Agenda Including Addeds
Transportation Advisory Committee

The 9th Meeting of the Transportation Advisory Committee
November 27, 2018, 12:15 PM
Committee Room #4

The City of London is committed to making every effort to provide alternate formats and communication supports for Council, Standing or Advisory Committee meetings and information, upon request. To make a request for any City service, please contact accessibility@london.ca or 519-661-2489 ext. 2425.

Pages

1. Call to Order

1.1 Disclosures of Pecuniary Interest

2. Organizational Matters

2.1 Election of Chair for the remainder of the Advisory Committee term

3. Scheduled Items

3.1	12:15 PM Henry Huotari, Parsons – Wilton Grove Road Reconstruction Project TS1490 – Highbury Avenue to the East City Limit	3
3.2	12:30 PM Maged Elmadhoon, Traffic and Transportation Engineer – Traffic Calming Practices and Procedures for Existing Neighbourhoods	11

4. Consent

4.1	8th Report of the Transportation Advisory Committee	33
4.2	Municipal Council resolution adopted at its meeting held on November 6, 2018 with respect to the Transportation Advisory Committee	35
4.3	Letter of Resignation - A. Farahi	36
4.4	Notice of Public Information Centre No. 1 - Adelaide Street North Municipal Class Environmental Assessment Study	37
4.5	Notice of Public Information Centre #2 - City of London - Long Term Water Storage - Municipal Class Environmental Assessment	39
4.6	Notice of Public Update Meeting - Wilton Grove Reconstruction - Commerce Road to Westchester Bourne	40
4.7	Notice of Completion - Transportation Environmental Study Report Addendum - Highway 401 and Highway 4 Interchange Improvements and Highway 4 and Glanworth Drive Underpass Replacements	44
4.8	Memo - ReThink Zoning Draft Terms of Reference	47

5. Sub-Committees and Working Groups

5.1	TAC Work Plan Working Group Report	54

6. Items for Discussion

6.1 Next Meeting Date

7. Deferred Matters/Additional Business

7.1 (ADDED) Municipal Council resolution adopted at its meeting held on November 20,2018 with respect to the recruitment and appointment of Advisory Committee members for the up-coming term *55*

7.2 (ADDED) Notice of Study Commencement - Rehabilitation of Riverside Drive Bridge over the CN Railway Detail Design - Tendering and Contract Administration *56*

8. Adjournment

Next Meeting Date: To be Determined

Project Synopsis

The City of London is undertaking the reconstruction of Wilton Grove Road from Commerce Road to Westchester Bourne in 2019 in order to improve the roadway driving surface, drainage and roadside safety infrastructure. This letter provides you with information about the project.

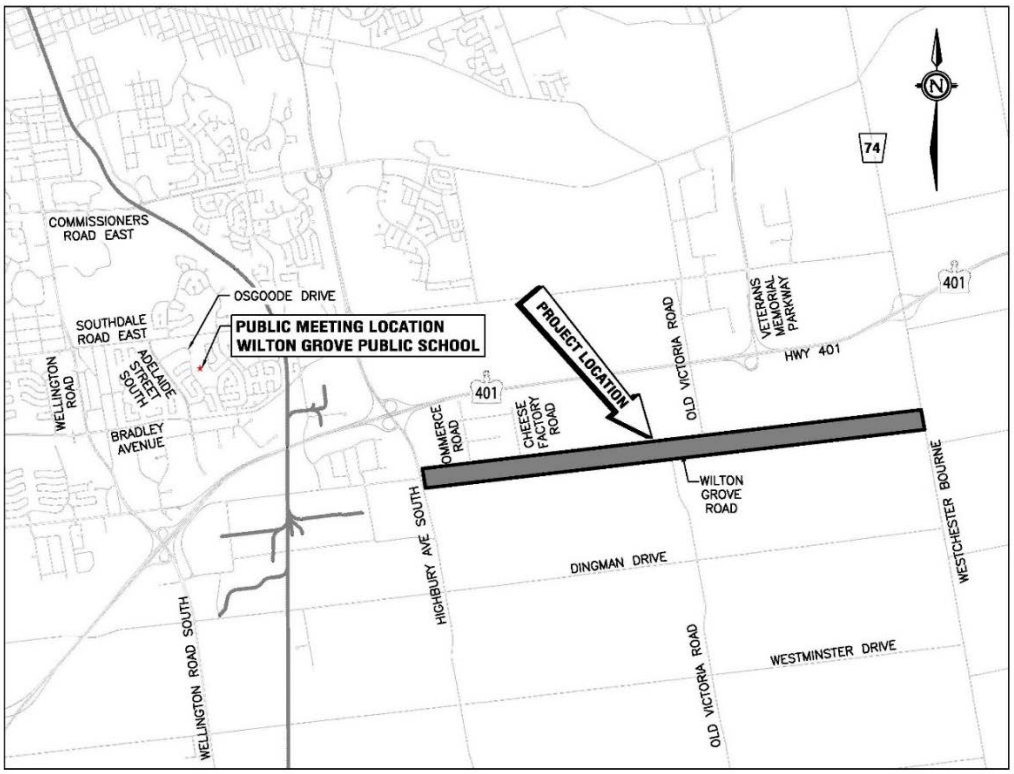
Project Details

Location: Wilton Grove Road from Commerce Road to Westchester Bourne, approximately 5.2 km.

Schedule: Tentative start - April 2019. Estimated completion – late Fall 2019.

Scope: Full depth pavement reconstruction including new asphalt, paved shoulders, new drainage culverts, ditching improvements, new guiderail and repairs to fencing. A sidewalk will be installed from Highbury Ave to Commerce Road along with upgrades to street lighting.

Construction will take place in stages in order to more easily maintain access to properties. The road will be closed to through traffic but will remain accessible to local traffic and businesses. Detour routes will be designated using alternative City and County roads.



Contact Information

For more information or to provide comments, please contact one of the people below:

Henry Huotari, Project Manager
Parsons Inc.
1069 Wellington Road South, Suite 214
London, ON N6E 2H6
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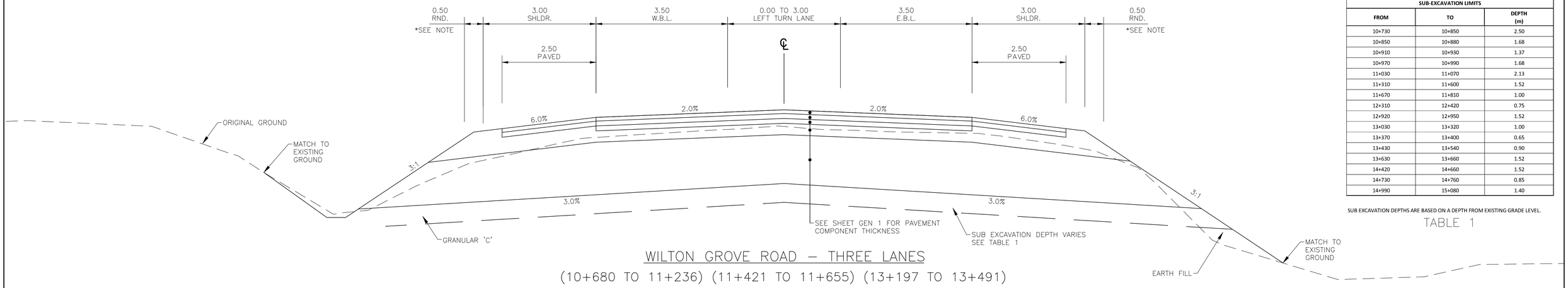
Email: henry.huotari@parsons.com

Sam Shannon, C.E.T., Project Manager
City of London
300 Dufferin Avenue, 8th Floor, P.O Box 5035
London, Ontario, N6A 4L9
Tel: 519-661-2489 x 5013
Email: sshannon@london.ca

A construction notice will be provided prior to work beginning to provide further details.



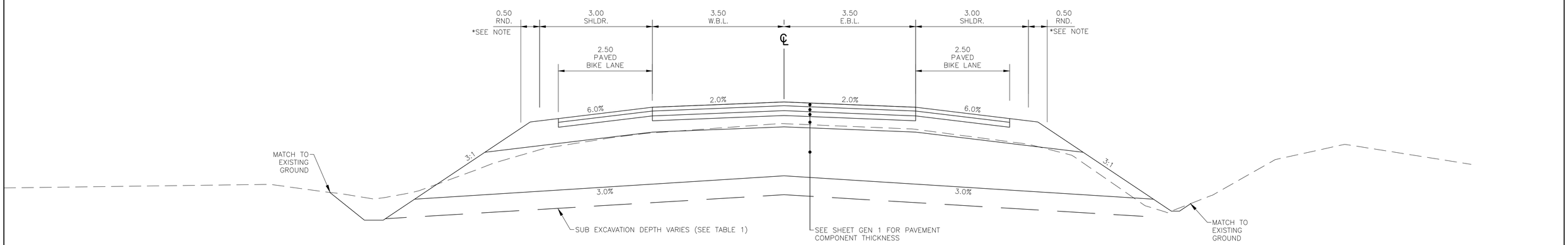
WILTON GROVE ROAD – THREE LANES

(10+680 TO 11+236) (11+421 TO 11+655) (13+197 TO 13+491)

SUB-EXCAVATION LIMITS		
FROM	TO	DEPTH (m)
10+730	10+850	2.50
10+850	10+880	1.68
10+910	10+930	1.37
10+970	10+990	1.68
11+030	11+070	2.13
11+310	11+600	1.52
11+670	11+810	1.00
12+310	12+420	0.75
12+920	12+950	1.52
13+030	13+320	1.00
13+370	13+400	0.65
13+430	13+540	0.90
13+630	13+660	1.52
14+420	14+660	1.52
14+730	14+760	0.85
14+990	15+080	1.40

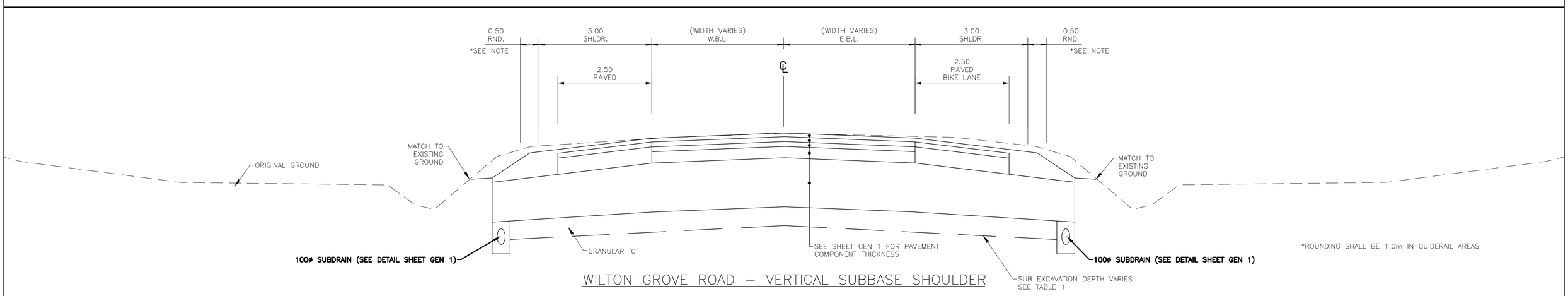
SUB EXCAVATION DEPTHS ARE BASED ON A DEPTH FROM EXISTING GRADE LEVEL.

TABLE 1



WILTON GROVE ROAD – TWO LANE SECTION

(11+655 TO 13+197) (13+491 TO 13+885) (14+457 TO 15+275)



*ROUNDING SHALL BE 1.0m IN GUIDERAIL AREAS

WILTON GROVE ROAD – VERTICAL SUBBASE SHOULDER

EXISTING SERVICES	DRAWING #, SOURCE	CONSTRUCTION DATE	CONSTRUCTED SERVICES	COMPLETION

DETAILS		No.	REVISIONS	DATE	CONSULTANT
DESIGN	MA	1	60% SUBMISSION	JULY 2018	PARSONS
DRAWN BY	BV	2	90% SUBMISSION	OCT 2018	PARSONS
CHECKED	HH				
APPROVED	HH				
DATE	MAY 2018				
Typical Sections – East.dwg					

CONSULTANT OR SERVICE AREA

PARSONS

1069 WELLINGTON ROAD SOUTH, SUITE 214
LONDON, ONTARIO, CANADA
N6E 2H6 TEL: (519) 681-8771 FAX: (519) 681-4995

476514

ENGINEER'S STAMP

LICENSED PROFESSIONAL ENGINEER
H.E. HUOTARI
Oct 25/18
PROVINCE OF ONTARIO

London CANADA

CORPORATION OF THE CITY OF LONDON

SCALE
HORIZONTAL–1:50
0.5 0 1m
VERTICAL–1:25
0.25 0 0.5m

TITLE
WILTON GROVE ROAD RECONSTRUCTION
FROM COMMERCE ROAD TO WESTCHESTER BOURNE

TYPICAL SECTIONS

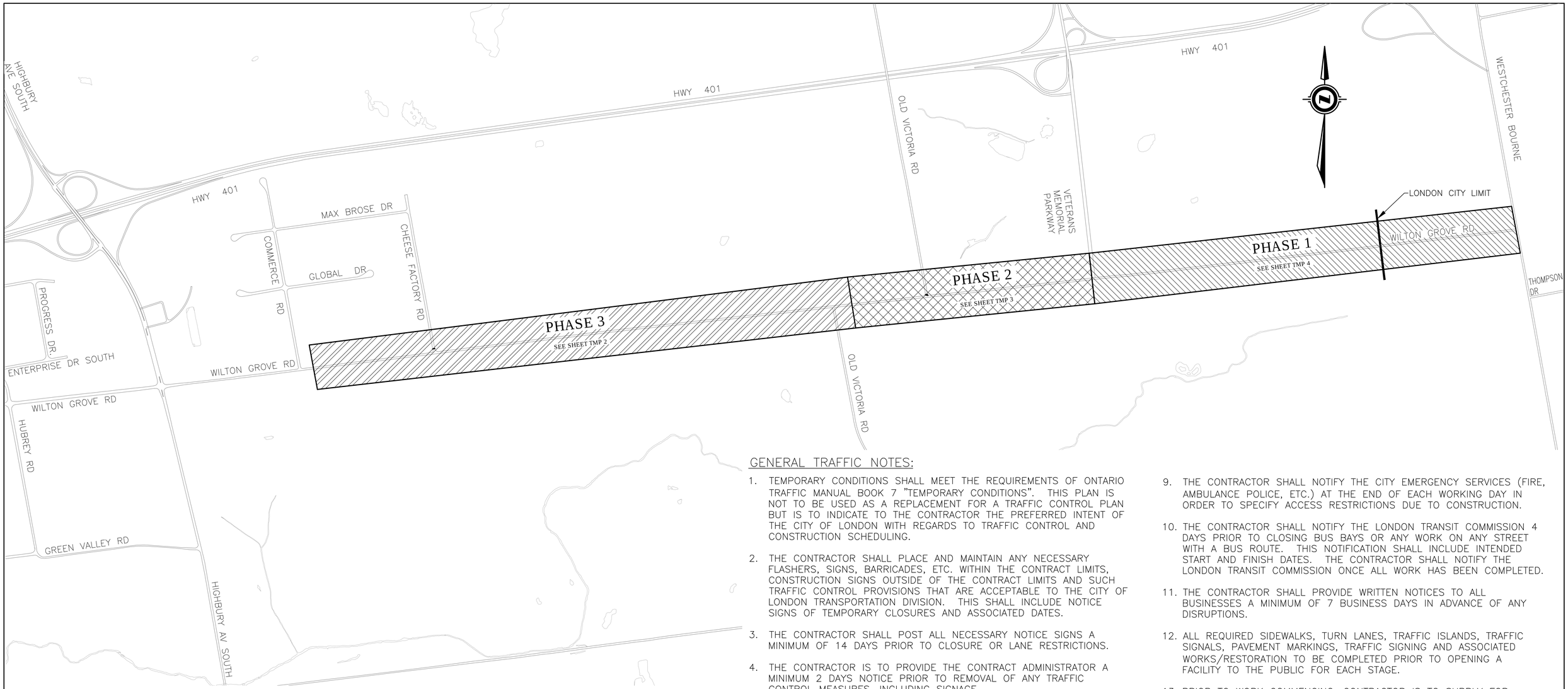
THREE LANES & TWO LANES & VERTICAL BASE

PROJECT No. T18–124

SHEET No. TYP 1

PLAN FILE No.

