



**To:** Interested Parties

**From:** Metrolinx – Third Party Projects Review (TPPR)

**Date:** December, 2023

**Re:** TPPR Development Review, Process Overview

---

The Metrolinx Third Party Projects Review team is involved with the review of adjacent development projects in order to safeguard the integrity of our rail corridors, ensure that all development proceeds in a safe manner, and to confirm that associated construction activities do not interfere with the existing and future operation, maintenance, and expansion of Metrolinx transit services – including GO Transit, UP Express, Light Rail Transit (LRT), Subways, and Priority Transit Projects.

Information regarding our processes is set out on our website, linked below:

<https://www.metrolinx.com/en/about-us/doing-business-with-metrolinx/development-opportunities/building-near-metrolinx>

To determine if a proposed project is located within the Zone of Influence (ZOI) for one (or more) of Metrolinx’s planned or existing corridors, please refer to the following site:

[https://maps.metrolinx.com/Third\\_Party\\_Coordination\\_Permitting/](https://maps.metrolinx.com/Third_Party_Coordination_Permitting/)

Key reference documents - which include information regarding Metrolinx’s role in the municipal planning and development review process, rail-oriented design requirements and standards, submission requirements, legal agreements, and fees (as applicable) - can be found here:

<https://www.metrolinx.com/en/about-us/doing-business-with-metrolinx/development-opportunities/adjacent-development-review>

Metrolinx’s typical 'Complete Application' requirements for all transit corridors have been listed in Appendix A by application type. The actual list of materials required for a project will be assessed on a case-by-case basis and additional documentation may be requested, at the discretion of Metrolinx. Note that materials unique to Draft Plan of Subdivision and Draft Plan of Condominium should also be circulated - although it is understood that some of the relevant materials would typically be provided via other circulation processes (Zoning, Site Plan).

Once all submission materials are received, Metrolinx will initiate a technical review in consultation with internal stakeholders and our Technical Advisors (as applicable). Turn-around times will depend on the subject matter in question, but typically the target is 15-20 days. We acknowledge that adjustments to these timelines may be required in relation to emerging legislation (e.g., Bill 109) and we are committed to working with our municipal partners to provide feedback in a timely manner – including through pre-consultation meetings and conditional approvals.

Depending on the nature of the application, Metrolinx development agreements may be required to identify proponent roles and responsibilities. Metrolinx Legal typically requires six (6) weeks for review of each document, although this may vary depending on the complexity of the issues contemplated. Additional information regarding key considerations, fees, and insurance requirements associated with each type of development agreement can be found here:

[https://assets.metrolinx.com/image/upload/v1692125282/Images/Metrolinx/TPPR\\_Development\\_Agreements\\_And\\_Fee\\_Summary\\_-\\_September\\_1\\_2023.pdf](https://assets.metrolinx.com/image/upload/v1692125282/Images/Metrolinx/TPPR_Development_Agreements_And_Fee_Summary_-_September_1_2023.pdf)

Should you have any additional comments or questions, please feel free to contact us by e-mail at:

[development.coordinator@metrolinx.com](mailto:development.coordinator@metrolinx.com)

