



# REGGAE LANE MASTER PLAN

February 2016

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*Tapping into the potential of Toronto's laneways.*  
[www.thelanewayproject.ca](http://www.thelanewayproject.ca)

## **ACKNOWLEDGEMENTS**

The Laneway Project is a non-profit organization focused on transforming Toronto's laneways into safe, vibrant, people-friendly places. Learn more at [www.thelanewayproject.ca](http://www.thelanewayproject.ca)

This project would not have been possible without the many individuals and organizations who provided their support throughout.

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# 1 INTRODUCTION

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## 1.1 Toronto's Laneways

Toronto has more than 2400 publicly-owned laneways, covering more than 250 acres of the downtown and midtown areas of the city. These public spaces are brimming with untapped potential, but at present they are underused, under-maintained and underappreciated: they are not thought of, nor are they functioning, as complete parts of our public realm.

When planned and designed effectively, however, laneways can be a key asset and an integral part of the public realm of our growing and intensifying city. Laneways can provide extensive cultural, economic, social, health and environmental benefits to their neighbourhoods and to the city at large. They can play a role in creating engaging, lively and richly textured places by providing:

1. Increased walkability and connectivity;
2. A dense network of public and green space;
3. New space for community events;
4. New space for informal physical activity;
5. A canvas for public art and performance;
6. New patio space; and
7. New space for pop-up shops and micro-businesses.

## 1.2 Reggae Lane Project

In late 2014, The Laneway Project received funding from the Ontario Trillium Foundation to work in collaboration with local communities to develop Master Plans for two laneways in Toronto, and released a call to invite communities to nominate their laneways. Reggae Lane was nominated by the York-Eglinton BIA, and selected as one of the two project sites from among 28 applicants. Local stakeholders, including the BIA, residents, the reggae music community, local civic organizations and business owners provided their input throughout the master planning process to develop a vision and a plan for Reggae Lane that reflects the needs and desires of the existing local community.

## 2 REGGAE LANE TODAY

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Reggae Lane is a commercial laneway located in Little Jamaica, near Eglinton and Dufferin. The laneway runs just south of Eglinton in the east-west direction from Oakwood Ave to a Green P parking lot. It is bordered to the north by a mixed-use buildings housing barber shops, restaurants, hair salons, stores and apartments, and by houses to the south.

The neighbourhood is home to a diverse mix of residents, from the Caribbean, the Philippines, Italy, Portugal and Latin America. Since the 1970s, it has been the largest centre of Reggae music outside of Kingston, Jamaica. The area has a vibrant public culture, with Eglinton Avenue West serving as a main street where people from around the city come to meet, but the neighbourhood's public space has not typically seen much official investment.

The neighbourhood is currently undergoing significant change with the construction of the Eglinton Crosstown LRT, scheduled for completion in 2020. This development, and the gentrification that will likely result, have the potential to displace local residents and businesses. At the same time, the change brought by the LRT presents the existing community with an opportunity to rethink its public space and plan its improvement. Over the course of 2015 Reggae Lane has already seen some progress - it was officially named in August 2015 by City Council, has had an historical plaque installed to commemorate the neighbourhood's reggae history, and has recently had a 1200 sq.ft mural completed at its eastern end by the STEPS Initiative and artist Adrian Hayles. In addition, the Maria A. Shchuka Library recently launched a research guide and information portal for the laneway and the local reggae music scene. This Master Plan for Reggae Lane aims to tap into and build on the momentum generated by these successful projects to effect a complete transformation of Reggae Lane into a safe and vibrant part of the neighbourhood's public realm.

# 3 PLANNING PROCESS

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## 3.1 Forming a Working Group

The master planning of Reggae Lane began with the formation of a Working Group of representatives of key laneway stakeholders including:

- York-Eglinton BIA;
- Canadian Reggae World;
- John Howard Society; and
- Local homeowners.

The Working Group also had support from 13 Division of Toronto Police Services, Maria A. Shchuka Library, Metrolinx and Councillor Josh Colle.

The role of this Working Group was to spread the word about the master planning project within the local community and provide input at project meetings. The Working Group will be essential in the implementation of the Master Plan in 2016 and the ongoing stewardship of Reggae Lane.

## 3.2 Developing a Project Vision

This was followed by the analysis of Reggae Lane today and the development of a vision for its future. This process began with a basic SWOT (Strengths Weaknesses Opportunities Threats) analysis of the laneway by the York-Eglinton BIA, to use as a starting point for work in the laneway.

This was followed by a public Visioning Workshop, during which participants were asked to assess the laneway today, indicating what is working and what is not, and describe things that they do and do not want to see in the laneway in the future.

The insight shared during this stage of consultation allowed the drafting of five key project principles, and the proposal of concrete project actions to achieve them. These actions were assessed by the Working Group and the local community more widely – business owners, residents, the reggae community and local civic organizations – in an Options Workshop and an online questionnaire, which asked them to assess the appropriateness to Reggae Lane of the proposed project actions and indicate the level of priority of each one. The outcome of this consultation process was a robust structure, or set of key project actions, for the master planning of Reggae Lane.

### 3.3 Consulting with the City of Toronto

Reggae Lane sits within the larger context of the City of Toronto; any changes to the laneway are subject to its regulations and procedures, and must be undertaken in coordination with the City divisions that have jurisdiction in its space. Laneways fall primarily under the jurisdiction of Transportation Services. Following the community consultation process, the project actions for Reggae Lane were sent to the Beautiful Streets sub-division at Transportation Services, and a meeting was held to discuss their interaction with the planning and operations of sub-divisions including:

- Beautiful Streets;
- Traffic Operations;
- Right-of-Way Management;
- Major Capital Infrastructure Coordination; and
- Toronto Hydro.

The information gained during these consultations and further investigation into the present-day regulations and procedures governing Toronto's laneways is contained in the step-by-step procedures, key contacts, required permits and online resources provided for each master plan action in 6.0 Implementation Plan. Some of these regulations and procedures are evolving; the implementation of the Reggae Lane master plan actions is subject to the City of Toronto's regulatory oversight, and it is essential to contact the City divisions listed in the Implementation Plan to ensure the feasibility and legality of each action at the time of its proposed implementation.

### 3.4 Developing the Plan

The final step in the master planning of Reggae Lane was the synthesis of the key project actions into an overall design for the laneway. The key project actions that emerged from the consultation process informed the creation of a Master Plan design for the space, while the implementation requirements for these actions – steps, key contacts, online resources, required permits, budget level and possible funding sources – formed the Implementation Plan.

## 4 ABOUT THIS PLAN

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### 4.1 Who is this plan for?

The plan is a resource for the Reggae Lane Working Group, to articulate their vision for the laneway and guide them through the process of bringing that vision to fruition. Equally, the plan provides a template and point of reference for Torontonians at large by showing what is possible in Toronto's laneways through the collaboration of different neighbourhood stakeholders, from residents and businesses to BIAs and City divisions.

### 4.2 How to Use this Plan

This plan comprises two main portions: a Master Plan and an Implementation Plan. Taken together the two plans present a vision and a road map, drawn from lived professional experience and consultation with the City of Toronto, for an appealing, safe and vibrant Reggae Lane.

The Master Plan presents the overall vision for Reggae Lane, including: a pedestrian-eye view showing the look and feel of the transformed laneway, an annotated plan showing the different spatial changes required for the transformation, a set of project principles, and a synopsis of each of the concrete actions required to implement the Master Plan, including an inspiring precedent example.

These concrete actions are divided into three types:

- **“Foundation Projects”**, the studies and organizational actions that lay the groundwork for future actions;
- **“Quick Win Projects”** that are simpler and achievable on a shorter timeline because they require a minimum of coordination with groups and processes beyond the local neighbourhood context; and
- **“Next Step Projects”** that are more complex and require a greater amount of time to plan, coordinate and permit. Taken together, this Master Plan portion focuses on the “what” of the community’s vision for Reggae Lane.

The Implementation Plan focuses on the “how”, and delves more deeply into each of the Master Plan actions. It includes:

- **Steps needed to complete each of the actions;**
- **Key contacts;**
- **Online resources;**
- **Required permits;**
- **Budget level; and**
- **Possible funding sources.**

It's important to note that consultation and collaboration is important for each of the Master Plan actions – it is essential to work with a range of different stakeholders and consider funding from a number of different sources in order to ensure their effective implementation.



# 5 MASTER PLAN

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## 5.1 Project Principles

### 1. Reggae Lane is a **safe space**.

Visibility and natural surveillance should be strengthened with effective vehicular- and pedestrian-level lighting.

### 2. Reggae Lane is a **clean and well-managed space**.

The attractiveness and functionality of Reggae Lane should be ensured through the effective management of waste removal, littering, traffic and parking, and reinforced by ongoing monitoring.

### 3. Reggae Lane is a **shared neighbourhood space**.

The appeal of Reggae Lane to all users should be enhanced through the introduction of spatial improvements such as greening, benches and effective lighting, and the pop-up use of the space for community events and artistic expression.

### 4. Reggae Lane is a **beautiful space**.

The attractiveness of Reggae Lane should be enhanced with the addition of greening and street art murals to adjacent properties.

### 5. Reggae Lane is an **accessible space**.

The role of Reggae Lane in the neighbourhood's public realm should be strengthened with good paving and pedestrian amenities, and marked with visual gateways.