Job No. T18–124 DWG No.TYP 1 ---- J:\DATA\476514 – Wilton Grove\6B_Dwg\Typ-Sect\Typical Sections – East.dwg



PHASE 1–FROM VETERANS MEMORIAL PARKWAY TO WESTCHESTER BOURNE

PHASE 2–FROM OLD VICTORIA TO VETERANS MEMORIAL PARKWAY

PHASE 3–FROM COMMERCE ROAD TO OLD VICTORIA ROAD

GENERAL TRAFFIC NOTES:

1. TEMPORARY CONDITIONS SHALL MEET THE REQUIREMENTS OF ONTARIO TRAFFIC MANUAL BOOK 7 "TEMPORARY CONDITIONS". THIS PLAN IS NOT TO BE USED AS A REPLACEMENT FOR A TRAFFIC CONTROL PLAN BUT IS TO INDICATE TO THE CONTRACTOR THE PREFERRED INTENT OF THE CITY OF LONDON WITH REGARDS TO TRAFFIC CONTROL AND CONSTRUCTION SCHEDULING.
2. THE CONTRACTOR SHALL PLACE AND MAINTAIN ANY NECESSARY FLASHERS, SIGNS, BARRICADES, ETC. WITHIN THE CONTRACT LIMITS, CONSTRUCTION SIGNS OUTSIDE OF THE CONTRACT LIMITS AND SUCH TRAFFIC CONTROL PROVISIONS THAT ARE ACCEPTABLE TO THE CITY OF LONDON TRANSPORTATION DIVISION. THIS SHALL INCLUDE NOTICE SIGNS OF TEMPORARY CLOSURES AND ASSOCIATED DATES.
3. THE CONTRACTOR SHALL POST ALL NECESSARY NOTICE SIGNS A MINIMUM OF 14 DAYS PRIOR TO CLOSURE OR LANE RESTRICTIONS.
4. THE CONTRACTOR IS TO PROVIDE THE CONTRACT ADMINISTRATOR A MINIMUM 2 DAYS NOTICE PRIOR TO REMOVAL OF ANY TRAFFIC CONTROL MEASURES, INCLUDING SIGNAGE.
5. LOCAL ACCESS (BOTH PEDESTRIAN AND VEHICULAR) MUST BE MAINTAINED AT ALL TIMES FOR ALL PROPERTIES IN THE CONSTRUCTION ZONE UNLESS OTHERWISE NOTED, INCLUDING, IF NECESSARY, CONSTRUCTION OF TEMPORARY ENTRANCES. ALL TEMPORARY ENTRANCES ARE TO BE APPROVED BY THE CONTRACT ADMINISTRATOR.
6. MAINTAIN POSITIVE DRAINAGE FLOWS AT ALL TIMES.
7. ALL TRAFFIC SIGNING TO BE MAINTAINED THROUGHOUT THE DURATION OF THE PROJECT. ALL TRAFFIC SIGNAGE WILL BE CHECKED ON A DAILY BASIS BY THE CONTRACT ADMINISTRATOR.
8. THE CONTRACTOR SHALL GIVE THE CONTRACT ADMINISTRATOR 48 HOURS NOTICE PRIOR TO ANY STREET CLOSING, NOT INCLUDING SATURDAY, SUNDAYS OR STATUTORY HOLIDAYS, IN ORDER TO PERMIT THE PROPER NOTIFICATION ARRANGEMENTS TO BE MADE THROUGH THE CITY.
9. THE CONTRACTOR SHALL NOTIFY THE CITY EMERGENCY SERVICES (FIRE, AMBULANCE POLICE, ETC.) AT THE END OF EACH WORKING DAY IN ORDER TO SPECIFY ACCESS RESTRICTIONS DUE TO CONSTRUCTION.
10. THE CONTRACTOR SHALL NOTIFY THE LONDON TRANSIT COMMISSION 4 DAYS PRIOR TO CLOSING BUS BAYS OR ANY WORK ON ANY STREET WITH A BUS ROUTE. THIS NOTIFICATION SHALL INCLUDE INTENDED START AND FINISH DATES. THE CONTRACTOR SHALL NOTIFY THE LONDON TRANSIT COMMISSION ONCE ALL WORK HAS BEEN COMPLETED.
11. THE CONTRACTOR SHALL PROVIDE WRITTEN NOTICES TO ALL BUSINESSES A MINIMUM OF 7 BUSINESS DAYS IN ADVANCE OF ANY DISRUPTIONS.
12. ALL REQUIRED SIDEWALKS, TURN LANES, TRAFFIC ISLANDS, TRAFFIC SIGNALS, PAVEMENT MARKINGS, TRAFFIC SIGNING AND ASSOCIATED WORKS/RESTORATION TO BE COMPLETED PRIOR TO OPENING A FACILITY TO THE PUBLIC FOR EACH STAGE.
13. PRIOR TO WORK COMMENCING, CONTRACTOR IS TO SUPPLY FOR APPROVAL A SITE SPECIFIC PAVING SCHEDULE.
14. PEDESTRIAN ACCESS IS TO BE MAINTAINED AT ALL TIMES ALONG CONSTRUCTION LIMITS, UNLESS OTHERWISE NOTED. IF CLOSURE OF PEDESTRIAN ACCESS IS REQUIRED, SIGNAGE IS TO BE POSTED AT THE LIMITS OF CLOSURE AND PEDESTRIAN ACCESS IS TO BE MAINTAINED WITH THE CONSTRUCTION OF A TEMPORARY ACCESS. ALL TEMPORARY PEDESTRIAN ACCESS MODIFICATIONS ARE TO BE APPROVED BY THE CONTRACT ADMINISTRATOR. TEMPORARY RAMPING SHALL BE PROVIDED AT SIDEWALK RAMP AREAS TO FACILITATE PEDESTRIAN ACCESS. AFTER THE PLACEMENT OF THE BASE ASPHALT, TEMPORARY ASPHALT RAMPS SHALL BE CONSTRUCTED AT THE SIDEWALK RAMP AREAS. THESE TEMPORARY RAMPS SHALL BE REMOVED PRIOR TO THE PLACEMENT OF TOP COAT OF ASPHALT IN 2020, INCLUDING ANY REQUIRED MILLING.
15. ALL INTERSECTIONS ARE TO BE MAINTAINED UNLESS WORKING IN THE IMMEDIATE AREA AND PROVIDED THERE IS AN ALTERNATE ACCESS.
16. SEE SHEET TMP 2, TMP 3 & TMP 4 FOR DETOUR INFORMATION.

EXISTING SERVICES	DRAWING #, SOURCE	DATE	CONSTRUCTED SERVICES	COMPLETION

DETAILS	
DESIGN	CJ
DRAWN BY	CJ
CHECKED	HH
APPROVED	HH
DATE	MAY 2018

No.	REVISIONS	DATE	CONSULTANT
1	60% SUBMISSION	JULY 2018	PARSONS
2	90% SUBMISSION	OCT 2018	PARSONS

Traffic Management – East.dwg

CONSULTANT OR DIVISION

PARSONS

1069 WELLINGTON ROAD SOUTH, SUITE 214
LONDON, ONTARIO, CANADA
N6E 2H6 TEL: (519) 681-8771 FAX: (519) 681-4995

PROJECT NUMBER: 476514

ENGINEER'S STAMP

LICENSED PROFESSIONAL ENGINEER
H.E. HUOTARI
OCT 25/18
PROVINCE OF ONTARIO

London CANADA

CORPORATION OF THE CITY OF LONDON

SCALE: N.T.S.

TITLE: WILTON GROVE ROAD RECONSTRUCTION
FROM COMMERCE ROAD TO WESTCHESTER BOURNE

TRAFFIC MANAGEMENT

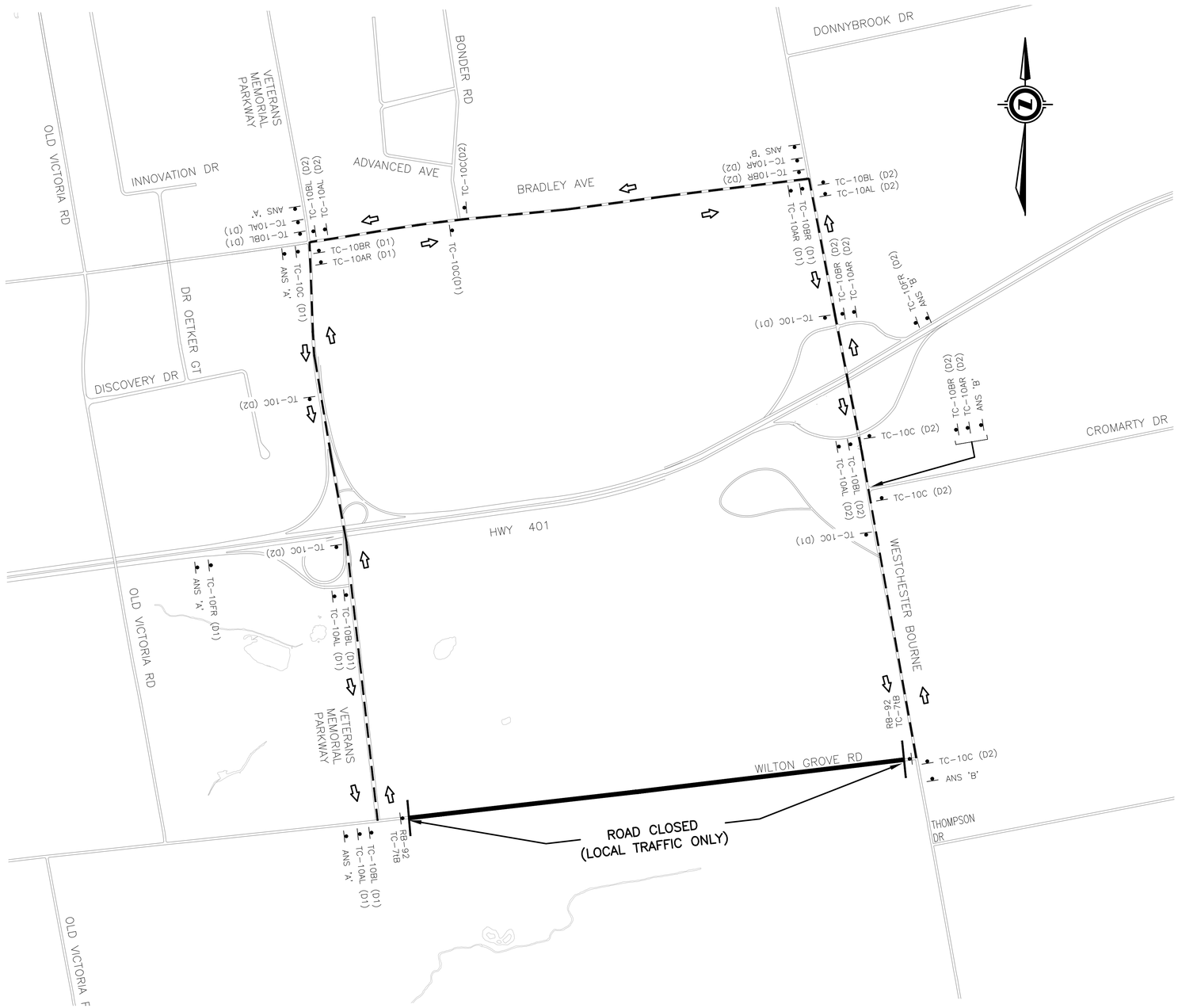
PHASING

PROJECT No. T18–124

SHEET No. TMP 1

PLAN FILE No.

Job No. T18-124 DWG No.TMP 1 ----



NOTES:

1. SIGN LOCATIONS ILLUSTRATED AS SCHEMATIC ONLY.
2. CONTRACTOR TO COMPLY WITH MINISTRY OF LABOUR DIRECTIVES AND ONTARIO TRAFFIC MANUAL BOOK 7 AS A MINIMUM FOR SITE SPECIFIC TRAFFIC CONTROL.
3. ALL WORKS WILL BE CONDUCTED WITHIN THE MINISTRY OF LABOUR, OPSS AND MINISTRY OF TRANSPORTATION STANDARDS.
4. CONTRACTOR TO MAINTAIN PRIVATE DRIVEWAY ACCESS AT ALL TIMES.
5. SPOTTER/FLAGMAN SHALL BE USED FOR HEAVY EQUIPMENT ACTIVITY SUCH AS MATERIAL AND MACHINERY DELIVERY, LOADING AND UNLOADING, ETC., OR ANY OTHER ACTIVITY WITHIN ANY CITY STREET R.O.W. THAT WILL INTERRUPT OR IMPEDE NORMAL TRAFFIC FLOW.

WILTON GROVE RD. CLOSURE DETOUR ROUTE

TC–7L – DENOTES DETOUR TURN OFF (DIVERSION LEFT)
TC–7R – DENOTES DETOUR–TURN OFF (DIVERSION RIGHT)
TC–7tA – DENOTES ROAD CLOSED TAB
RB–92 – DENOTES ROAD CLOSED SIGN
TC–7tB – DENOTES LOCAL TRAFFIC ONLY TAB
TC–10AL – DENOTES DETOUR LEFT TURN AHEAD SIGN
TC–10AR – DENOTES DETOUR TURN RIGHT AHEAD SIGN
TC–10BR – DENOTES DETOUR TURN RIGHT SIGN
TC–10BL – DENOTES DETOUR TURN LEFT SIGN
TC–10C – DENOTES DETOUR AHEAD SIGN
TC–10D – DENOTES DETOUR ENDS SIGN
TC–10ER – DENOTES DETOUR RIGHT ADVANCE TURN CHANNELIZATION
TC–10FR – DENOTES DETOUR RIGHT TURN CHANNELIZATION

DETOUR ROUTE
ROAD CLOSED
DIRECTION SIGN FACES

	ADVANCE NOTIFICATION SIGN:	DURING CONSTRUCTION:
ANS 'A' (TC–64)	Wilton Grove Road	
	To Be Closed	Closed
	Veterans Memorial Pkwy	
	to Westchester Bourne	
	Date to Date	Follow D-1

ANS 'B' (TC–64)	Wilton Grove Road	
	To Be Closed	Closed
	Westchester Bourne to	
	Veterans Memorial Pkwy	
	Date to Date	Follow D-2

EXISTING SERVICES	DRAWING #, SOURCE	DATE	CONSTRUCTED SERVICES	COMPLETION

DETAILS		No.	REVISIONS	DATE	CONSULTANT
DESIGN	CJ	1	60% SUBMISSION	JULY 2018	PARSONS
DRAWN BY	CJ	2	90% SUBMISSION	OCT 2018	PARSONS
CHECKED	HH				
APPROVED	HH				
DATE	MAY 2018				

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FROM COMMERCE ROAD TO WESTCHESTER BOURNE

TRAFFIC MANAGEMENT
PHASE 3 – CLOSURE

PROJECT No. T18–124
SHEET No. TMP 2
PLAN FILE No.

