



## Planning Advisory Committee Report

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<b>Report Number:</b>	<b>ENG2022-048</b>
<b>Meeting Date:</b>	November 30, 2022
<b>Title:</b>	<b>Municipal Infrastructure Design Guidelines Annual Update</b>
<b>Description:</b>	To ensure the Municipal Infrastructure Design Guidelines are current, relevant, and supportive
<b>Type of Report:</b>	Regular Meeting
<b>Author and Title:</b>	Christina Sisson, Manager, Development Engineering

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### Recommendation(s):

**That** Report ENG2022-048, **Municipal Infrastructure Design Guidelines Annual Update**, be received;

**That** Staff be directed to continue to update and to add to the information available on the City's website, including templates and details, to facilitate engineering design submissions for development; 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:** \_\_\_\_\_

**Legal/Other:** \_\_\_\_\_

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

## **Background:**

Further to report ENG2017-007 - Municipal Infrastructure Guidelines 2017, and subsequent annual updates, ENG2018-016, ENG2019-016, and ENG2020-014, and ENG2022-002, the Development Engineering Division provides this annual update for inclusion in the 2023 website posting.

It is important for the support of the development community that the guidelines are up to date and current. The clearer the submission requirements, the more likely the submissions meet the City's requirements, and the fewer submissions there are required to reach approval.

Throughout 2022, the Development Engineering Division have met with the Ministry of Environment, Conservation and Parks representatives along with other municipalities, consulting engineers, agencies, and so forth to review guidance documents being initiated by the Ministry to support development. The MECP design guidelines are to be included on the City's website for ease of review for the Environmental Compliance Approval.

During this past year and the continuation of the pandemic, access to engineering support via the City's website continued. Communications staff confirmed that for the period of January 1, 2022 to November 8, 2022, there were a total number of page views to the City's Planning and Development website location of 23,387 total, with approximately 75% from direct Google searches. Development Engineering Division communication to the development community includes linkage to the City website for continuous support and updates. Through 2023, review of the website and opportunities to make the Development Engineering information more accessible will continue.

## **Rationale:**

In addition to the MECP guidelines being added to the website for 2023 (now that the City has been successful in receiving a Consolidated Linear Infrastructure Environmental Compliance Approval for both sanitary and storm and stormwater municipal infrastructure, there are additional updates required to provide support to the development community for engineering design and alignment with capital design. In an effort to provide continuous improvement and efficiencies, the following updates are recommended:

- Change dates for all guidelines to 2023
- Add the MECP guidelines to the website separately

### **Water Guidelines Updates:**

- Clarify the wording in the guidelines – reflect municipal infrastructure on municipal property and is not intended to conflict with requirements on private property or site plans with respect to the Ontario Building Code
- Clarify and note that 75 mm diameter service connections are not permitted within municipal lands

### **Sanitary Guidelines Updates:**

- Reflect date of 2023 as current

### **Roads Guidelines Updates:**

- Reflect date of 2023 as current

### **Stormwater Management Guidelines Updates:**

- Clarify the references to site plans – guidelines reflect municipal infrastructure on municipal property
- Update names of Ministries
- Update names of location on website
- Clarify storm events/nomenclature
- Clarify requirements for enhanced protection review
- Update references to documents/supporting material

### **Other Updates:**

- Updated As-Built Lateral Location Sheet template
- New update to cost estimate template for new DAAP for 2023 for subdivisions only – DAAP fee increase from 3.7% to 4.5% (PAC2022-065)

Through review of the Ontario Provincial Standards (OPSS and OPSD), there have been no updates to the OPSS and OPSD that require changes or updates to the City's guidelines or details. All engineering design submissions to the City are reviewed with the latest provincial standards.

## **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 increased demand for growth and development in the City.

The annual updates are a continuous improvement opportunity to ensure the efficacy, veracity, completeness, helpfulness, and relevance to support responsible growth and development in our community, using the City's website.

## **Alignment to Strategic Priorities:**

Municipal infrastructure is renewed or constructed as part of development or the capital projects program. In addition, the shared working knowledge of the engineering review of both the development applications and the capital program provides for consistent standard work and customer service. Through the City's project management of the implementation of the municipal infrastructure, the City supports the Guiding Principles:

- Fiscally Responsible
- Open and Transparent
- Partner and Collaborate
- Service Excellence

## **Financial/Operation Impacts:**

To facilitate development and to ensure efficient use of City resources, the City continues to take a proactive approach to providing updated, current, and supportive engineering information by annually reviewing infrastructure guidelines and confirming the regulatory and customer requirements. By providing access through posting on the City's website, the City is promoting successful development by providing the engineering requirements in advance to improve and reduce the number of engineering design submissions required for implementation.

## **Servicing Comments:**

The City's servicing implications are better reviewed through complete engineering submissions being provided. Continued review and encouragement of sustainable infrastructure will benefit the designers coming into the community with guidance, will reduce the amount of infrastructure being proposed and installed, and will better the environment (phosphorus reduction, water balance, safety measures, etc.).

**Consultations:**

Communications

Parks and Recreation

Public Works

Ministry of Environment, Conservation and Parks

Ministry of Transportation Library - Ontario Provincial Standards (OPSS and OPSD)

**Attachments:**

There are no attachments.

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

**Department File:**