ST. JOHN'S

Committee of the Whole
Agenda

December 9, 2020
9:00 a.m.
4th Floor City Hall

Pages

1. Call to Order

2. Approval of the Agenda

3. Adoption of the Minutes

4. Presentations/Delegations

5. Finance & Administration - Councillor Dave Lane

6. Public Works & Sustainability - Councillor Ian Froude

7. Community Services - Councillor Jamie Korab

8. Special Events - Councillor Shawn Skinner

9. Housing - Deputy Mayor Sheilagh O'Leary

10. Economic Development - Mayor Danny Breen

11. Tourism and Culture - Councillor Debbie Hanlon

12. Governance & Strategic Priorities - Mayor Danny Breen

ST. JOHN'S

Minutes of Committee of the Whole - City Council

Council Chambers, 4th Floor, City Hall

November 25, 2020, 9:00 a.m.

Present:	Mayor Danny Breen Deputy Mayor Sheilagh O'Leary Councillor Maggie Burton Councillor Dave Lane Councillor Sandy Hickman Councillor Debbie Hanlon Councillor Deanne Stapleton Councillor Jamie Korab Councillor Ian Froude Councillor Wally Collins Councillor Shawn Skinner
Staff:	Kevin Breen, City Manager Derek Coffey, Deputy City Manager of Finance & Administration Tanya Haywood, Deputy City Manager of Community Services Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services Lynnann Winsor, Deputy City Manager of Public Works Cheryl Mullett, City Solicitor Elaine Henley, City Clerk Ken O'Brien, Chief Municipal Planner Shanna Fitzgerald, Legislative Assistant Kelly Maguire, Communications & PR Officer Judy Tobin, Manager - Housing Andrew Niblock, Director - Environment Services

---

1. Call to Order

2. Approval of the Agenda

Recommendation
Moved By Councillor Stapleton
Seconded By Deputy Mayor O'Leary

That the agenda be adopted as presented.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (10 to 0)

3. Adoption of the Minutes

3.1 Adoption of Minutes - November 12, 2020

Recommendation
Moved By Councillor Collins
Seconded By Councillor Skinner

That the minutes of the meeting held on November 12, 2020 be adopted as presented.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (10 to 0)

4. Presentations/Delegations

5. Finance & Administration - Councillor Dave Lane

6. Public Works & Sustainability - Councillor Ian Froude

6.1 Sanitation Regulations Implementation Plan

Council was advised of the update to the current Sanitation Regulations as per the attached information note.

The current Sanitation Regulations have been updated to include current collection methods such as the automated cart system and to incorporate garbage covering regulations and be more descriptive in all curbside collection programs. Included within this bylaw are rules for households provided an automated cart and for households that will continue to be collected manually. For equity, and to support and advance Councils strategic goal to divert more wastes from landfill, households with carts are limited to what the cart can hold and houses without carts will be limited to four bags of garbage per week.

In addition to the above, the bylaw requires households to use clear bags when placing wastes at the curb. The clear bags will allow collectors to easily identify wastes that should not be directed to landfill such as recyclables and household hazardous wastes. This will improve worker safety and will ensure residents are taking advantage of available waste diversion programs.

The four-bag limit and the clear bags are a change that will require an effective communication plan so households can be aware and adjust to the change. The clear bags will also require communications with local suppliers to ensure adequate inventory is available when the clear bag requirement comes into effect.

There will be two timelines involved with the complete implementation of the Sanitation Regulations. Most of the sanitary regulations will come in effect immediately after the sanitation regulations are advertised and gazetted. It is expected that this will be completed by January 2021. The four-bag limit for manually collected households will come into effect at this time. The clear bag requirement will come into effect starting January 1, 2022. The extended timeline on this implementation date will allow residents time to use the green or black bags they have already purchased and will allow suppliers to ensure adequate inventories of clear bags are available to the public when the implementation date comes in effect.

During discussion, the following was noted:

- Council raised a question of clarity for residents on the use of kitchen catchers. Staff advised that kitchen catchers are of an acceptable size and are available in clear plastic as required.
- Concern was raised about the significant reduction from ten bags to four bags and the challenge of storage space and the possible

negative impact on families. Council were advised that members of the community in that situation can call 311 and ask to set up a case and a staff member from Waste and Recycling will contact them to find a solution.

- It was recommended that future waste audits could be offered for residents and grocery stores in partnership with other organizations which will provide insight for staff. Consideration must be made to include direct contact with individuals who do not have access to technology for education purposes.
- Concern was also raised about the tight timelines with efforts to have support in place for residents who have concerns and questions.

Once the finalized Sanitation Regulations are adopted by Council, then the Communications Division and Waste and Recycling Division will start preparing all necessary communications to ensure the effective implementation of the updated Sanitation Regulations.

7. Community Services - Councillor Jamie Korab

8. Special Events - Councillor Shawn Skinner

9. Housing - Deputy Mayor Sheilagh O'Leary

9.1 Affordable Housing Strategy Annual Update

This matter was moved to the first item of business on the agenda for attendance purposes. Council was provided with an annual update on the City of St. John's Affordable Housing Strategy 2019-2028. Planning has begun for 2021 to progress initiatives in the Affordable Housing Strategy. The annual update is available via the Office of the City Clerk and has been appended to the agenda.

Staff have been working to fill vacant units. The current waitlists are requesting 1 or 2 bedroom units and not the available 3 or 4 bedroom. There is currently a pilot project for energy efficiency on Forest Road.

10. Economic Development - Mayor Danny Breen

11. Tourism and Culture - Councillor Debbie Hanlon

11.1 Art Procurement 2020

Following a four-year suspension of the City's Art Procurement program (from 2016-2019 inclusive), the program was reinstated during the budget process for 2020. The Art Procurement program considers submissions by

individual artists and commercial art galleries for purchase by the City and subsequent inclusion in the Civic Art Collection. Pieces in the Civic Art Collection are on display throughout City Hall and other City buildings, in offices, boardrooms, public spaces, etc. These artworks are also regularly displayed in Wyatt Hall as a part of seasonal or themed exhibitions intended to share the collection with the general public and encourage engagement with the visual arts.

This year in response to the call for submissions, there were 217 pieces submitted for consideration, from 79 artists. Each artist can submit up to three pieces for consideration.

The jury for the Art Procurement program is comprised of subject matter experts in the area of visual art: practicing artists, art teachers, art writers, curators, and/or other persons knowledgeable in the area of visual art. This year's jury was made up of three such members, and also included non-voting City staff representation (Arts and Cultural Development Coordinator and City Archivist). The jury met virtually on November 19, 2020 and selected twenty (20) pieces for purchase, as per the list appended to the agenda, totaling $19,170. The annual budget for Art Procurement is $20,000.

Upon approval, agreements will be signed between the City and the selected artists and/or the commercial gallery representing them, and the selected artworks will be delivered to the City Archives for cataloguing and inclusion in the Civic Art Collection.

Recommendation
Moved By Councillor Hanlon
Seconded By Councillor Burton

That Council approve the Art Procurement Jury's recommendation as attached.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

12. Governance & Strategic Priorities - Mayor Danny Breen

13. Planning & Development - Councillor Maggie Burton

14. Transportation and Regulatory Services - Councillor Sandy Hickman

14.1 Pedestrian Recall

Direction is required on whether the pedestrian recall signal timing established at the outset of the COVID-19 response should be altered or discontinued. Council was presented with the following options:

1. Business as usual
This strategy attempts to provide the least delay to all users of the intersection regardless of mode. This is the standard practice that has been employed by the City historically. Pedestrian recall is used only where required based on pedestrian volumes or infrastructure needs. Note that individual signals are often placed on pedestrian recall temporarily during the winter if the pushbuttons are inaccessible due to snow accumulation.

2. Select locations
One approach would be to identify geographic areas of the City, or select locations, where pedestrian recall is used. (Or, conversely, identify areas to return to business as usual.) For example, one suggestion that was received was that areas “inside” Elizabeth Avenue toward downtown would be placed on pedestrian recall and areas outside this limit would be returned to business as usual operation.

A determination at each intersection based on pedestrian volumes or other quality is the most subjective strategy and therefore most difficult to implement without clear direction from Council. The business as usual case has a technical evaluation for when pedestrian recall is justified. If a different threshold or set of characteristics is to be used to determine what intersections remain on pedestrian recall, then it is necessary to define those criteria. This has the potential to be inconsistent and/or inequitable in how it is rolled out. Given that the City does not have the data needed to make a pedestrian-volume based determination at every intersection it would be a potentially large undertaking to collect this information.

If this strategy were implemented, either based on geography or defined characteristics, it would eliminate the additional delay users experience at the locations selected to return to business as usual at the cost of requiring the pushbutton be pressed.

3. Time of day
Another option would be to apply pedestrian recall during the periods of the day most likely to see pedestrian traffic. For example, from 6AM to 8PM have pedestrian recall on, and overnight turn it off.

To accomplish this, signs would need to be changed to communicate need for button to be pressed during the overnight period. Technical work required to implement is about 2 hours per intersection if no programming issues are identified. For 108 signals, this type of changeover could easily take 1 to 2 months to implement. (Plus, a similar amount of work to roll back change at end of program.)

This would eliminate the additional delay users experience overnight when volumes are lowest and conflicting vehicles/pedestrians are less frequent at the cost of requiring the button be pressed.

4. Full time pedestrian recall
The City is currently operating with pedestrian recall operated full time at all intersections. This has the largest impact to vehicle traffic and user delay but requires no pedestrian buttons to be pushed. (This approach does not apply to pedestrian only signals and exceptions were made for accessibility as noted above)

The City currently has 108 full traffic signals operating and another 31 pedestrian signals (overhead flashers, RRFBs or pedestrian signal). The pedestrian recall approach only works at full traffic signals. Pedestrian recall at all 108 intersections was approved by Council in May of 2020. Following implementation a few signals were reverted to normal operations to accommodate a person in the area with a visual impairment. Small signs advising people that they should no longer use the pushbutton were posted at each push button location as part of this implementation.

Councillor Burton requested that Council express priority for pedestrians and keep pedestrian recall in operation full time at intersections for the winter months. Multiple members of Council agreed with this position. Following the loss of Councillor Hickman's motion it was agreed to maintain the current status quo until the Spring when this matter can be reviewed again.

Recommendation
Moved By Councillor Hickman
Seconded By Councillor Hanlon

That Council direct staff to implement Option 2 by returning operation of signals outside the City “core” to business as usual operation. Signals on the boundary or inside the “core” would remain on pedestrian recall. The “core” would be defined by a line starting at Springdale Street and Water Street then following Springdale Street, Lemarchant Road, St. Clare Avenue, Campbell Avenue, Ropewalk Lane, Empire Avenue, Stamps Lane, Freshwater Road, Elizabeth Avenue, Rennie’s River, Portugal Cove Road, Rennie’s Mill Road, Military Road, Cavendish Square, and ending at Cavendish Square and Duckworth Street.

For (2): Councillor Hickman, and Councillor Korab

Against (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hanlon, Councillor Stapleton, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION LOST (2 to 9)

15. Other Business

16. In Camera

Council took a short break at 10:36 am, reconvening at 10:47 am for the In Camera Session.

16.1 In Camera Session

17. Adjournment

There being no further business the meeting adjourned at 11:27 am.

_____

Mayor

DECISION/DIRECTION NOTE

Title: Regional Water Reserve Fund Purchase – Replacement Southlands Pump

Date Prepared: November 23, 2020

Report To: Committee of the Whole

Councillor and Role: Councillor Ian Froude, Public Works & Sustainability

Ward: N/A

Decision/Direction Required:
To seek a decision on proceeding with the purchase of a replacement Southlands Pump funded through the Regional Water Equipment Replacement Reserve Fund.

Discussion – Background and Current Status:
The Regional Water Equipment Replacement Reserve Fund is being requested to be used for the purchase of a replacement Southlands pump at the Ruby Line Pump Station. The existing pump failed and must be replaced. The total estimated cost to supply and deliver a replacement Southlands pump is $84,650.00 (HST Extra).

Key Considerations/Implications:

1. Budget/Financial Implications:
   The Regional Water System has identified sufficient funds within the Regional Water Equipment Replacement Reserve Fund to support this equipment replacement. A detailed breakdown of contributions less purchases made through this program is provided as follows:

   0000-36883 Reserve for Regional Water Equipment Replacement

2015 Contribution	$400,000.00
Less: High Lift Motors	$(96,705.92)
2016 Contribution	$400,000.00
2017 Contribution	$400,000.00
2018 Contribution	$400,000.00
Less: Southlands Pump	$(77,109.00)
2019 Contribution	$400,000.00
Less: SCADA Servers	$(183,341.27)
Balance:	**$1,642,843.81**[(i)]

Note:
(i) 2020 Contribution of $400,000.00 has yet to be added to the reserve fund and is not reflected in the balance to date provided.

2. Partners or Other Stakeholders:
The Southlands pumps at the Ruby Line Pump Station supply potable water to a portion of the City St. John's, the City of Mount Pearl, the Town of CBS, the Town of Paradise and the Town of Portugal Cove-St. Phillips.

3. Alignment with Strategic Directions/Adopted Plans:
N/A

4. Legal or Policy Implications:
N/A

5. Privacy Implications:
N/A

6. Engagement and Communications Considerations:
N/A

7. Human Resource Implications:
N/A

8. Procurement Implications:
The estimated time frame for the delivery of this replacement pump is approximately 30 weeks.

9. Information Technology Implications:
N/A

10. Other Implications:
N/A

Recommendation:
That Council approve access to funding from the Regional Water Equipment Replacement Reserve Fund to support the purchase of this equipment.

Prepared by: Daniel Martin, Manager – Regional Facilities
Approved by: Andrew Niblock, Director - Environmental Services

Report Approval Details

Document Title:	Regional Water Reserve Fund Purchase – Replacement Southlands Pump.docx
Attachments:	
Final Approval Date:	Dec 1, 2020

This report and all of its attachments were approved and signed as outlined below:

Andrew Niblock - Dec 1, 2020 - 7:33 AM

Lynnann Winsor - Dec 1, 2020 - 11:11 AM

INFORMATION NOTE

Title:	**Electric Vehicle Charging Stations Host Application**
Date Prepared:	October 17, 2019
Report To:	Council
Councillor and Role:	Councillor Ian Froude, Public Works & Sustainabilty
Ward:	Ward 4

Issue:
The City of St. John's is submitting an application to put forward locations for Newfoundland Power to place Electric Vehicle rapid (Level 3) charging stations through a land lease agreement.

Discussion – Background and Current Status:
Electric (EV) and Plug-In Hybrid (PHEV) vehicles are becoming increasingly popular with more models on the market, better battery range, and more drivers switching from gas to electric. In support of local EV growth Newfoundland Power is planning to install 10 EV charging stations throughout Newfoundland Power's service territory. Concurrently, Newfoundland and Labrador Hydro is planning to install 9 EV charging stations throughout Hydro's service territory. This joint takeCHARGE project will support regional transportation connectivity, help reduce carbon emissions, and make Newfoundland and Labrador a more attractive destination for EV owners across the continent in the upcoming years.