Job No. T18-124 DWG No.TMP 2 ----

NOTES:

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ROAD CLOSED

DETOUR ROUTE

DIRECTION SIGN FACES

WILTON GROVE RD. CLOSURE DETOUR ROUTE

TC-7L –DENOTES DETOUR TURN OFF (DIVERSION LEFT)
TC-7R –DENOTES DETOUR–TURN OFF (DIVERSION RIGHT)
TC-7tA –DENOTES ROAD CLOSED TAB
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TC-10D –DENOTES DETOUR ENDS SIGN
TC-10ER –DENOTES DETOUR RIGHT ADVANCE TURN CHANNELIZATION
TC-10FR –DENOTES DETOUR RIGHT TURN CHANNELIZATION

	ADVANCE NOTIFICATION SIGN:	DURING CONSTRUCTION:
ANS 'A'	TC-64 Wilton Grove Road To Be Closed	Closed
	Old Victoria Rd to Veterans Memorial Pkwy	
	Date to Date	Follow D-1
ANS 'B'	TC-64 Wilton Grove Road To Be Closed	Closed
	Veterans Memorial Pkwy to Old Victoria Rd	
	Date to Date	Follow D-2

EXISTING SERVICES	DRAWING #, SOURCE	DATE	CONSTRUCTED SERVICES	COMPLETION

DETAILS		No.	REVISIONS	DATE	CONSULTANT
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DRAWN BY	CJ	2	90% SUBMISSION	OCT 2018	PARSONS
CHECKED	HH				
APPROVED	HH				
DATE	MAY 2018				

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London CANADA
CORPORATION OF THE CITY OF LONDON

SCALE: N.T.S.

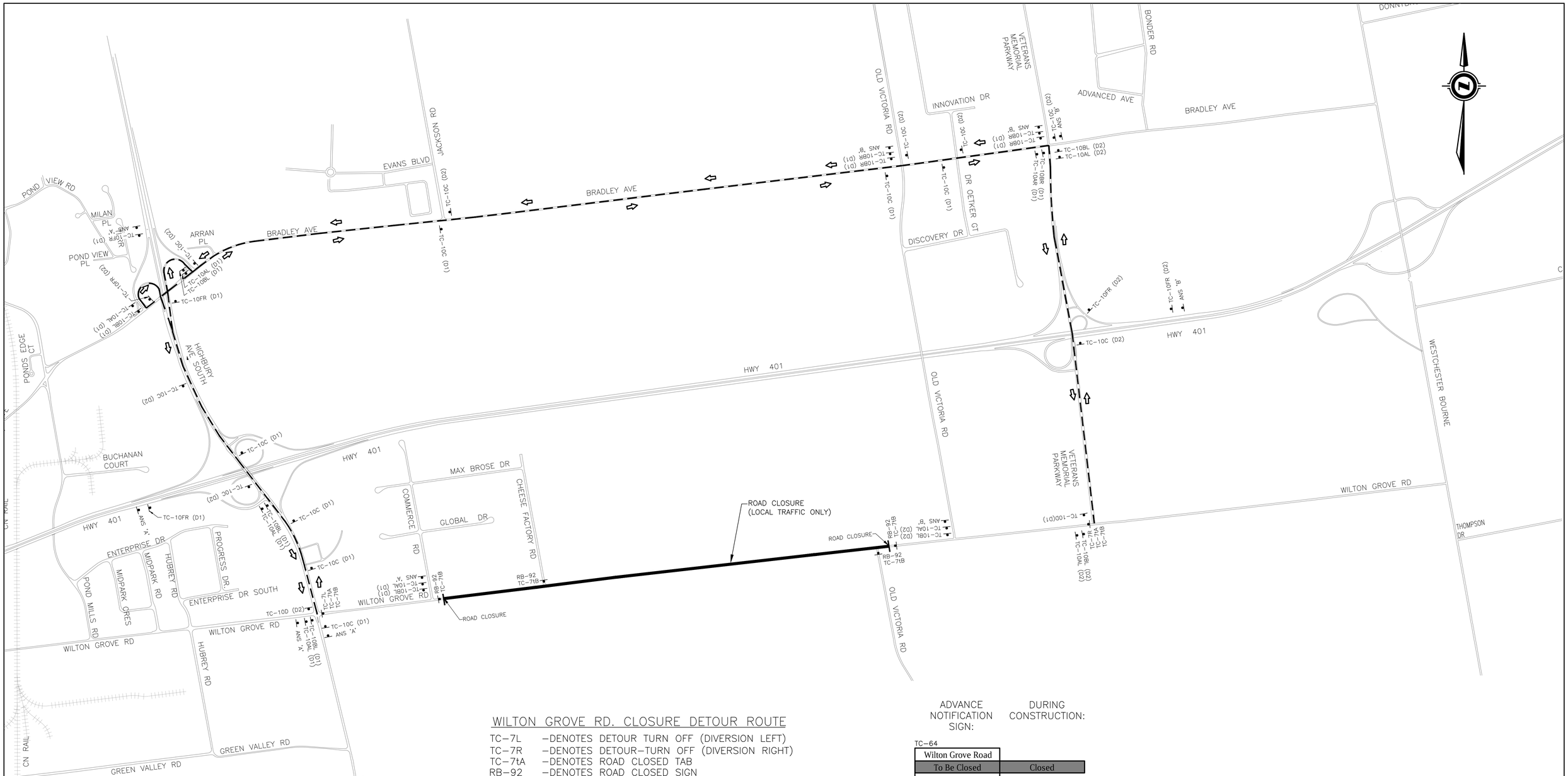
TITLE
WILTON GROVE ROAD RECONSTRUCTION
FROM COMMERCE ROAD TO WESTCHESTER BOURNE

TRAFFIC MANAGEMENT

PHASE 2 – CLOSURE

PROJECT No. T18–124
SHEET No. TMP 3
PLAN FILE No.

Job No. T18-124 DWG No.TMP 3 ----



WILTON GROVE RD. CLOSURE DETOUR ROUTE

TC–7L –DENOTES DETOUR TURN OFF (DIVERSION LEFT)
TC–7R –DENOTES DETOUR–TURN OFF (DIVERSION RIGHT)
TC–7tA –DENOTES ROAD CLOSED TAB
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TC–10D –DENOTES DETOUR ENDS SIGN
TC–10ER –DENOTES DETOUR RIGHT ADVANCE TURN CHANNELIZATION
TC–10FR –DENOTES DETOUR RIGHT TURN CHANNELIZATION
DETOUR ROUTE
ROAD CLOSED
DIRECTION SIGN FACES

ADVANCE NOTIFICATION SIGN: | DURING CONSTRUCTION:

ANS 'A'

TC–64

Wilton Grove Road	
To Be Closed	Closed
Commerce Rd to	
Old Victoria Rd	
Date to Date	Follow D-1

ANS 'B'

TC–64

Wilton Grove Road	
To Be Closed	Closed
Old Victoria Rd to	
Commerce Rd	
Date to Date	Follow D-2

NOTES:

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EXISTING SERVICES	DRAWING #, SOURCE	DATE	CONSTRUCTED SERVICES	COMPLETION

DETAILS	
DESIGN	CJ
DRAWN BY	CJ
CHECKED	HH
APPROVED	HH
DATE	SEPT 2018

Traffic Management – East.dwg

No.	REVISIONS	DATE	CONSULTANT
1	60% SUBMISSION	JULY 2018	PARSONS
2	90% SUBMISSION	OCT 2018	PARSONS

CONSULTANT OR DIVISION

PARSONS
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CORPORATION OF THE CITY OF LONDON

SCALE: N.T.S.

TITLE: WILTON GROVE ROAD RECONSTRUCTION
FROM COMMERCE ROAD TO EAST CITY LIMIT

TRAFFIC MANAGEMENT

PHASE 1 – CLOSURE

PROJECT No. T18–124
SHEET No. TMP 4
PLAN FILE No.

Job No. T18-124 DWG No.TMP 4 ----

WILTON GROVE ROAD
COMMERCE ROAD
CHEESE FACTORY ROAD
OLD VICTORIA ROAD NORTH
OLD VICTORIA ROAD SOUTH
VETERANS MEMORIAL PARKWAY
WESTCHESTER AVENUE
CORPORATION OF THE CITY OF LONDON
PARSONS

Traffic Calming
Practices & Procedures For Existing Neighbourhoods

VISIONZERO LONDON
ROAD SAFETY STRATEGY

2018

London CANADA

ACKNOWLEDGEMENTS

The source of some of the reference material contained in this manual was retrieved from the following Municipalities:

1. Town of Milton, ON, Canada
2. Town of Oakville, ON, Canada
3. City of Toronto, ON, Canada
4. City of Oakhill, Tennessee, USA
5. City of Surrey, BC, Canada
6. Canadian Guide to Traffic Calming (Second Edition)

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Appendix A: Traffic Calming Techniques
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1. INTRODUCTION

1.1 Background

The City of London is responsible for ensuring roadways serve the needs of all transportation users such as cars, transit, pedestrians including those with accessibility needs, cyclists, emergency vehicles and snow removal equipment. When the rules of the road are not followed, residents may no longer feel safe walking or riding their bikes on the street, in these cases traffic calming measures may be needed to restore the street to its intended function in the neighbourhood.

Every year the City receives numerous complaints or concerns from residents regarding speeding, traffic volumes and/or cut through traffic in residential areas. The Transportation Planning & Design Division responds by investigating the need for neighbourhood traffic calming measures to potentially mitigate these unfavourable driving conditions.

While some residents perceive they already have the solutions to traffic issues in their neighbourhood, studies across North America have shown that using the wrong tool to address a traffic issue not only doesn't solve the problem, but may result in creating additional safety issues in the area. This document defines what is traffic calming and clarifies what is not traffic calming. The goal of introducing traffic calming is to create safe and attractive streets, promote pedestrians, bicycle and transit use, and improve the quality of life in residential neighbourhoods.

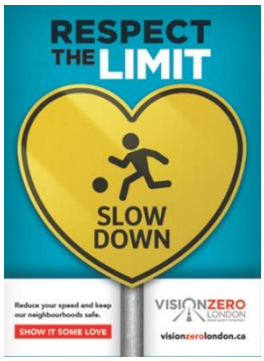
Temporary traffic calming measures are not part of this document. The City installs temporary traffic calming measures such as centerline speed reduction markers and rubber speed cushions on residential streets adjacent to major construction projects in order to reduce potential speed of diverted traffic. These temporary traffic calming measures are removed at the end of construction season before winter.

Traffic calming is a contentious subject and should be dealt with in a clear, concise and transparent process that will meet the needs and expectations of the community. This document outlines how investigations into traffic calming measures should be initiated and implemented based on the experience gained by the City of London and other North American municipalities over the last decade.

1.2 Vision Zero

Vision Zero promotes a culture shift and questions current attitudes toward road fatalities and injuries. Vision Zero states that no fatalities and serious injuries are acceptable. Achieving the aspirational goal requires a shared responsibilities from road operators and users. City Council adopted the following Vision Zero Principles:

- No loss of life is acceptable
- Traffic fatalities and serious injuries are preventable
- We all make mistakes
- We are all physically vulnerable when involved in motor vehicle collisions
- Eliminating fatalities and serious injuries is a shared responsibility between road users and those who design and



The speed limit in School Zones has been reduced from 50 km/h to 40 km/h on all local and primary/secondary collector roads where schools are located. Reducing the speed limit at schools should improve safety for pedestrians and cyclists, and thus respond to Vision Zero Principles. Safer routes to and from school also encourages a more active lifestyle by addressing some of the safety concerns that parents and caregivers have with respect to students walking/cycling to school. Traffic calming measures in School Zones are not subject to the traffic calming process identified in this document. The City can install traffic calming measures in School Zones without the petition & survey requirements identified in this document.

1.3 Traffic Calming Purpose & Goals

The overall purpose of this document is to provide a comprehensive process that addresses local neighbourhood traffic issues in London. The program is intended to restore City streets, with an identified problem, to their intended function through applicable traffic calming measures, and hence, preserve and enhance the quality of London communities.

The specific goals of this traffic calming practices and procedures document are to develop an integrated set of objectives and procedures that will combine to form a set of overall working guidelines that will:

- Educate residents about traffic calming so they can make more informed decisions and also understand the rationale behind the City's decision making process.
- Provide a procedure that City officials and the general public are confident is an effective and fair tool in evaluating speeding and/or traffic volume problems.
- Provide a standard format for dealing in a consistent manner with complaints regarding speeding and traffic safety concerns.
- Create efficiencies in responding to resident traffic concerns.
- Educate residents on how to create a safe and a pleasant roadway environment for residents, motorists, cyclists and pedestrians.
- Encourage public involvement in the traffic calming activities.
- Educate residents on pedestrian and cyclist safety.

This program will also provide the guideline, procedure and criteria for the initiation, investigation and implementation of traffic calming measures within existing residential neighbourhoods. The practices and procedures will ensure safety concerns related to speeding and excessive volume are handled in a fair, transparent and efficient manner. The London Plan introduced new street classification system. Secondary & Primary Collectors are referred to as Neighbourhood Connectors, and Local Streets are referred to as Neighbourhood Streets. Guidelines included in this program will be applied to as Neighbourhood Connectors and Neighbourhood Streets within residential neighbourhoods.

The practices and procedures do not apply to arterial roadways nor do they apply to anticipated future problems. This program only applies to identify operational issues within existing residential areas. While similar traffic related issues may exist on arterial roadways, the primary function of an arterial road is to move traffic efficiently to reduce the amount of traffic and speeds on lower class streets. Therefore, traffic calming measure(s) that may be appropriate for use on non-arterial roadways would not be suitable for use on arterial roadways.

1.4 What is Traffic Calming

Traffic calming, as defined by the Institute of Transportation Engineers (ITE) Subcommittee on Traffic Calming, 1997 is:

"The combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behaviour and improve conditions for non-motorized street users."

According to the Canadian Guide to Neighbourhood Traffic Calming, prepared by the Institute of Transportation Engineers (ITE) and the Transportation Association of Canada (TAC), December 1998 and the Canadian Guide to Traffic Calming (Second Edition-February 2018:

"The purpose of traffic calming is to restore streets to their intended function."

The primary purpose of traffic calming is to reduce high traffic speeds within residential neighbourhoods and thus improving safety for pedestrians and area residents.

1.5 What is Not Traffic Calming

Over the past 30 years there has been a significant amount of knowledge gained through the implementation of successful projects to determine what traffic calming measures work and which traffic calming measures are not effective. The all way stop signs, children at play signs, posted speed signs, and rumble strips are all devices commonly mistaken for being traffic calming tools. Implementation of these devices to calm traffic is not recommended for the reasons listed below:

Unwarranted All Way Stop Signs

- .
- Results in poor compliance with stop signs due to driver frustration, as low as 1% in some studies in the City of London.
- Results in more frequent rear-end collisions caused by low percentage of motorists who actually do come to a complete stop.
- Requires frequent police enforcement as some motorists' compliance is low which creates a pressure on enforcement resources and is ineffective in the long term.
- Potential risk to pedestrians **especially children and seniors** crossing an intersection, since not all motorists approaching an intersection will stop.
- Inconsistent application of all way stops can create motorists confusion, unexpected maneuvers and collisions.

In light of the above, all-way stop signs should not be used as a tool to calm traffic. There are established criteria for all-way stop control based upon the numbers of pedestrians and vehicles sharing an intersection, the collision history and visibility. When these criteria are followed, risks are minimized and new safety concerns are not created. There have been numerous studies completed in North America which have validated all of the above findings.