## 5.1 Rendering and Plan



*Tapping into the potential of Toronto's laneways.*  
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**LEGEND**

- SEATING
- MURALS
- VERTICAL GREENING
- FLEXIBLE EVENT SPACE
- PEDESTRIAN LIGHTING ON HYDRO POLES
- PRIVATE LIGHTING
- TREES / PLANTERS
- GARAGE ACCESS
- VISUALIZATION



## 5.3 Foundation Projects

- A. Form a Friends of Reggae Lane group to monitor the ongoing state of good repair in Reggae Lane, champion the laneway improvements and steward the laneway on an ongoing basis. Additional activities can include organizing an annual laneway cleanup, arranging winter maintenance, programming laneway events and installing laneway murals on adjacent properties.**

“Friends of” groups serve to formalize the local stewardship of parks throughout Toronto, helping to make sure that they are safe, clean and inviting. Reggae Lane is a public space, just like a park, and formalizing a local group to care for the space makes long-term stewardship and improvement easier to manage. A Friends of Reggae Lane group could have an important role in transforming and maintaining the laneway as a positive public space for neighbours and visitors alike.

### Procedure

1. Review the Park Friends Group Guidebook from Park People, which provides tips on setting up a “Friends of” group.
2. Send out a call for participants through local organizations already engaged with the laneway improvements – the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents.
3. Contact your councillor to let him know that you’re starting a Friends of Reggae Lane group.
4. Hold a kick-off meeting to formalize the group, discuss this Master Plan and set tasks to help with its implementation and stewardship.

### Precedent



The **Friends of McCormick Park** is a small group of area residents who came together to discuss how they can best advocate for McCormick Park, located in Brockton Village in Toronto. Since 2012, they have discussed ways, both small and large, to enhance the park and by extension, the community in which we live. They are currently working on raising funds for a new playground and organizing to an adopt-a-tree program and a cafe in the park. They also work on solving problems related to vandalism, off-leash dogs, and other safety concerns.

## B. Hire a consultant to complete a traffic study of Reggae Lane, including peak delivery times and vehicle types entering the laneway.

Before you can propose changes to your laneway, you need to know how the laneway is currently functioning as part of the neighbourhood's transportation infrastructure. A traffic survey will tell you which types of vehicle use the laneway, when and for what purpose. Having this information available will help you to maintain the functionality of the laneway as you introduce changes to the space.

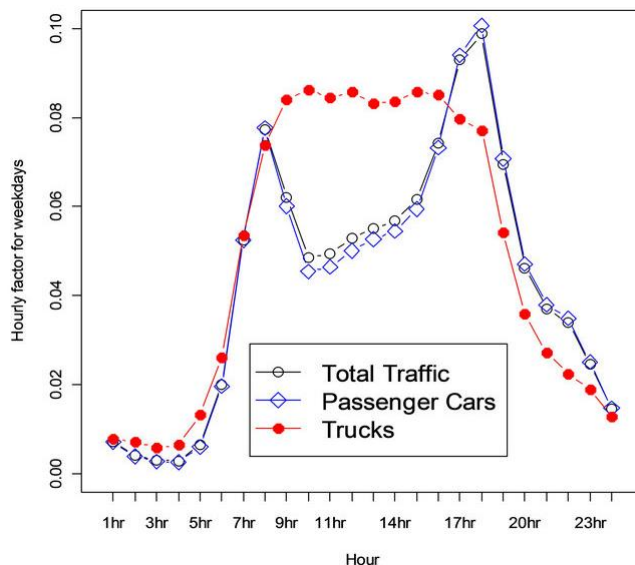
### Procedure

1. Reach out to the Friends of Reggae Lane group to form a Traffic Working Group.
2. Develop an agreement between local parties (the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents) pledging cooperation with the study and specifying financial responsibility.
3. Inform Traffic Operations division of Transportation Services of the intent to conduct a traffic study.
4. Develop a scope of services for traffic study.
5. Contact traffic engineering consultancies to obtain quotes for services.
6. Review quotes and hire a consultancy to complete the traffic study.
7. Review study results and follow up with the traffic consultancy with any questions or requests for clarification.
8. Share the traffic study results with Traffic Operations staff.

### Next steps

E. Hire a consultant to develop a traffic plan for Reggae Lane, including vehicle directions, permitted delivery times, permitted vehicle types and alternatives to truck delivery where appropriate.

### Precedent



The City of Toronto Transportation Services completed a traffic management study of the Avondale community in North York as part of the current development of the North York Centre, including traffic control measures, new infrastructure and traffic impacts. The aim of the study was to address current and future needs based on the redevelopment objectives set out in the North York Centre Secondary Plan. See the [full report](#). Image credit: Journal of Transportation Technologies Vol.3 No.1(2013), Article ID:27021,15 pages

## C. Conduct a laneway safety audit to assess levels of lighting, maintenance and sight-lines in Reggae Lane.

Laneways can often feel unsafe, especially at night. By working with your neighbours, Councillor and local Toronto Police Division to conduct a safety audit you'll pinpoint what makes the space feel unsafe, which will allow the City and the community to take concrete action to correct this.

### Procedure

1. Reach out to the Friends of Reggae Lane group to form a Safety Working Group.
2. Contact the City of Toronto's Safety Audit branch and your councillor to indicate that you'd like to organize a safety audit of Reggae Lane.
3. Meet with local laneway neighbours (the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents) to agree on the goals and boundaries of the safety audit.
4. Reach out Toronto Police Services 13 Division and Toronto Hydro to invite them to participate in the safety audit. Your councillor should be able to help with this.
5. Coordinate a time for the audit. It's a good idea to conduct the audit at night or in the evening in order to assess the lighting levels and sightlines in the laneway.
6. Meet with your neighbours, councillor, 13 Division and Toronto Hydro to conduct the laneway safety audit.
7. Write up the findings of the audit, highlighting key areas to address.
8. Share the findings of the audit with the Safety Audit branch.
9. Coordinate with the above groups to address the key issues highlighted in the safety audit.

### Next steps

P. Work with property owners to install custom pedestrian-level lighting on the building and property edges of adjacent properties.

### Precedent



In response to a 1999 Task Force on Community Safety report, the City of Toronto created a Safety Audit initiative to encourage communities to meet to assess spaces that they consider to be unsafe, in order to identify the key contributing factors and catalyse safety improvements.

Image credit: John Filion

<http://johnfilion.ca/category/local-events/page/3/>

## D. Hire a consultant to complete a comprehensive waste audit of Reggae Lane.

Laneways serve an important service function. They are often used to store waste bins and to access garbage, but when this happens haphazardly it can leave the space feeling dirty and uninviting. A waste audit will tell you what types and quantities of waste are being stored in the laneway and how quickly they are being produced, which will allow you to develop a waste management strategy for the laneway.

### Procedure

1. Reach out to the Friends of Reggae Lane group to form a Waste Working Group.
2. Develop an agreement between local parties (the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents) pledging cooperation with the audit and specifying financial responsibility.
3. Contact the Downtown Yonge BIA (DYBIA) to gain insight from their experience conducting a waste audit of O'Keefe Lane South in 2015.
4. Inform Solid Waste Management division of your intent to conduct a waste audit.
5. Develop a scope of services for the waste audit.
6. Contact waste management companies to obtain quotes for the completion of the waste audit.
7. Review the quotes and hire a waste management company.
8. Review audit results and follow up with the waste management company with any questions or requests for clarification.

### Next steps

G. Work with adjacent property owners and business owners to develop an integrated waste pick-up schedule for Reggae Lane.

### Precedent



In 2015 the Downtown Yonge BIA hired Wasteco, a commercial waste company, to conduct a waste audit of O'Keefe Lane from Dundas Square to Shuter St. Waste was collected and taken to a central facility to determine what was being generated, in absolute and relative quantities, what could be diverted and what could be repurposed. The results of the audit are currently informing the development of a coordinated waste strategy for the laneway, to get retail-generated garbage out of the space so that pedestrians will be encouraged to use it. Image credit: CBC <http://www.cbc.ca/news/canada/toronto/from-rodents-to-restaurants-can-yonge-street-s-laneway-be-improved-1.2891677>

## 5.4 Quick Win Projects

### **E. Hire a consultant to develop a traffic plan for Reggae Lane, including vehicle directions, permitted delivery times, permitted vehicle types and alternatives to truck delivery where appropriate.**

Laneways can easily feel taken over with delivery trucks, parked cars and people trying to access underground parking garages. Developing a traffic plan for the laneway, using the traffic data that you gained from the traffic study, will rationalize the different access needs and balance these with the other uses of the space.

#### Procedure

1. Reach out to your Traffic Working Group to initiate the project.
2. Contact the Traffic Operations and Right-of-Way Management divisions of Transportation Services to indicate your intent to develop a traffic plan.
3. Consult with Traffic Operations and Right-of-Way Management divisions to draw up a scope of services for the development of the traffic plan.
4. Contact traffic engineering consultancies to obtain quotes for services.
5. Review quotes and hire a consultant to complete the traffic plan.
6. Review the traffic plan and consult with Traffic Operations and Right-of-Way Management divisions of Transportation Services on the management and scheduling of its implementation.
7. Develop an agreement between local parties (York-Eglinton BIA, property owners, businesses and residents) pledging cooperation with the traffic plan.
8. Work with Traffic Operations and Right-of-Way Management divisions to implement the measures recommended in the traffic plan.

#### Precedent



As part of an initiative to promote pedestrian-friendliness, a traffic plan requires that deliveries in the Mercantile Alley in Pasadena, California take place between 11 pm and 2 am. This is achieved by using retractable wooden bollards that open during these hours. If a truck exceeds this time limit, the driver needs to apply to city management to have these wooden posts remain open.