The St. John's Energy and Greenhouse Gas Inventory (2018) identified that 41% of the energy used in our community is gasoline and diesel, therefore, 59% of the greenhouse gas emissions from our community as a whole come from transportation. EV charging stations will make owning an EV or a PHEV a more viable option for residents of St. John's, while ensuring that EV drivers can travel across the province.

Newfoundland Power is requesting applications from prospective EV charging station hosts. Each charging station will have both a Direct Current Fast Charger (DCFC) (also known as a Level 3 charger) and a Level 2 EV charger (16-40 amps). Any successful applicant will be required to sign a 10-year land lease agreement with Newfoundland Power (a sample Land Lease Agreement is provided in the attachments).

In order for a site to be suitable, it must meet the following criteria:

a) Be located no further than 150 meters from a three-phase distribution line with sufficient excess capacity. Available excess capacity will be determined by Newfoundland Power;
b) Be located directly adjacent to a major route;
c) Be visible and accessible from the road;

d) Be large enough to allow for two designated parking spots for EVs (approximately 2.75 meters by 6 meters each); and
e) Have ample land adjacent to the parking spots for equipment (approximately 4 meters by 10 meters long).

A review of available City properties that match these criteria resulted in a proposal for Newfoundland Power to consider placing EV Charging stations at Bowring Park and Bannerman Park parking lots.

Key Considerations/Implications:

1. Budget/Financial Implications: The City would be responsible for any property taxes, assessments or local improvement charges as well as insurance on the property.

   Newfoundland Power will be responsible for the cost of the charging station equipment, installation, charger maintenance and repairs, and electricity required to operate the charging stations.

2. Partners or Other Stakeholders: Newfoundland Power

3. Alignment with Strategic Directions/Adopted Plans:
   A Sustainable City
   A City That Moves
   An Effective City

4. Legal or Policy Implications: Review from the City's legal team will be conducted. Successful applicants will be asked to enter a ten-year rental agreement with Newfoundland Power for the time period of April 1, 2021 to March 31, 2031, with the option to renew for a further term of ten years, on the same terms and conditions.

5. Human Resource Implications: City staff would support the discussions of site selection based on technical feasibility. If implemented, 311 staff would be provided contact information for Newfoundland Power's relevant staff to ensure easy communication in case maintenance is required.

6. Engagement and Communications Considerations: N/A
7. Privacy Implications: N/A
8. Procurement Implications: N/A
9. Information Technology Implications: N/A
10. Other Implications: N/A

Conclusion/Next Steps:
Submission of proposal for Newfoundland Power to consider placing EV Charging stations at Bowring Park and Bannerman Park parking lots.

Report Approval Details

Document Title:	Electric Vehicle Charging Stations Host Application.docx
Attachments:	- 2020-Electric-Vehicle-Charging-Station-Host-Application (1).pdf - Energy_and_Greenhouse_Gas_Inventory_Infographic.jpg
Final Approval Date:	Dec 2, 2020

This report and all of its attachments were approved and signed as outlined below:

Brian Head - Dec 2, 2020 - 1:41 PM

Lynnann Winsor - Dec 2, 2020 - 4:32 PM

Electric Vehicle Charging Station Host Application

1. Project Overview

Electric vehicles (EV) are becoming increasingly popular with more models on the market, better battery range, and more drivers switching from gas to electric. In support of local EV growth Newfoundland Power is planning to install 10 EV charging stations throughout Newfoundland Power's service territory. Concurrently, Newfoundland and Labrador Hydro is planning to install 9 EV charging stations throughout Hydro's service territory. This joint takeCHARGE project will support regional transportation connectivity, help reduce carbon emissions, and make Newfoundland and Labrador a more attractive destination for EV owners across the continent.

Additional EV charging stations will make owning an EV a more viable option for residents of Newfoundland and Labrador, ensuring that EV drivers can travel across the province. While EV battery capacity has increased in recent years and extended EV driving range, a variety of publicly available charging stations are needed to support local EV growth.

Newfoundland Power is requesting applications from prospective EV charging station hosts. Each charging station will have both a Direct Current Fast Charger (DCFC) and a Level 2 EV charger. The successful applicants will be required to sign a 10-year land lease agreement with Newfoundland Power. A sample Land Lease Agreement is available in Appendix C.

In order to meet project timelines, installation of charging stations will occur through the summer and fall, with estimated completion in late 2021.

NOTE: This project is contingent upon Newfoundland Power receiving regulatory and funding approvals. If for any reason these approvals are not obtained, this application process and project may be cancelled at any time and Newfoundland Power shall be under no obligation to offer an award of this project to any applicant.

2. Site Selection

Newfoundland Power is accepting applications from prospective EV charging station hosts in the following locations. The locations were determined based on the site of existing and planned charging stations across the province.

Location	Criteria
Bonavista	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line
Cape Broyle / Ferryland	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line
Carbonear	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line
Lewisporte	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line
Marystown	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line
Port Rexton	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line
Robinsons	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line
St. John's	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line
Saint Mary's	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line
Trepassey	Located directly adjacent to a major route and no further than 150 m from a three phase distribution line

Close proximity to a three phase distribution line is required to ensure sufficient power supply for the charging station. If applicants are unfamiliar with their proximity to a three phase distribution line, they can confirm by emailing ElectricVehicles@TakeChargeNL.ca, prior to applying. Applications can also be submitted without confirmation of this requirement. All proposed sites will be assessed to confirm they meet this criteria.

3. Site Eligibility Criteria

In order for a site to be suitable, it must meet the following criteria:

a) Be located no further than 150 meters from a three phase distribution line with sufficient excess capacity. Available excess capacity will be determined by Newfoundland Power.;
b) Be located directly adjacent to a major route;
c) Be visible and accessible from the road;
d) Be large enough to allow for two designated parking spots for EVs (approximately 2.75 meters by 6 meters each); and
e) Have ample land adjacent to the parking spots for equipment (approximately 4 meters by 10 meters long).

Parking spaces will be painted and designated for EV parking, and the adjacent land is for the installation of chargers, transformer and other associated infrastructure by Newfoundland Power. The below photo is an example of an EV charging station installed by Nova Scotia Power.

Example of EV Charging Station installed by Nova Scotia Power

In addition to confirming that each site meets the above requirements, Newfoundland Power will evaluate each proposed site to see that it meets the following criteria:

a) Least cost option to Newfoundland Power for charging station installation;
b) Have sufficient lighting at the site; and
c) Have the ability to add signage at its location.

Prior to selecting successful applicants and finalizing any land lease agreements, Newfoundland Power will request that applicants confirm the following:

a) Ability to move existing items that impede installation of the charging station;
b) Ability to place hard surface for EV parking where gravel may exist;
c) Maintain commercial general liability insurance with respect to the charging station in the amount of $5,000,000;
d) Provide sufficient snow and ice clearing of the EV parking spaces and equipment;
e) Provide general maintenance of the area to keep it visually appealing. This would include lawn care, garbage removal and keeping it in a neat and tidy condition to allow vehicle access to the charging station.;
f) Allow 24/7 public access to charging station; and
g) Ability to notify Newfoundland Power when customers indicate issues/problems with the charging station.

4. Land Lease Terms

Successful applicants will be asked to enter a ten-year rental agreement with Newfoundland Power for the time period of April 1, 2021 to March 31, 2031, with the option to renew for a further term of ten years, on the same terms and conditions.

It is expected that investment in EV charging infrastructure will increase the number of EVs in Newfoundland and Labrador. Successful applicants may see increased traffic from EV owners who will be at their location for 0.5 to 1.0 hours or more while their EV charges. No compensation in the form of rent or otherwise will be paid to the landowners. Newfoundland Power makes no guarantees, representations or warranties in terms of increased traffic or customers to successful applicants as a result of the EV charging station installation.

The successful applicants will be responsible for any property taxes, assessments or local improvement charges as well as insurance on the property. Newfoundland Power will be

responsible for the cost of the charging station equipment, installation, charger maintenance and repairs, and electricity required to operate the charging stations.

The site must be ready for possession not later than April 1, 2021. Please see Appendix C for a sample Land Lease Agreement.

5. Application Process

An applicant can apply on one or more of the locations listed in Section 2. **For each proposed site, the forms in Appendix A and B must be completed**.

The following attachments are included in this application:

Appendix A – EV Charging Station Host Application
Appendix B – Letter of Intent
Appendix C – Sample Land Lease Agreement (subject to amendment following detailed discussions)
Appendix E – Standard EV charging station setups

Important Application Information

1. Information about this application process can be found on the takeCHARGE website: www.TakeChargeNL.ca.
2. The application process will open on November 23, 2020.
3. The application process will close at 4:00 p.m. Newfoundland island time on December 11, 2020. Applications received after this time will not be accepted.
4. Applications may be submitted:
    a. By email to ElectricVehicles@TakeChargeNL.ca
    b. Faxed delivery, to 1-855-310-4785

Questions regarding the project or application process can be submitted by email to ElectricVehicles@TakeChargeNL.ca.

6. Project Milestones

The following table indicates milestone dates for this project. These dates may be modified by Newfoundland Power.

Project Milestones	Date
Application process open	November 23, 2020
Deadline to apply	December 11, 2020 4:00 p.m. Newfoundland local time
Application evaluation and application selection notification	December, 2020 / January, 2021
Land Lease Agreement completion date	February, 2021
Site possession	not later than April 1, 2021
Installation of EV charging stations	Spring and Fall 2021
Project completion	December 31, 2021

APPENDIX A

APPLICATION FORM

ELECTRIC VEHICLE CHARGING STATION HOST APPLICATION

Applicant's Name: _____

Address of Proposed Property: _____

City/Town: _____

Number of Parking Spaces: _____

Size of Parking Spaces: _____

Size of Land Adjacent to Parking Spaces: _____

1. Please include Title Documents.
2. Please include a recent survey of your property.
3. Please identify a preferred location for the charging station on your property using a survey, map or Google image.

_____ _____
Applicant's Name (Please Print) GST/HST Registration Number (if applicable)

_____ _____
Signature of Authorized Representative Signer's Name (Please Print)

_____
Witness Dated at _____ this ___day of _____ 2020.

APPENDIX B

LETTER OF INTENT

LETTER OF INTENT

Electric Vehicle Charging Station Host

The purpose of this letter is to signify the intent of the undersigned to engage in lease agreement discussions with Newfoundland Power Inc. ("Newfoundland Power") for the purpose of expanding the electric vehicle charging network.

_____ ("The Applicant"), is interested in hosting an electric vehicle charging station ("Site Host") at _____ (address).

The Applicant supports the development of an electric vehicle charging network in Newfoundland and Labrador and signifies its intent, as an in-kind contribution to Newfoundland Power, to grant a no-cost lease to Newfoundland Power for the installation, operation, and maintenance of electric vehicle fast charging infrastructure located at the address noted above for a period of 10 years, allowing Newfoundland Power access to the land for that period, with an option to renew prior to lease expiry. The Applicant also confirms that the proposed site will have 24 hour public access, and agrees to ensure day-to-day site maintenance, such as snow clearing, is complete to allow ease of access to charging infrastructure.

The Applicant understands that this project is conditional on Newfoundland Power obtaining funding approval and that Newfoundland Power shall be under no obligation to offer an award to any Applicant.

_____ _____
Name (please print) Signature

_____ _____
Title Date

APPENDIX C

SAMPLE LAND LEASE AGREEMENT

SAMPLE LAND LEASE FOR ELECTRIC VEHICLE SUPPLY EQUIPMENT

This **LEASE** is entered into on the ____ day of _____, 2021

BETWEEN: **XXXXXXXX,** operating as **XXXXXX,** a body corporate under the laws of the Province of Newfoundland and Labrador, having its registered office at **XXXXXX** in the Province of Newfoundland and Labrador, hereinafter called "the Lessor"

OF THE FIRST PART

AND **NEWFOUNDLAND POWER INC.**
a body corporate, organized and existing under the laws of Newfoundland and Labrador, and having its head office at St. John's, in the Province of Newfoundland and Labrador; hereinafter called "Newfoundland Power" or "the Lessee**"**

OF THE SECOND PART

(Collectively referred to as the "Parties" and individually as a "Party")

WHEREAS the Lessor is the registered owner of certain lands located at XXXXXXX, Newfoundland and Labrador, and more fully described in Schedule "A" attached hereto, (the "Lands");

AND WHEREAS the Lessor wishes to Lease a portion of the Lands to Newfoundland Power for the installation, operation, repair and maintenance of Electric Vehicle Supply Equipment (EVSE) as hereinafter defined; (the "Purpose");

AND WHEREAS the Parties acknowledge that the opportunity for the Lessor to locate the EVSE on the Lands is of commercial value to the Lessor, and represents good and valuable consideration;

NOW THEREFORE in consideration of the mutual covenants and the premises herein, the Lessor hereby grants to Newfoundland Power a Lease to use a portion of the Lands to accommodate the installation, operation and maintenance of the EVSE, together with a right of access over the Lands for the purpose of access to and from the EVSE under the following terms and conditions:

1. Definitions

In this Lease and the recitals to this Lease:

"Electric Vehicle Supply Equipment" means and includes an Electric Vehicle Direct Current Fast Charger, Level 2 Charger and all supporting infrastructure and appurtenances.

"Site" means the portion of the Lands under Lease, being approximately 10 m x 10 m in size as more particularly shown on Schedule "B".

"**EV Charging Network**" means Newfoundland Power's charging network for electric vehicles (EVs) and is made up of standard Level 2 (240 volt) and fast charging (400 volt) stations located throughout Newfoundland and their supporting software applications.

2. Term

The Lease shall be for a term of 10 years from the date of execution (the "Initial Term") and shall automatically renew thereafter, for ten (10) calendar years ("Renewal Term") unless the Lessee provides one-hundred and twenty (120) days written notice prior to the end of the Initial Term that it wishes to terminate this Agreement. Any Renewal Term will be on the same terms and conditions as set out herein.

3. Purpose

The Site shall be used by the Lessee for the sole purpose of installing, operating and maintaining the EVSE, together with a right of access over the Lands for the purpose of access to and from the EVSE.

4. Lessor Obligations

a. Despite Paragraph 5(b) the Lessor or its agent shall be responsible for property services with respect to the Site including, but not limited to, providing adequate snow removal, lawn maintenance, garbage removal and in the area of the Site and EVSE sufficient to allow vehicle access for charging purposes, at the same frequency as it provides for snow removal and lawn care for its own operations on the Lands. The Lessor shall also be responsible (at least annually) for maintaining the appearance and colour of the painted surface of the Site's parking spaces once completed by the Lessee.

b. The Lessor warrants the quiet enjoyment of the Site by the Lessee for the purposes as set out in this Lease.

c. That the Lessor shall remain responsible for all costs, expenses, fines, and penalties arising from hazardous waste, hazardous materials, environmental dangers, and environmental damage present prior to the Lessee occupying the Lands and that occur as a result of the negligence, action or inaction of the Lessor, its employees, agents, or assigns.

d. The Lessor shall maintain commercial general liability insurance with respect to the EVSE in the amount of $5,000,000 in accordance with terms and conditions of this Lease.

e. The Lessor shall provide a waiver of subrogation to the Lessee, and the Lessee shall be added to the Lessor's commercial general liability insurance as an additional insured.