'Children at Play' Sign

- 'Children at Plan' signs can give parents a false sense of security since motorists often disregard these signs.
- Children playing in the streets, while common place, is not condoned and prohibited in the Highway Traffic Act and the Traffic By-law.
- Since children live on nearly every residential block, 'Children at Plan' signs would need to be placed on every roadway.
- Residential blocks with no signs might imply that no children live there, so it is acceptable to exceed the posted speed limit.

Rumble Strip

A rumble strip is a raised pavement section that can be closely spaced along a roadway at regular intervals. Rumble strips are a road safety feature used to caution inattentive motorists of potential danger. As the motorist travels over the rumble strips, the vehicle experiences both noise and vibration to alert the motorist.

They are typically installed along freeways and higher speed roadways to alert motorists that may begin to veer from the travel lane to the shoulder. Their purpose is to reduce the number of vehicles that depart the roadway; this is a common example of rumble strips used to enhance safety. Rumble strips can also be installed across the travel lane itself when unusual conditions exist ahead.

Rumble Strips can be installed along the travel lanes of a higher speed roadway that contains an isolated all-way stop controlled intersection. A motorist may grow accustomed to traveling at a certain speed and otherwise may not expect to stop; the purpose of the rumble strip is to alert the driver. This is a common example of rumble strips to alert motorists of a condition that is unusual to a specific roadway.

Rumble strips should not be used as traffic calming measures. These measures become less effective over time as the motorists grow accustomed to them. Rumble strips also increase noise levels for nearby residents and commonly require additional maintenance.

1.6 Advantages and Disadvantages of Traffic Calming

Traffic calming if used properly will address identified operational traffic issues. However it will also introduce some disadvantages to a residential neighbourhood that will impact area residents after the project is complete. Listed below are some of the advantages and disadvantages created or caused by traffic calming measures:

Advantages

- Reduced vehicle speeds
- Reduced traffic volumes
- Reduced number of cut through vehicles (motorists traversing a residential neighbourhood with no local destination)
- Improve neighborhood safety especially for pedestrians
- Reduced conflicts between roadway users
- Increase compliance with regulatory signs

Disadvantages

- May make it more difficult to get into and out of your neighbourhood every day
- Potential increase in emergency vehicle response time. All traffic calming plans are reviewed to ensure there is no negative impact on emergency services
- May result in expensive solutions (time and resources)
- May shift or divert traffic onto other neighbouring streets
- Increase maintenance time and costs
- Add visually unattractive warning signs to a residential area
- May create dissention in neighbourhood with strong ‘for and against’ traffic calming opinions

1.7 Pedestrians & Traffic Calming

The principal purpose to reducing the speed of traffic in residential areas is to protect all vulnerable road users, such as pedestrians. Copied below is an excerpt from the Ontario Traffic Manual Book 15 - Pedestrian Crossing Treatments:

Pedestrians' Rights and Responsibilities

Notwithstanding the distinction between controlled and uncontrolled crossings, the rights and responsibilities for pedestrians are recognized in the Highway Traffic Act:

1. In the absence of statutory provisions or bylaw, a pedestrian is not confined to a street crossing or intersection and is entitled to cross at any point, although greater care may then be required of him or her in crossing. However, pedestrians crossing the highway must look to ensure the crossing can be made safely or possibly be held responsible for any ensuing collision.

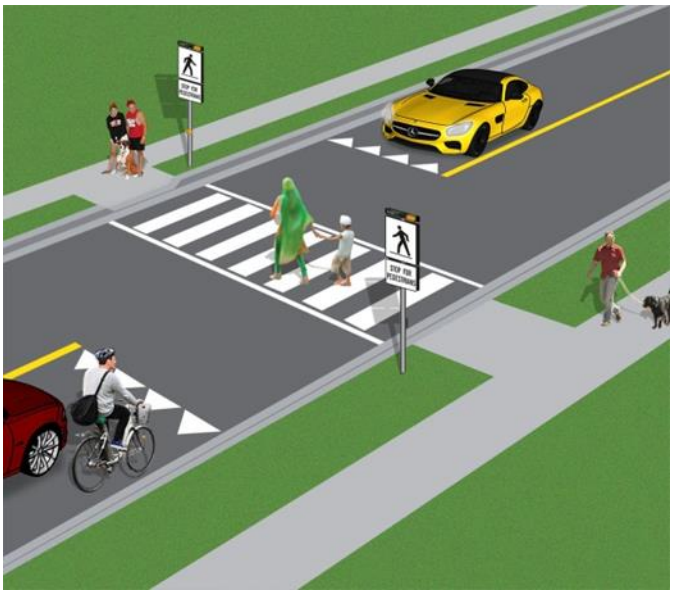
2. Pedestrians must exercise due care even when they are lawfully within a crossing and have right-of-way. It is not an absolute right and they must still exercise care to avoid a collision with a vehicle.

3. If there is a crosswalk at a signalized intersection, pedestrians have to walk within the crosswalk

The above excerpt is stating whenever a pedestrian crosses a road they have a duty of care to themselves to cross when it is safe. It is important to remember under the Highway Traffic Act motor vehicles are only required to stop or yield to pedestrians at a controlled crossing such as traffic signals or pedestrian signals. At all uncontrolled crossings pedestrians must wait for a safe gap in traffic sufficient for them to cross before entering the road.

On January 1, 2016, Bill 31, the Transportation Statute Law Amendment Act (Making Ontario's Roads Safer) took effect. Bill 31 deals included amendment to the HTA to allow for new pedestrian crossing devices for low-speed and low-volume roads. The Province introduced three new pedestrian crossover (PXO) types. The new crossing treatment will allow pedestrians to cross with the right-of-way under a greater number of conditions than before, and will provide municipalities with additional solutions to increase pedestrian safety.

The new PXOs are a defined set of roadside signs and road pavement markings which form a new passive treatment to provide pedestrians the right-of-way when crossing the roadway where the treatment is installed.



When an area is studied for traffic calming pedestrian crossing points are primary focus points, since this potential conflict point is exactly where you want drivers to slow down. The installation of traffic calming measures such as speed cushions, raised crosswalks, raised intersections, or curb extensions does not change the rules of the Highway Traffic Act, pedestrians must still cross the road responsibly.

2. TYPES OF TRAFFIC CALMING

Traffic calming for the purpose of this program is broken into two categories:

i. Passive: Speed and display boards, on street parking, road line markings and/or signage

ii. Physical: i.e. Intrusive treatments that modify the shape and/or form of the roadway forcing drivers to slow down.

2.1 Passive Traffic Calming

Passive traffic calming treatments are simple modifications in comparison to physical treatments. Passive modifications are intended to visually reduce effective lane width for a motorist and in most circumstances re-allocate some of road space to cyclists and on-street parking. These treatments have proven to be capable of reducing 85th percentile operating speeds by up to 5 km/h in London and other municipalities.

Passive treatments are implemented on a proactive and reactive basis and are typically applied uniformly over the entire road section, unlike physical treatments which are best described as spot treatments. The modifications associated with passive calming treatments are typically well received by the public. Staff provides the public with advance notification, including a plan of the proposed modifications prior to implementation. This level of public interaction appears to work well for the application of passive traffic calming.

2.2 Physical Traffic Calming

Physical traffic calming can be broken down into three categories vertical deflections, horizontal deflections and physical obstructions.

Vertical traffic calming measures provide an obstruction that vehicles are able to travel over. The change in pavement height (and sometimes pavement materials) can cause discomfort to the occupants of vehicles that are exceeding the design speed of the traffic calming measure.

Horizontal traffic calming tries to prevent vehicles from traveling in a straight line at excessive speeds by using measures such as raised islands and curb extensions.

Physical obstructions involve a full or partial closure of the road.

Examples of passive and physical traffic calming techniques are listed in **Table 1**. Appendix A provides a more detailed explanation of the traffic calming devices listed below, including the advantages and disadvantages.

Table 1- Applicability of Traffic Calming Measures in London

Traffic Calming Technique	Measure may be Applicable on:			
	Road Classification			**Other Considerations**
	Neighbour-hood Street (Local Road)	Neighbour-hood Connector (Secondary Collector)	Neighbourhood Connector (Primary Collector)	Transit Route
Passive and Mitigating Measures				
Education	YES	YES	YES	YES
Community Entrance Sign	YES	YES	YES	YES
Targeted Enforcement	YES	YES	YES	YES
Speed Display (PEEP)	YES	YES	YES	YES
On Street Parking	YES	YES	YES	YES
Road Diet	YES	YES	YES	YES
Physical Vertical Deflection				
Speed Cushion	YES	YES	YES	YES
Raised Intersection	YES	YES	YES	YES
Raised Crosswalk	YES	YES	NO	YES
Speed Table	YES	YES	NO	YES
Speed Hump	YES	NO	NO	NO
Physical Horizontal Deflection				
Curb Extension	YES	YES	YES	YES
Curb Radius Reduction	YES	YES	NO	NO
Neighbourhood Traffic Circle	YES	YES	NO	NO
Centre Island Median	YES	YES	YES	YES
One-Lane Chicane	YES	YES	NO	NO
Lateral Shift	YES	YES	YES	YES
Roundabout	YES	YES	YES	YES
Physical Obstruction				
Directional Closure	YES	YES	NO	NO
Raised Median Through Intersection	YES	YES	YES	YES
Right-In/Right-Out Island	YES	YES	YES	NO
Intersection Channelization	YES	YES	YES	YES
Diverter	YES	NO	NO	NO
Full Closure	YES	NO	NO	NO

2.3 Streets That Qualify for Traffic Calming

Local and Collector Streets

Traffic calming will only be considered on local and collector “neighbourhood” streets roads and not on arterial roadways in the city. Through application of this program and by applying good engineering judgment, traffic calming measures, when deemed prudent, will be installed in a manner that will ensure they provide the most effective solutions while continuing to support the intended function of the roadway. For example, to ensure that transit service remains efficient on collector routes, curb radius reduction would not be recommended at locations where transit vehicles must turn right since curb radius reductions significantly slow the turning speed of larger transit vehicles.

Neighbourhood Streets (Local Roads)

The primary function of neighbourhood streets (local roads) is to provide access to adjacent properties. Local streets are not intended for use as through routes or as important links to move traffic within an area’s overall road network. An acceptable volume of traffic for a local road is up to 1,500 vehicles a day.

Neighbourhood Connectors (Secondary and Primary Collectors)

Neighbourhood Connectors (Secondary and Primary Collectors) typically carry traffic volume between 5,000 and 15,000 vehicles per day. These streets help circulate traffic within individual neighbourhoods, and link smaller local roadways to the larger road network but are relatively short as compared to arterial roadways which may extend from one side of the city to the other. Primary collector roads carry traffic in larger neighbourhoods, distribute traffic between local road, secondary collector roads, and arterial roads, as well as connect between arterial roadways. Many neighbourhood connector roads may also carry transit.

3. PRACTICES AND PROCEDURES GUIDELINES

The following guidelines will be considered when investigating, selecting and implementing traffic calming measures. These guidelines will ensure that the appropriate measures are considered and the potential negative impacts are minimized. Following these guidelines will maximize the effectiveness of traffic calming while building community acceptance and support for the final recommendations.

Traffic calming measures will:

- Be considered when there is a demonstrated safety, speed or short-cutting traffic concern and acceptable alternative measures have been exhausted.
- Include consideration as to whether an area-wide plan versus a street-specific plan is more suitable: an area wide plan should be considered if a street-specific plan would likely result in displacement of traffic onto adjacent streets.
- Be predominantly restricted to two lane roadways or less (one lane of through traffic in each direction) and a posted speed limit no greater than 50 km/h.
- Not impede non-motorized, alternative modes of transportation and be designed to ensure pedestrian and cycling traffic is unaffected.
- Not unduly impede emergency and transit services access unless alternate measures are agreed upon.
- Maintain reasonable automobile access to City roads.
- Only be installed after Transportation Planning & Design staff has investigated existing traffic conditions and the necessary approvals have been received.
- Be monitored; follow-up studies will be completed to assess effectiveness and the results will be communicated to the community if requested.

4. TRAFFIC CALMING PROCESS

The following process will be used when proceeding with a request for traffic calming. An established and formal process for investigating roads provides consistency and equality in the determination of whether traffic calming is warranted in a given location. The process is illustrated in the flow chart shown in **Figure 1**.

Public Input

In order for traffic calming to achieve the goal of restoring residential streets to their intended purpose, community involvement and support is paramount. Throughout the process, residents are encouraged to participate in the development of a traffic calming plan suitable to the neighbourhood and the concerns within it. A general description of the process is provided below followed by more detail in this section of the document.

Before an area is considered for traffic calming, a petition must be submitted to the City with the signatures and addresses of at least ten (10) separate households on the street of concern. The City wishes to ensure that there is minimum level of neighbourhood concern with traffic conditions, since traffic calming is not always favourable to all.

If signatures were received from ten or more separate households with proven interest in traffic calming, the traffic calming process starts by collecting the necessary traffic data, considering the obtained data with the Traffic Calming Point Assessment

If enough points are awarded to warrant traffic calming, area residents will be asked by survey or at a Public Information Centre (PIC) for input on minor adjustments into a proposed physical traffic calming plan for the area.

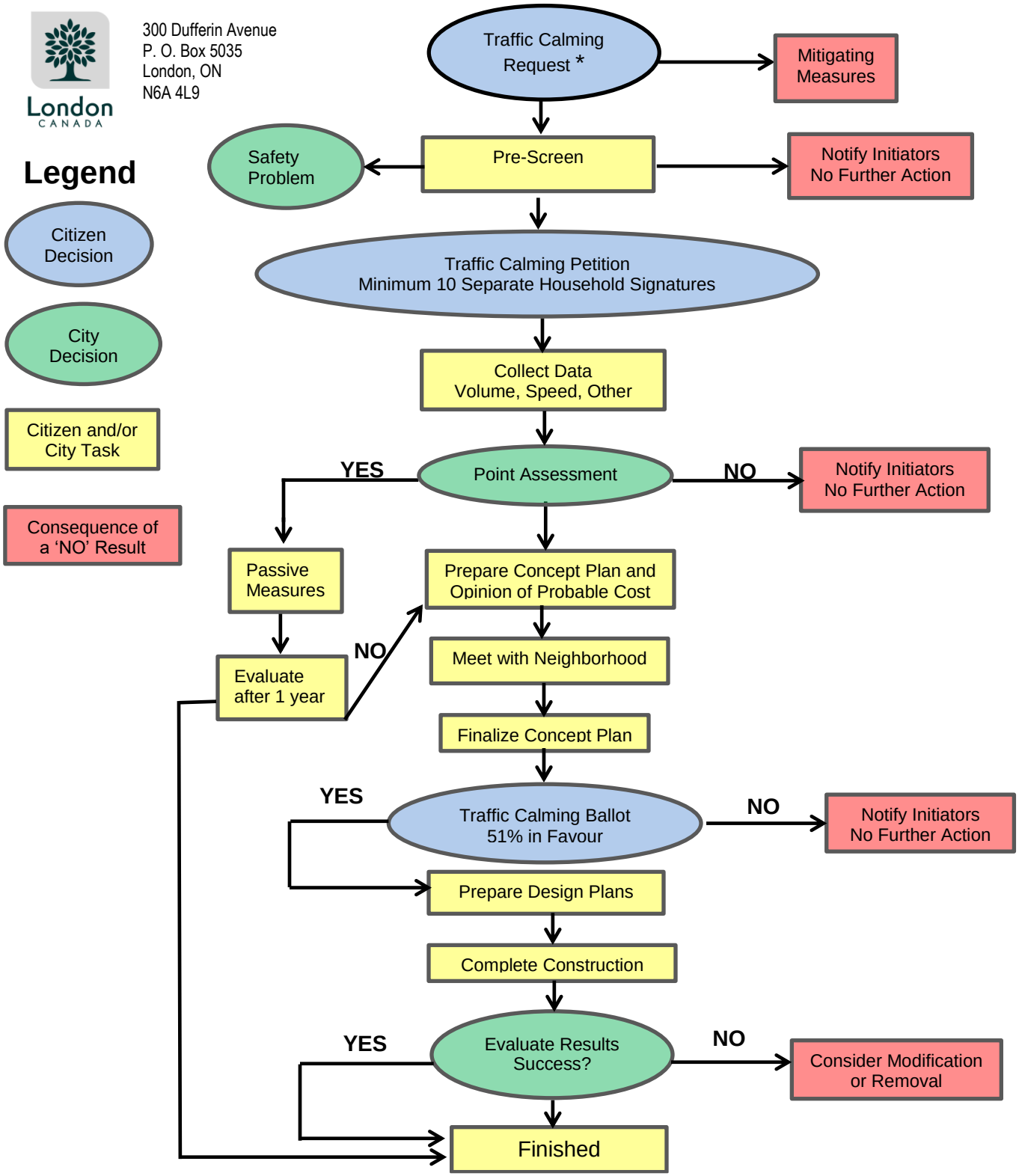
In order for a traffic calming plan to be approved it must be circulated amongst all impacted area residents and must receive a majority response rate in favour from all residents surveyed before being considered for implementation.