<http://www.downtowndevelopment.com/perspectives/dixperspectives060112.pdf>

Image credit: Flying Pigeon LA

<http://flyingpigeon-la.com/2013/09/old-pasadena-learns-new-tricks/>



## **F. Develop an agreement with property owners, business owners and residents to maintain service doors, fire exits, driveways and building edges adjacent to Reggae Lane in good repair.**

Graffiti tags, litter and untidy loading docks and service doors can make laneways unsightly, smelly and unpleasant to be in. Keeping the laneway edge of buildings tidy and in good repair can make the space feel safer and more pleasant to walk through and linger in.

### **Procedure**

1. Conduct a laneway walkthrough with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to assess the state of repair of building edges along Reggae Lane.
2. Circulate a summary of the findings of the walkthrough to all parties.
3. Develop an agreement with all parties to address the maintenance items observed during the walkthrough and maintain buildings edges in good repair on an ongoing basis.

### **Precedent**



The City of Sydney Policy for the Management of Laneways outlines the need to maintain the service functions of laneways while accommodating pedestrian activity and providing a diversity of activities. Maintaining service doors, fire exits and building edges in good repair ensures the efficacy of these integral features but also works to make the laneways more visually appealing and desirable for use. This requires a significant degree of buy-in from adjacent property owners and tenants based on the mutually beneficial economic gains that can be accrued from revitalized laneways. Increased foot traffic translates into more customers and a safe, attractive space leads to increased investment.

Image credit: The Fine Grain Review  
<https://thefinegrainreview.wordpress.com/>

## G. Work with adjacent property owners, business owners and residents to develop an integrated waste pick-up schedule for Reggae Lane.

Laneways that are used as garbage storage areas can smell bad, be unsightly, and be home to rats and flies attracted by rotting garbage. These are not attractive or inviting spaces for day-to-day use by anyone in the community. Property owners and tenants can work together to coordinate their waste management methods and schedules – for example by moving to smaller bins and more frequent pickup, and using a single waste company to simplify scheduling and truck access – to better manage this service function of their laneways.

### Procedure

1. Reach out to your Waste Working Group to initiate the project.
2. Send the results of your laneway waste audit to Solid Waste Management, your councillor, adjacent property owners, business owners and residents for review.
3. Contact Solid Waste Management to review the audit results and discuss potential actions to address waste issues.
4. Meet with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to review the audit results and agree on actions to rationalize waste management in Reggae Lane and agree on financial responsibility.
5. Consult with Solid Waste Management to discuss the implementation of the waste management actions discussed.
6. Prepare a scope of services for waste management services not covered by Solid Waste Management.
7. Contact waste management companies to obtain quotes for waste management services not covered by Solid Waste Management.
8. Review quotes and hire a waste management company.
9. Work with Solid Waste Management and your waste management company to implement the waste management actions discussed.

### Precedent



Warman, Saskatchewan's Alley Collection Program offers pickup of items laid out in alleyways by residents and businesses in the spring and fall as part of a City cleanup. Pickup schedules and locations are determined by the City and property owners are encouraged to take out items for pickup in the designated back alleys in the week leading up to collection. This program is a supplementary clean-up measure to regular garbage collection services. The schedule and guidelines for the 2015 program are listed [here](#).

Image credit: City of Melbourne  
<https://www.melbourne.vic.gov.au/ForResidents/WasteRecyclingandNoise/householdgarbage/Pages/Bins.aspx>

## H. Work with Green P to hold large community events in their parking lot, including a Farmers Market, seasonal festivals and outdoor concerts.

Laneways in Toronto are public rights-of-way that also serve as emergency access routes – so they always need to be kept clear, even during laneway events. However, laneways can still be great spaces for community gatherings. By setting up activities in adjacent spaces (parks, backyards, garages and parking pads) and using the laneways as circulation routes, you can stay on the right side of the regulations even as you transform your laneways into dynamic community spaces where neighbours and visitors can meet and interact.

### Procedure

1. Reach out to the Friends of Reggae Lane group to form an Events Working Group.
2. Contact Green P to indicate your desire to host occasional community events in the parking lot at the east end of Reggae Lane.
3. Meet with Green P to discuss your event requirements and their parameters for events in their space, including traffic control, fees and cleanup requirements.
4. Book the space and host a “pilot” event in the parking lot.
5. Consult with Green P to discuss the event and adjustments for future events.

### Precedent



Toronto’s Little Jamaica neighbourhood has very little public space to use for community gatherings and festivals. The Green P parking lot at the eastern end of Reggae Lane is commonly rented to provide space for community events, as it was for the unveiling in September 2015 of a 1200 sq.ft mural celebrating the neighbourhood’s reggae culture. This is a good way to access space temporarily; the space can serve as an anchor for events that spill into the adjacent laneway and sidewalk space, linking the street space to the laneway space in a continuous public realm for the duration of the event.

## I. Work with the property owner of 605 Oakwood Ave. to hold smaller community events in their back parking area.

Laneways in Toronto are public rights-of-way that also serve as emergency access routes – so they always need to be kept clear, even during laneway events. However, laneways can still be great spaces for community gatherings. By setting up activities in adjacent spaces (parks, backyards, garages and parking pads) and using the laneways as circulation routes, you can stay on the right side of the regulations even as you transform your laneways into dynamic community space where neighbours and visitors can meet and interact.

### Procedure

1. Reach out to your Events Working Group to initiate the project.
2. Contact the property owner of 605 Oakwood Ave. to indicate your desire to host occasional community events in their back parking area.
3. Meet with the property owner to discuss your event requirements and their parameters for events in their space, including traffic control, fees and cleanup requirements.
4. Book the space and host a “pilot” event in the parking area at 605 Oakwood Ave.
5. Consult with the property owner to discuss the event and adjustments for future events.

### Precedent



The Laneway Project organized the Bloordale Laneway Crawl in September 2015, in two neighbourhood laneways. Different community groups led interactive activities on private property and in park space adjacent to the laneways, while the laneways themselves served as circulation space. The Susan Tibladi Parkette, at the intersection of the two laneways, provided additional space for some of the activities that transformed these laneways into active community space for the afternoon – including drum workshops by Ripple Rhythm, shown here. For more information see

<http://thelanewayproject.ca/bloordale-laneway-crawl/>

## J. Develop an agreement with property owners, business owners and residents to remove parked vehicles from the laneway during laneway events.

Laneways in Toronto are public rights-of-way that also serve as emergency access routes – so they always need to be kept clear, even during laneway events. This means that event activities need to be set up in spaces adjacent to the laneways, including parking pads, so it makes sense to park cars elsewhere during these events.

### Procedure

1. Reach out to your Events Working Group to initiate the project.
2. Meet with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to discuss removing parked vehicles from the laneway during laneway events, including potential alternative parking areas.
3. Develop an agreement with all parties to remove parked vehicles during laneway events.

### Precedent



The Bloordale Laneway Crawl, a one-day event organized by The Laneway Project in conjunction with several community and arts groups, hosted a multitude of activities in spaces adjacent to the neighbourhood's laneways to showcase the potential of these spaces for flexible and dynamic use. In addition to pop-up activities, there was mural painting of participating resident garages and live music. Laneway parking was removed and passing vehicles modified their speeds to accommodate foot traffic. The mass of people present encouraged courteous driving behaviours, with pedestrians in turn allowing vehicles to pass whenever possible. The result was a safe, conflict-free multi-modal space on the day of the event.

## K. Work with property owners to install gateway murals at the western end of Reggae Lane.

Street art murals can connect communities and transform neglected public spaces like laneways into dynamic and vibrant community spaces. Locally relevant, community-inspired public artwork creates a shared sense of ownership and pride among community members and draws eyes to the laneway space, increasing natural surveillance and safety and marking the laneway as an important part of the local public realm.

### Procedure

1. Reach out to the Friends of Reggae Lane to form a Murals Working Group.
2. Meet with the property owners of 605 Oakwood Ave and 1575 Eglinton Ave W to indicate your desire to install murals on their properties and hear their concerns and requirements.
3. Secure permission from the property owners of 605 Oakwood Ave and 1575 Eglinton Ave W to install murals on their properties.
4. Draw up a project brief for each mural, including subject or theme, style and colour scheme as appropriate.
5. Reach out to local artists through local organizations or the STEPS Initiative to let them know about the project opportunity and invite them to submit their portfolios.
6. View artist portfolios, meet with artists and select artist(s) for the project.
7. Ask the selected artist(s) to create a project concept sketch.
8. Share sketches with property owners for review, and ask artist(s) to edit artwork per their feedback.
9. Apply for funding through StreetARToronto's Partnership Program or Metrolinx, and/or approach home improvement stores for paint donations of mistints, and property owners for artist fees.
10. If scaffolding or ladders are required to install the mural and must be set up in the laneway right-of-way, fix a date range for mural installation and apply for street occupation permit from Transportation Services.
11. Secure paint and other supplies.
12. Once you obtain the permit, install the murals.
13. Organize a community celebration either during the mural painting or to unveil the completed mural.