5. Lessee Obligations

a. No rent shall be payable by the Lessee during the term.

b. During the term of the Lease, the Lessee shall have sole responsibility for the installation, operation, insurance, maintenance of the EVSE and the Site, including all costs associated therewith, unless otherwise specified in this Lease. This responsibility shall include any signage and additional lighting requirements related to the installation, operation, and maintenance of the EVSE and Site.

c. The Lessee shall be responsible for acquiring all necessary permits and shall install, maintain and operate the EVSE in accordance with good utility practice and applicable laws.

d. The Lessee shall brand and determine the appearance of the EVSE and the Site. Any promotion or publicity with respect to the Site or the EVSE or the EV Charging Network by the Lessor shall be subject to the prior written approval of the Lessee.

e. The Lessor agrees to allow Newfoundland Power to disclose the participation of the Lessor in the EV Charging Network by way of public announcements or inclusion of the Lessor's name and address on Newfoundland Power and takeCHARGE's websites. Newfoundland

Power will not, without the Lessor's express prior written consent use the Lessor's logos, trademarks, trade names, service marks, or other marks of the Lessor and its affiliates. The

Lessor will not, without Newfoundland Power's express prior written permission or direction, use in advertising, promotion, or otherwise, any trade name, trademark, trade device, service mark, symbol, code, or specification or any abbreviation, contraction, or simulation thereof of Newfoundland Power nor shall the Lessor claim ownership therein.

f. The Lessee shall maintain commercial general liability insurance with respect to the installation, operation and maintenance of the EVSE in the amount of $5,000,000 in accordance with terms and conditions of this Lease.

g. The Lessee shall maintain the Site in good repair.

h. The Lessee shall comply with all laws.

i. The Lessee shall deliver vacant possession of the Site upon termination of the Lease.

j. The Lessee shall conduct its business in a reputable manner.

6. Ownership

The EVSE shall be owned exclusively by the Lessee.

7. Damage

Damage to the EVSE shall be at the risk of the Lessee, except that the Lessor shall be responsible where such damage is caused by the negligence of the Lessor, or its agents, as the case may be.

8. Indemnification

Newfoundland Power shall indemnify and save harmless the Lessor from and against any claims, losses, damages, demands or actions arising out of any breach, violation or non-performance of any covenants or conditions in this Agreement required to be fulfilled, observed, and performed by Newfoundland Power.

The Lessor shall indemnify and save harmless Newfoundland Power from and against any claims, losses, damages, demands or actions arising out of any breach, violation or non-performance of

any covenants or conditions in this Agreement required to be fulfilled, observed, and performed by the Lessor.

9. Termination

a. This Lease may not be terminated by the Lessor during the Initial Term of the Lease unless the Lessee has committed a breach of a material term or condition of the Lease which the Lessee has not rectified within 30 days of receiving written notice from the Lessor of such breach.

b. The Lessee may terminate the Lease at its sole discretion.

c. Where the Lessee terminates the Lease, it shall be responsible for restoring the Site as close to the pre-Lease state, as is reasonably practicable in the circumstances.

10. Access

a. This Lease includes a right of access over the remainder of the Lands which allows the Lessee and its agents uninterrupted access to the EVSE and the Site for the purpose of operation, inspection, maintenance and repair, and which allows members of the public uninterrupted access to the EVSE for charging purposes, 24 hours a day, 7 days a week.

b. The Lessor shall not be responsible for damages caused by an interruption in access as provided for in clause 10. a. when the interruption is due to fires, strikes, floods, acts of God or the Queen's enemies, lawful acts of public authorities, which cannot reasonably be foreseen or provided against; provided that the Lessor notifies the Lessee immediately and furnishes details of the commencement of the interruption and nature of the cause.

c. The Lessee shall not access the EVSE in a manner which impedes other commercial operations on the Lands, but otherwise may access the EVSE at any time, and shall not be required to provide notice to the Lessor, the Operator, or any third party prior to exercising its right of access over the Lands.

11. Announcements

Newfoundland Power shall develop and deliver the form and content of announcements and any associated public events with respect to the EVSE, the EVSE locations, the Site and the EV Charging Network. The Lessor shall not make or issue, or cause to be made or issued, any announcement or written statement concerning the EVSE, the Site or the EV Charging Network without the prior written consent of Newfoundland Power.

12. Assignment

This Lease shall not be assignable by either the Lessor or the Lessee without the prior written consent of the other.

13. Governing Law

This Lease shall be governed by and construed in accordance with the laws of the Province of Newfoundland and Labrador.

14. Notice

Any notice required by this Lease shall be deemed to be delivered if provided by electronic mail, facsimile, regular mail or courier to the following:

If delivered to the Lessor, to:

XXXXXXXXXX

Email: XXXXXX@XXXXXXX.XX

If delivered to the Lessee, to:

Newfoundland Power
(Lands Division)
55 Kenmount Road
St. John's, NL
A1B 3P6

Email: bspencer@newfoundlandpower.com

15. General

a. The Lessor warrants and represents that all third party consents and approvals have been obtained prior to the execution of this Lease.

b. This Lease may be executed in several counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument, and shall become effective when counterparts have been signed by each of the Parties and delivered to the other Parties; it being understood that all Parties need not sign the same counterparts. The exchange of copies of this Lease and of signature pages by facsimile transmission, by electronic mail in "portable document format" (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, or by combination of such means, shall constitute effective execution and delivery of this Lease as to the Parties and may be used in lieu of the original Lease for all purposes. Signatures of the Parties transmitted by facsimile shall be deemed to be their original signatures for all purposes.

c. This Lease is binding upon, and will inure to the benefit of, the parties to this Lease, and their respective successors, permitted assigns.

d. This grant of Lease does not in any way create fee simple interest in the Lands or the Site.

e. Each Party shall from time to time execute and deliver all such further documents and instruments and do all things and acts as the other Party may reasonably require to effectively carry out or better evidence or perfect the full intent and meaning of this Lease. The Lessor agrees to enter into an easement agreement in favour of the Lessee or it's designate for the supply of power to the EVSE.

16. Survival

Notwithstanding any other provision of this Lease, the representations, warranties, covenants and indemnities of or by the Parties contained herein or in any document or instrument delivered pursuant hereto shall survive this Lease.

IN WITNESS WHEREOF the Lessor has hereunto affixed its corporate seal attested by its proper signing officers on the___day of _____, 2021, at the town of _____, Province of Newfoundland and Labrador.

WITNESS	**XXXXXXXXXXXXXX** operating as **XXXXXX** (The Lessor)
_____	_____
(name)	(name)
(title)	(title)
_____	_____
(name)	(name)
(title)	(title)

IN WITNESS WHEREOF the Lessee has hereunto affixed its corporate seal attested by its proper signing officers on the___day of _____, 2021, at the City of St. John's, Province of Newfoundland and Labrador.

WITNESS	**NEWFOUNDLAND POWER**
_____	_____
(name)	(name)
(title)	(title)
_____	_____
(name)	(name)
(title)	(title)

APPENDIX D

STANDARD EV CHARGING STATION SETUP

EV charging stations will be set up similar to the photos below. Modifications may be required depending on the layout of the proposed location.


flo
Electric Vehicle
Charging

Energy and Greenhouse Gas **Inventory:** City of St. John's (2018)

ENERGY & EMISSIONS

In 2018, St. John's consumed approximately **14.4 million gigajoules** (GJ) of energy, which emitted **667,113 tonnes of carbon dioxide equivalents** (tCO2e).

Corporately in 2018, City operations and services consumed **365,625 GJ** of energy, which emitted **12,457 tCO2e** (or about 2% of the community inventory).

IN THE COMMUNITY...

Energy used:

- Electricity **44%**
- Gasoline & Diesel **41%**
- Heating Oil **15%**

Greenhouse Gas Emissions:

The **Residential** sector consumed 28% of the total energy and emitted 15% of the GHGs.	**15%**
Transportation consumed approximately 41% of the energy use (gasoline and diesel) and emitted 59% of the community's GHGs.	**59%**
The **Institutional/Commercial/Industrial sector** consumed 31% of the energy and emitted 23% of the GHG emissions.	**23%**
Waste (solid and wastewater) contributed 3% of the community's GHG emissions.	**3%**

CITY OF ST. JOHN'S...

Energy used:

- Electricity **60%**
- Gasoline & Diesel **25%**
- Heating Oil **12%**

Greenhouse Gas Emissions:

- Electricity **20%**
- Gasoline & Diesel **51%**
- Heating Oil **26%**
- Transportation Sector **48%**
- Facility Operations **25%**
- Water & Wastewater **22%**

The City of St. John's **water, facilities, and transportation** consumed 30%, 26% and 24% of the energy used in 2018.

Streetlights contributed the most to the cost of energy - 32%.

Solid waste contributed 3% of the GHG emissions.

By 2030...

5.5%

Community energy use is estimated to increase to approximately **15,152,184 GJ**

5.7%

Community GHG emissions are expected to decrease to **628,925 tCO2e**

In this "business as usual" scenario, gasoline and fuel oil consumption are assumed to remain as the major sources of GHG emissions for both community and corporate inventories.

The reductions in GHG emissions in these projections are due to the Province's electric generation changed to hydropower in the lower Churchill River.

5.5%

Corporately, energy consumption is estimated to rise to approximately **385,584 GJ**

15.3%

City of St. John's GHG emissions are expected to decrease to **10,549 tCO2e**

An energy and emission inventory estimates the energy use and GHG emissions generated within a specific time period. It also estimates future emissions if action is not taken, to inform GHG mitigation targets. In this case the year 2018 was selected as a baseline year.

The City of St. John's Energy and Greenhouse Gas Inventory for 2018 report was prepared in conformance with the CSA/ISO 14064-1 standard. The inventory follows requirements of the Partners for Climate Protection (PCP) Protocol and incorporates refinements from the 2019 IPCC Guidelines for National Greenhouse Gas Inventories and the Greenhouse Gas Protocol .

To read the full report or to learn more about the City's climate change adaptation and mitigation strategies, please visit the Sustainability page at stjohns.ca

ST. JOHN'S

INFORMATION NOTE

Title:	**Winter Design Standards for Residential Developments**
Date Prepared:	December 3, 2020
Report To:	Committee of the Whole
Councillor and Role:	Councillor Ian Froude, Public Works & Sustainabilty
Ward:	N/A

Issue:

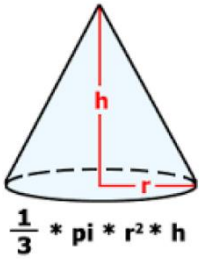
Information about the new Winter Design Division for residential developments as outlined in the Development Design Manual

Discussion – Background and Current Status:

The new Winter Design Division of the Development Design Manual outlines the general design requirements for new residential developments. This section of the manual helps to ensure that urban expansion is carried out in a manner that does not add a financial burden to the City, as per the strategic objectives of Envision St. John's.

Whenever new or temporary roads are proposed for the City to maintain, snow clearing must be taken into consideration. While the requirements are not significant, they are vital in minimizing the burden on operational resources.

Residential building lots in the City of St. John's should have adequate snow storage for street and driveway snow to prevent costly snow removal. The current method of determining the necessary snow storage requires building lots in heavy snow volume areas identified on the "Snow Volume Map", to follow the Snow Volume Calculation (SVC) which is often referred to as the Snow Cone Calculation.



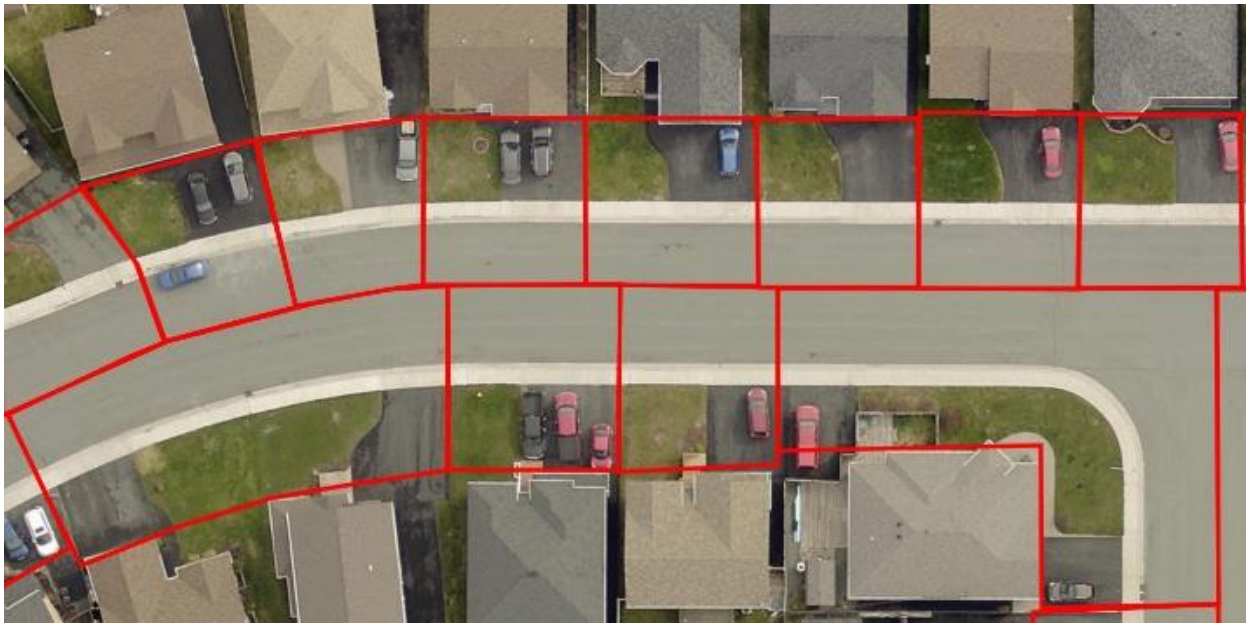
The SVC was developed to ensure adequate snow storage on building lots in higher elevation areas such as Kenmount Terrace and Southlands to allow for reduced building lots and increased density at higher elevations. It was a theoretical calculation to provide an equivalent amount of snow storage on a reduced lot as on a standard R1 building lot with 15m of street frontage. The SVC generally worked in these areas, but it was recognized that developments

above the 190m contour would not be well served by this calculation since these areas receive higher annual snowfall accumulation. Some limitations of the SVC include:

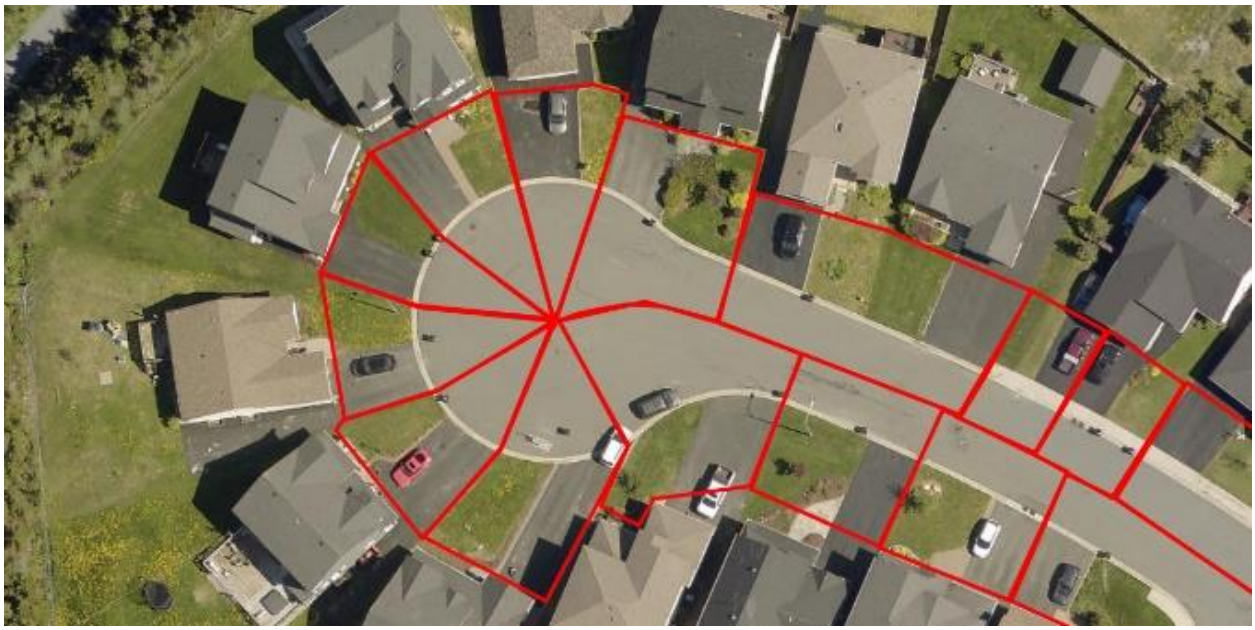
- It does not account for elevation or snowfall variances
- It does not account for road width variances
- It does not allow for the sharing of snow storage areas
- It is not representative of what happens in the field

As development within the City continues to spread into higher elevations, and further from the City core, the City's Operations staff continue to face ever-increasing challenges with snow clearing. Higher snow volumes exist at these higher elevations and costly snow removals can be avoided with proper planning and design. New developments will be expected to provide adequate landscaped areas adjacent to the City roadway, which will provide City Operations staff adequate snow storage for snow cleared from City streets. Developments in some areas may also be required to provide bulk snow storage sites, this requirement is expected for areas with a high snow volume.

The proposed Winter Design Division to be implemented in the City's Design Manual requires that snow accumulation areas be delineated for each snow storage area (residential front yard). Each accumulation area should extend from the centerline of the road to the building footprint (or 10m from the face of curb, whichever is less). Each accumulation area should contain only one or two driveways. Snow storage areas between adjacent homes can share the storage area between two driveways. This is encouraged and results with larger snow storage piles.

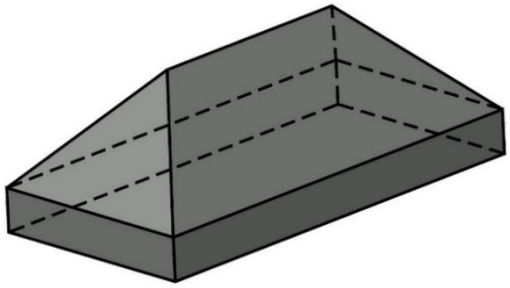


This image outlines the snow accumulation area for each residential property. The total snow that falls in these areas must fit on the adjacent lawns.



This cul-de-sac image shows how the snow accumulation areas are much larger than the available snow storage area. This lack of snow storage space is a source of frustration for many cul-de-sac residents.

The new Winter Design Division was developed to address the limitations of the Snow Volume Calculation. It accounts for items such as elevation, road width, community mailboxes, fire hydrants, and more closely represents winter conditions. This design process combines the City's snow storage requirements with the residential homeowner's snow storage requirements to provide an adequately spaced shared snow storage area in the homeowner's front yard. This design standard is applicable to all elevations and snow volumes and is intended for use city-wide, not just the areas identified on Map N.



Some benefits provided by the new Winter Design Division include:

- It permits increased density at various elevations
- Better homeowner experience with adequate front yard snow storage
- Cul-de-sacs have a high percentage of wasted land and the Winter Design Division makes it less attractive to develop them.
- Reduction of costly snow removal

Residential hardscapes need strict control. Driveways approved at a certain width may not be widened at any point of the driveway without express approval by the City. Previous City landscaping and driveway width requirements on occasion resulted with driveways installed in triangular shapes, or with other hardscapes installed alongside the driveway. This practice severely impacted snow storage and will not be accepted by the City. Driveway widths must remain consistent within the 10m setback from the face of curb, at the width approved in the snow storage plan.

Left: Triangular driveway with reduced snow storage.
Center: Triangular driveway widened with an adjacent walkway.
Right: Driveway with consistent width but installed wider than approved.

The City will provide a spreadsheet to developers who can input street details such as elevation, street classification, street width, and sidewalk width. The lot information is also added including the lot width, driveway width, and building line. The lot information can be adjusted to achieve the required snow storage. This will work for single or combined housing units on varying lot sizes. This spreadsheet will contain all the necessary calculations, the developer is only required to input the data. The workload increase for developers is expected to be minimal.

This design standard may result in less building lots or larger building lots than the developer initially proposes. However, City staff feel that by adhering to this design standard both the City and the eventual homeowner will have adequate space to satisfactorily store snow. This will lead to less frustration and complaints from residents and less cost to the City's snow clearing operations.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A

2. Partners or Other Stakeholders:
    - Residents
    - Developers

3. Alignment with Strategic Directions/Adopted Plans:
    - Envision St. John's
    - A Sustainable City
    - A City That Moves

4. Legal or Policy Implications: N/A

5. Privacy Implications: N/A

6. Engagement and Communications Considerations:
    - The Winter Design Division will need to be communicated to developers and residents.

7. Human Resource Implications: N/A

8. Procurement Implications: N/A

9. Information Technology Implications: N/A

10. Other Implications:

Conclusion/Next Steps:
The full Winter Design Division will be reviewed for full adoption with the new Envision Regulations.

Report Approval Details

Document Title:	Winter Design Standards for Residential Developments.docx
Attachments:	- Map N and the snow cone.pdf
Final Approval Date:	Dec 3, 2020

This report and all of its attachments were approved and signed as outlined below:

Lynnann Winsor - Dec 3, 2020 - 11:03 AM

I hereby certify that this amendment has been prepared in accordance with the Urban and Rural Planning Act.

M.C.I.P. signature and seal

Mayor

City Clerk

Council Adoption

Provincial Registration

MAP N

CITY OF ST. JOHN'S DEVELOPMENT REGULATIONS

SNOW VOLUME MAP

Snow Volume Areas

0 0.125 0.25 0.5 0.75 1 Kilometers

ST. JOHN'S

1:10,000

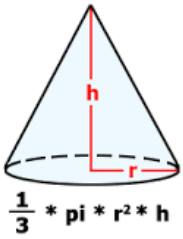
SNOW STORAGE CALCULATION
JUNE 2015

Premise:

Lots identified on Map N, "Snow Volume Map", are considered heavy snow volume areas. All Lots approved in these areas should have a snow storage volume equivalent to the standard lot (15m) in the Residential Low Density (R1) Zone for City snow blowing operations, to avoid additional snow clearing costs related to snow removal.

Assumptions:

- A R1 lot has a minimum frontage of 15metres.
- Development Regulations require 50% landscaping of the front yard, which leaves an additional area of up to 50% for a driveway (example: 15 metre lot width = 7.5m landscaping and 7.5m driveway width).
- Snow blowing operations produce a conical pile of snow situated in the centre of the lawn.
- The cone is based on a 1:1 slope (r = h; where r = half the lawn width (radius) and h = height of cone).
- The snow in front of a lot will be blown into that cone on the lawn.
- Once the cone is at capacity, additional snow will have to be trucked away at an additional cost.



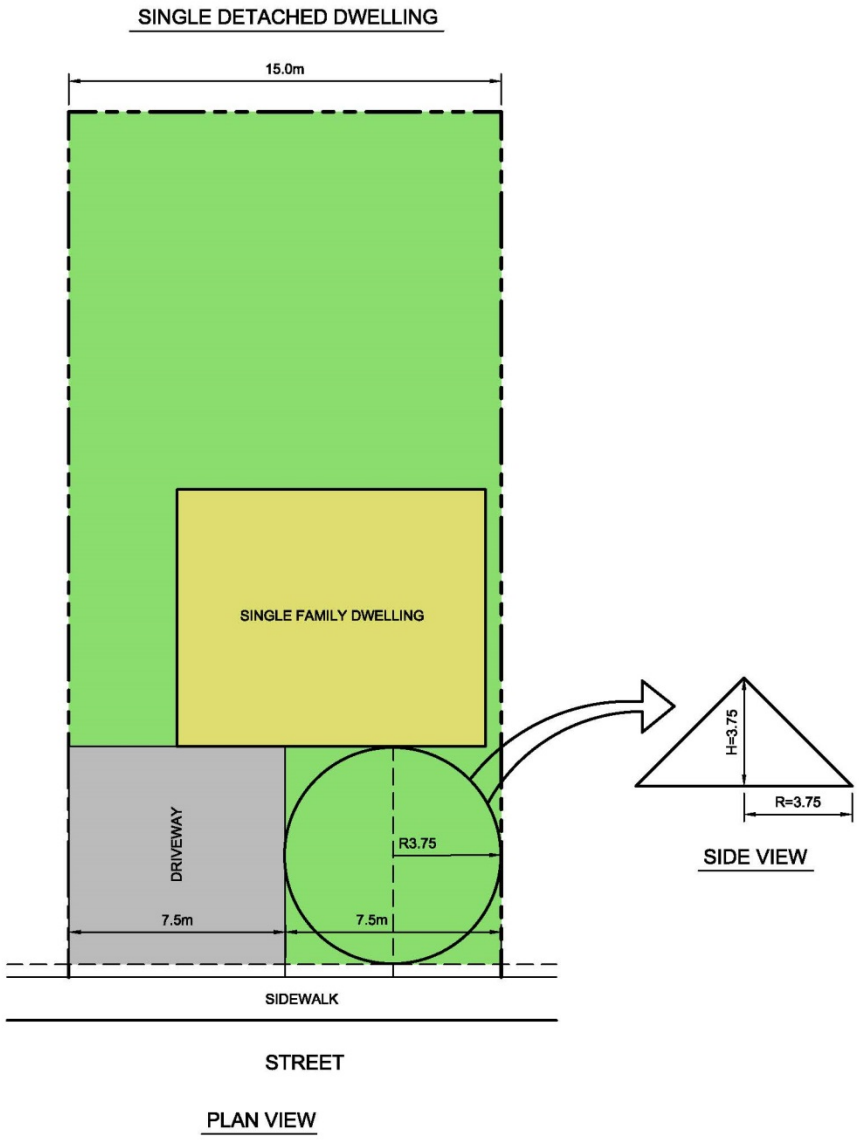
Snow Volume Calculation for a R1 lot:	Snow Volume Calculation for a smaller lot with equivalent snow storage:
$L = lot\ width = 15\ metres$ $D = driveway\ width = 7.5\ metres$ $r = half\ the\ lawn\ width = 3.75\ metres$ $h = height\ of\ the\ cone = 3.75\ metres$	$L = lot\ width = 10\ metres$ $D = driveway\ width = 3.4\ metres$ $r = half\ the\ lawn\ width = 3.3\ metres$ $h = height\ of\ the\ cone = 3.3\ metres$
$\boldsymbol{V = {}^{1}/_{3} * \pi * r^2 * h}$	$\boldsymbol{V = {}^{1}/_{3} * \pi * r^2 * h}$
$\boldsymbol{V = {}^{1}/_{3} * 3.14 * 3.75^2 * 3.75 = 55.2^3}$	$\boldsymbol{V = {}^{1}/_{3} * 3.14 * 3.3^2 * 3.3 = 37.6 m^3}$
$\frac{V}{L} = \frac{55.2\ metres^3}{15\ metres} = 3.7\ metres^3/per\ metre$	$\frac{V}{L} = \frac{37.6\ metres^3}{10\ metres} = 3.7\ metres^3/per\ metre$

Notes:

- Lot configurations other than standard single detached dwellings with a 15metre frontage may also provide equivalent snow storage.
- The calculation of cone volume divided by lot width is the determining factor.
- Driveway width must be restricted and enforced as driveway creep reduces snow storage volume.
- Additional front yard setback may help in achieving adequate snow storage, but adds no value to City's storage requirements once the front yard setback exceeds the lot width.

Snow Storage Plan:

The following illustration identifies available snow storage for a Single Detached Dwelling with a 15 metre frontage.



DECISION/DIRECTION NOTE

Title: 28 Eric Street, REZ1900015

Date Prepared: November 30, 2020

Report To: Committee of the Whole

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 2

Decision/Direction Required:
To consider a rezoning application for land at 28 Eric Street from the Open Space (O) Zone to the Residential High Density (R3) Zone to allow three (3) Townhouses.

Discussion – Background and Current Status:
The City has received an application from Habitat for Humanity NL for three (3) Townhouses at 28 Eric Street. The property is zoned Open Space (O), where Townhouses are not a listed use. The applicant has asked to rezone the property to the Residential High Density (R3) Zone which allows Townhousing as a Permitted Use. A Municipal Plan amendment is not required because the land is already designated as Residential Medium Density. The rezoning is proposed only for the land where the Townhouses will be developed. The community gardens will remain zoned as Open Space (O).

The subject property is a grassed area with some trees and shrubs, rising up from Eric Street toward the rear yard of the commercial property at 301 Hamilton Avenue. The property at 28 Eric Street is owned by the City of St. John's, which acquired it from Laurier Club Limited in December 1978. It was originally the rear yard of what is now 301 Hamilton. To the west side is an area being used as a community garden.

The City's Affordable Housing Strategy seeks to identify land for affordable housing and to support partners to develop it. As part of that, Council approved the subject property for potential redevelopment as affordable housing. A letter of intent was signed with Habitat for Humanity NL on September 23, 2019, outlining Council's intent to gift the property to them, subject to successful rezoning, development approval, and collaboration with the Eric Street Community Garden. The City will retain ownership of the community garden land.

<u>Meetings to Date</u>
City staff met with Habitat for Humanity NL and members of the Eric Street Community Garden to discuss the project, including developing houses on the eastern part of the property and revitalizing the community garden on the western part. On October 16, 2019, there was a neighbourhood meeting held to discuss the potential project. On February 24, 2020, a meeting was held with area residents to discuss their questions and concerns.

Proposed Rezoning and Development

The land immediately adjacent to 28 Eric Street is zoned R3. The surrounding neighbourhood is predominately zoned R3, with some Commercial Neighbourhood zoned properties to the north along Hamilton Avenue. This portion of Eric Street mostly contains Single-Detached Dwellings; further west along Eric Street, past the Richmond Street intersection, there are Townhouses and an Apartment Building. Rezoning the subject property for 3 Townhouses would complement the surrounding uses and match the zone already in this neighbourhood.