The benefit of community involvement is that it generates support for a traffic calming program and assists in the implementation of a plan without significant opposition upon completion. Community involvement also enhances the credibility of the traffic calming program, particularly when it is eventually presented to Council for approval.

4.1 Process Initiation and Pre-Screening

Residents with traffic related concerns are instructed to submit their written request to investigate traffic calming within their neighbourhood to the City. Staff will then conduct a brief preliminary assessment to determine if the requested roadway meets the Initial Screening Criteria, shown in **Table 2**.

Figure 1 - Traffic Calming Process



*** School's located on Neighbourhood Connectors/Streets automatically qualify**

Table 2 – Traffic Calming Pre-Screening Process

Completed during initial contact / review

1. Is the road a local or collector road?	**PASS**	**FAIL**
2. Is the average daily traffic volume estimated to be more than 500 vehicles per day?	**PASS**	**FAIL**
3. Is the posted speed limit equal to or lower than 50 km/h?	**PASS**	**FAIL**
4. Is the road assumed (maintained) by the City?	**PASS**	**FAIL**
5. Is the adjacent land uses primarily residential?	**PASS**	**FAIL**
6. Does the street provide an obvious bypass to a major intersection?	**PASS**	**FAIL**
7. Is the road longer than 300m?	**PASS**	**FAIL**
8. Have no previous studies or assessments occurred within the past 36 months?	**PASS**	**FAIL**

If the road in question fails any of the 8 areas listed in the pre-screening it does not qualify for traffic calming, and the process does not continue forward.

It should be noted that School Zones are excluded from the traffic calming process identified in this document. Where schools have speed limit of 40 km/h, traffic calming plans will be prepared and residents of the street will be notified of the implementation plan.

4.1.1 Traffic Calming Ineligibility based on Pre-screening

For locations not meeting the above-noted initial screening criteria, staff will consider front-line mitigating measures to address the neighbourhood traffic concerns. These methods could include tools such as the use of driver feedback boards, targeted police enforcement, sign installation and pavement marking modifications.

Front-line mitigating measures very rarely require public involvement such as surveys and public meetings. However, they may require monitoring and evaluation to assess

their effectiveness. Details regarding front-line mitigating measures are provided in Appendix ‘A’.

4.1.2 Traffic Calming Neighbourhood Petition

To initiate an evaluation for an eligible residential street, a petition showing the names, addresses, and signatures of at least ten (10) separate households with direct frontage on the street of concern must be provided to the City of London.

The petition must include the location, the nature of the problem, the time of the day when problems are most significant, as well as any suspected contributing factors. The name, address and contact information of the petition organizer are also necessary so a City staff member can follow up on the request for traffic calming. The petition process is required, as the City needs to be confident that there is some neighbourhood support for the initiative.

The City’s traffic calming program is intended to address long-term speeding issues. Therefore, traffic calming is not implemented where there is ongoing development and changing traffic patterns. Residents should only contact the City to request initiation of the evaluation process if traffic concerns persist once traffic patterns have had the opportunity to stabilize.

4.2 Data Collection

Once a successful petition is received, and it was established that there is support for traffic calming, the collection of data is scheduled based on a priority list. The City shall collect information and data along roadway(s) in the project as deemed necessary by Transportation Planning & Design staff to qualify and quantify the extent of the local traffic problem. The data collection may include any of the following:

- Vehicle volume count to determine 24-hour traffic
- Speed study to determine existing speed data
- Classification count to determine heavy vehicle traffic
- Collision data for the most recent three (3) years
- Study to quantify cut-through traffic, if necessary
- Existing roadway conditions (e.g. pavement condition, signing, marking)
- Pedestrian activity
- Presence of sidewalks on one or both sides of the road
- Presence of special pedestrian generators such as schools, seniors homes, playgrounds, etc. in the area
- History of traffic operations for the area within last 5 years

A review of the data will be completed using recognized engineering standards. Once collected and summarized, the data will be utilized in the point assessment system to

determine a total point value. This assessment will be used to determine the need for traffic calming and assist in setting priority for locations of consideration.

4.2.1 Point Assessment System

The point assessment system is a screening process focused on the various attributes of a roadway in order to quantify its potential need for traffic calming. By means of assigning weighted points based on the severity of certain road attributes (e.g. 85th percentile speed), this process will bring to the forefront roadways requiring consideration while quantifying the current conditions. A point assessment system is provided in Appendix 'C'.

The point assessment system will also be used to prioritize locations for consideration. Those locations with an extremely high point assessment will be given priority based on the quantitative nature of the point assessment system. Depending on funding availability, locations will be selected based on the point system with those locations with the highest points constructed first. If funding does not permit all locations to be constructed in one year, roadways will be carried forward to the next year when they will then be re-prioritized to include any new locations.

The point assessment establishes minimums to ensure the appropriate application of traffic calming. The minimums consider that traffic calming often creates challenges for road operations such as winter plowing, influences emergency services response times and service level, can be followed with resident dissatisfaction and incurs capital and ongoing operating costs. Additionally, the impact of new traffic calming devices is minimized if the current traffic conditions on a street are not excessive. The minimum number of points required to proceed with the investigation of traffic calming measures differs based on the classification of roadway. In keeping with the objective of restoring roadways to their intended function, local and collector roadways are designed and expected to convey varying levels of traffic volume. This, in turn, has a bearing on the minimum point value required to proceed, as traffic volume is a major consideration. Based on this, the following are minimum point values for each road type:

Neighbourhood Streets (Local roads) minimum: **35 points**

Neighbourhood Connectors (Collector roads) minimum: **52 points**

Should a location fail to meet these requirements, residents will be notified in writing and the investigation for traffic calming measures will discontinue. However, staff will continue to address the concerns of the residents by means of the front-line mitigating measures.

4.2.2 Traffic Calming Design Considerations

The data collected combined with site visits, historical information, future maintenance and construction plans, as well as resident feedback will be taken into consideration to determine potential traffic calming measures.

Appropriate traffic calming measures will be determined based on the list of traffic calming measures outlined in Appendix 'A' of this report. The traffic calming design could include one or more different types of traffic calming techniques. The proposed traffic calming measures will be in accordance with the design Guidelines found in the City of London Standards Document, The Canadian Guide to Neighbourhood Traffic Calming, engineering judgement and experience of staff.

The preferred design will first be presented to emergency and/or roadside operations services. It will then be presented at a public meeting. After any required modifications to the preferred design as a result of public input, a traffic calming survey will be delivered to affected residents.

4.3 Public Information Centre & Public Input Notice

Staff will host a Public Information Centre (PIC) to present the purpose, objectives and implementation process of traffic calming in general. The PIC notice will be circulated to all residents who have direct frontage or flankage of the street in question. Staff will then present and explain the rationale behind the specific preferred traffic calming design. The public meeting will provide residents with an opportunity to become involved in the process, learn more about the proposed traffic calming treatment(s) and to provide their feedback. Each plan will include a procedure to communicate with and engage the neighbourhood, in keeping with the Council Policy on Community Engagement and its principles.

4.4 Community Support Survey

Based on input received from the public at the public information meeting, the preferred design may be modified. The objective of the community support survey is to determine the level of support for the traffic calming design and to provide an opportunity for the most directly affected residents to oppose any modifications to the road. It is also intended to measure the support of the preferred design proposed to the residents.

4.4.1 Survey Scope

A survey will be delivered by mail to residents who live on the street being studied and at a minimum, will contain:

- A brief description of traffic calming, including its advantages and disadvantages;
- The results of the traffic studies undertaken by staff;
- A survey question asking if residents are in favour or opposed to the implementation of traffic calming measures in the identified location(s);
- The preferred traffic calming design;
- A request for comments and feedback; and
- An indication that this is the final opportunity to modify and improve the preferred design to address any outstanding concerns and to incorporate resident input.

4.4.2 Measuring Community Support

In order for the process to continue, a majority (minimum of 51%) of total surveys delivered must be returned to the City indicating they approve the future installation of the recommended traffic calming plan. This required level of support reinforces that community support is vital for the ultimate success of traffic calming. The confirmation of community support is important prior to implementing changes to existing neighbourhood recognizing that any safety or operational concerns are addressed on a proactive basis by staff upon their identification earlier in the process.

If this support rate is not met, the process will cease and a notification of failure to meet the community support levels will be sent to the residents on the mailing list.

4.5 Resident Notification

Residents will be notified that traffic calming has been either approved or not approved by the City on the subject roadway. The notice will be sent to the same mailing list used to deliver the traffic calming survey and any other persons having requested notification throughout the process.

4.6 Finalize Preferred Traffic Calming Plan

Using technical data, community feedback, and in keeping with the goals, objectives and principles set out in this document, staff will finalize the preferred traffic calming design to be put forward as the recommended preferred traffic calming plan. In finalizing the preferred traffic calming plan, general consideration will be given to the various aspects of road design such as utility placement, landscaping, sign requirement and drainage.

If, during the detailed design stage, limitations are identified which challenge the feasibility of the plan, alternatives will need to be considered. This may include alterations or a re-development of the preferred plan. If significant or major changes to the plan are required due to design constraints, agencies and residents on the mailing list will be consulted and notified of any changes. If staff believe that the required modifications to create the detailed design result in a significantly different final design from that which was presented to residents as part of the survey, staff may recommend additional agency consultation, another survey and/or public meeting.

4.7 Implementation of Traffic Calming Measures

Upon approval of the community, resident notification, and sufficient funding, traffic calming measures will be implemented. Residents will be notified of implementation timelines through the contact mailing list. Where feasible, staff may decide it is beneficial to phase in the traffic calming plan through the use of temporary or removable traffic calming measures such as pavement markings. This will allow time to examine the impact of the measures and their effectiveness before committing funding to permanent treatments.

4.8 Evaluation and Monitoring

Traffic engineering staff will monitor the roadway to determine the effectiveness of the utilized measures and their impact on the surrounding road network. This information will be used in recommending similar measures in the future. In addition to conducting before and after speed studies the City will conduct studies to assess if the traffic calming plan has resulted in significant amounts of traffic diverting to adjacent, parallel streets in some cases. These after studies will be compared with the City's 'before' studies to determine the change in traffic volume.

4.9 Removal of Traffic Calming Measures

Traffic calming devices may be removed, at the request of residents after 2 years provided that at least the same level of support exists to remove as was measured for installation.

A majority (minimum of 51%) of property owners within the impact area must indicate their approval by signing the neighbourhood-initiated Traffic Calming Removal Request. The signatures must come from households with direct frontage or flankage onto the section of roadway that has been identified as the location for the potential implementation of traffic calming measures, as defined by Traffic Engineering Staff. Each household is represented by one signature, regardless of the number of people in the household.

When Transportation staff receives a successful petition, a survey will be sent out to all the area residents who were initially surveyed. The survey will be delivered to the same residents as was initially done to gauge support for traffic calming. The survey must indicate majority of respondents surveyed agreeing to the removal to be deemed successful. Traffic calming measures must be installed for at least 2 years before starting the process to remove them. If traffic calming devices are removed, the subject street must wait at least 5 years before requesting a new traffic calming plan; at this point the approval process will start over.

If a request to remove a single traffic calming device, within an overall traffic calming plan, is received, all traffic calming devices will be considered for removal. Depending on circumstances, it could be possible to remove a single device constructed as part of an overall plan, however, in most cases all devices work together to be effective and to ensure that traffic is not diverted where it should not be. The City reserves the right to remove traffic calming measures if it determines that they are ineffective or unsafe, or if they have created a negative impact that cannot be corrected. The City will mail out a notification and advertise in local newspapers informing of its decision to remove traffic calming measures.

Transportation Advisory Committee

Report

8th Meeting of the Transportation Advisory Committee
October 23, 2018
Committee Room #4

Attendance PRESENT: A. Stratton (Acting Chair), S. Brooks, D. Doroshenko, D. Foster, P. Moore, L. Norman and J. Scarterfield and J. Bunn (Committee Secretary)

ABSENT: G. Bikas, G. Debbert, A. Farahi and H. Moussa

ALSO PRESENT: M. Elmadhoon, Sgt. S. Harding and A. Miller

The meeting was called to order at 12:18 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items

None.

3. Consent

3.1 7th Report of the Transportation Advisory Committee

That it BE NOTED that the 7th Report of the Transportation Advisory Committee, from its meeting held on September 25, 2018, was received.

3.2 Municipal Council Resolution - Byron South Neighbourhood Sidewalk Connectivity Plan

That it BE NOTED that the Municipal Council resolution, from its meeting held on October 2, 2018, with respect to the Byron South Neighbourhood Sidewalk Connectivity Plan, was received.

3.3 Notice of Planning Application - Draft Plan of Subdivision and Zoning By-law Amendment - 6019 Hamlyn Street

That it BE NOTED that the Notice of Planning Application, dated October 2, 2018, from N. Pasato, Senior Planner, with respect to a draft plan of subdivision and zoning by-law amendment for the property located at 6019 Hamlyn Street, was received.

3.4 Notice of Completion - Fanshawe Park Road/Richmond Street Intersection Improvements - Environmental Assessment Study

That it BE NOTED that the Notice of Completion dated October 11, 2018, from B. Huston, Dillon Consulting Limited and M. Elmadhoon, City of London, with respect to the Fanshawe Park Road/Richmond Street Intersection Improvements Environmental Assessment Study, was received.

4. Sub-Committees and Working Groups

None.

5. Items for Discussion

5.1 TAC Work Plan - Update

That it BE NOTED that the Transportation Advisory Committee 2018 Work Plan update, as at October 2018, was received.

5.2 TAC Work in Progress (WIP) - Update

That it BE NOTED that the Transportation Advisory Committee Work in Progress (WIP) update, as at October 15, 2018, was received.

6. Deferred Matters/Additional Business

6.1 (ADDED) Municipal Council Resolution - 8th Report of the Accessibility Advisory Committee

That it BE NOTED that the Municipal Council resolution, from its meeting held on October 16, 2018, with respect to the 8th Report of the Accessibility Advisory Committee, was received.