### Precedent



**The Alley Project (TAP)** is an initiative of Young Nation, a non-profit community organization focused on engaging youth in Detroit. Operating out of a dedicated garage studio space, TAP organizes youth-led graffiti and mural projects in the neighbouring laneways. The area has become a showcase for the creative talents of the local community and the physical expression of positive youth-adult relationships and community investment in Detroit. Read more [here](#) and [here](#).  
Image credit: The Alley Project

## L. Work with property owners to install and maintain vertical greening on the laneway edge of adjacent properties.

Laneways are typically bounded by hard surfaces – asphalt, concrete, metal and glass – with little extra horizontal space. Vertical greening like vines and wall-mounted planters takes advantage of the vertical space available, and softens the laneway environment to make it more attractive to pass through or linger.

### Procedure

1. Reach out to the Friends of Reggae Lane to form a Greening Working Group t.
2. Meet with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to discuss the suitability of different vertical greening strategies (eg. wall-mounted planting baskets, climbing vines) and vegetation types for Reggae Lane, based on private horizontal space available adjacent to the laneway, texture and type of available vertical surfaces and sun access. Evergreen has online resources to guide you.
3. Research the price and availability of the vertical greening systems discussed at the meeting.
4. Work with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to develop a vertical greening strategy and timeline, and agree on financial responsibility.
5. Contact landscape suppliers to source and price plants and materials.
6. Apply for greening grants and approach garden supply and home improvement stores about in-kind donations to the project, as appropriate.
7. Once funding is secured, purchase plant and other project materials.
8. Install and maintain vertical greening systems.

### Precedent



This laneway house in Carleton Village in Toronto, by Christine Ho Ping Kong and Peter Tan, uses climbing vines as a simple but beautiful way to enliven a blank laneway-edge wall.

Image credit: blogTO

[http://www.blogto.com/city/2010/08/future\\_not\\_so\\_bright\\_for\\_laneway\\_housing\\_in\\_toronto/](http://www.blogto.com/city/2010/08/future_not_so_bright_for_laneway_housing_in_toronto/)

## 5.5 Next Step Projects

### M. Coordinate with the City of Toronto to repair cracks and potholes in existing paving.

Cracked and potholed paving makes a laneway unattractive and difficult to navigate. Even in the absence of the resources for a complete repaving, “spot” repairs can help to ensure that your laneway remains accessible to all users – on foot and using bikes and mobility devices, as well as cars. It also helps to ensure that the laneway feels like a well-maintained space, which makes it feel safer and more attractive to use.

#### Procedure

1. Reach out to the Friends of Reggae Lane to form a Paving Working Group.
2. Conduct a laneway walkthrough to identify major road cracks and potholes to be repaired in Reggae Lane.
3. Contact your councillor to advise him of the road damage in Reggae Lane.
4. Report the road damage that you observed with a Service Request on 311. If the road damage poses a significant safety hazard, call 311 to ensure that the issue is flagged as high priority.
5. If, after several weeks, the road damage has not been repaired, contact your councillor to follow up on the issue.

#### Precedent



Potholes are a challenge for the City of Toronto and are especially a problem during spring, due to the freezing and expansion of pavement sections caused by our harsh winter. Generally, the City of Toronto uses asphalt for patching. Communities may also take part in the Beautiful Streets program to enhance public spaces in Toronto neighbourhoods. This can be done by working with other stakeholders for large-scale projects including the installation of permeable surfaces for laneways, or smaller community projects such as maintaining the current laneway through patching or working with the City to schedule a complete resurfacing.

Image credit: CBC

<http://www.cbc.ca/news/canada/toronto/mild-temperatures-prompt-city-pothole-blitz-1.2494200>



## N. Install decorative paving or street painting at laneway entry points to differentiate the laneway from the street.

The quality and type of paving has a big effect on the feel and attractiveness of a laneway. A band of decorative paving can increase a laneway's visual appeal while differentiating it from the "conventional" vehicular streets of its neighbourhood.

### Procedure

1. Reach out to your Murals Working Group to initiate the project.
2. Convene a Working Group Meeting to agree on the desired extent of decorative paving or street painting treatment.
3. Develop a site plan indicating the proposed extent of the decorative paving or street painting.
4. Contact Urban Design and the Beautiful Streets division of Transportation Services to indicate your desire to install decorative paving or street painting and obtain an approved list of "standard" decorative paving or street paint types for use in the city (these standards are currently in development).
5. Consult with Major Capital Infrastructure Coordination and the Traffic Operations division of Transportation Services to discuss the resurfacing or painting, including scheduling, financing and maintenance responsibility.
6. Select a desired paving or paint type from the City-approved list.
7. If you are installing decorative paving, hire a civil engineer to develop a site plan, grading plan and construction details for the repaving project. If you are applying street paint, develop a site plan showing the extent and pattern of the proposed street paint.
8. Apply for a Landscape Construction Permit from the Right-of-Way Management division of Transportation Services.
9. Obtain quotes and hire a contractor to carry out the repaving or street painting.
10. Consult with Road Operations to develop a maintenance plan for the decorative paving or street paint.

### Precedent



The redevelopment of Market Street in the St. Lawrence Market Neighbourhood was completed in 2014. Funding and maintenance agreements were achieved through a partnership between the City of Toronto and the St. Lawrence Market BIA, and the street was completed all at once instead of on the original two-phase schedule. It is now a multi-purpose space, maintaining a piece of Toronto's history while improving the pedestrian and cycling environment. The new concrete paving installation features contrasting colours and textured paving materials for the visually impaired.

Image credit: Marcus Mitanis

<http://urbantoronto.ca/news/2015/02/heritage-toronto-releases-state-heritage-report>

## O. Work with the City of Toronto to ensure that there is adequate vehicular-level lighting in Reggae Lane.

Adequate lighting is essential if a laneway is to feel safe and attractive; it can deter unwanted use while encouraging people to use the space as part of their daily routine. Based on the findings of your laneway safety audit, it may be advisable to increase the high-level vehicular lighting of your laneway.

### Procedure

1. Reach out to the Friends of Reggae Lane to form a Lighting Working Group.
2. Convene a group meeting to review the results and lighting recommendations of the laneway safety audit.
3. Contact your councillor to advise him of the lighting recommendations of the laneway safety audit and the repairs or additions required to the high-level vehicular lighting of the laneway, if he was not present at the laneway safety audit.
4. Contact the Street Lighting division at Toronto Hydro to advise them of the lighting recommendations of the laneway safety audit, the repairs or additions required to the high-level vehicular lighting of the laneway, and discuss the lighting options, if they were not present at the laneway safety audit. Your councillor should be able to help with this.
5. Coordinate with your councillor and Toronto Hydro to arrange a site visit to the laneway, if either of them was not present at the laneway safety audit.
6. Develop an agreement with Toronto Hydro regarding new lighting or lighting repairs for your laneway, including number of fixtures and the timing of installation or repairs.

### Precedent



There is not currently a standard for public lighting in Toronto's laneways. In general, the lighting of public rights-of-way is the responsibility of Toronto Hydro; in laneways, public lights are mounted on existing hydro poles where these exist, as in this image from Chinatown.

Image credit: Globe and Mail

<http://www.theglobeandmail.com/life/home-and-garden/architecture/a-home-that-shows-toronto-what-laneway-living-can-be/article4098018/>

## P. Work with property owners to install custom pedestrian-level lighting on the building and property edges of adjacent properties.

Proper lighting has a large effect on how safe and attractive a laneway feels at night. The installation of pedestrian-level lighting fixtures can address some of the findings of your laneway safety audit, encourage pedestrians to use the laneway as a walking route and deter unwanted activity.

### Procedure

1. Reach out to your Lighting Working Group to initiate the project.
2. Convene a meeting to review the lighting recommendations of the safety audit and agree on lighting parameters - temporary / permanent, timed / motion-sensored, fixture styles, lighting intensity, shielding and direction.
3. Contact the Beautiful Streets division of Transportation Services to inform them of the intent to install new private lighting and confirm horizontal and vertical clearance requirements. You will typically be required to maintain a clear passage of 3.5m wide and 4.5m high.
4. Research viable lighting fixture types and models.
5. Work with property owners to determine fixture locations and numbers based on wiring considerations and financial constraints.
6. Develop a laneway lighting strategy.
7. If scaffolding or ladders are required to install the lighting and must be set up in the laneway right-of-way, fix a date range for lighting installation and apply for street occupation permit from Transportation Services.
8. Purchase lighting fixtures.
9. Once the permit is obtained, install lighting fixtures per your laneway lighting strategy.

### Precedent



The Bayside City Council was awarded a community safety fund grant worth \$10,000 for their suburban Melbourne laneway in order to prevent crime in the community. The installation of these lights improved natural surveillance, and allowed residents to feel safe to use the space at night.

Image credit: Community Crime Prevention  
<http://www.crimeprevention.vic.gov.au/home/your+community/bayside+city+council+-+laneway+lighting+upgrade>

## Q. Work with property owners to install benches on the laneway edge of adjacent properties, where space is available.

Adequate seating is often missing from Toronto's public spaces, reducing the incentive to linger. Adding benches at the edge of private spaces adjacent to your laneway can help to turn it into a multi-use space and increase its appeal as a space for community events and casual use by community members.

### Procedure

1. Reach out to the Friends of Reggae Lane to form a Seating Working Group.
2. Meet with the York-Eglinton BIA and the property owners 1537 to 1575 Eglinton Ave W and 605 Oakwood Ave to discuss installing built-in benches on the laneway edges of their buildings and properties. Show different examples of built-in benches to illustrate the possibilities.
3. Contact your councillor to advise him of your initiative to install built-in benches on private property adjacent to Reggae Lane.
4. Contact the manufacturers of the preferred bench types, and general contractors, to obtain quotes for purchasing, constructing and/or installing the built-in benches.
5. Contact Metrolinx and Beautiful Streets to inquire about funding support for the bench purchase and installation.
6. Once funding has been secured, purchase benches and install them.