Under te St. John's Municipal Plan, the City encourages increased density in all appropriate areas and a compatible mix of residential buildings of varying densities in all zones.

The Townhouses are proposed to be 3 storeys. In Section 2.3.2 of the Municipal Plan, the Residential Medium Density District can allow up to 3 storeys or a Floor Area Ratio (FAR) of 1.0. Subject to a Land Use Assessment Report, selected areas may be zoned to allow heights up to 6 storeys and Floor Area Ratios up to 1.5. The applicant has proposed larger sideyards than minimum to provide more room to the next house and more space to the community garden, accommodating sunlight plus a new sewer easement. The proposed middle house is smaller than the end units and the project has an FAR of approximately 1.14. This will be confirmed at the development approval stage, should the amendment proceed.

From the Municipal Plan, Council may accept a staff report as an LUAR where the scale or circumstances of a proposal do not need more extensive analysis. Given the small scale of this project and the information already submitted, staff recommend that Council accept this staff report as the LUAR in order to consider an FAR between 1.0 and 1.5.

In meetings, area residents have raised concerns about water on the site, parking, and the loss of open space.

- After receiving a complaint of water pooling on the site, the City excavated some soil in the area in test pits and tested the water near the community garden. The water tested positive for chlorine, which indicates a possible watermain leak in the area. The City repaired one leak but still sees saturated ground at this site (see attached map that shows the wet area). The City believes that this is a groundwater issue and recommends that the developer address this issue at the development approval stage.

- Residents have asked for an Environment Assessment. The City would not normally require this unless there was a brownfield site such as a former gas station that required remediation. The applicant has completed a Phase I Environmental Site Assessment for their own due diligence, and that report showed no on-site sources of actual or potential contamination.

- Upon hearing concerns from area residents about on-street parking, the applicant revised the application to include a driveway and a garage for each house. This will provide 2 parking spaces per dwelling, which exceeds the City's minimum requirement.

- The City's Parks and Open Space Division reviewed the rezoning application and advised that the Open Space Master Plan identifies service levels and associated distances for various classifications of parks. The Eric Street neighbourhood is adequately serviced by 4 classifications of parks, as follows:
    - McKay Street Open Space (a Playground) serves a radius of 200m; it is 80 metres from 28 Eric Street.
    - Brother Egan Park (a Neighbourhood Park) serves a radius of 800 metres; it is 200 metres from 28 Eric Street.
    - Victoria Park (a Municipal Park) serves the entire city; it is 460 metres from 28 Eric Street.
    - Mundy Pond Park (a Community Park) serves a radius of 3,700 metres; it is 725 metres from 28 Eric Street.

- The applicant has provided a tree plan (attached) and will work with the City's Parks and Open Space Division regarding any tree protection during development.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.

2. Partners or Other Stakeholders: Neighbouring residents and property owners; members of the Eric Street Community Garden.

3. Alignment with Strategic Directions/Adopted Plans:
   St. John's Strategic Plan 2019-2029 - A Sustainable City – Plan for land use and preserve and enhance the natural and built environment where we live.

4. Legal or Policy Implications: A map amendment (rezoning) to the St. John's Development Regulations is required.

5. Privacy Implications: Not applicable.

6. Engagement and Communications Considerations: Some initial consultation has been done. The amendment application requires public advertisement of the amendment and a public meeting.

7. Human Resource Implications: Not applicable.

8. Procurement Implications: Not applicable.

9. Information Technology Implications: Not applicable.

10. Other Implications: Not applicable.

Recommendation:
That Council consider a proposed rezoning of the eastern portion of 28 Eric Street from the Open Space (O) Zone to the Residential High Density (R3) Zone, and that the application be advertised and referred to a virtual Public Meeting chaired by an independent facilitator.

Prepared by: Ann-Marie Cashin, MCIP, Planner III – Urban Design & Heritage
Approved by: Ken O'Brien, MCIP, Chief Municipal Planner

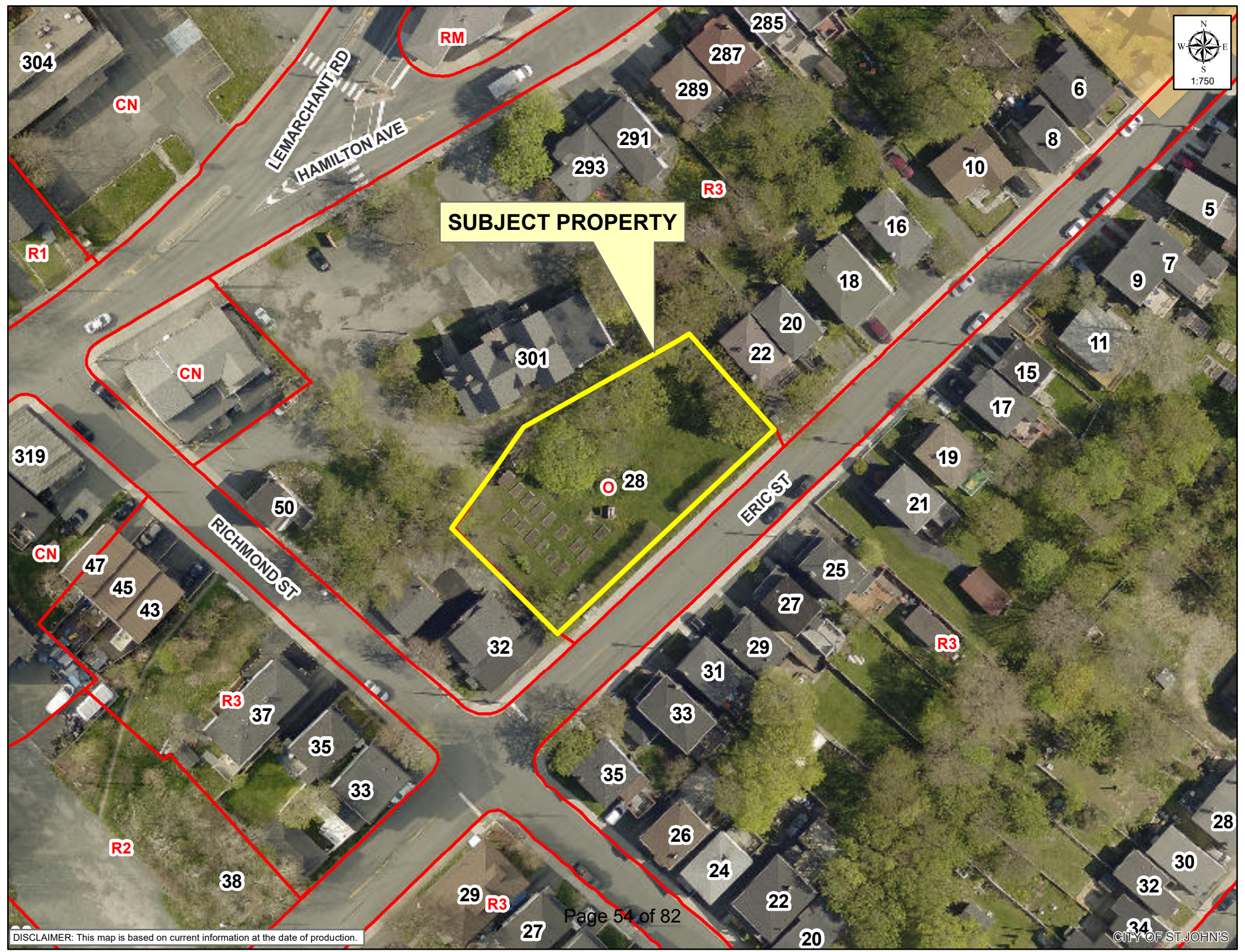
Report Approval Details

Document Title:	28 Eric Street, REZ1900015.docx
Attachments:	- 28 Eric Street - Attachments.pdf
Final Approval Date:	Dec 2, 2020

This report and all of its attachments were approved and signed as outlined below:

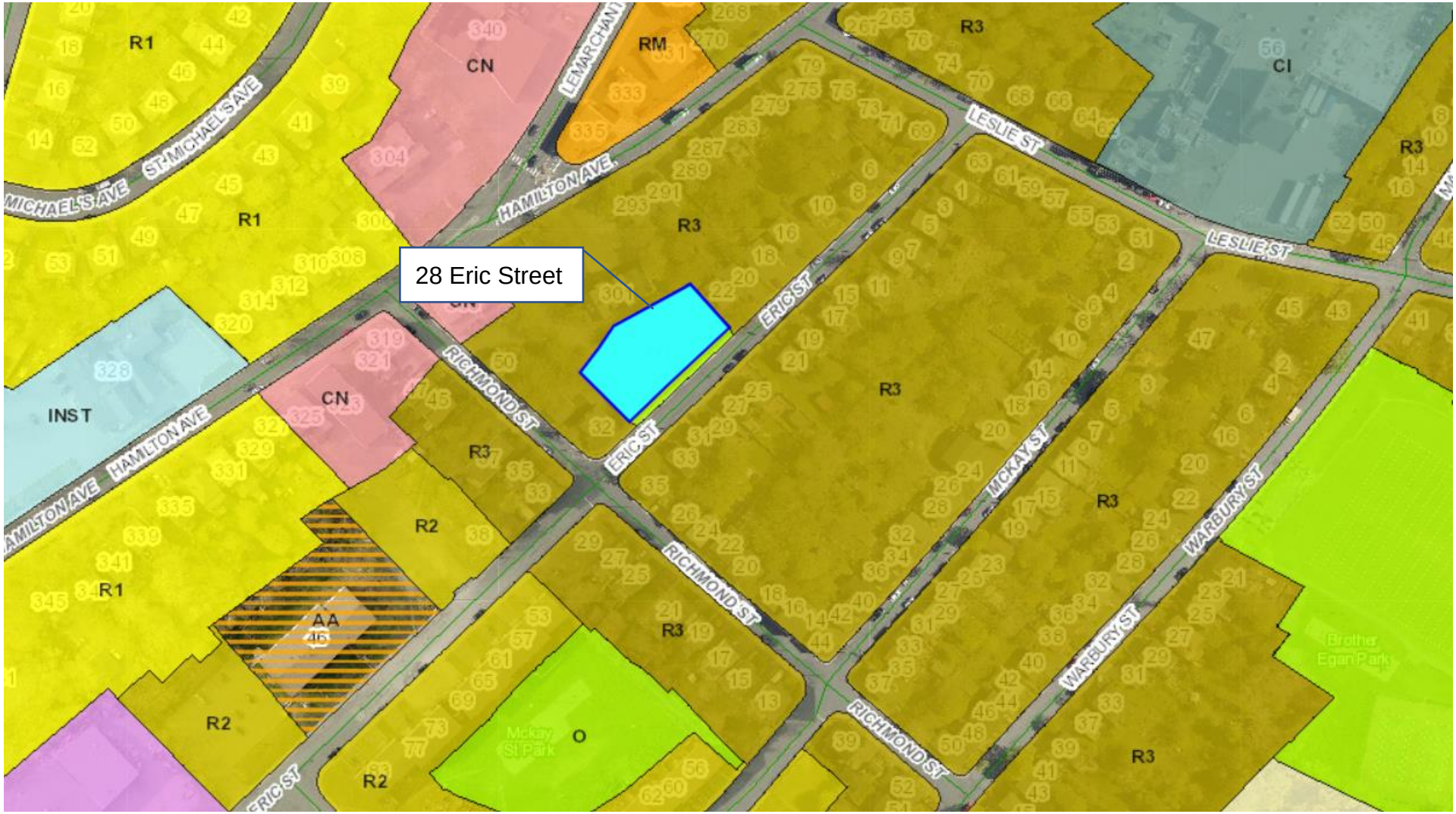
Ken O'Brien - Dec 2, 2020 - 3:30 PM

Jason Sinyard - Dec 2, 2020 - 4:25 PM

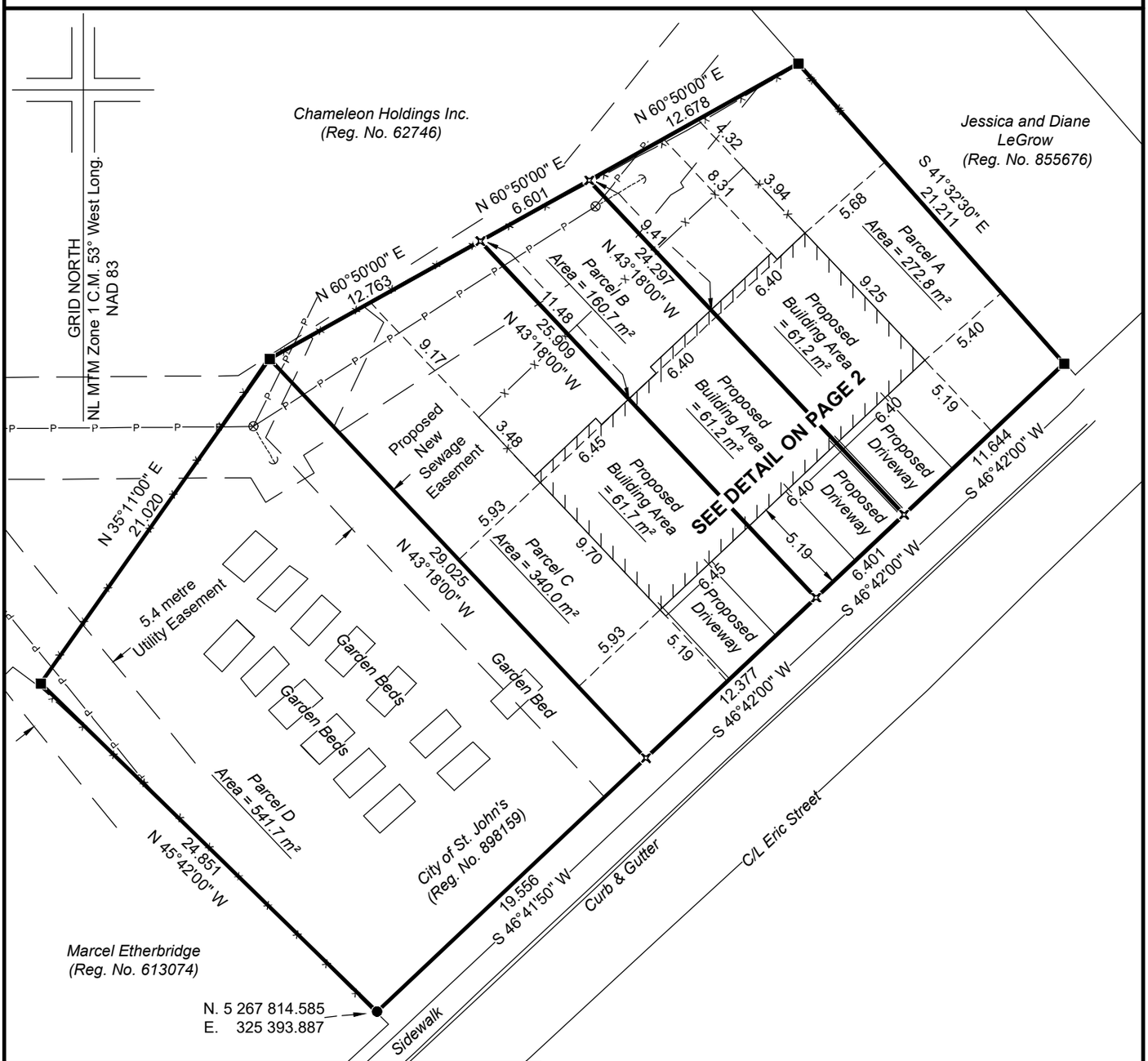


W:\Engwork\Planw\2020 projects\28 eric street.mxd

28 Eric Street Neighbourhood



PLAN SHOWING PROPOSED DEVELOPMENT AND EXISTING ELEVATIONS
28 ERIC STREET
ST. JOHN'S, NL
FOR HABITAT FOR HUMANITY



REFERENCE MONUMENTS USED FOR CONTROL (NEWFOUNDLAND 3° MTM - NAD 83)

DESCRIPTION	NORTHING	EASTING	ELEVATION
80G2226	5267595.736	325209.422	59.034
026151	5267526.179	325526.126	28.899

NOTES:

This plan certifies the information shown as of July 30, 2020 and only as of that date.
Combined Scale Factor = 0.999895
Distances are horizontal ground shown in metres and decimals thereof.
Reference survey by Alvin Hayes, City of St. John's, Job. No: 19034

LEGEND

Iron Bar Found: ●
Steel Fence Post: ■
Temporary Position: ✖
Power Pole: ⊗
Power Pole Anchor: --------→
Overhead Powerline: —P—P—
Fence: —x—x—
Proposed Building: ▨
Spot Elevation: +000.00
Portions referred to are shown thus: ▭

Cory R. Tucker
NEWFOUNDLAND
LAND
SURVEYOR
PROVINCE OF NEWFOUNDLAND

McElhanney
Land Surveys (NL) Ltd.