7. Adjournment

The meeting adjourned at 12:21 PM.

P.O. Box 5035
300 Dufferin Avenue
London, ON
N6A 4L9

November 7, 2018

Chair and Members
Transportation Advisory Committee

I hereby certify that the Municipal Council, at its meeting held on November 6, 2018 resolved:

That the following actions be taken with respect to the Transportation Advisory Committee:

a) the following actions be taken to the 7th Report of the Transportation Advisory Committee, from its meeting held on September 25, 2018;

i) the 2018 Work Plan BE APPROVED,

ii) the remaining clauses 1.1-4.1, 5.1 to 5.6 BE RECEIVED; and,

b) the 8th Report of the Transportation Advisory Committee, from its meeting held on October 23, 2018, BE RECEIVED;

it being noted that the Civic Works Committee did not receive a delegation from D. Foster. (3.1/14/CWC)

C. Saunders
City Clerk
/kmm

The Corporation of the City of London
300 Dufferin Ave N6A 4L9
P: 519.661.CITY (2489) x 0969 | Fax: 519.661.4892
kmyers@london.ca |
www.london.ca

Hello Jerri:

After giving it serious thought, I have decided to resign from the Transportation Advisory Committee. Thank you and the rest of the committee for all your hard work and contributions. I have appreciated the opportunity and I hope that the committee is served well with a new member.

Sincerely,

Amir Farahi

Adelaide Street North Municipal Class Environmental Assessment Study

Notice of Public Information Centre No. 1

The City of London is undertaking a Municipal Class Environmental Assessment (EA) Study for the widening of Adelaide Street North according to the recommendations in the City's *Smart Moves Transportation Master Plan* (TMP). The study area includes Adelaide Street North from Fanshawe Park Road East to 350m north of Sunningdale Road East; including Sunningdale Road East from Blackwater Road to Stoney Creek Community Centre entrance. This project is being carried out under the planning and design process for a Schedule C project as outlined in the Municipal Engineers Association's *Municipal Class Environmental Assessment (October 2000, as amended in 2007, 2011 and 2015)*.

Public consultation is a key element of the EA planning process, and the first Public Information Centre (PIC) to share study details with the public is scheduled for:

Date: Wednesday, November 14, 2018

Time: 5:00 pm – 7:00 pm

Location: London Public Library, Stoney Creek Branch
920 Sunningdale Road East
London, ON, N5X 0H5

For those taking London Transit, Route 38 will pass by the PIC location.

The PIC will be held as a drop-in format, where attendees can freely browse the display boards, which will be used to present and obtain feedback on:

- The Municipal Class Environmental Assessment process being followed;
- The study background and existing conditions of the study area; and,
- The Alternative solutions, evaluation criteria and opportunities.

Following the PIC, in consideration of the comments received from the PIC, the project team will select the preferred solution. Afterwards, alternative design concepts will be developed and presented at a second PIC to be held in the spring 2019.

For more information, to provide comments, or to be added to the mailing list, please visit http://www.london.ca/residents/environment/EAs/Pages/default.aspx or contact:

Henry Huotari, Project Manager
Parsons Inc.
1069 Wellington Road South, Suite 214
London, ON N6E 2H6
Tel: 519-286-5517
Email: henry.huotari@parsons.com

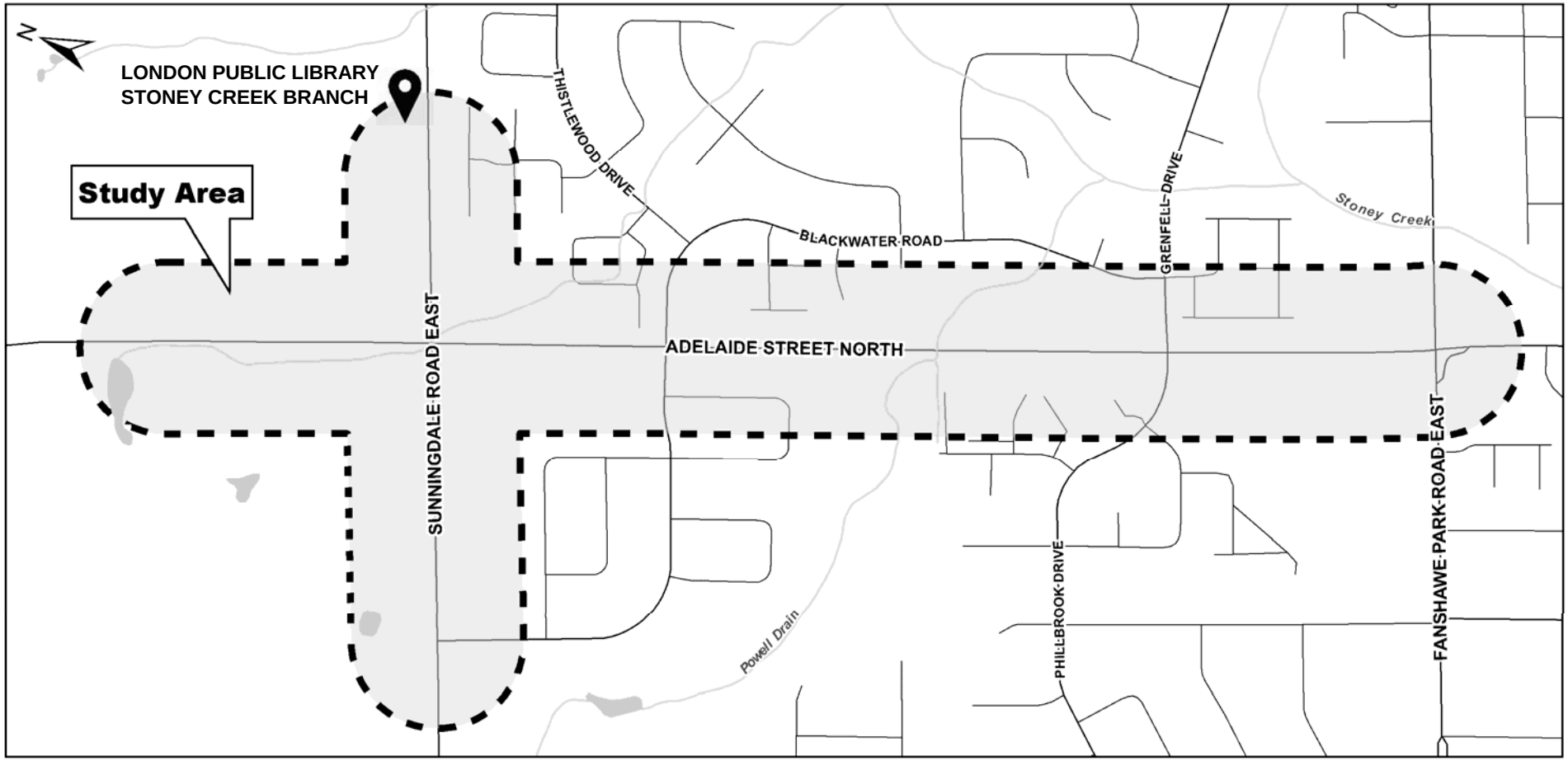
Matthew Davenport, Project Manager
City of London
300 Dufferin Avenue, 8th Floor, P.O Box 5035
London, Ontario, N6A 4L9
Tel: 519-661-2489 x5232
Email: mdavenport@london.ca

Information collected for the study will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Except for personal information, including your name, address and property location, all comments received throughout the study will become part of the public record and included in project documentation.

ADELAIDE STREET NORTH

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

STUDY AREA KEY MAP



City of London
Long Term Water Storage
Municipal Class Environmental Assessment

NOTICE OF PUBLIC INFORMATION CENTRE #2

The City of London is supplied with water from the Lake Huron Regional Water Supply System and the Elgin Area Water Supply System. In the event of a disruption or reduction in water supply, and to supply adequate water pressure, the City has reservoirs to maintain uninterrupted service. These reservoirs include the Arva Reservoir and Pump Station, the Springbank Reservoirs and Pump Station, and the Southeast Reservoir and Pump Station. To address future water storage needs, the City is undertaking a Municipal Class Environmental Assessment (EA) study to determine a preferred site (or sites) for additional water storage to meet future growth and ongoing emergency supply and distribution needs. Additionally, this project will consider the feasibility of retiring the existing Springbank Reservoir #2, the McCormick Reservoir, disconnected previously, and the White Oak Filter Plant. The City is also considering options for standby power for the water distribution pumps at the existing Arva Pump Station as part of this process.

Public Information Centre

Public involvement is an important part of the Class EA process. Comments and information regarding this project are being collected to assist the project team in meeting the requirements of the Environmental Assessment Act. Residents and community organizations are encouraged to participate by providing input and attending the Public Information Centres (PICs). The second of two PICs will be held to present the recommended servicing strategy. Project team members will be available to discuss the project and to receive your input. This PIC will be a drop-in event with no formal presentation.

You are invited to attend the PIC to be held:

Date: Wednesday November 28, 2018
Time: 5pm to 7pm
Location: City Hall, 300 Dufferin Avenue, London (Committee Room #2, Second Floor)

Display materials will be available on the City of London website.

To provide comments, receive additional information or be added to the study mailing list, please visit http://www.london.ca/residents/Environment/EAs/Pages/LongTermWaterStorageOptions.aspx or contact either of the following team members below:

Pat Lupton
Project Manager,
Corporation of the City of London
300 Dufferin Avenue
London ON, N6A 4L9
Tel: 519-661-CITY (2489) x. 5613
Email: plupton@london.ca

Nancy Martin
Environmental Planner,
AECOM Canada
250 York Street, Suite 410
London ON, N6A 6K2
Tel: 519-963-5862
Email: nancy.martin@aecom.com

With the exception of personal information, all comments will become part of the public record of the study. The study is being conducted according to the requirements of the Municipal Class Environmental Assessment, which is a planning process approved under Ontario's Environmental Assessment Act.

Notice of Public Update Meeting

November 7, 2018

Dear Property Owner / Resident:

The City of London is undertaking the reconstruction of Wilton Grove Road from Commerce Road to Westchester Bourne in 2019 in order to improve the roadway driving surface, drainage and roadside safety infrastructure. This letter provides you with information about the project and a Project Update Meeting.

Project Details

Location: Wilton Grove Road from Commerce Road to Westchester Bourne, approximately 5.2 km.

Schedule: Tentative start - April 2019. Estimated completion – late Fall 2019.

Scope: Full depth pavement reconstruction including new asphalt, paved shoulders, new drainage culverts, ditching improvements, new guiderail and repairs to fencing. A sidewalk will be installed from Highbury Ave to Commerce Road along with upgrades to street lighting.

Construction will take place in stages in order to more easily maintain access to properties. The road will be closed to through traffic but will remain accessible to local traffic and businesses. Detour routes will be designated using alternative City and County roads.

Public Meeting

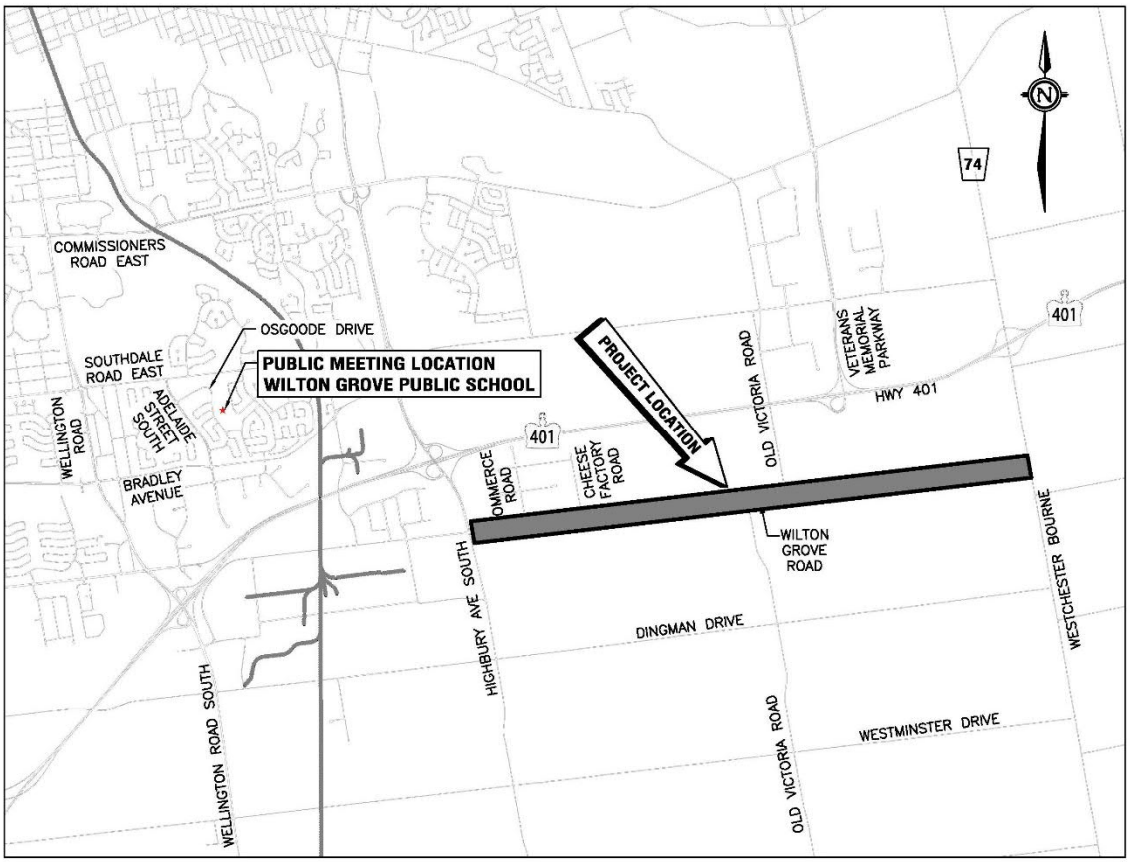
Come out to an informal open house to learn more about the project and how it might impact you:

Date & Time: Thursday, November 22, 2018 from 5:30 pm – 7:30 pm

Location: Wilton Grove Public School
626 Osgoode Drive
London, ON,

Purpose: View the construction plans; get feedback to your questions; discuss impacts to your private property (driveway, drainage, fencing, etc.); and, discuss concerns about property access during construction.

The Public Update Meeting will be held as a drop-in format, where attendees can freely browse the display boards, which will be used to present and obtain feedback on the project.



Contact Information

For more information or to provide comments, please contact one of the people below:

Henry Huotari, Project Manager
Parsons Inc.
1069 Wellington Road South, Suite 214
London, ON N6E 2H6
Tel: 519-286-5517
Email: henry.huotari@parsons.com

Sam Shannon, C.E.T., Project Manager
City of London
300 Dufferin Avenue, 8th Floor, P.O Box 5035
London, Ontario, N6A 4L9
Tel: 519-661-2489 x 5013
Email: sshannon@london.ca

A construction notice will be provided prior to work beginning to provide further details. If you have tenants or clients accessing your property, please notify them of this upcoming construction project.

Accessibility: Residents who require accommodation (level entry, longer notice, alternative format material, etc.) must contact the City Project Manager for arrangements.

Wilton Grove Road Reconstruction

From Commerce Road to Westchester Bourne

November 7, 2018

The City of London plans to reconstruct Wilton Grove Road in 2019 pending council approval to improve the quality and reliability of the road and drainage infrastructure. This letter provides you with information about the project.

