from both project teams will be required however only one Application Package with all the required documents needs to be submitted.

A Municipal Consent Review is **not required** for emergency work such as:

1. A Utility Company or a Roadway Owner is responding to an emergency that involves actions to protect public safety, or is in response to a failure or damage to existing Roadways or other Utility Infrastructure that has or may result in a loss of an essential service, or
2. EMS, Fire, or Police assistance is required, or 911 is or must be called or dispatched, but the municipality or utility company shall notify Metrolinx.

Municipal Consent Review Process Flow chart



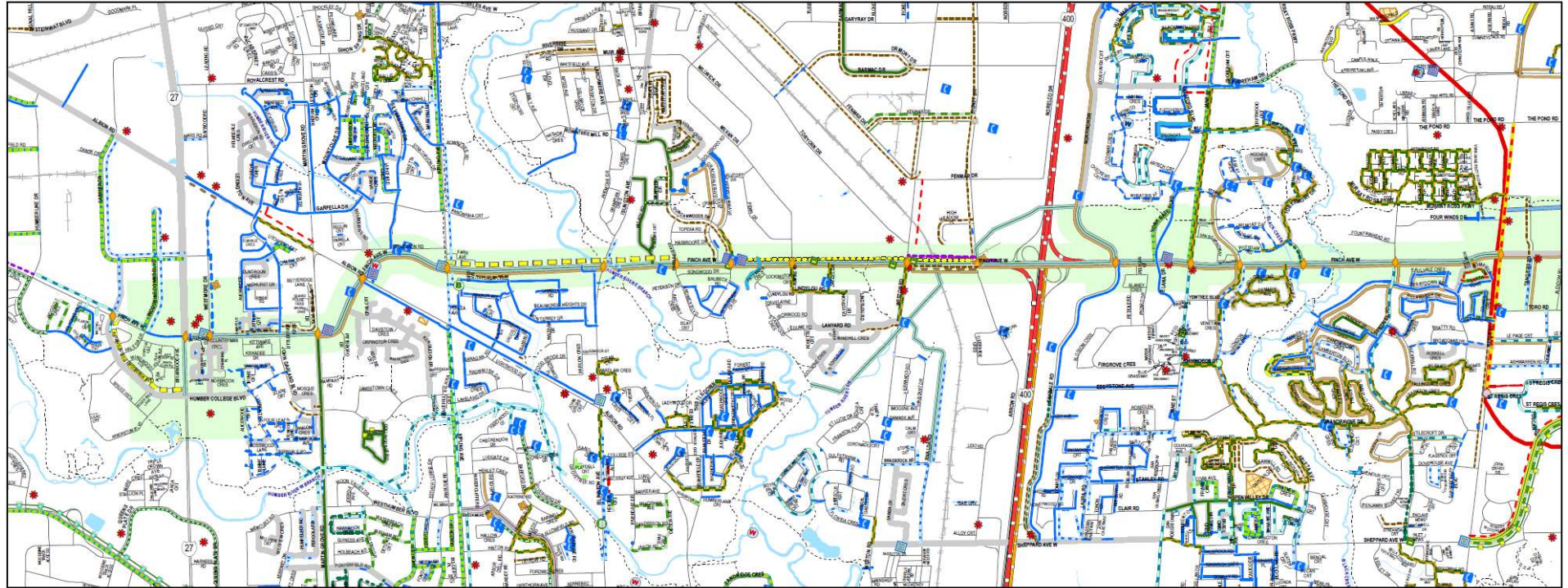
Notes :

- it is ultimately Metrolinx who decides if work needs to be reviewed or not.
- If work encroaches on both the LRT & PTP Municipal Consent Review and Roadway Coordination Zone, individual approvals from both project teams will be required however only one submission with all the required documents will suffice

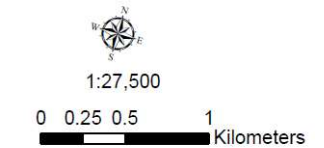
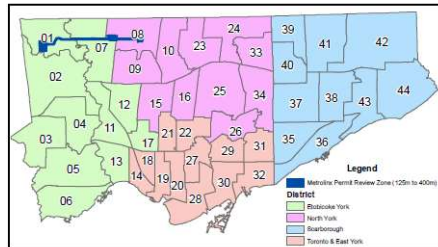
Metrolinx Municipal Consent Review Zones

Project	During Construction	During Operations & Maintenance
ECLRT	<ul style="list-style-type: none"> - extend from approximately 400 m north of Eglinton Avenue to 400 m south of Eglinton Avenue, between Weston Road and the intersection of Wynford Drive and Eglinton Avenue East; and - extend from approximately 125 m north of Eglinton Avenue to 125 m south of Eglinton Avenue between the intersection of Wynford Drive and Eglinton Avenue East and Kennedy Station. 	<ul style="list-style-type: none"> - 60 m around any Project Co System Infrastructure, or greater distance at the written request of Project Co.
FWLRT	<ul style="list-style-type: none"> - extend from approximately 400 m north of Finch Avenue West to 400 m south of Finch Avenue West, between Romfield Drive and Alexdon Road; - extend from approximately 125 m north of Finch Avenue West to 125 m south of Finch Avenue West, between Romfield Drive and Westmore Drive - extend from approximately 400 m north of Finch Avenue West to 400 m south of Finch Avenue West, between Westmore Drive and Woodbine Downs Boulevard/Halesia Drive; - extend from approximately 400 m west of Highway 27 to 400 m east of Highway 27, between 300 m south of Humber College Boulevard and 400 m north of Finch Avenue West; - extend from approximately 150 m west of Norfinch Drive to 325 m east of York Gate Boulevard, between 200 m south of Finch Avenue West to the north limits of Hydro One ROW. 	<ul style="list-style-type: none"> - 60 m around any Project Co System Infrastructure, or greater distance at the written request of Project Co.

Finch West LRT: City of Toronto Capital Works Program 2016 to 2021 (City Plus Third Party Utilities) Metrolinx Permit Review Zone - Municipal Consent Review



NOTE:
* Development site information consist of site plan, subdivision, condominium applications



CITY OF TORONTO
 Major Capital Infrastructure Coordination
 100 Queen St W, 4th Floor, East Tower
 Toronto, ON M5H 2A2
 E-Mail: mcic@toronto.ca

MAP DESIGNED BY: C.M.
 FILE: \November_FH_CWP_2016_2021_MX_Work_Zone.PDF
 DATA SUBMISSION: September 2016 for City Programs
 November 2016 of all other programs
 PRINTED: November 2016
 Date: 11/09/2016
 Document Name: November_FH_CWP_2016_2021_Work_Zone_YR_V3