McElhanney Land Surveys (NL) Ltd.
34 Pippy Place,
St. John's, NL, A1B 3X4
T 709-722-0564 F 709-722-0361
Email ctucker@mcelhanney.net

REVISIONS

REV.	DATE	DESCRIPTION	DRAF	CHKD	SURV
7	Sept. 24/20	Removed Retaining Wall	AM	CRT	CG
6	Sept. 23/20	Moved Building	AM	CRT	CG
5	July 30/20	Moved Building, Added Waterline & Garden Beds	AM	CRT	CG
4	June 29/20	Revised Boundaries and Proposed Build, Added Sewer Easement and Proposed Fence Line	AM	CRT	--
3	May 20/20	Added 5.4 metre Utility Easement	AM	CRT	--
2	May 14/20	Added Proposed Retaining Wall	AM	CRT	--
1	May 05/20	Revised Building and Boundary Lines	AM	CRT	---
0	Dec. 13/19	Plan Issued	AM	CRT	CG

10.33 OPEN SPACE (O) ZONE

(See Section 5.1.4 - Development Above the 190 Metre Contour Elevation)

10.33.1 Permitted Uses

Recreational:

(a) Park
(b) Recreational Use
(c) Other Uses accessory to Uses above
(d) Accessory Building **(1995-09-15)**
(e) A Horse Stable for the Royal Newfoundland Constabulary's Mounted Unit at the Government House Grounds at Military Road **(2007-08-03)**

10.33.2 Discretionary Uses (subject to Section 5.8)

(a) Cemetery
(b) Place of Assembly
(c) Private Park **(2007-10-05)**
(d) Public Utility
(e) Uses accessory to Agriculture, Forestry and Fishing
(f) Small Scale Wind Turbine **(2012-06-01)**

10.33.3 Zoning Requirements

As determined by Council

10.33.4 Battery Development Area

(a) With respect to the development of any properties identified on Map I – Section 3 – Battery Development Area that are zoned as Open Space (O), no buildings or structures shall be permitted unless these buildings and structures will not be visible from the Downtown; and

(b) In addition to the requirements of Section 10.33.3, the development of any properties that are included on Map I, Section 3 – Battery Development Area that are zoned as Open Space (O), is subject to Section 7.28 and Appendix A – Footprint and Height Control Overlay for the Battery Development Area. **(2009-07-24)**

O

10.5 RESIDENTIAL-HIGH DENSITY (R3) ZONE

(See Section 5.1.4 - Development Above the 190 Metre Contour)

10.5.1 Permitted Uses

Residential:

(a) Accessory Building (subject to Section 8.3.6) **(1995-06-09)**
(b) Bed and Breakfast (subject to Section 7.27) **(1998-10-23)(2008-01-25)**
(c) Boarding or Lodging House (accommodating between five (5) and sixteen (16) persons) **(1999-04-16)**
(d) Duplex Dwelling
(e) Home Office (subject to Section 7.9) **(1997-08-08)**
(f) Semi-Detached Dwelling
(g) Single Detached Dwelling
(h) Subsidiary Apartment
(i) Townhousing (except for the Battery neighbourhood of Planning Area 2, where Townhousing is not a permitted Use.) **(1999-08-20)**

Recreational:

(j) Park

Other:

(k) Family Home Child Care Service (subject to Section 7.6) **(2004-05-14)**

10.5.2 Discretionary Uses (subject to Section 5.8)

(a) Adult Day Care Facility (subject to Section 7.3)
(b) Day Care Centre (subject to Section 7.6)
(c) Converted Building **(2002-01-02)**
(d) Heritage Use
(e) Home Occupation (subject to Section 7.8)
(f) Infill Housing (subject to Section 7.10)
(g) Parking Lot (subject to Section 7.13)
(h) Planned Unit Development (subject to Section 5.10.3)
(i) Private Park **(2007-10-05)**
(j) Public Utility

10.5.3 Zone Requirements

Notwithstanding the following, an application to construct or enlarge a building situate in the Fort Amherst residential area (from Civic Number 8 Fort Amherst Road up to and including Civic Number 56 Fort Amherst Road on one side, and Civic Number 55 and Civic Number 59 Fort Amherst Road on the other side) may be subject to height limitations. **(2009-02-20)**

R3

The following requirements shall apply to:

(1) Bed and Breakfast: (subject to Section 7.27) **(2008-01-25)**
The same requirements as established for the Dwelling types in this Zone. **(1998-10-23)**

(2) Boarding or Lodging House:
The same requirements as established for the Dwelling types in this Zone.

(3) Converted Building

(j)	Lot Area (minimum)	at the discretion of Council	**(2009-02-20)**
(k)	Building Height (maximum)	3 storeys	
(l)	Side Yard on Flanking Road (minimum)	2 metres	
(m)	Rear Yard (minimum)	4.5 metres	
(n)	Landscaping of Lot (minimum)	20%	**(2002-02-01)**

(4) Duplex Dwelling:

(a)	Lot Area (minimum)	350 m^2	
(b)	Lot Frontage (minimum)	14 m	
(c)	Building Line (minimum)	4.5 m	
(d)	Side Yards (minimum)	Two of 1.2 m	**(1994-11-04)**
(e)	Side Yard on Flanking Road (minimum)	4.5 m	
(f)	Rear Yard (minimum)	6 m	

(5) Semi-Detached Dwelling:

(a)	Lot Area (minimum)	188 m^2 per Dwelling Unit	**(1997-03-07)**
(b)	Lot Frontage (minimum)	15 m; 7.5 m per Dwelling Unit	
(c)	Building Line (minimum)	4.5 m	
(d)	Side Yards (minimum)	Two of 1.2m	**(1994-11-04)**
(e)	Side Yard on Flanking Road (minimum)	4.5 m	
(f)	Rear Yard (minimum)	6 m	

(6) Single Detached Dwelling:

(a)	Lot Area (minimum)	300 m^2	
(b)	Lot Frontage (minimum)	10 m	**(1994-11-04)**
(c)	Building Line (minimum)	4.5 m	
(d)	Side Yards (minimum)	1.2 m	**(1994-11-04)**
(e)	Side Yard on Flanking Road (minimum)	4.5 m	
(f)	Rear Yard (minimum)	6 m	

(7) Townhousing:

(a)	Lot Area (minimum)	140 m^2 per Dwelling Unit	
(b)	Lot Frontage (minimum)	5.5 m per Dwelling Unit	
(c)	Building Line (minimum)	0 m	
(d)	Side Yard for End Unit Townhouses (min.)	1.2 metres	**(2002-07-05)**
(e)	Side Yard on Flanking Road (minimum)	2.4 m	
(f)	Rear Yard (minimum)	6 m	

R3

(8) Day Care Centre in a non-residential Building:

(a)	Lot Size (minimum)	450 m^2	
(b)	Lot Frontage (minimum)	15 m	
(c)	Landscaping on Lot (minimum)	Subject to Section 8.5.	**(1998-09-11)**

10.5.4 Battery Development Area

(1) Notwithstanding the requirements of Section 10.5.3, the maximum Building Height for properties that are included on Map I – Battery Development Area that are zoned as Residential High Density (R3), is three (3) storeys from the downhill side of a lot; and

(2) In addition to the requirements of Section 10.5.3, the development of any properties that are included on Map I – Battery Development Area, is subject to Section 7.28 and Appendix A, "Footprint and Height Control Overlay for the Battery Development Area." **(2009-07-24)**

R3

LEGEND

- PROPERTY BOUNDARY
- EX. OVERHEAD WIRE
- EX. HYDRO POLE
- EX. FENCELINE
- EX. SAN SEWER
- EX. ROOTMAT
- EX. WATERMAIN
- EX. CATCHBASIN
- EX. SUBDRAIN
- EX. STM SEWER

RICHMOND STREET

ERIC STREET

APPROX. LOCATION OF EX. POWER EASEMENT

5.4m

301
LAURIER LOUNGE

EX. COMMUNITY GARDEN STORAGE SHED

EX. COMMUNITY GARDEN BEDS

EX. COMMUNITY GARDEN PLANTERS

EX. COMMUNITY GARDEN STORAGE

EX. COMMUNITY GARDEN SIGN

APPROXIMATE EXTENTS OF MATURE TREE ROOTS

EX. COMMUNITY MAILBOX

APPROX. LOCATION OF EX. SAN MH3815

APPROX. LOCATION OF EX. COMBINED SEWER

APPROX. LOCATION OF EX. WATERMAIN

APPROXIMATE LOCATION OF EX. CATCHBASIN

EX. SATURATED AREA

EX. SAN SEWER APPROX. LOCATION

EX. LOW BACK CURB

PRELIMINARY
NOT FOR CONSTRUCTION

PINNACLE
ENGINEERING (2018) LIMITED

NOTES

1. TOPOGRAPHIC SURVEY OF DECEMBER, 2019 BY McELHANNEY LAND SURVEYS.
2. ALL WORK TO BE PERFORMED IN ACCORDANCE WITH CITY OF ST. JOHN'S SPECIFICATIONS BOOK.
3. PROPOSED REAR AND SIDE LOT GRADES OF THE PROPOSED DEVELOPMENT TO MATCH EXISTING GRADES OF ABUTTING PROPERTIES.
4. DESIGN GRADES FOR LOT PROVIDED AT KEY LOCATION ONLY. GRADE LOTS TO SHED WATER AWAY FROM HOUSE IN ACCORDANCE WITH NATIONAL BUILDING CODE.
5. SIDE YARDS TO HAVE MAX. 2:1 (H:V) SLOPE BETWEEN LOTS.
6. HOME BUILDER TO ENSURE FROST WALL CONSTRUCTION ADHERES TO LOT GRADING PLAN.
7. CONTOURS GENERATED FROM CITY OF ST. JOHN'S LIDAR DATA.
8. DO NOT SCALE FROM DRAWINGS.
9. CONTRACTOR TO INSTALL PROTECTIVE FENCING AT A MINIMUM OF 2.4 METERS FROM THE BASE OF THE TREE OR AS OTHERWISE DESCRIBED IN THE TREE INVENTORY/ASSESSMENT DATED DECEMBER 23, 2019. FENCING TO COMPRISE OF ORANGE SNOW FENCING SECURED TO METAL T-RAILS. "CITY OF ST. JOHN'S TREE PROTECTION ZONE" SIGNAGE MUST BE INSTALLED ON FENCING. SAMPLE OF SIGN CAN BE OBTAINED FROM THE CITY OF ST. JOHN'S OR PROJECT ENGINEER.
10. ANY ROOTS ENCOUNTERED OVER 3 cm IN DIAMETER, OR LIMBS WHICH MAY BE IMPACTED BY CONSTRUCTION, SHOULD BE PRUNED BY A QUALIFIED PROFESSIONAL USING SHARP HAND TOOLS. RIPPING OR TEARING OF ROOTS AND LIMBS CREATE ACCESS POINTS FOR DISEASE AND PROMOTE DECAY WHICH CAN HAVE A DETRIMENTAL IMPACT ON TREE HEALTH.
11. NO MATERIALS OR DEBRIS ARE TO BE STORED OR GRADE CHANGES TO OCCUR WITHIN DEFINED TREE PROTECTION ZONES.
12. CONTRACTOR TO CONTACT CITY OF ST. JOHN'S MUNICIPAL ARBORIST, BRIAN MERCER, TO ARRANGE FOR INSPECTION OF TREE PROTECTION FENCING PRIOR TO THE START OF CONTRUCTION (709-693-0276; bmercer@stjohns.ca).

NO.	REVISIONS	DATE
C	REVISED PER MUNICIPALITY COMMENTS	24/08/20
B	REVISED EASEMENT	25/05/20
A	ISSUED FOR REVIEW	07/05/20

PROFESSIONAL STAMP

LICENSED PROFESSIONAL ENGINEER
10088
ADAM P. HARVEY
SIGNATURE
15 JUNE 2020
DATE
NEWFOUNDLAND & LABRADOR

PROVINCE OF NEWFOUNDLAND
pegnl
PERMIT HOLDER
Class "A"
This Permit Allows
PINNACLE ENGINEERING (2018) LIMITED
To practice Professional Engineering in Newfoundland and Labrador.
Permit No. as issued by PEGNL L0331
which is valid for the year 2020.

CLIENT

Habitat for Humanity® Newfoundland & Labrador

PROJECT TITLE

HABITAT FOR HUMANITY
28 ERIC STREET

SHEET TITLE

EXISTING CONDITIONS

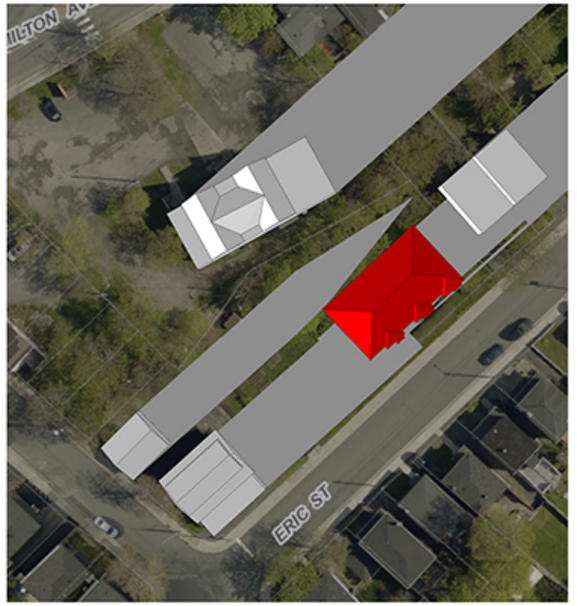
PROJECT NO.