Project Details

Location	Wilton Grove Road from Commerce Road to Westchester Bourne, approximately 5.2 km
Schedule	Tentative Start April 2019* Estimated Completion ***All works** – Fall* 2019*
Scope	• Full depth road reconstruction including paved shoulders • Sidewalk on the south side from Highbury Ave. to Commerce Road • Roadway lighting upgrades between Highbury Ave. and Cheese Factory Road • Culvert replacements, rehabilitation and ditching improvements • Roadside safety, pavement markings and signage upgrades
Traffic Impacts	Construction will be completed in Phases to facilitate access to properties. ***Phase 1*** – Veterans Memorial Parkway to Westchester Bourne: Closed to through traffic, local traffic only. ***Phase 2*** – Old Victoria Road South to Veterans Memorial Parkway: Closed to through traffic, local traffic only. ***Phase 3*** – Commerce Road to Old Victoria Road South: Closed to through traffic, local traffic only. It should also be noted that short term periods of single lane flagging may be required to for isolated operations and these will be scheduled between 9am - 5pm

**Please note that the timelines are approximate and will vary depending on weather and other factors.*

Public Meeting

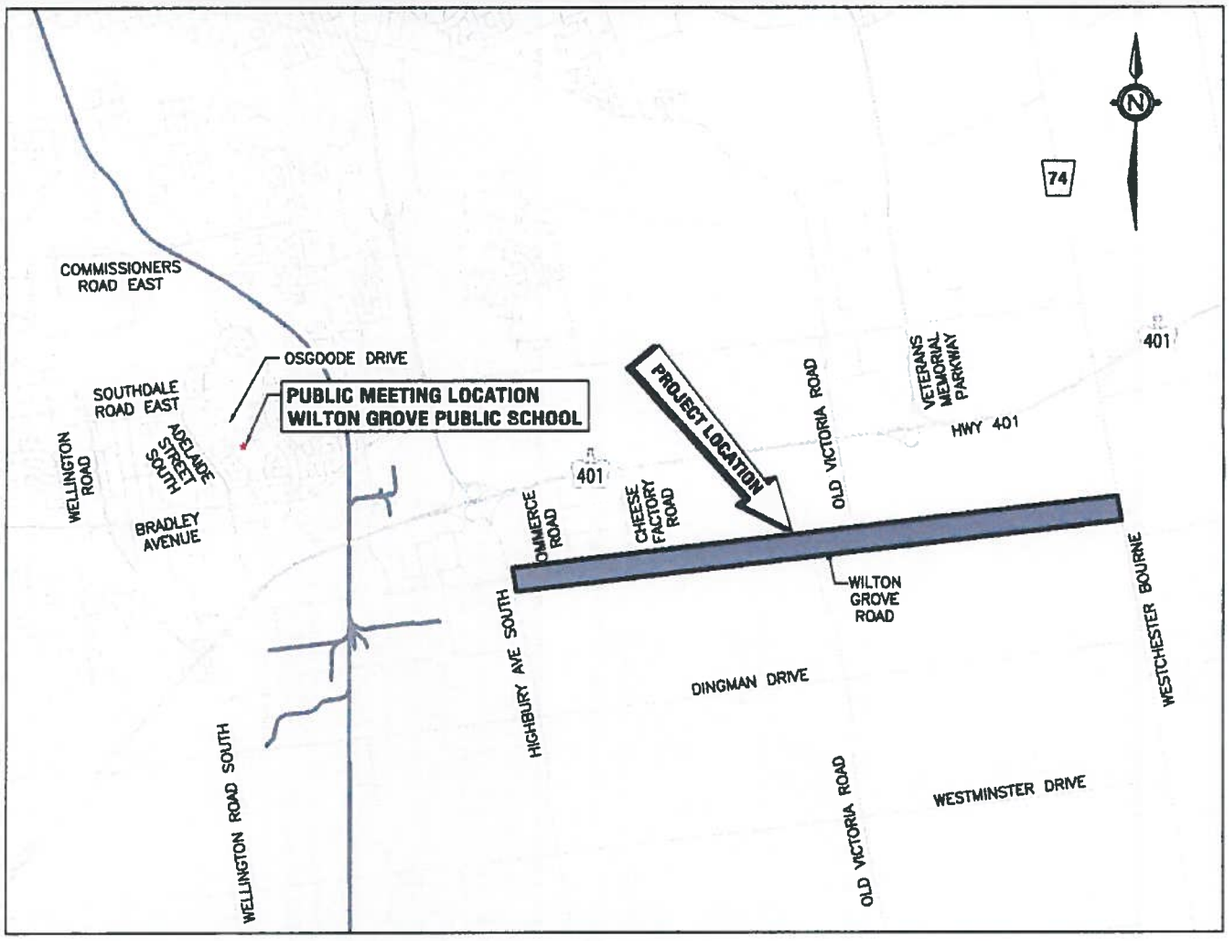
Come out to an informal open house to learn more about the project:

Date & Time: Thursday, November 22, 2018 5:30 pm – 7:30 pm
Location: Wilton Grove Public School
626 Osgoode Drive
London, ON,

Purpose: View the construction plans; get feedback to your questions; discuss potential impacts; and, discuss concerns about access during construction.

The Public Update Meeting will be held as a drop-in format, where attendees can freely browse the display boards, which will be used to present and obtain feedback on the project.

Project Map



Contact Information

If you have any questions about this project please contact one of the people listed below.

Henry Huotari, Project Manager
Parsons Inc.
1069 Wellington Road South, Suite 214
London, ON N6E 2H6
Tel: 519-286-5517
Email: henry.huotari@parsons.com

Sam Shannon, C.E.T., Project Manager
City of London
300 Dufferin Avenue, 8th Floor, P.O Box 5035
London, Ontario, N6A 4L9
Tel: 519-661-2489 x 5013
Email: sshannon@london.ca

A construction notice will be provided prior to work beginning to provide further details.

Thank you in advance for your cooperation.

Sincerely,

Sam Shannon, C.E.T., Project Manager.
City of London

Cc: Kelly Scherr – Managing Director and City Engineer
Councillor Zaifman
Henry Huotari – Parsons

Information available in alternate formats upon request.

October 22, 2018

DILLON
CONSULTING

130 Dufferin Avenue
London, Ontario
Canada
N6A 5R2
Mail: Box 426
London, Ontario
Canada
N6A 4W7
Telephone
519.438.6192
Fax
519.672.8209

City of London
300 Dufferin Avenue, P.O. Box 5035
London, Ontario
N6A 4L9

Attention: Jerri Bunn
Committee Secretary

Ministry of Transportation, Ontario
Notice of Completion
Transportation Environmental Study Report Addendum
Highway 401 & Highway 4 Interchange Improvements and Highway 4 and Glanworth Drive Underpass Replacements (GWP 3030-11-00)

The Ministry of Transportation, Ontario (MTO) retained Dillon Consulting Limited to review and update the 2004 Transportation Environmental Study Report (TESR) for the Highway 401 Improvements and Preliminary Design Study from 1 km west of Highway 4 (Colonel Talbot Road) easterly to 1 km east of Highbury Avenue.

The current study, which focuses on the Highway 401/Highway 4 interchange, recommends several changes to the 2004 TESR including:

- Replace the Highway 4 Underpass to the east of the existing underpass
- Replace the existing Glanworth Drive Underpass on a new alignment to the east over Highway 401
- Realign Burtwistle Lane and Tempo Road at Highway 4
- Realign Glanworth Drive and Littlewood Drive to a new intersection at Colonel Talbot Road north of the existing connection.

As outlined in the enclosed notice, the study is complete and a TESR Addendum, summarizing the study process and recommendations, is available for public review from **October 29, 2018**, to **December 10, 2018**. Additional project information and an electronic version of the Addendum will be available on the project website starting on October 29, 2018, at www.hwy401londonbridges.ca.

Dillon Consulting Limited

If you would like more information, please contact one of the project managers named on the enclosed notice.

Yours sincerely,

DILLON CONSULTING LIMITED

Brandon Fox, RPP
for Jeff Matthews, P.Eng.
Project Manager

BJF:rrk
Enclosure

cc: Frank Hochstenbach, MTO
Natalia Bartos, MTO
Heather Mitchell, MTO

Our file: 12-7110

Notice of Completion
Transportation Environmental Study Report Addendum
Highway 401 & Highway 4 Interchange Improvements and Highway 4 and Glanworth Drive Underpass Replacements (GWP 3030-11-00)

In 2004, the Ministry of Transportation, Ontario (MTO) completed a Transportation Environmental Study Report (TESR) for the Highway 401 Improvements and Preliminary Design Study from 1.0 km west of Highway 4 easterly to 1.0 km east of Highbury Avenue. In 2012, MTO retained Dillon Consulting Limited to review and update the 2004 TESR for improvements to the Highway 401/Highway 4 interchange, and document changes in a TESR Addendum.

As part of the current study, the TESR Addendum recommends the following changes to the 2004 TESR:

- Replace the Highway 4 Underpass to the east of the existing underpass
- Replace the existing Glanworth Drive Underpass on a new alignment to the east over Highway 401
- Realign Burtwistle Lane and Tempo Road at Highway 4
- Realign Glanworth Drive and Littlewood Drive to a new intersection at Colonel Talbot Road north of the existing connection.

The study was completed as a Group "B" project under MTO's *Class Environmental Assessment for Provincial Transportation Facilities (2000)*. In accordance with the requirements of MTO's Class EA, the TESR Addendum is available for public review from **October 29, 2018, to December 10, 2018**, at the following locations:

Ministry of the Environment, Conservation and Parks London Regional Office 733 Exeter Road London, Ontario Tel: 519-873-5000	City of London Clerk's Office 300 Dufferin Avenue London, Ontario Tel: 519-661-2500	Ministry of Transportation West Region 659 Exeter Road, Lobby London, Ontario Tel: 519-873-4100	London Public Library Lambeth Branch 7112 Beattie Street London, Ontario Tel: 519-652-2951	London Public Library Glanworth Branch 2950 Glanworth Drive London, Ontario Tel: 519-681-6797

The TESR Addendum is also available online at **www.hwy401londonbridges.ca**

Interested persons are encouraged to review the document and provide comments to MTO by **December 10, 2018**. If, after consulting with MTO staff, you have outstanding environmental issues with the TESR Addendum that have not been addressed through the Class EA process, you can request the Minister of the Environment, Conservation and Parks (MECP) to issue a Part II Order (i.e. "bump up") for this project. Any Part II Order request must be submitted to MECP by **December 10, 2018**, using a standard form developed by MECP. The standard Part II Order request form is available on the Ontario government Forms Repository website (http://www.forms.ssb.gov.on.ca/) and you can find it by searching "Part II Order" on the Repository's main page. A copy of the completed form and any supporting information must also be forwarded to MTO at the address below. If no Part II Order requests are received by **December 10, 2018,** the project will be considered to have met the requirements of MTO's Class EA and may proceed.

Information collected will be used in accordance with the *Freedom of Information and Protection of Privacy Act* and *Access to Information Act*. With the exception of personal information, all comments will become part of the public record.

Mr. Jeff Matthews, P.Eng.,
Project Manager
Dillon Consulting Limited
Box 426
London, Ontario, N6A 4W7
Tel.: 519-438-6192
Toll Free:1-888-345-5668, Ext. 1275
Fax: 519-672-8209
Email: hwy401londonbridges@dillon.ca

Mr. Frank Hochstenbach, P.Eng.,
Senior Project Engineer
Ministry of Transportation
West Region, Planning and Design Section
659 Exeter Road
London, Ontario, N6E 1L3
Tel.: 519-873-4549
Toll Free: 1-800-265-6072, Ext. 519-873-4549
Fax: 519-873-4600
Email: Frank.Hochstenbach@ontario.ca

DILLON CONSULTING

Ontario

If you have accessibility requirements to participate in this project, please contact a team member.
Des renseignements sont disponibles en français en composant Tania Farah,1-888-345-5668 ext. 1276.

MEMO

To: City of London Advisory Committees

From: Justin Adema

Department: Planning Services

Date: October 31, 2018

Re: **ReThink Zoning Draft Terms of Reference**

The City is in the beginning stages of a new project called ReThink Zoning, which includes preparing a new Zoning tool that will replace the current Zoning By-law. The new by-law is needed to be consistent with the London Plan and implement its vision and policy direction.

Draft Terms of Reference were prepared and sent to the Planning and Environment Committee on August 13, 2018, following this Council gave direction to circulate the draft Terms of Reference to stakeholders, agencies, and the public for comments.

City Advisory Committees are now asked to review the Draft Terms of Reference before a finalized version is brought to Council for approval. Opportunities will be provided for Advisory Committees to comment throughout the ReThink Zoning process, and these Terms of Reference will frame what that process will include and establishes the goals, objectives, and desired outcomes for the new by-law.

Draft Terms of Reference

1.0 ReThinking Zoning in London

In 2011, the City of London – including Council, staff, and all of its citizens – began a conversation about the future of our city. It started with a launch event where Peter Mansbridge spoke about the importance of civic engagement in a successful local government, and ended in June, 2016 when City Council adopted the London Plan – a new plan for growth and development in our city.

The London Plan is the culmination of a community conversation, it represents the shared vision, values, and goals for all Londoners. The Plan's key directions are a summary of this vision for the City, and the rest of plan provides a framework to achieve that vision. The next step in the process of planning our city is to examine tools that help us realize the vision we have set.

One important tool to achieving the planning framework articulated in The London Plan is the zoning by-law. London's current zoning by-law is dated, having been prepared following the approval of the 1989 Official Plan to help implement that Plan. With The London Plan we have a new, more strategic approach to City Building that requires a new by-law for its implementation.

ReThink Zoning is a continuation of the original conversation about how Londoners want to see their City grow – only the focus has now shifted from broader policy matters to more technical questions about how we should realize the vision. Instead of asking Londoners what kind of city do you want to live in, we will be working with Londoners to determine how we should get there and how each development across the city should be considered.

1.1 Implementing the London Plan

The London Plan provides a strategic approach to development in London that is based on City Building policies, a City Structure Plan, and a variety of place types. The City Building Policies provide the over-arching direction for how we will grow as a city over the life of the Plan and define the shape, character and form of the City. The City Structure Plan identifies five key foundations that inform the other policies of the Plan: The Growth Framework, The Green Framework, The Mobility Framework, The Economic Framework, and The Community Framework. Each place type is planned to play a unique role within the City Structure and has its own identity and character. The place types work together to create a complete city. All aspects of the place type must contribute to the achieving the Plan's objectives, including the use, intensity, and form of every building and parcel of land.

Zoning is the tool that we currently use to regulate the land use, intensity, and form of development. Therefore, zoning should be viewed as an extension of the Plan and a mechanism to meet its City Building goals. A zoning tool that is linked intrinsically to the policy direction of the London Plan is necessary for the implementation of the Plan.

1.2 Legislated requirements

In addition to requiring our regulatory tools to align with The London Plan, there are also legal issues to consider. The *Planning Act* is the applicable legislation for planning matters in Ontario. It is what requires the City of London to have an Official Plan and permits the City to regulate development as a way of implementing the Plan. The *Act* says that no by-law shall be passed that does not conform with the Official Plan (Section 24(1)). The *Act* also requires that when an Official Plan is updated after a comprehensive review, a municipality shall update the zoning by-law within three years of coming into effect (Section 26(9)). Because The London Plan completely replaces the 1989 Official Plan, it is appropriate to replace the Zoning By-law with a new by-law that conforms to its policies within three years.

2.0 Overarching Goal, Objectives, and Desired Outcomes

This is a major project that will have a lasting impact on how London will be shaped to meet the vision established in The London Plan. This section describes the guiding principles for the project.

2.1 Overarching Goal

To continue the momentum of ReThink London, implement the new London Plan, and foster the growth and development of a great city.