**APPENDIX A: Bill 109 Complete Submission Checklist For Development Adjacent to Metrolinx Transit Corridors**

**Legend: ZBA - Zoning Bylaw Amendment; SPA - Site Plan Application; CDP - Corridor Development Permit**

Item No.	Item	Notes	ZBA	SPA	CDP
1.	Drawings	All plans should notate with reference lines and include clearance measurements between the existing/planned Metrolinx Transit Corridor Infrastructure and the proposed Applicant Infrastructure. Include, as applicable: <ul style="list-style-type: none"> <li>- Site Plan</li> <li>- Topographical Survey</li> <li>- Property Plan including a PIN/Printout Parcel Register</li> <li>- Architectural</li> <li>- Landscape</li> <li>- Civil</li> <li>- Grading</li> <li>- Structural</li> <li>- Site Servicing/Utility</li> <li>- Erosion and sediment control</li> </ul>	X	X	X
2.	Planning Justification Report	To document underlying planning philosophy and approach supporting the subject development.	X	X	
3.	Noise & Vibration Study	An impact assessment statement or report based on site investigations from the engineering consultant. Vibration to be considered for development within 75 metres of Transit Corridor.	X	X	X
4.	Rail Safety Study incl Risk Assessment	For Heavy Rail Corridors - required to document rail safety approach and for any deviations from the minimum requirements established in applicable Guidelines, to demonstrate the associated risk and the planned mitigation measure.	X	X	
5.	Storm Water Management Study	Address impacts to site drainage.	X	X	X
6.	Geotechnical Engineering Report	An impact assessment statement from the structural and/or geotechnical consultant. Pressure meter testing, or other suitable in-situ testing, must be carried out to confirm the composition of the soil and variation with depth for use in modelling.	X	X	X
7.	Hydrological Study (Dewatering/Ground Water Control)	Determination of the short-term (during construction) and long-term effects of dewatering on Transit Infrastructure and/or as prescribed, and provision of assurances that the influence of dewatering will have no impact on the Transit Infrastructure.	X	X	X
8.	Structural Engineering Report	Structural analysis/calculations of the effects of all applicable loadings, including construction loading – with documentation of design assumptions, structural models, loads, load combinations, utilized codes, and final results from discussion and/or recommendations.	X	X	X
9.	Site Servicing Report	Required to address impacts of utility connections to the new development.	X	X	X
10.	Microclimate Study (Wind/Snow Accumulation/Solar Exposure)	Required if buildings and surrounding conditions create environmental impacts on the transit projects.		X	X

**APPENDIX A: Bill 109 Complete Submission Checklist For Development Adjacent to Metrolinx Transit Corridors**

11.	Air Quality Study – including smoke dispersion analysis.	Required if Development is in close proximity to a corridor with heavy diesel traffic and/or an existing or proposed tunnel vent shaft grate.		X	X
12.	Environmental Site Assessments (ESA)	Phase 1 and Phase 2 Include Records of Site Conditions filed under O.Reg. 153/04, if applicable.	X	X	X
13.	Pre-Construction Condition Survey	The condition surveys shall be comprised of both plans and photographic components, with survey limits extending 30 metres past the proposed Developer Project limits and within the Corridor Control Lands. Signed and sealed by an Ontario Land Surveyor. A post-construction condition survey would be required later on as a condition of the permit.	X	X	X
14.	Construction Management Plan	Describe and show how the construction work will impact the surrounding area and how these impacts will be mitigated. To include (as applicable): Demolition Work Plan Hoarding and Stockpiling of Materials Plan Construction Barriers and Barricades Plan Overhead Protection Plan Construction Equipment Plan Site Maintenance/Environmental Management Plan		X	X
15.	Excavations, Shoring & Tie-Back Plan	Include: Documentation showing that the excavation support system and permanent structure adjacent to the Transit Corridor Lands are designed for “at-rest” earth pressures. Clearly identify Metrolinx Infrastructure in the drawing.		X	X
16.	Ground Instrumentation & Monitoring Plan (GIMP)	To document details of the monitoring program associated with excavations/shoring/tieback activity as required.		X	X
17.	Crane Swing Plan	To illustrate where subject crane activity will (or will not) encroach into air space above Metrolinx property.		X	X
18.	Work Plan	To support issuance of Metrolinx Work Permit (Heavy Rail) or Corridor Development Permit (Subways) - detailing the activities associated with proposed construction work as well as any deviations from the minimum requirements in guiding documents, to demonstrate the associated risk and the planned mitigation measure.		X	X
19.	Transportation (Traffic and Transit) Management Study	Shall cover the Construction phase and the permanent condition		X	X
20.	Pedestrian Management/Egress Study	Shall cover the Construction phase and the permanent condition		X	X