### Precedent



The Fine Food Store in Sydney, Australia, extends its seating area into the laneway with benches built into the building edge. These benches take up very little space, while making use of its laneway as circulation – and people-watching – space.

Image credit: Zinc Moon  
<http://www.zincmoon.com/eating-out-the-fine-food-store/>

## R. Work with property owners to install planter boxes on the laneway edge of adjacent properties, where space is available.

Planters take advantage of the small amount of horizontal space available in laneways to introduce vegetation, softening the laneway environment and creating an attractive boundary and transition between private space and the public right-of-way.

### Procedure

1. Reach out to your Greening Working Group to initiate the project.
2. Conduct a laneway walkthrough to determine the available space and optimal configuration of planters.
3. Meet with the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, as appropriate, to discuss the installation of planters on their properties.
4. Research the price and availability of different commercial planters appropriate to the space available.
5. Consult online resources from Evergreen to determine the best vegetation types for Reggae Lane.
6. Contact landscape suppliers to source and price plants and materials.
7. Apply for greening grants and approach garden supply and home improvement stores about in-kind donations to the project, as appropriate.
8. Once funding is secured, purchase plant and other project materials.
9. Maintain planters and vegetation.

### Precedent



The John Street Pedestrian Initiative, a project led by the Toronto Entertainment District BIA, has provided a larger pedestrian realm by closing down one lane of vehicular traffic along the eponymous street in the city's downtown. The seasonal closure, running from May to September, has transformed the street into a destination with newly introduced public seating and patios and recreational and art activities. Planter boxes work to beautify and green the street while also delineating pedestrian and vehicular traffic. Planters also offer a low-maintenance option of temporary greening of a public space and can be slowly phased out if more permanent greening measures are put in place.

Image credit: Torontoist

<http://torontoist.com/2014/09/making-pedestrians-a-priority-on-john-street/>

# 6 IMPLEMENTATION PLAN

## 6.1 Foundation Projects

- A. Form a Friends of Reggae Lane group to monitor ongoing state of good repair in Reggae Lane, champion the laneway improvements and steward the laneway on an ongoing basis. Additional activities can include organizing an annual laneway cleanup, winter maintenance, laneway events and laneway murals on adjacent properties.**

<b>Procedure</b>	<ol style="list-style-type: none"> <li>1. Review the Park Friends Group Guidebook from Park People, which provides tips on setting up a “Friends of” group.</li> <li>2. Send out a call for participants through local organizations already engaged with the laneway improvements – the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents.</li> <li>3. Contact your councillor to let him know that you’re starting a Friends of Reggae Lane group.</li> <li>4. Hold a kick-off meeting to formalize the group, discuss this Master Plan and set tasks to help with its implementation and stewardship.</li> </ol>
<b>Key contacts</b>	<ul style="list-style-type: none"> <li>• Park People <a href="mailto:info@parkpeople.ca">info@parkpeople.ca</a></li> </ul>
<b>Online resources</b>	<ul style="list-style-type: none"> <li>• Park Friends Group Guidebook <a href="http://www.parkpeople.ca/sites/default/files/pp_guidebook_web.pdf">http://www.parkpeople.ca/sites/default/files/pp_guidebook_web.pdf</a></li> </ul>
<b>Permits required</b>	N/A
<b>Budget range</b>	\$
<b>Potential funding sources</b>	<ul style="list-style-type: none"> <li>• In-kind by group members and local businesses</li> </ul>

**B. Hire a consultant to complete a traffic study of Reggae Lane, including peak delivery times and vehicle types entering the laneway.**

<p><b>Procedure</b></p>	<ol style="list-style-type: none"> <li>1. Reach out to the Friends of Reggae Lane group to form a Traffic Working Group.</li> <li>2. Develop an agreement between local parties (the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents) pledging cooperation with the study and specifying financial responsibility.</li> <li>3. Inform Traffic Operations division of Transportation Services of the intent to conduct a traffic study.</li> <li>4. Develop a scope of services for traffic study.</li> <li>5. Contact traffic engineering consultancies to obtain quotes for services.</li> <li>6. Review quotes and hire a consultancy to complete the traffic study.</li> <li>7. Review study results and follow up with the traffic consultancy with any questions or requests for clarification.</li> <li>8. Share the traffic study results with Traffic Operations staff.</li> </ol>
<p><b>Key contacts</b></p>	<ul style="list-style-type: none"> <li>• Traffic Operations Manager Ann Khan 416-397-5021</li> <li>• Traffic Operations Ward 28 Supervisor Sylvia Do 416-338-5398</li> </ul>
<p><b>Resources</b></p>	<ul style="list-style-type: none"> <li>• Transplan Transportation Engineering Consultants <a href="http://www.transplan.com/">http://www.transplan.com/</a></li> <li>• LMM Engineering Inc. <a href="http://www.lmmengineering.com">http://www.lmmengineering.com</a></li> <li>• iTrans Consulting Inc. <a href="http://www.itransconsulting.com/">http://www.itransconsulting.com/</a></li> </ul>
<p><b>Permits required</b></p>	<p>N/A</p>
<p><b>Budget range</b></p>	<p>\$\$</p>
<p><b>Potential funding sources</b></p>	<ul style="list-style-type: none"> <li>• York-Eglinton BIA</li> </ul>

**C. Conduct a laneway safety audit to assess levels of lighting, maintenance and sight lines in Reggae Lane.**

<p><b>Procedure</b></p>	<ol style="list-style-type: none"> <li>1. Reach out to the Friends of Reggae Lane group to form a Safety Working Group.</li> <li>2. Contact the City of Toronto’s Safety Audit branch and your councillor to indicate that you’d like to organize a safety audit of Reggae Lane.</li> <li>3. Meet with local laneway neighbours (the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents) to agree on the goals and boundaries of the safety audit.</li> <li>4. Reach out Toronto Police Services 13 Division and Toronto Hydro to invite them to participate in the safety audit. Your councillor should be able to help with this.</li> <li>5. Coordinate a time for the audit. It’s a good idea to conduct the audit at night or in the evening in order to assess the lighting levels and sightlines in the laneway.</li> <li>6. Meet with your neighbours, councillor, 13 Division and Toronto Hydro to conduct the laneway safety audit.</li> <li>7. Write up the findings of the audit, highlighting key areas to address.</li> <li>8. Share the findings of the audit with the Safety Audit branch.</li> <li>9. Coordinate with the above groups to address the key issues highlighted in the safety audit.</li> </ol>
<p><b>Key contacts</b></p>	<ul style="list-style-type: none"> <li>• Safety Audits, City of Toronto <a href="mailto:spar@toronto.ca">spar@toronto.ca</a></li> <li>• Councillor Josh Colle <a href="mailto:councillor_colle@toronto.ca">councillor_colle@toronto.ca</a></li> <li>• Toronto Police Services, 13 Division , Community Relations Officer Constable Simon Knott, 416-808-1308</li> <li>• Toronto Hydro Street Lighting 416-542-3195</li> </ul>
<p><b>Online resources</b></p>	<ul style="list-style-type: none"> <li>• City of Toronto Safety Audit Guide <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=bf48f40f9aae0410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=bf48f40f9aae0410VgnVCM10000071d60f89RCRD</a></li> </ul>
<p><b>Permits required</b></p>	<p>N/A</p>
<p><b>Budget range</b></p>	<p>\$</p>
<p><b>Potential funding sources</b></p>	<ul style="list-style-type: none"> <li>• In-kind by group members and local businesses</li> </ul>



#### D. Hire a consultant to complete a comprehensive waste audit of Reggae Lane.

<b>Procedure</b>	<ol style="list-style-type: none"> <li>1. Reach out to the Friends of Reggae Lane group to form a Waste Working Group.</li> <li>2. Develop agreement between local parties (the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents) pledging cooperation with the audit and specifying financial responsibility.</li> <li>3. Contact the Downtown Yonge BIA (DYBIA) to gain insight from their experience conducting a waste audit of O’Keefe Lane South in 2015.</li> <li>4. Inform Solid Waste Management division of your intent to conduct a waste audit.</li> <li>5. Develop a scope of services for the waste audit.</li> <li>6. Contact waste management companies to obtain quotes for the completion of the waste audit.</li> <li>7. Review the quotes and hire a waste management company.</li> <li>8. Review audit results and follow up with the waste management company with any questions or requests for clarification.</li> </ol>
<b>Key contacts</b>	<ul style="list-style-type: none"> <li>● DYBIA 416-597-0255, <a href="mailto:bia@downtownyonge.com">bia@downtownyonge.com</a></li> <li>● Solid Waste Management <a href="mailto:311@toronto.ca">311@toronto.ca</a></li> <li>● Metrolinx Crosstown Community Office (West) <a href="mailto:crosstown@metrolinx.com">crosstown@metrolinx.com</a> 416-782-8118</li> </ul>
<b>Online resources</b>	<ul style="list-style-type: none"> <li>● A Better City Challenge for Sustainability Waste Audit Info &amp; Toolkit <a href="http://challengeforsustainability.org/toolkit/waste-reduction/audit-waste-stream/">http://challengeforsustainability.org/toolkit/waste-reduction/audit-waste-stream/</a></li> <li>● Wasteco Waste Audit <a href="http://www.wasteco.com/services_waste_audit.php">http://www.wasteco.com/services_waste_audit.php</a></li> <li>● Immacutec Waste Audit <a href="http://www.wasteaudit.ca/">http://www.wasteaudit.ca/</a></li> <li>● Waste Audit Canada <a href="http://wasteauditcanada.com/">http://wasteauditcanada.com/</a></li> </ul>
<b>Permits required</b>	<p>N/A</p>
<b>Budget range</b>	<p>\$\$</p>
<b>Potential funding sources</b>	<ul style="list-style-type: none"> <li>● York-Eglinton BIA</li> <li>● Property owners of 1537 to 1575 Eglinton Ave W</li> <li>● Metrolinx</li> </ul>