PN 20005

DRAWN BY	CHECKED BY
DJC	APH
DATE	DRAWING NO.
APRIL 2020	C1
SCALE	
1 : 150	

DEC 22 - 0900AM

DEC 22 - 1200PM



DEC 22 - 0300PM

MARCH 20 - 0900AM

MARCH 20 - 1200PM

MARCH 20 - 0300PM

ARCHITECTURAL CONSULTANT

collective ARCHITECTURE + DESIGN

SUBCONSULTANT - STRUCTURAL

SUBCONSULTANT - MECHANICAL & ELECTRICAL

SUBCONSULTANT - CIVIL

DRAWN	K.N.	CHECKED	K.N.
DESIGNED	K.N.	APPROVED	K.N.

CONSULTANT'S PROJECT NO.

2020-07

PROFESSIONAL STAMP & PERMIT

PRELIMINARY
NOT FOR CONSTRUCTION

NOTES:
1. DO NOT SCALE FROM THIS DRAWING.
2. UNLESS OTHERWISE NOTED, ALL DIMENSIONS ARE IN MILLIMETERS.
3. CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS ON SITE PRIOR TO PROCEEDING WITH ANY PORTION OF THIS WORK.
4. CONTRACTOR SHALL DO ALL WORK IN ACCORDANCE WITH THE APPLICABLE STANDARDS AND CODES INCLUDING, BUT NOT LIMITED TO, THE NATIONAL BUILDING CODE OF CANADA, CURRENT EDITION.

NO.	DESCRIPTION	YY/MM/DD	BY
01	ISSUED FOR REVIEW	20/08/07	KN

REVISIONS

DRAWING NOMENCLATURE

Detail/Section No. 3 / A-1 — Dwg. No. Where detailed: 3

PROJECT TITLE

28 ERIC STREET TRIPLEX

ST. JOHN'S, NL

DRAWING TITLE

SHADOW STUDIES

SCALE	SHEET NUMBER
DATE	A-6.1
REVISION NO.	

JUNE 21 - 0900AM

JUNE 21 - 1200PM

JUNE 21 - 0300PM

SEPT 23 - 0900AM

SEPT 23 - 1200PM

SEPT 23 - 0300PM

ARCHITECTURAL CONSULTANT

collective ARCHITECTURE + DESIGN

SUBCONSULTANT - STRUCTURAL

SUBCONSULTANT - MECHANICAL & ELECTRICAL

SUBCONSULTANT - CIVIL

DRAWN	K.N.	CHECKED	K.N.
DESIGNED	K.N.	APPROVED	K.N.

CONSULTANT'S PROJECT NO.

2020-07

PROFESSIONAL STAMP & PERMIT

PRELIMINARY
NOT FOR CONSTRUCTION

NOTES:
1. DO NOT SCALE FROM THIS DRAWING.
2. UNLESS OTHERWISE NOTED, ALL DIMENSIONS ARE IN MILLIMETERS.
3. CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS ON SITE PRIOR TO PROCEEDING WITH ANY PORTION OF THIS WORK.
4. CONTRACTOR SHALL DO ALL WORK IN ACCORDANCE WITH THE APPLICABLE STANDARDS AND CODES INCLUDING, BUT NOT LIMITED TO, THE NATIONAL BUILDING CODE OF CANADA, CURRENT EDITION.

NO.	DESCRIPTION	YY/MM/DD	BY
01	ISSUED FOR REVIEW	20/08/07	KN

REVISIONS

DRAWING NOMENCLATURE

PROJECT TITLE

28 ERIC STREET TRIPLEX

ST. JOHN'S, NL

DRAWING TITLE

SHADOW STUDIES

SCALE	SHEET NUMBER
DATE	A-6.2
REVISION NO.	

LEGEND

- LOW RISK OF DAMAGE
- MEDIUM RISK OF DAMAGE
- HIGH RISK OF DAMAGE
- EX. WATERMAIN
- EX. SAN SEWER
- PROPOSED SAN SEWER
- EX. ROOTMAT
- NEW SWALE
- EX. FENCELINE

APPROX. LOCATION OF EX. POWER EASEMENT

63.00

62.00

61.00

60.00

59.00

58.00

57.00

5.4m

301
LAURIER LOUNGE

61.83

61.66

61.46

60.66

59.80

59.65

59.50

59.93

59.78

59.63

59.49

57.38

57.08

57.08

28
SPLIT

26
SPLIT

24
SPLIT

NEW PROPOSED SANITARY EASEMENT

3.0m

57.13

56.83

56.83

56.83

APPROXIMATE EXTENTS OF MATURE TREE ROOTS

56.92

56.73

56.62

56.43

32

22

20

EX. COMMUNITY MAILBOX

APPROX. LOCATION OF EX. SAN SEWER

APPROX. LOCATION OF EX. WATERMAIN

EX. SAN SEWER APPROX. LOCATION

ERIC STREET

PINNACLE ENGINEERING (2018) LIMITED

HABITAT FOR HUMANITY
28 ERIC STREET - ST. JOHN'S, NL

EXISTING TREE INVENTORY

Date: 19 JUNE 2020
Scale: 1 : 100

20005 – F001

INFORMATION NOTE

Title:	**Traffic Calming Policy - Discussion on Review**
Date Prepared:	December 3, 2020
Report To:	Committee of the Whole
Councillor and Role:	Councillor Sandy Hickman, Transportation & Regulatory Services
Ward:	N/A

Issue: A review of the City's Traffic Calming Policy is underway. Prior to preparing a public engagement strategy staff are seeking general discussion and commentary from Council on several key areas of the policy to better understand the broad goals and outcomes Council is interested in exploring.

Discussion – Background and Current Status:

The Traffic Calming Policy and the associated Traffic Calming Warrant was developed by a consultant for the City and was completed in 2011. They were designed to manage the requests to slow vehicle traffic, reduce non-local traffic, and/or correct or improve perceived safety concerns in the street network.

It is important to note that projects which fall under the Traffic Calming Policy are fundamentally neighbourhood driven projects. Council has chosen to spend discretionary funds to try and address concerns raised by residents. The policy creates a framework to prioritize these projects and select appropriate interventions, but the demand for these projects originates with local residents.

Council considered a Traffic Calming Policy Overview in summer of 2020. Following this Council requested that the policy be reviewed to address points of common difficulty and improve the policy overall. Transportation Engineering and the Office of the City Clerk have since initiated a full policy review.

The goals of the policy and the basic process are included below for reference. These sections are reproduced from the Traffic Calming Policy Overview for the convenience of the reader.

Note that should any changes to the policy be adopted it is planned to bring any currently active projects to a conclusion regardless of where they rank based on a revised policy. This does not mean that all streets which have been ranked through the existing policy will be addressed before the revision. 'Currently active projects' means only those that have reached Step 6 of the traffic calming policy implementation described below.

Goals of the Traffic Calming Policy

The Traffic Calming Policy was developed to provide a system with which to handle the numerous requests the City receives each year requesting action be taken to slow vehicle traffic, reduce non-local traffic, or correct/improve safety concerns in the street network.

The four most important goals of the policy are to:

- provide a standardized process to address concerns regarding speeding and safety;
- provide this process in a manner that is fair, reasonable, consistent and cost-effective;
- prevent installation of measures that need to be removed shortly after installation; and,
- ensure the most important concerns are addressed while funding is available (instead of expending the available budget on minor concerns).

Traffic calming is mostly focused on neighbourhood liveability. While improvements in safety can be a benefit of a successful traffic calming project, they are rarely the driving factor behind the City's current program. Deficiencies in, or improvements to, the street network may be addressed outside the traffic calming program under one of several programs the City operates:

- Annual accessible pedestrian signal program
- Annual sidewalk repair program
- Annual pedestrian crossing program
- Annual sidewalk infill program
- Road Safety Initiatives
- Capital Projects
- Road Rehab

Basic traffic calming process

The process that a request for traffic calming follows is outlined in the Policy. Over the years some minor changes have occurred in this process to reflect the practicalities of and experience with these projects. The steps, and changes, are shown in the table below.

Step	Current Policy	Current Practice
1	Request – Request is received, typically from public or Councillor.	No change.
2	Screening – Data is collected on grade, speed and volume. This is evaluated with % non-local traffic to determine project eligibility.	No change but steps 2 and 3 are effectively a single process conducted by staff.

Step	Current Policy	Current Practice
3	Scoring and Ranking – Additional factors are incorporated based on street context to develop a score.	
4	Toolbox – An initial staff review of possible measures is conducted at this point.	Typically restricted to top 10 projects at any given point.
5	Project Selection – Projects are selected and referred to capital budget for funding of a traffic calming study.	Council has allocated funding to an Annual Traffic Calming Program and top ranked projects are pursued without individual project approvals.
6	Design, Public Support, Final Council Approval, Implementation – This step covers a number of sub steps described below.	

A breakdown of Step 6 in the process is provided here:

Step	Current Policy	Current Practice
6-A	Initial Public Support – the original requestor is to circulate a survey seeking support for project. Requires 60% support of affected residents to proceed.	Staff develop this survey, hand deliver it, and collect responses. The threshold of “60% of affected residents” was adjusted to “60% of survey responses” given the low response rate that is typical.
6-B	Draft Design – a public meeting is held to discuss project options	This meeting was held for projects conducted early in the lifetime of the Policy. Unfortunately, these meetings were not well attended and upon implementation found to be ineffective in identifying issues presented by the community affected. In substitute, the survey conducted in ‘6-A’ includes the preliminary options that would have been discussed in this step.
6-C	Draft Design – a draft design is developed by staff	No change.

Step	Current Policy	Current Practice
6-D	Draft Design – a public meeting is held to review	Rather than a public meeting we now implement a temporary project at this step. This method has been more effective at communicating the impacts of the project and gathering feedback from affected residents. Technical monitoring/evaluation also occurs here.
6-E	Final Plan – a final traffic calming plan is developed	This plan now incorporates the direct feedback on the temporary implementation. (Feedback is collected via calls, emails, 311, Councillors, etc.)
6-F	Final Public Support – the original requestor is to circulate a survey seeking support for the final plan.	Staff develop this survey, hand deliver it, and collect responses. Same threshold as above applies before project proceeds.
6-G	Identify Funding – forward funding request for the final plan to the capital budget process	These steps have been precluded by the establishment of the Annual Traffic Calming Program budget.
6-H	Final Council Approval – council approves capital budget for project implementation	
6-I	Permanent Implementation – The final plan is implemented	No change.
6-J	Evaluation and Monitoring	This step now occurs during the temporary implementation in step ‘6-D’.

Areas of possible change within the policy

The discussions presented below outline a variety of areas under which change may be made to the current policy. Most of these have practical implications on which projects are eligible for traffic calming and how highly they rank in the list of eligible projects.

The status quo within each of these area expresses the policy goals of the original Traffic Calming Policy. These policy goals may or may not express the current values of Council or the public. Changes in these areas could express different values and lead to different projects being prioritized and completed.

Changes within the areas outlined will have direct implications on the following outcomes. These outcomes are ultimately what express the values of Council and residents:

- What kind of street is prioritized – streets that are ‘too wide’? historic streets that are carrying ‘too much’ vehicle traffic? streets with ‘sensitive uses’?
- What is the balance between technical criteria (such as speed and volume) vs contextual information (such as current street design and land use)?
- How are resident expectations managed through the process?
- What is the balance between streets serving the motoring public, streets serving active modes, and the experience of an adjacent resident?

Feedback is welcome from both Council and residents to explore these issues and the areas of possible change below. New or different considerations will be incorporated in the process of policy review as they are identified.

1. Need for a Traffic Calming Policy

The question has been asked about whether a Traffic Calming Policy is required at all. While traffic calming projects could be completed without this policy it provides a standardized framework against which the funding identified for traffic calming can be allocated. The current traffic calming policy provides a technical underpinning to this determination which means it is easier to make data driven decisions about these projects.

Staff position: *A traffic calming policy is beneficial as it defines a process for how these issues are handled in a fair and consistent manner.*

2. Re-evaluation timeframe

If a street is evaluated and found to not qualify for traffic calming, it is possible for a re-evaluation to be requested after a period of two years has passed. This timeframe attempts to balance the workload created by a re-evaluation request and the likelihood of a material change in conditions present on the street evaluated.

It has proven very unlikely for any street to become eligible for traffic calming after initially being rejected. In addition, there is often false hope given to a resident who requests traffic calming when told a re-evaluation will take place so soon after the previous evaluation found the street to not qualify.

A longer re-evaluation period could be offset by providing staff discretion to initiate a re-evaluation if there is an identified cause, such as changes to the road network or a large new development.

Staff position: *Extending the re-* evaluation *period would help manage resident expectations, reduce staff workload, and is unlikely to result in highly deserving streets being overlooked.*

3. New development

Currently, the traffic calming policy does not address new development or the rehabilitation of existing streets. The Envision Municipal plan highlights the importance of a complete streets approach and one of the City's strategic goals is to "Improve safety for all users on a well-maintained street network."

Rising to the spirit of these policies the City has incorporated proactive traffic calming features in recent development and road reconstruction projects. A good example of this is the work completed over the past few years on Water Street.

It may be beneficial to explicitly state within the traffic calming policy that these types of requirements may be placed on projects that are not stand-alone traffic calming projects. The inclusion of traffic calming features in City projects would depend, as it does now, on staff capacity to complete the designs unless additional resources were allocated. These projects are also completed based on technical merit as part of the road work and typically do not involve public consultation on the traffic calming features (staff do discuss with major stakeholders such as schools, Metrobus, SJRFD where needed).

Staff position: *Include in the revised policy provisions for the application of traffic calming tools to projects completed in new development or road rehabilitation/reconstruction.*

4. Capacity to complete projects

In a typical year, staff undertake one to three traffic calming projects from the top of the priority list. This depends on the size and complexity of the projects. Simpler projects with fewer properties impacted require less effort and less funding to complete and therefore more can undertaken at one time.

One criticism of the current policy is that after the street is evaluated and qualifies, it can take a long time for a project to be undertaken for implementation. It is important to

recognize that both staff time and funding are required to complete these projects and a change in capital funding does not necessarily lead directly to more projects being completed.

Staff position: *The current funding level of $50,000 allocated annually is in line with staff capacity to complete the public engagement, design, and implementation work.*

5. Long priority list / low eligibility threshold

The current priority list for traffic calming projects has over 40 eligible projects. While eligible under the existing scoring system a project at the bottom of this list currently has no reasonable prospect of being completed in a timely manner. This artefact of the current system leads to disappointment and frustration by residents who are seeking traffic calming in their neighbourhood. A resident may request traffic calming, be told their request is eligible, but then be informed that it is not likely to see any action for many years.

