

# **The Corporation of the City of Kawartha Lakes**

## **Planning Advisory Committee Report**

**Report Number ENG2018-016**

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**Date:** September 12<sup>th</sup>, 2018

**Time:** 1:00 p.m.

**Place:** Council Chambers

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**Ward Community Identifier:** All

**Title:** Municipal Infrastructure Design Guidelines – Annual Update

**Description:** Report on Progress

**Author and Title:** Juan Rojas, Director of Engineering and Corporate Assets

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### **Recommendations:**

**That** Report ENG2018-016, **Infrastructure Guidelines – Annual Update**, be received; and

**That** Staff be directed to continue to monitor for any communication improvements and for any current legislative or regulatory enhancements requiring updates to the existing guidelines on the City's website.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

Further to report ENG2017-007 - 2017 Municipal Infrastructure Guidelines and the commitment to an annual review of the guidelines, the Development Engineering division has reviewed the existing infrastructure guidelines for an annual update.

## **Rationale:**

There are no regulatory or legislative changes that have occurred in the last year to be reflected in the existing guidelines.

Through contact with Communications, we have confirmed 13,000 reviews of the City's Planning and Development website location since August 2017. In addition, the link to the guidelines was provided via email to all of the engineering firms working with the City on development for their information. The guidelines have been referenced in design submissions with no comments or questions.

In training new staff and using the guidelines in house, there have been no updates or clarifications required. One item with respect to rainfall data required clarification with the conservation authorities (i.e. rainfall intensity duration frequency calculations confirmed for consistency) and was revised.

Benefits have arisen from having standard information supported by Council:

- Staff have realized time savings through a direct site for access to the standard information (link readily available), and
- Management have been successful in attaining more responsibilities for Transfer of Review for the Ministry of the Environment (comprehensive stormwater management guidelines)

Therefore, while there are no revisions or updates required at this time, reviewing the guidelines on an annual basis provides the opportunity to highlight any revisions required and any benefits arising from the guidelines.

## **Other Alternatives Considered:**

Council could choose to continue with the status quo and maintain the existing guidelines without any additional review. This would not represent current and continuous support for the growth and development forecasted for the City. The City is committed to continuous process improvement.

## **Financial/Operation Impacts:**

By having the City take an active role in reviewing infrastructure guidelines across the province and reviewing Ontario Provincial Standards (OPSS) and

regulatory updates, the City maintains current and applicable guidelines and reduces the number of re-submissions required to ensure the engineering designs submitted meet the current standards (i.e. better customer service).

### **Relationship of Recommendations to the 2016-2019 Strategic Plan:**

All development is intended to support all three goals of the Council Adopted Strategic Plan – a Vibrant and Growing Economy, an Exceptional Quality of Life, and a Healthy Environment. Development of municipal infrastructure must meet the City's requirements to be sustainable, accessible, and compliant with all regulatory and environmental standards. The engineering review of infrastructure design supports the Strategic Objectives and Actions contained in the plan through review for a stronger and more diversified economy, improved walkability and accessibility, and protection and enhancement of water quality.

### **Review of Accessibility Implications of Any Development or Policy:**

Accessibility is an integral component of the City's infrastructure design guidelines.

### **Servicing Implications:**

The requirements for complete submissions provide the supporting information for capacity reviews for new municipal infrastructure and/or connections to existing municipal infrastructure.

### **Consultations:**

Communications

Engineering Companies

### **Attachments:**

**Department Head E-Mail:** [jrojas@kawarthalakes.ca](mailto:jrojas@kawarthalakes.ca)

**Department Head:**           **Juan Rojas**