## 6.2 Quick Win Projects

- E. Hire a consultant to develop a traffic plan for Reggae Lane, including vehicle directions, permitted delivery times, permitted vehicle types and alternatives to truck delivery where appropriate.**

<b>Procedure</b>	<ol style="list-style-type: none"> <li>9. Reach out to your Traffic Working Group to initiate the project.</li> <li>10. Contact the Traffic Operations and Right-of-Way Management divisions of Transportation Services to indicate your intent to develop a traffic plan.</li> <li>11. Consult with Traffic Operations and Right-of-Way Management divisions to draw up a scope of services for the development of the traffic plan.</li> <li>12. Contact traffic engineering consultancies to obtain quotes for services.</li> <li>13. Review quotes and hire a consultant to complete the traffic plan.</li> <li>14. Review the traffic plan and consult with Traffic Operations and Right-of-Way Management divisions of Transportation Services on the management and scheduling of its implementation.</li> <li>15. Develop an agreement between local parties (York-Eglinton BIA, property owners, businesses and residents) pledging cooperation with the traffic plan.</li> <li>16. Work with Traffic Operations and Right-of-Way Management divisions to implement the measures recommended in the traffic plan.</li> </ol>
<b>Key contacts</b>	<ul style="list-style-type: none"> <li>• Traffic Operations <a href="mailto:311@toronto.ca">311@toronto.ca</a></li> <li>• Right-of-Way Management General Enquiry 416-392-7877</li> <li>• Metrolinx Crosstown Community Office (West) <a href="mailto:crosstown@metrolinx.com">crosstown@metrolinx.com</a> 416-782-8118</li> </ul>
<b>Permits required</b>	<p>N/A</p>
<b>Budget range</b>	<p>\$\$</p>
<b>Potential funding sources</b>	<ul style="list-style-type: none"> <li>• York-Eglinton BIA</li> <li>• Metrolinx</li> </ul>

**F. Develop an agreement with property owners, business owners and residents to maintain service doors, fire exits, driveways and building edges adjacent to Reggae Lane in good repair.**

<b>Procedure</b>	<ol style="list-style-type: none"> <li>1. Conduct a laneway walkthrough with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to assess the state of repair of building edges along Reggae Lane and discuss the effects of poor maintenance on the character and use of the laneway.</li> <li>2. Circulate a summary of the findings of the walkthrough to all parties, highlighting the maintenance issues observed and the benefits of addressing these issues.</li> <li>3. Develop an agreement with all parties to address the maintenance issues observed during the walkthrough and maintain buildings edges in good repair on an ongoing basis.</li> </ol>
<b>Key contacts</b>	N/A
<b>Permits required</b>	N/A
<b>Budget range</b>	\$
<b>Potential funding sources</b>	<ul style="list-style-type: none"> <li>• Property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave</li> <li>• Restaurant and business owners</li> </ul>

**G. Work with adjacent property owners, business owners and residents to develop an integrated waste pick-up schedule for Reggae Lane.**

<b>Procedure</b>	<ol style="list-style-type: none"> <li>1. Reach out to your Waste Working Group to initiate the project.</li> <li>2. Send the results of your laneway waste audit to Solid Waste Management, your councillor, adjacent property owners, business owners and residents for review.</li> <li>3. Contact Solid Waste Management to review the audit results and discuss potential actions to address waste issues.</li> <li>4. Meet with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to review the audit results and agree on actions to rationalize waste management in Reggae Lane and agree on financial responsibility.</li> <li>5. Consult with Solid Waste Management to discuss the implementation of the waste management actions discussed.</li> <li>6. Prepare a scope of services for waste management services not covered by Solid Waste Management.</li> <li>7. Contact waste management companies to obtain quotes for waste management services not covered by Solid Waste Management.</li> <li>8. Review quotes and hire a waste management company.</li> <li>9. Work with Solid Waste Management and your waste management company to implement the waste management actions discussed.</li> </ol>
<b>Key contacts</b>	<ul style="list-style-type: none"> <li>• Solid Waste Management <a href="mailto:311@toronto.ca">311@toronto.ca</a></li> <li>• Councillor Josh Colle <a href="mailto:councillor_colle@toronto.ca">councillor_colle@toronto.ca</a></li> <li>• Metrolinx Crosstown Community Office (West) <a href="mailto:crosstown@metrolinx.com">crosstown@metrolinx.com</a> 416-782-8118</li> </ul>
<b>Permits required</b>	N/A
<b>Budget range</b>	\$\$
<b>Potential funding sources</b>	<ul style="list-style-type: none"> <li>• Property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave</li> <li>• Restaurant and business owners</li> <li>• Metrolinx</li> </ul>

**H. Work with Green P to hold large community events in their parking lot, including a Farmers Market, seasonal festivals and outdoor concerts.**

<b>Procedure</b>	<ol style="list-style-type: none"> <li>1. Reach out to the Friends of Reggae Lane group to form an Events Working Group to initiate the project.</li> <li>2. Contact Green P to indicate your desire to host occasional community events in the parking lot at the east end of Reggae Lane.</li> <li>3. Meet with Green P to discuss your event requirements and their parameters for events in their space, including traffic control, fees and cleanup requirements.</li> <li>4. Book the space and host a “pilot” event in the parking lot.</li> <li>5. Consult with Green P to discuss the event and adjustments for future events.</li> </ol>
<b>Key contacts</b>	<ul style="list-style-type: none"> <li>• Anita Edralin, Green P - <a href="mailto:aedrali@toronto.ca">aedrali@toronto.ca</a></li> </ul>
<b>Permits required</b>	N/A
<b>Budget range</b>	\$
<b>Potential funding sources</b>	<ul style="list-style-type: none"> <li>• York-Eglinton BIA</li> <li>• Event organizers, as appropriate</li> </ul>

**I. Work with the property owner of 605 Oakwood Ave. to hold smaller community events in their back parking area.**

<b>Procedure</b>	<ol style="list-style-type: none"> <li>1. Reach out to your Events Working Group to initiate the project.</li> <li>2. Contact the property owner of 605 Oakwood Ave. to indicate your desire to host occasional community events in their back parking area.</li> <li>3. Meet with the property owner to discuss your event requirements and their parameters for events in their space, including traffic control, fees and cleanup requirements.</li> <li>4. Book the space and host a “pilot” event in the parking area at 605 Oakwood Ave.</li> <li>5. Consult with the property owner to discuss the event and adjustments for future events.</li> </ol>
<b>Key contacts</b>	<ul style="list-style-type: none"> <li>• Potenza Investments, property owner of 605 Oakwood Ave.</li> </ul>
<b>Permits required</b>	N/A
<b>Budget range</b>	\$
<b>Potential funding sources</b>	<ul style="list-style-type: none"> <li>• York-Eglinton BIA</li> <li>• Event organizers, as appropriate</li> </ul>

**J. Develop an agreement with building owners, business owners and residents to remove parking during laneway events.**

<b>Procedure</b>	<ol style="list-style-type: none"> <li>1. Reach out to your Events Working Group to initiate the project.</li> <li>2. Meet with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to discuss removing parked vehicles from the laneway during laneway events, including potential alternative parking areas.</li> <li>3. Develop an agreement with all parties to remove parked vehicles during laneway events.</li> </ol>
<b>Key contacts</b>	N/A
<b>Permits required</b>	N/A
<b>Budget range</b>	N/A
<b>Potential funding sources</b>	N/A