1.2 Objectives

- To create the best implementation tool to fit London's current and future needs
- To implement The London Plan's vision, values, and key directions
- To implement The London Plan place types in terms of use, intensity, and form
- To create a user-friendly and plain language document while recognizing the regulatory nature of the by-law
- To make use of new technologies available for the application and administration of zoning
- To allow for flexible application of the by-law while maintaining a level of certainty and predictability
- To create a tool that allows for efficient planning processes

2.3 Desired Outcomes

- Quality developments across the City that contribute to our city-building goals
- Efficient planning processes that result in great neighbourhoods
- A by-law that can be understood by all users involved in the planning process – including developers, professionals, community groups, and the general public
- A by-law that meets all legislative requirements, is defensible on its planning merits, and includes clear, enforceable regulations.
- A by-law that is intrinsically linked to The London Plan with obvious connections to the use, intensity, and form requirements of the place types as well as the City Building and Our Tools parts of the Plan.

3.0 Work Plan

ReThink Zoning is not just about updating the Zoning By-law Z.-1 to match the London Plan place types. It will consider the full range of possibilities that are available under the *Planning Act* and will look carefully at approaches being taken in other cities to see whether there are opportunities to improve on how we regulate development in our city. The work plan will include time for the research to be completed and analyzed, and needs to be flexible to allow later stages to fit with whatever direction or approach is identified as the best fit in London. To achieve this, a two-phase work plan is proposed. Details are provided for Phase One, however Phase Two will be refined after the details of the types of tools and approaches will be utilized has been confirmed through Phase One. Detailed Terms of Reference for Phase Two are included as a deliverable in Phase One.

3.1 Phase One

Phase One will provide an opportunity to investigate alternate approaches to development regulation and determine what tools should be used to implement the London Plan to achieve its goals.

Tasks to be completed in Phase One include:

- Prepare an RFP and work plan for the completion of Phase One
- Retain a consultant to work collaboratively with staff to complete Phase One
- Complete background research with regards to:
    - Ontario legislated requirements for zoning, including options available to municipalities for the implementation of Official Plans
    - The London Plan policies and directions, in regards to compatibility with different development regulation options available in Ontario

    - Best practices from North America and other comparable parts of the world
    - Review existing Zoning By-law No. Z.-1 to identify areas of strength or concern, determine what is working and what needs improvement to achieve the overall goals
    - Engagement with key stakeholders to assess strengths and weaknesses of our current by-law and the desired outcomes of a new by-law
    - Public engagement program to listen to ideas, concerns, and suggestions from Londoners
- Identify key elements/components/areas to be addressed through the new zoning by-law
- Recommend the best zoning approach to implement the policy directions of The London Plan
- Prepare Terms of Reference for Phase 2 – the preparation of the by-law, based on the direction provided by Council

Deliverables to be submitted in Phase One include:

Deliverable	Assignment
• Terms of Reference (Phase 1) – to include Community Engagement Strategy for Phase 1	Prepared by staff
• Request for Proposal (RFP) for consultant to undertake Phase 1	Prepared by staff
• Background Paper – overview of research and engagement findings and linkages to The London Plan	Prepared by consultants
• Recommendation Report – Analysis of issues, recommended tool, draft terms of reference for Phase 2	Prepared by staff, based on recommendations from the consultants
• Terms of Reference (Phase 2) – to include Community Engagement Strategy for Phase 2	Prepared by staff

3.2 Phase Two

Phase Two is when the new by-law will be prepared, based on the approach confirmed through Phase One. The information in this section is general in nature and will be clarified in the detailed Terms of Reference to be prepared in Phase One.

Tasks that will be completed in Phase Two include:

- Prepare a detailed inventory of existing development
    - Review land use
    - Review intensity – may include height, gross floor area, coverage, floor plate area, density in units per hectare, number of bedrooms, parking, floor area ratio
    - Review form – may include site layout (parking, landscaping, orientation, setbacks, and building location on a site), and buildings (massing, step-backs, materials, architecture)
    - Identify and analyze patterns of development to assist in property-appropriate zoning tools
    - Where appropriate, use new technologies to obtain this information (may include LiDAR, remote sensing, or other technologies)
- Analyze and recommend technologies for the administration and presentation of zoning information
    - Explore opportunities of GIS based applications
- Prepare outline of by-law, consideration to be given to:
    - Organization – chapters, types of zones, etc
    - Layout – use of tables, figures, illustrations, document design, etc
- Prepare and test sample zones against existing conditions and potential development opportunities

- Prepare first draft of by-law, provide opportunity for stakeholder and public comments
- Prepare second draft of by-law, circulate for stakeholder and public comments
- Review required amendments to other city by-laws/documents resulting from the replacement of the current zoning by-law
- Prepare final by-law for approval

Deliverables to be prepared in Phase Two include:

- Inventory and analysis of existing development
- Mapping/zoning data overview and recommendation
- First Draft By-law
- Second Draft By-law
- Results of public and stakeholder feedback
- Amendments to other City by-laws and documents
- Final By-law for approval

Note that the deliverables will be prepared by a combination of City staff and consultants. The specific breakdown of responsibilities will be defined through the detailed Phase Two terms of reference.

3.3 Project Scope

The nature of large projects such as ReThink Zoning often includes “scope creep” resulting from the encroachment of additional tasks than was originally planned. It is important to ensure that the scope of this project remains focused in order to achieve the milestones identified in the Project Schedule.

3.4 Project Schedule

Work to be completed	Target completion date
Terms of Reference and RFP for Consultant(s)	Q4, 2018
Retain consultants	Q2, 2019
Background Paper	Q3, 2019
Recommendation Report	Q4, 2019
Terms of Reference – Phase 2	Q4, 2019
Phase 2	TBD – based on TOR

4.0 Project Team

Staff from various departments within the Corporation as well as a consulting team will contribute to the success of ReThink Zoning. This section describes the roles of staff and the consultant to be retained on the project.

4.1 City Staff

This project is part of the Planning Services work plan and will be completed at the direction of the Managing Director, Planning and City Planner. The project lead will be the Manager, Current Planning and the project manager will be a Planner from Planning Services. However, given the scope of this project, significant participation from across all Service Areas of the City of London will be required. Of particular importance will be the contributions of Development & Compliance Services staff, who play a critical role in the implementation of the Zoning By-law. This important role will be reflected in the makeup of the various teams working on the project.

At the outset, three groups of staff will be established to contribute to the completion of this important project. The Project Team will be the main group working on the project on a daily basis, a Steering Committee will be established to provide guidance to the Project Team and contribute at key decision points, and a Technical Resource Group will include staff from virtually every Service Area in the City. This group will review materials and provide input as needed at various points in the process. Some members will play large roles while others will only be required to contribute at certain points.

4.1.1 Project Team

The project team will be responsible to complete the work plan of ReThink Zoning and will be the main contact for consultants retained on this project. The Project Manager will provide leadership to this team by delegating tasks, chairing meetings, and being the main source of information/communication on behalf of the project team. The makeup of the project team will include:

- Manager, Current Planning – Planning Services (Project Lead)
- Planner, Long Range Planning & Research – Planning Services (Project Manager)
- Planner, Current Planning – Planning Services
- Urban Designer – Planning Services
- Manager, Development Planning – Development Services
- Business and Zoning Coordinator, Zoning – Development & Compliance Services

4.1.2 Steering Committee

The Steering Committee will be made up of senior leaders at the City and managers with portfolios that interface with the Zoning By-law. The Role of the Steering Committee will be to provide input, advice, and guidance to the Project Team and will be particularly involved at any key decision point during the project. The Steering Committee will include:

- Managing Director, Planning and City Planner – Planning Services (Steering Committee Chair)
- Managing Director, Development and Compliance Services and Chief Building Official – Development & Compliance Services
- Managing Director, Environmental and Engineering Services and City Engineer
- Director, Development Services – Development & Compliance Services
- Manager, Current Planning – Planning Services
- Manager, Long Range Planning and Research – Planning Services
- Manager, Urban Regeneration – Planning Services
- Manager, Development Services (Site Plan) – Development & Compliance Services
- Manager, Zoning and Public Property Compliance – Development & Compliance Services
- Solicitor II, Legal and Corporate Services

4.1.3 Technical Resource Group

Most internal Service Areas and divisions will contribute at some point during this project. They will not be required to play a major role for all phases of the project but will provide input as needed. Individuals from the divisions/Service Areas listed below will contribute, and other groups may be added depending on the nature of input required.

The Technical Group will comprise staff from Planning Services, Development and Compliance Services, Environmental and Engineering Services, the City Clerk's Office, Corporate Communications, and Neighbourhood, Children and Fire Services.

4.2 Hiring Consultants

Given the scope and complexity of this project, consultants will be retained to support staff in completing the work plan and providing specialized expertise throughout the process. A request for proposals for the Phase One consultant will be prepared and issued following the approval of these terms of reference. Contracts for this project will be divided into the project phases, recognizing that the best zoning approach is identified at the end of Phase One and may require specific knowledge and experience that is beyond the Phase One consulting team.

The selected consultant(s) will have a strong background in planning implementation, and should include experience with various approaches to zoning. The consultant team will need to be able to understand the approach taken through The London Plan and identify ways to achieve its objectives through development regulation. The consultant team will demonstrate the values that guide all planning decisions in London – these are

to be accountable, be collaborative, demonstrate leadership, be inclusive, be innovative, and think sustainably.

It is anticipated that there will be a team of consultants retained as multiple areas of expertise will be required. Some of the specialized areas include:

- Land use planning – ReThink Zoning is a planning review first and foremost. It is required that the lead consultant will include professional planners.
- Urban design – The London Plan integrates urban design into the planning process and approaches to regulation that consider how to ensure an engaging and attractive public realm will be important.
- Mapping/GIS – new and innovative approaches to the mapping components of the zoning by-law are encouraged, and it is expected that the consulting team will bring expertise on this issue.
- Community engagement – public input is important to the success of this project. Effective engagement with the community must be integrated into all parts of the project.
- Application review processes – implementation of the new by-law must work for those who are applying and interpreting the by-law, therefore consideration of this and other administrative matters must be included. The consulting team should have experience and insight into how the new by-law would be "operationalized".

4.2.1 Expectations and responsibilities

The consulting team will work closely with the Project Manager and Project Team to complete the work plan for this project. Deliverables will be submitted to the Project Team who will coordinate with the Steering Committee and make recommendations, based on the information provided by the consultants, to City Council. The Work Program section of this report identifies what tasks will be led by the consultant team.

5.0 Community Engagement and Information Sharing

This project requires input from a variety of stakeholders, agencies, and the public if it is to be successful. This project will give direction to the way we grow as a city and will shape our neighbourhoods, urban centres, and other places within London. While the intent is not to engage in a discussion about first principles – issues like the city structure and the vision for each place type have been established through The London Plan – there is plenty of opportunity for stakeholders and the public to help shape our approach to how we implement the Plan.

Equally important during this project is the availability of information. People will want to know where this project stands, what opportunities they will have for participation, and how changes to the zoning by-law could affect their properties and communities. Through the various tools available, including the city website, social media, open houses, traditional advertising, and other approaches, we will strive to provide up-to-date and useful information to the public regarding the project.

All members of the public are invited to participate throughout the ReThink Zoning process. Some key stakeholders have been identified and will be invited to meet with staff and discuss the options to replace our zoning by-law. These stakeholders include:

- All City Service Areas
- Advisory Committees to Council
- Public agencies – eg: London Economic Development Corporation, Upper Thames River Conservation Authority, London Hydro, London Housing Development Corporation, Ministry of Municipal Affairs.
- Community organizations – eg: business improvement areas, the Urban league of London, neighbourhood associations, ratepayer groups.
- The Development Industry – eg: London Development Institute, London Home Builders Association, London Association of Planning Consultants, and other members of the Building and Development Liaison Forum.

Jerri:

Here is my report as Co-Chair of the TAC Work Plan Working Committee:

The Work Plan Working Committee has not met since the last TAC meeting of October 23rd as, to date, we have received no Work Plan Updates from any of the project leads and no new items to propose. Accordingly, we do not anticipate any revisions to either the Work Plan or the WIP documents to be tabled at the Nov 28th meeting.

In other business, we have reached out to the City Clerk to invite her to consult with TAC and to ask for the details of her planned Comprehensive Review of City of London Advisory Committees so that it might be included in our Work Plan. We assume that the correspondence received from the Deputy Clerk attached below serves as somewhat of a response. We hope she will present and/or table the agenda/presentation deck/approach for the planned information sessions, so I would ask that this topic be put on the Nov 28th agenda.

Furthermore, find attached a copy of the Advisory Committee Review report the City Clerk planned to present to the Corporate Services Committee this afternoon. I request that you add this report to the list of Consent Items to be tabled on Nov 28th. In addition, we ask that you include the following reports pertinent to this matter, specifically:

- Finance and Administrative Services Committee - February 27, 2012
- Strategic Priorities and Policy Committee - December 16, 2013
- Strategic Priorities and Policy Committee - March 17, 2014
- Civic Works Committee - June 19, 2018

Cheers,
Dan Foster
Co-Chair, TAC Work Plan Working Committee

P.O. Box 5035
300 Dufferin Avenue
London, ON
N6A 4L9

November 21, 2018

C. Saunders
City Clerk

I hereby certify that the Municipal Council, at its meeting held on November 20, 2018 resolved:

That the following actions be taken with respect to the recruitment and appointment of Advisory Committee members for the up-coming term:

a) the recruitment for voting members, BE UNDERTAKEN;

b) the appointments for the above-noted recruitment BE LIMITED to a term from June 1, 2019 to February 28, 2021; it being noted that the current terms of Advisory Committee members will be extended to the date of June 1, 2019; and

c) the City Clerk BE DIRECTED to report back to the Corporate Services Committee with respect to input from current Advisory Committee members related to existing Terms of Reference and the recommendations from the Diverse Voices for Change project, prior to the end of February 2019. (2.4/20/CSC) (2018-C04)

C. Saunders
City Clerk
/hw

cc: B. Westlake-Power, Deputy City Clerk
M. Schulthess, Manager of Legislative Services
H. Lysynski, Committee Secretary
J. Bunn, Committee Secretary
P. Shack, Committee Secretary

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NOTICE OF STUDY COMMENCEMENT
Rehabilitation of Riverside Drive Bridge over the CN Railway
Detailed Design, Tendering and Contract Administration

The City of London is carrying out the detailed design, tendering process and contract administration for the rehabilitation of the Riverside Drive bridge over the CN railway, located approximately 750m east of Wonderland Road North. The rehabilitation will extend the overall life of the structure and includes replacement of the concrete deck overlay, replacement of expansion joint seals, and concrete patch repairs in areas exhibiting deterioration. The existing roadway cross section will be maintained with bike lanes, curb and sidewalk.

The study is being undertaken in accordance with the requirements for Schedule 'A+' projects within the Municipal Class EA document (2000, as amended in 2007, 2011 & 2015), under the Ontario *Environmental Assessment Act*. Schedule A+ projects are pre-approved under the Municipal Class EA.

A Public Update Meeting (PUM) will be held near the 90% design completion to highlight the traffic management and construction staging strategies, potential impacts to utilities/services and the environment, as well as the proposed mitigation measures. Notification of date, time, and location for the PUM will be provided closer to the date.

To be added to the study mailing list or provide comment, please contact a member of the study team below:

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Personal information collected on this subject is collected under the authority of the *Municipal Act, 2011* and will be used by members of Council and City of London staff in their review of this matter. With the exception of personal information, all comments will become part of the public record and will be released, if requested, to any person. Comments and information received will be maintained on file for use during the project and may be included in project documentation.