

APPENDIX E: CITY OF HAMILTON*

STANDARD REQUIREMENTS

FOR PARK OR OPEN SPACE DEVELOPMENT

* **Standard Requirements by Open Space Development and Park Planning Section (OSD & PP) of Capital Planning and Implementation Division (CP&I) of Public Works.**

1.0 SUBDIVISION REQUIREMENTS

1.1 Standard Comments at Draft Plan Approval

At the Draft Plan submission step (**Step #2**), Open Space Development and Park Planning Section (OSD & PP) shall review and make comments. Aspects for review and comment include elements of the Parkland, and other Open Space considerations.

For Parkland, OSD & PP will comment on:

- Park servicing: 50mm water service, 200mm sanitary sewer service, 250mm storm sewer service to property line of Park are minimum requirements.
- Park grading: Minimum slopes of 2%, graded in a manner to avoid ponding and maintain proper drainage.
- Park fencing: Minimum standard must adhere to the City of Hamilton's Public Works Details binder.
- Minimum street frontage: 120 metres
- Park turf: seeding is the minimum standard.
- Development construction: Undeveloped, disturbed blocks shall be graded, seeded, and maintained by the Developer until construction commences thereon.

1.2 Record of Site Condition

If the Owner is conveying to the City of Hamilton naturalized open space blocks, tableland for parkland uses and any other lands for public usage, then the Owner shall submit a signed Record of Site Condition (RSC) to the City of Hamilton, and the Ministry of the Environment (MOE). This RSC must be completed to the satisfaction of the City of Hamilton, including an acknowledgement of receipt of the RSC by the MOE. A **Letter of Reliance** from the Developer's Environmental Consultant must accompany the RSC, to allow the City to use the studies conducted in the future.

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1.3 Guidelines for the Reimbursement of Park Development Works Through Development Charges:

Traditional Park facilities are eligible for reimbursement through **Development Charges (DC)**. An outline of traditional Park features is found in **Appendix E**. Upgraded features are at the Developer's cost, and may be subject to a Perpetual Maintenance Fee contribution by the Developer for future maintenance costs. More information on Perpetual Maintenance Funds is found in **Appendix E**. City standards for Park facilities' construction are outlined in the *City of Hamilton Standard Specifications* (latest edition).

Reimbursement of Park construction will be permitted according to the above guidelines and City approval of drawings and cost estimates, up to the maximum amount allocated by the DC By-law. This amount is calculated by City of Hamilton staff based on standard unit costs for Park Design and Open Space Design for the design and construction of the Park or Trail in question. The amount allocated to the Park by the DC By-law includes design fees for the Developer's consultant. All cost estimates must include the design consultant fees.

1.4 Soil Testing

Soil testing is applicable for any Park development or redevelopment or open space development. Refer to Hamilton City Standard, as outlined in the *City of Hamilton Standard Specifications* (latest edition).

1.5 Approved Plant Material

A list of approved plant material, by the Forestry and Horticulture Section of Public Works is found on the City Hamilton website (www.myhamilton.ca). This list should be used for all park development, redevelopment or open space development in the City of Hamilton.

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1.6 Servicing Design Criteria

All Park servicing calculations shall follow the criteria outlined in the *City of Hamilton's Engineering Guidelines for Servicing Land Under Development Applications* (latest edition).

1.7 Tendering Process

If the Developer has chosen Option II, whereby the Developer is to build the Park, tendering process requirements will follow the standard Capital Planning and Implementation (CP&I) Public Works tendering process.

1.8 Unauthorized Park Usage

The Developer agrees not to dispose or stockpile any waste or surplus fill material on the Subdivision Plan lands except in a manner and in a location approved by the City of Hamilton. The Park Block shall not be used for topsoil or other construction material, equipment storage, or sales pavilions.

1.9 Development Adjacent to Park Property

Where development abuts a Park or Open Space, whether or not the Developer is constructing the minimal requirements or the finished Park or Open Space, runoff from the development property shall not drain into the Park or Open Space unless approved by the Manager, Open Space Development and Park Planning, Public Works. A rear lot catch basin may be required. A grading plan showing the proposed drainage solution must be reviewed to the satisfaction of the Manager, Open Space Development and Park Planning, Public Works.

1.10 Warranty

The City of Hamilton requires a two-year comprehensive warranty on all plant material, and all park works, whether new parkland development or redevelopment, or open space development.

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1.11 Perpetual Maintenance Fee

The Perpetual Maintenance Fee relates to Gateway Features in subdivisions, or any upgraded facilities that the Developer proposes that is above the City's standard Parkland development. The fee is calculated based on the proposed design, and is a lump sum to be paid by the Developer to cover the future maintenance costs of the feature.

2.0 PARK AND OPEN SPACE FEATURES

2.1 Traditional Park Features (Include - But Not Limited To):

- Chain link fence to City standards where Park property is adjacent to private lots. Park frontage on streets is not fenced, nor is Park boundaries shared with schools, Open Space, or Storm Water Management facilities.
- Site furniture to City standards including benches and trash cans.
- Park walkways that are to be maintained in the winter must be 3m in width, asphalt surfaced constructed according to *City of Hamilton Standard Specifications* (latest edition).
- Park walkways that are not to be maintained may be constructed of other materials, and will be evaluated on a case-by-case basis. Another acceptable Park walkway material is stone dust. Paving stones are generally not permitted.
- Lighting of Park walkways in Neighbourhood Parks is generally not recommended.
- Lighting of sports facilities in Neighbourhood Parks is generally not recommended, unless premier facilities are proposed. These will be evaluated on a case-by-case basis.
- Supply of sports facilities, including soccer pitches, baseball diamonds, bocce facilities, and multi-purpose courts are determined through consultation with the Recreation staff of the City of Hamilton.
- Playgrounds must conform to the latest Canadian Standards Association (CSA) standards for play spaces and equipment. At least one (1) light standard must be provided at playgrounds for security.

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2.0 PARK AND OPEN SPACE FEATURES

2.2 Parking Supply Standards

Parking Supply Standards for Community or City-wide parks:

- 16 spaces per ball field, 32 spaces if fields are lit
- 16 spaces per soccer field, 32 spaces if fields are lit
- 15 for general park users
- 12 (4 per court) per group of tennis courts

Parking lots may be supplied for Neighbourhood Parks, if there is no adjacent school parking.