## K. Work with property owners to install gateway murals at the western end of Reggae Lane.

<b>Procedure</b>	<ol style="list-style-type: none"> <li>1. Reach out to the Friends of Reggae Lane to form a Murals Working Group.</li> <li>2. Meet with the property owners of 605 Oakwood Ave and 1575 Eglinton Ave W to indicate your desire to install murals on their properties and hear their concerns and requirements.</li> <li>3. Secure permission from the property owners of 605 Oakwood Ave and 1575 Eglinton Ave W to install murals on their properties.</li> <li>4. Draw up a project brief for each mural, including subject or theme, style and colour scheme as appropriate.</li> <li>5. Reach out to local artists through local organizations or the STEPS Initiative to let them know about the project opportunity and invite them to submit their portfolios.</li> <li>6. View artist portfolios, meet with artists and select artist(s) for the project.</li> <li>7. Ask the selected artist(s) to create a project concept sketch.</li> <li>8. Share sketches with property owners for review, and ask artist(s) to edit artwork per their feedback.</li> <li>9. Apply for funding through StreetARToronto's Partnership Program or Metrolinx, and/or approach home improvement stores for paint donations of mistints, and property owners for artist fees.</li> <li>10. If scaffolding or ladders are required to install the mural and must be set up in the laneway right-of-way, fix a date range for mural installation and apply for street occupation permit from Transportation Services.</li> <li>11. Secure paint and other supplies.</li> <li>12. Once you obtain the permit, install the mural.</li> <li>13. Organize a community celebration either during the mural painting or to unveil the completed mural.</li> </ol>
<b>Key contacts</b>	<ul style="list-style-type: none"> <li>• STEPS Initiative <a href="mailto:info@stepsinitiative.com">info@stepsinitiative.com</a> 416-572-4374</li> <li>• StreetARToronto <a href="mailto:streetart@toronto.ca">streetart@toronto.ca</a></li> <li>• Metrolinx Crosstown Community Office (West) <a href="mailto:crosstown@metrolinx.com">crosstown@metrolinx.com</a> 416-782-8118</li> </ul>
<b>Online resources</b>	<ul style="list-style-type: none"> <li>• STEPS Initiative / PATCH Project artists <a href="http://thepatchproject.com/artists/">http://thepatchproject.com/artists/</a></li> <li>• StreetARToronto Artist Directory <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=086de75c57512410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=086de75c57512410VgnVCM10000071d60f89RCRD</a></li> <li>• StreetARToronto Partnership Program <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=b33498b613412410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=b33498b613412410VgnVCM10000071d60f89RCRD</a></li> <li>• Street Occupation Permit, Transportation Services <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=efe5a84c9f6e1410VgnVCM10000071d60f89RCRD&amp;vgnnextchannel=2bdb4074781e1410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=efe5a84c9f6e1410VgnVCM10000071d60f89RCRD&amp;vgnnextchannel=2bdb4074781e1410VgnVCM10000071d60f89RCRD</a></li> </ul>
<b>Permits</b>	<ul style="list-style-type: none"> <li>• Street Occupation Permit, Transportation Services</li> </ul>
<b>Budget range</b>	\$\$
<b>Potential funding sources</b>	<ul style="list-style-type: none"> <li>• Property owners of 605 Oakwood Ave and 1575 Eglinton Ave W</li> <li>• StreetARToronto</li> <li>• Metrolinx</li> </ul>



**L. Work with property owners to install and maintain vertical greening on the laneway edge of adjacent properties.**

<p><b>Procedure</b></p>	<ol style="list-style-type: none"> <li>1. Reach out to the Friends of Reggae Lane to form a Greening Working Group.</li> <li>2. Meet with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to discuss the suitability of different vertical greening strategies (eg. wall-mounted planting baskets, climbing vines) and vegetation types for Reggae Lane, based on private horizontal space available adjacent to the laneway, texture and type of available vertical surfaces and sun access. Evergreen has online resources to guide you.</li> <li>3. Research the price and availability of the vertical greening systems discussed at the meeting.</li> <li>4. Work with the York-Eglinton BIA, the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, businesses and residents to develop a vertical greening strategy and timeline, and agree on financial responsibility.</li> <li>5. Contact landscape suppliers to source and price plants and materials.</li> <li>6. Apply for greening grants and approach garden supply and home improvement stores about in-kind donations to the project, as appropriate.</li> <li>7. Once funding is secured, purchase plant and other project materials.</li> <li>8. Install and maintain vertical greening systems.</li> </ol>
<p><b>Key contacts</b></p>	<ul style="list-style-type: none"> <li>• Evergreen <a href="mailto:stewardship@evergreen.ca">stewardship@evergreen.ca</a></li> </ul>
<p><b>Online resources</b></p>	<ul style="list-style-type: none"> <li>• Evergreen's Native Plant Database <a href="http://nativeplants.evergreen.ca/">http://nativeplants.evergreen.ca/</a></li> <li>• Evergreen's No Plot is Too Small guidebook <a href="http://www.evergreen.ca/downloads/pdfs/no-plot-too-small/">http://www.evergreen.ca/downloads/pdfs/no-plot-too-small/</a></li> <li>• Evergreen's urban greening resources <a href="http://www.evergreen.ca/get-involved/resources/">http://www.evergreen.ca/get-involved/resources/</a></li> <li>• Live Green Grant <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=821e99fa45dd5410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=821e99fa45dd5410VgnVCM10000071d60f89RCRD</a></li> <li>• TD Friends of the Environment Foundation Grant <a href="https://fef.td.com/funding/">https://fef.td.com/funding/</a></li> </ul>
<p><b>Permits required</b></p>	<p>N/A</p>
<p><b>Budget range</b></p>	<p>\$</p>
<p><b>Potential funding sources</b></p>	<ul style="list-style-type: none"> <li>• Property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave</li> <li>• York-Eglinton BIA</li> <li>• Live Green Grant</li> <li>• TD Friends of the Environment Foundation Grant</li> </ul>

## 6.3 Next Step Projects

### M. Coordinate with the City of Toronto to repair cracks and potholes in existing paving.

Procedure	<ol style="list-style-type: none"> <li>1. Reach out to the Friends of Reggae Lane to form a Paving Working Group.</li> <li>2. Conduct a laneway walkthrough to identify major road cracks and potholes to be repaired in Reggae Lane.</li> <li>3. Contact your councillor to advise him of the road damage in Reggae Lane.</li> <li>4. Report the road damage that you observed with a Service Request on 311. If the road damage poses a significant safety hazard, call 311 to ensure that the issue is flagged as high priority.</li> <li>5. If, after several weeks, the road damage has not been repaired, contact your councillor to follow up on the issue.</li> </ol>
Key contacts	<ul style="list-style-type: none"> <li>• Councillor Josh Colle <a href="mailto:councillor_colle@toronto.ca">councillor_colle@toronto.ca</a></li> <li>• 311 <a href="mailto:311@toronto.ca">311@toronto.ca</a></li> </ul>
Online resources	<ul style="list-style-type: none"> <li>• 311 Service Request  <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=3192b1bc76d42410VgnVCM10000071d60f89RCRD&amp;tab=03">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=3192b1bc76d42410VgnVCM10000071d60f89RCRD&amp;tab=03</a> </li> </ul>
Permits required	N/A
Budget range	N/A
Potential funding sources	N/A

**N. Install decorative paving or street painting at laneway entry points to differentiate the laneway from the street.**

<p><b>Procedure</b></p>	<ol style="list-style-type: none"> <li>1. Reach out to your Murals Working Group to initiate the project.</li> <li>2. Convene a Working Group Meeting to agree on the desired extent of decorative paving or street painting treatment.</li> <li>3. Develop a site plan indicating the proposed extent of the decorative paving or street painting.</li> <li>4. Contact Urban Design and the Beautiful Streets division of Transportation Services to indicate your desire to install decorative paving or street painting and obtain an approved list of "standard" decorative paving or street paint types for use in the city (these standards are currently in development).</li> <li>5. Consult with Major Capital Infrastructure Coordination and the Traffic Operations division of Transportation Services to discuss the resurfacing or painting, including scheduling, financing and maintenance responsibility.</li> <li>6. Select a desired paving or paint type from the City-approved list.</li> <li>7. If you are installing decorative paving, hire a civil engineer to develop a site plan, grading plan and construction details for the repaving project. If you are applying street paint, develop a site plan showing the extent and pattern of the proposed street paint.</li> <li>8. Apply for a Landscape Construction Permit from the Right-of-Way Management division of Transportation Services.</li> <li>9. Obtain quotes and hire a contractor to carry out the repaving or street painting.</li> <li>10. Consult with Road Operations to develop a maintenance plan for the decorative paving or street paint.</li> </ol>
<p><b>Key contacts</b></p>	<ul style="list-style-type: none"> <li>• Urban Design Program Manager, North York Leo DeSorcy 416-395-7139</li> <li>• Councillor Josh Colle <a href="mailto:councillor_colle@toronto.ca">councillor_colle@toronto.ca</a></li> <li>• Beautiful Streets <a href="mailto:311@toronto.ca">311@toronto.ca</a></li> <li>• Traffic Operations <a href="mailto:311@toronto.ca">311@toronto.ca</a></li> <li>• Major Capital Infrastructure Coordination <a href="mailto:mcic@toronto.ca">mcic@toronto.ca</a> 416-338-6590</li> <li>• Right-of-Way Management General Enquiry 416-392-7877</li> </ul>
<p><b>Online resources</b></p>	<ul style="list-style-type: none"> <li>• Market Street Toronto, Transportation Services <a href="https://www1.toronto.ca/City%20of%20Toronto/Transportation%20Services/Walking/Files/pdf/Market%20Street%20Profile_July27_Final.pdf">https://www1.toronto.ca/City%20of%20Toronto/Transportation%20Services/Walking/Files/pdf/Market%20Street%20Profile_July27_Final.pdf</a></li> <li>• Landscape Construction Permit <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=c1e5a84c9f6e1410VgnVCM10000071d60f89RCRD&amp;vgnnextchannel=2bdb4074781e1410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=c1e5a84c9f6e1410VgnVCM10000071d60f89RCRD&amp;vgnnextchannel=2bdb4074781e1410VgnVCM10000071d60f89RCRD</a></li> <li>• Beautiful Streets Large-Scale Projects <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=cbf4a84c9f6e1410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=cbf4a84c9f6e1410VgnVCM10000071d60f89RCRD</a></li> </ul>
<p><b>Permits required</b></p>	<ul style="list-style-type: none"> <li>• Landscape Construction Permit</li> </ul>
<p><b>Budget Range</b></p>	<p>\$\$\$</p>
<p><b>Potential funding sources</b></p>	<ul style="list-style-type: none"> <li>• Beautiful Streets Large-Scale Projects</li> </ul>