For these marginal streets, while a response that a project is not eligible may be less welcome to some, it also conveys a more realistic perspective. This could be accomplished by increasing the eligibility threshold or introducing a relative ranking system. The first would permanently disqualify these low scoring, but still eligible, projects, while the later would disqualify them until such time as projects scored higher are addressed and removed from the evaluation pool.

Staff position: *A shift to a system that identifies only a 'top ten' list as eligible for consideration at any given time may bring expectations of those seeking action on their street more in line with program capacity.*

6. Relative vs. independent scoring

The current policy scores each project independently based on pre-set thresholds. This approach allows individual projects to be scored without considering what other potential projects could be undertaken. Once the evaluation thresholds are established by the policy, the ranking system is fixed.

One way that independent scoring can create concerns within this system is when collected data values exceed maximum score thresholds. For example, if a local road exceeds 2,150 vehicles per day (vpd) then no further points are available. Two streets in our current database are Meadowbrook Drive (2300 vpd) which scores the same as Quidi Vidi Road (5,900 vpd) for the 'volume' factor.

A relative ranking system requires many projects to be ranked as a set. It allows more flexibility in how projects are scored but comes at the cost of easy predictability. New projects added to the evaluation pool can affect the fundamental score of projects previously evaluated, not just the rank position. For example, a system that assigns points to the top x% of streets evaluated will score streets differently depending on which streets are included within the evaluation.

With a ranked scoring system, it is possible that a larger number of marginal projects are disqualified if they do not score particularly highly within individual criteria.

Staff position: *A relative ranking system is more complex and scores for individual streets are not stable over time. However, it enables the policy to identify streets that have exceptional operating characteristics.*

7. Factor independence

In the current scoring system, each variable is scored independently. The scoring system for Local Roads is reproduced below for reference. As a result, there is no correlation in the scoring for factors that may compound or negate each other. For example, higher speeds score the same whether they are near a school area or not.

Concerns received, and real safety implications, are often due to combinations of factors that occur: where a street lacks sidewalks and serves a community green space, where either situation in isolation may not be as much of an issue but when considered together provides may justify a higher ranking.

Factor	**Criteria**	**Maximum Points**
Collision History	2 points for each collision in the past three years involving vulnerable road users, to max of 10	10
Traffic Volumes	1 point for every 50 vehicles above 900, max 25	25
Traffic Speeds	1 point for each km/h above posted speed, max 20	20
Non-Local Traffic	3 points for each 10% of non-local above 30%, to a maximum of 15 (reached at 70% non-local traffic)	15
Pedestrian Generators	5 points for each high school, park, community centre or senior facility within study area, to max of 10	10
Pedestrian Facilities	5 points if no sidewalk	5

Factor	Criteria	Maximum Points
Schools and Safe Routes to School	5 points if there is an elementary school or Safe Route to School within the study area	5
Bicycle Concerns	5 points if the road is an existing or planned cycle route	5
Transit Services and Routes	-2 points if existing or planned transit route	0
Block Length	1 point for each 50m increment if greater than 100m, to max of 5	5
		100

While much more complex, a scoring system could be developed that considers the relationship between factors such as speed, volume, and context. This could award additional points to areas where several factors combine to create a situation that has more technical justification for action than another area where individual factors may score higher.

Staff position: *Developing, testing, and validating a system of interrelated factors is one of the more labour-intensive changes that could be made in the entire policy. From a technical perspective it also has the most potential to identify projects of highest merit. However, technical merit may not align with the goals identified by Council or residents.*

8. Volume thresholds

Points are awarded for vehicles above 3,000 per day on collector roads and above 900 per day on local roads. However, these roads are expected to carry between 1,000 and 12,000 vehicles per day for collectors and up to 3,000 per day for local streets. This leads to the situation where roads that are operating well within their technical expectation are scoring maximum points for volumes. For example, a collector street with 5,500 per day, or a local street with 2,250 vehicles per day.

The result of this is that “normal” streets are scoring highly for this factor and are diluting or displacing streets that are operating outside of the “normal” range. That said, the existing low thresholds do express a position that the policy would like to encourage these streets to operate at the lower range of their design domain.

There is also the possibility that streets that serve very high volumes are misclassified. A local road carrying a higher volume may actually be functioning as a collector for the neighbourhood. Similarly, a collector may actually be operating as a minor arterial within the network if it has volumes near the upper end of the technically appropriate range.

Staff position: *The evaluation mechanism for vehicle volume would be a better technical tool if it captured outliers and either increased the points awarded for them or triggered a re-consideration of the street classification.*

9. Speed scoring

Speed scores are a significant proportion of the total a street might receive with up to 20 or 25 points for locals and collectors respectively. Speeds are currently only awarded points when the 'typical' speed ('operating' speed or '85th percentile' speed) is above the speed limit. As such, on most streets that are of concern to residents but operate just below 50km/hr are pushed further down the list priority.

Conversely, streets that have the limit set at 30km/hr for political or historic reasons and operate at the same speeds (just below 50km/hr) receive a high number of points and subsequently rank highly.

In other cases, such as school zones, where there is a technical justification for a 30km/hr speed limit the scoring based on posted speed works as intended and ranks these areas higher.

One possible approach to address the concerns residents have expressed with this system is to evaluate streets based on a target speed rather than the posted speed. For example, the target speed for local residential streets could be set at 30km/hr and all evaluations of speed could be benchmarked against that target. Significant effort would be required with this approach to ensure that the context of each street evaluated matches the target speed used. Our current street classification is very coarse and "local" covers streets that serve both through traffic needs and access to individual properties.

Another change that could be made is to reduce the total points available for the speed score. This would increase the impact of points awarded for other contextual factors.

Staff position: *Developing, testing, and validating a system of target speeds is one of the more labour-intensive changes that could be made in the entire*

policy. Because speed is directly related to safety it also has the most potential to identify projects with possible safety impact.

10. Context/function mismatch

An issue that is often raised by concerned residents is that the function of their street (as a collector or arterial) does not match the context of the street. In these cases, such as Waterford Bridge Road, a street is not eligible for traffic calming because it is an important link in the City street network. In a Catch 22, traffic calming is requested for this street precisely because it is well used and that this level of use does not match the design of the street.

This occurs most often in older areas of the City where the streets were not necessarily "designed". This can, however, also happen in newer areas of the City where the design of the street meets the needs of vehicle traffic but the land use surrounding it does not match that use. An example of this case is Great Eastern Avenue where the frontage of single-family homes and on street parking conflicts with the major collector (or perhaps minor arterial) role of the street.

Whether traffic calming is used in these situations is a direct trade off between the use of the road by a large number of people as they pass through in a vehicle and the feeling of safety and comfort that the adjacent homeowners experience.

From a technical perspective, these streets tend to be key links within the City transportation network. They are often the only, or one of a very few, good routes to pass between key destinations within the City. Adding traffic calming to these streets does not reduce the need for people to travel and they will find other routes. In situations where there are no, or few, options, this can easily lead to displacing drivers into neighbourhoods where additional vehicles are less able to be accommodated.

Transit and emergency services often use these routes as well and need to be carefully considered. In the best-case scenario, a targeted implementation of traffic calming tools for a minimal stretch of road can realize a benefit or resolution to a specific localized concern.

On the other end of the spectrum, some road types, such as a residential cul-de-sac or short crescent, are eligible for evaluation within the traffic calming policy. Due to the nature of these streets they never score high enough to be eligible for a project. As such, the policy could be streamlined by excluding these from consideration thereby eliminating the need for staff to conduct an evaluation.

Staff position: *Very small streets could be disqualified without change in policy outcomes. Opening the screening criteria to allow more, and busier, streets to be considered would not be justified from a technical perspective. While it would take significant effort to design, test, and validate, a separate eligibility system could be developed to target localized areas of concern on otherwise ineligible streets.*

11. Non-local traffic thresholds

The current policy includes an evaluation of how 'local' the traffic on a particular street is. In other words, traffic that is travelling through an area to a destination nearby or further afield is considered 'non-local'. This is difficult and expensive to measure properly so estimates are typically used.

How this measure is defined, and the acceptable values within the policy, could express different values. The use of this factor validates the feeling of ownership a resident might have over the street in front of their home. Another perspective is that City streets are constructed and maintained by, and for, the benefit of all residents.

This factor is closely related to the factor that considers the total vehicle volume on the street. Given the frequent use of estimating procedures it could be argued that a busy street is receiving points for the same thing twice.

This factor also often causes confusion or consternation with residents seeking traffic calming for their neighbourhood. Residents often feel that only those who live in an area are 'local' when in fact visitors to an area or employees to a neighbouring building are included in the concept of 'local' traffic.

Staff position: *Removing the non-local traffic factor from the ranking system would eliminate a weakness in the current data collection practice. It also expresses a preference to considering streets as a public resource rather than serving a local need alone.*

12. Overall factor weight

The current system scores traffic characteristics (collisions, speed, and volume) at a little over half of the total possible score. 55/100 for local streets and 60/100 for collector streets. Some feel that this does not put enough weight on street context such as the design (width, sidewalks) and context (residential, schools).

The relative weight of different factors is implicated in several of the possible policy changes discussed. A simple change of weighting is the easiest way to tweak the goals that the traffic calming policy expresses.

Staff position: *Other changes offer the opportunity for target refinement of the policy but adjusting the factor weights is the easiest way to affect which projects are prioritized.*

13. Public consultation / local decision making

Early in the process of completing a traffic calming project there is a survey of affected residents to see if they are in favour of traffic calming on their street. If the survey does not provide a positive result, then the project is concluded, otherwise it continues to a temporary implementation. By reaching out early, we ensure there is support to spend the effort on a project in the area.

The last public stage in the process is a final survey on support for permanent installation. If this survey is returned with a negative result the project is concluded with no further implementation. The final survey ensures that a strong majority of an affected community supports a project before expenditures are made on a permanent installation.

Outside the traffic calming policy, a public survey result is considered in a staff recommendation or Council decision rather than being directly implemented. Because of the direct implementation of the survey results, this process is a strong step in favour of direct public decision making. However, this result is often unsatisfactory to those who were initially advocating for a project. This process also supersedes the technical evaluation: a project may achieve its goals of lower speeds and/or volumes but still be turned down by the affected residents.

In transportation projects it is common to find that those who are unsatisfied with a situation/proposal are more likely to reach out and engage. We see this borne out in the two surveys conducted as part of the traffic calming process. Generally, those unsatisfied by conditions on their street are most likely to respond to the initial survey and support the traffic calming project. After the temporary installation, we generally see those who feel negatively impacted by the change to then become engaged and express opposition the project.

One effect of the process is that projects take longer to complete. Each survey is typically a six-week to eight-week process from conception to result.

There has been some discussion of whether projects should be completed on a purely technical basis and public consultation removed from the process. This is not in line with the City's public engagement policy which says people who are impacted by a decision have the right to be consulted. Given that the traffic calming policy is intended to provide a response to public demand for this type of project it would be counter to this intent to eliminate public consultation. At the same time, it would greatly increase the chance of completing projects that are very unpopular with the local residents.

Another approach suggested is that projects found to have significant success from a technical perspective would bypass the second survey and proceed to permanent installation based on technical merit. This would require a threshold be defined for the success of a project but is easy to defend from a technical perspective.

Part of the function of the traffic calming policy is to remove the need for political decision making from individual projects. They are approved, or fail, directly from the local feedback.

Staff position: *While technical merit is important, the ultimate success of these projects relies on the input of the affected residents.*

14. Response rates and thresholds

As discussed above, the traffic calming process relies on hand delivered surveys to directly poll the affected residents on proposed changes.

The original policy – "60% of affected residents" as the threshold – implicitly assigns a "no vote" to residents that don't respond. The original policy requirement for a percentage of affected residents was also not a practical measure. Response rates are almost always lower than 60% regardless of the position those responses take. If this threshold were used, almost no projects would proceed past this step in the process.

The current practice – "60% of responses" as the threshold – assigns a "neutral" opinion to residents that do not respond. Unfortunately, when a project area is small, or the response rate is low, the question may be decided by very few of those affected. This has been found to be a less problematic issue than adherence to the letter of the original policy.

One change that could be made here is to formalize the current practice but add a threshold for response rate as contemplated in the original policy. For example, for a vote to considered conclusive: require at least 20% of residents affected to respond in

addition to the 60% approval of responses. Historic response rates could be investigated to determine an appropriate value.

Staff position: *Formalizing the current practice provides the simplest procedure and is analogous to a direct democracy approach.*

Key Considerations/Implications:

1. Budget/Financial Implications:
   This program currently has about $58,000 available from previous allocations. Council typically tops-up this fund with an annual allocation of $50,000. However, this was deferred from the 2020 capital budget.

2. Partners or Other Stakeholders:
   n/a

3. Alignment with Strategic Directions/Adopted Plans:
   n/a

4. Legal or Policy Implications:
   This note is part of a policy review that currently underway with the Office of the City Clerk.

5. Privacy Implications:
   n/a

6. Engagement and Communications Considerations:
   An engagement strategy will need to be developed in order to take the next steps on the policy review. This engagement would focus on the policy outcomes desired by the public. This process would be planned for early 2021.

   The City will work to educate residents about the policy review and promote opportunities for future engagement via Public Service Announcements, information on the City's website and social media platforms.

7. Human Resource Implications:
   If there is a desire to increase the number of projects completed annually then additional resources would be needed.

8. Procurement Implications:
   Depending on the level of effort requested on some of the changes discussed above there would be a need to hire an engineering consultant to assist with the work.

9. Information Technology Implications:
   n/a

10. Other Implications:
    n/a

Conclusion/Next Steps:
Some of the changes above could be made simply while some require significant effort. There are likely other suggestions for ways in which changes could be made that have not yet been identified which may be identified through the public engagement process.

Once feedback has been received from Council there will be an opportunity for the public to provide input on the types of changes and priorities they would like to see reflected in the policy.

Fundamentally, any changes made to the traffic calming policy will result in some residents being more satisfied and some being less satisfied with the outcomes. No set of changes can be expected to eliminate feedback from residents who do not see projects implemented on their streets.

Following this public engagement process there are two key paths down which this policy review could develop:

- Staff could synthesize the feedback received and develop a set of simple changes to the policy that reflect the direction received from Council and the public. The items identified above as requiring significant effort to develop, test, and validate are not within the available capacity of staff to complete.
- Staff could issue an RFP to have an engineering consultant undertake some of the more labour-intensive changes discussed. Staff would work with the consultant to develop, test, and validate these items in combination with any simpler changes to the policy to create a new evaluation tool. This effort could be funded by a capital allocation or funded from the available traffic calming budget.

Report Approval Details

Document Title:	Traffic Calming Policy - Discussion on Review.docx
Attachments:	
Final Approval Date:	Dec 3, 2020

This report and all of its attachments were approved and signed as outlined below:

Scott Winsor - Dec 3, 2020 - 3:11 PM

Jason Sinyard - Dec 3, 2020 - 4:14 PM