**O. Work with the City of Toronto to ensure that there is adequate vehicular-level lighting in Reggae Lane.**

<p><b>Procedure</b></p>	<ol style="list-style-type: none"> <li>1. Reach out to the Friends of Reggae Lane to form a Lighting Working Group.</li> <li>2. Convene a group meeting to review the results and lighting recommendations of the laneway safety audit.</li> <li>3. Contact your councillor to advise him of the lighting recommendations of the laneway safety audit and the repairs or additions required to the high-level vehicular lighting of the laneway, if he was not present at the laneway safety audit.</li> <li>4. Contact the Street Lighting division at Toronto Hydro to advise them of the lighting recommendations of the laneway safety audit, the repairs or additions required to the high-level vehicular lighting of the laneway, and discuss the lighting options, if they were not present at the laneway safety audit. Your councillor should be able to help with this.</li> <li>5. Coordinate with your councillor and Toronto Hydro to arrange a site visit to the laneway, if either of them was not present at the laneway safety audit.</li> <li>6. Develop an agreement with Toronto Hydro regarding new lighting or lighting repairs for your laneway, including number of fixtures and the timing of installation or repairs.</li> </ol>
<p><b>Key contacts</b></p>	<ul style="list-style-type: none"> <li>● Councillor Josh Colle <a href="mailto:councillor_colle@toronto.ca">councillor_colle@toronto.ca</a></li> <li>● Toronto Hydro Street Lighting 416-542-3195</li> </ul>
<p><b>Online resources</b></p>	<ul style="list-style-type: none"> <li>● 311 Service Request <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=3192b1bc76d42410VgnVCM10000071d60f89RCRD&amp;tab=03">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=3192b1bc76d42410VgnVCM10000071d60f89RCRD&amp;tab=03</a></li> </ul>
<p><b>Permits required</b></p>	<p>N/A</p>
<p><b>Budget range</b></p>	<p>N/A</p>
<p><b>Potential funding sources</b></p>	<p>N/A</p>

**P. Work with property owners to install custom pedestrian-level lighting on the building and property edges of adjacent properties.**

<p><b>Procedure</b></p>	<ol style="list-style-type: none"> <li>1. Reach out to your Lighting Working Group to initiate the project.</li> <li>2. Convene a meeting to review the lighting recommendations of the safety audit and agree on lighting parameters - temporary / permanent, timed / motion-sensored, fixture styles, lighting intensity, shielding and direction.</li> <li>3. Contact the Beautiful Streets division of Transportation Services to inform them of the intent to install new private lighting and confirm horizontal and vertical clearance requirements. You will typically be required to maintain a clear passage of 3.5m wide and 4.5m high.</li> <li>4. Research viable lighting fixture types and models.</li> <li>5. Work with property owners to determine fixture locations and numbers based on wiring considerations and financial constraints.</li> <li>6. Develop a laneway lighting strategy.</li> <li>7. If scaffolding or ladders are required to install the lighting and must be set up in the laneway right-of-way, fix a date range for lighting installation and apply for street occupation permit from Transportation Services.</li> <li>8. Purchase lighting fixtures.</li> <li>9. Once the permit is obtained, install lighting fixtures per your laneway lighting strategy.</li> </ol>
<p><b>Key contacts</b></p>	<ul style="list-style-type: none"> <li>• Beautiful Streets <a href="mailto:311@toronto.ca">311@toronto.ca</a></li> <li>• Toronto Hydro Street Lighting 416-542-3195</li> <li>• Metrolinx Crosstown Community Office (West) <a href="mailto:crosstown@metrolinx.com">crosstown@metrolinx.com</a> 416-782-8118</li> </ul>
<p><b>Online resources</b></p>	<ul style="list-style-type: none"> <li>• Beautiful Streets Community Projects <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=cbf4a84c9f6e1410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=cbf4a84c9f6e1410VgnVCM10000071d60f89RCRD</a></li> <li>• Street Occupation Permit, Transportation Services <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=efe5a84c9f6e1410VgnVCM10000071d60f89RCRD&amp;vgnnextchannel=2bdb4074781e1410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=efe5a84c9f6e1410VgnVCM10000071d60f89RCRD&amp;vgnnextchannel=2bdb4074781e1410VgnVCM10000071d60f89RCRD</a></li> </ul>
<p><b>Permits required</b></p>	<ul style="list-style-type: none"> <li>• Street Occupation Permit, Transportation Services</li> </ul>
<p><b>Budget range</b></p>	<p>\$\$</p>
<p><b>Potential funding sources</b></p>	<ul style="list-style-type: none"> <li>• Property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave</li> <li>• York-Eglinton BIA</li> <li>• Beautiful Streets Community Projects</li> <li>• Metrolinx</li> </ul>

**Q. Work with property owners to install benches on the laneway edge of adjacent properties, where space is available.**

<p><b>Procedure</b></p>	<ol style="list-style-type: none"> <li>1. Reach out to the Friends of Reggae Lane to form a Seating Working Group.</li> <li>2. Meet with the York-Eglinton BIA and the property owners 1537 to 1575 Eglinton Ave W and 605 Oakwood Ave to discuss installing built-in benches on the laneway edges of their buildings and properties. Show different examples of built-in benches to illustrate the possibilities.</li> <li>3. Contact your councillor to advise him of your initiative to install built-in benches on private property adjacent to Reggae Lane.</li> <li>4. Contact the manufacturers of the preferred bench types, and general contractors, to obtain quotes for purchasing, constructing and/or installing the built-in benches.</li> <li>5. Contact Beautiful Streets to inquire about funding support for the bench purchase and installation.</li> <li>6. Once funding has been secured, purchase benches and install them.</li> </ol>
<p><b>Key contacts</b></p>	<ul style="list-style-type: none"> <li>• Councillor Josh Colle <a href="mailto:councillor_colle@toronto.ca">councillor_colle@toronto.ca</a></li> <li>• Metrolinx Eglinton Crosstown Community Office <a href="mailto:crosstown@metrolinx.com">crosstown@metrolinx.com</a> 416-782-8118</li> <li>• Beautiful Streets <a href="mailto:311@toronto.ca">311@toronto.ca</a></li> </ul>
<p><b>Online resources</b></p>	<ul style="list-style-type: none"> <li>• 311 Service Request <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=3192b1bc76d42410VgnVCM10000071d60f89RCRD&amp;tab=03">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=3192b1bc76d42410VgnVCM10000071d60f89RCRD&amp;tab=03</a></li> <li>• Beautiful Streets Community Projects <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=cbf4a84c9f6e1410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=cbf4a84c9f6e1410VgnVCM10000071d60f89RCRD</a></li> </ul>
<p><b>Permits required</b></p>	<p>N/A</p>
<p><b>Budget range</b></p>	<p>\$\$</p>
<p><b>Potential funding sources</b></p>	<ul style="list-style-type: none"> <li>• Property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave</li> <li>• York-Eglinton BIA</li> <li>• Beautiful Streets Community Projects</li> </ul>

**R. Work with property owners to install planter boxes on the laneway edge of adjacent properties, where space is available.**

<b>Procedure</b>	<ol style="list-style-type: none"> <li>1. Reach out to your Greening Working Group to initiate the project.</li> <li>2. Conduct a laneway walkthrough to determine the available space and optimal configuration of planters.</li> <li>3. Meet with the property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave, as appropriate, to discuss the installation of planters on their properties.</li> <li>4. Research the price and availability of different commercial planters appropriate to the space available.</li> <li>5. Consult online resources from Evergreen to determine the best vegetation types for Reggae Lane.</li> <li>6. Contact landscape suppliers to source and price plants and materials.</li> <li>7. Apply for greening grants and approach garden supply and home improvement stores about in-kind donations to the project, as appropriate.</li> <li>8. Once funding is secured, purchase plant and other project materials.</li> <li>9. Maintain planters and vegetation.</li> </ol>
<b>Key contacts</b>	<ul style="list-style-type: none"> <li>• Evergreen <a href="mailto:stewardship@evergreen.ca">stewardship@evergreen.ca</a></li> </ul>
<b>Online resources</b>	<ul style="list-style-type: none"> <li>• Evergreen's Native Plant Database <a href="http://nativeplants.evergreen.ca/">http://nativeplants.evergreen.ca/</a></li> <li>• Evergreen's No Plot is Too Small guidebook <a href="http://www.evergreen.ca/downloads/pdfs/no-plot-too-small/">http://www.evergreen.ca/downloads/pdfs/no-plot-too-small/</a></li> <li>• Evergreen's urban greening resources <a href="http://www.evergreen.ca/get-involved/resources/">http://www.evergreen.ca/get-involved/resources/</a></li> <li>• Live Green Grant <a href="http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=821e99fa45dd5410VgnVCM10000071d60f89RCRD">http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=821e99fa45dd5410VgnVCM10000071d60f89RCRD</a></li> <li>• TD Friends of the Environment Foundation Grant <a href="https://fef.td.com/funding/">https://fef.td.com/funding/</a></li> </ul>
<b>Permits required</b>	N/A
<b>Budget range</b>	\$
<b>Potential funding sources</b>	<ul style="list-style-type: none"> <li>• Property owners of 1537 to 1575 Eglinton Ave W, 605 Oakwood Ave and 28 to 60 Lanark Ave</li> <li>• York-Eglinton BIA</li> <li>• Live Green Grant</li> <li>• TD Friends of the Environment Foundation Grant</li> </ul>

**Legend**

- \$ <\$2000
- \$\$ \$2000 - \$7000
- \$\$\$ >\$7000