



## SIDEWALK IMPLEMENTATION PROCEDURE FOR EXISTING STREETS

**Department:** Utility Services

**Approval Level:** Council

**Division:** Transportation

**Effective Date:** 2011-06-06

**Section/Facility:** n/a

**Procedure #:** 0002-P01  
Revision #1

### 1.0 PURPOSE

- 1.1 In response to Provision of Sidewalks Policy 0002, this procedure outlines the process to implement new sidewalk projects along existing streets, on a priority basis.

### 2.0 APPLICATION

- 2.1 This procedure applies to all existing City streets. Priority has been given to areas along arterial and collector roads and where high levels of pedestrian traffic are anticipated, such as, transit routes, near schools, in proximity to commercial areas and trails. See 5.2 and 5.5 for details.
- 2.2 Departments involved include those associated with sidewalk planning, construction, maintenance and accessibility.

### 3.0 DEFINITIONS/ACROYNMS

- 3.1 **City** – Means the Corporation of the City of Peterborough.

### 4.0 PROCEDURE

- 4.1 Choose the highest ranked, priority 1 and 2 sidewalk areas for construction, based on available budget. Refer to 5.6, Appendix A, for a priority listing.
- 4.2 Review the list with the Access Co-ordinator, Engineering, Land Information Services, Planning and Public Works to discuss schedules and to mitigate potential issues such as difficult topography, mature trees, infrastructure or other planned construction projects.

## Sidewalk Implementation Procedure for Existing Streets

- 4.3 Finalize and circulate, in a timely manner, the annual list to the Access Coordinator, Engineering and Construction, Land Information Services, Planning and Public Works for inclusion into budgetary work plans (where appropriate).
- 4.4 As per the annual list, notify residents, and the Ward Councillors, that will be directly impacted by the immediate construction programme of the forthcoming sidewalk installations in sufficient time to allow dialogue between the residents and staff to ensure all mitigation measures are taken. Any issues that cannot be resolved should be brought to the attention of Council.
- 4.5 Co-ordinate the flow of sidewalk project information to assist the Access Coordinator, Engineering and Construction, Land Information Services, Planning and Public Works with records management.
- 4.6 Provide sidewalk project updates using the City website.
- 4.7 Every three (3) years re-apply the sidewalk criteria to provide a current listing of all priority sidewalk sites. Disseminate this information.

## 5.0 APPENDIX, RELATED DOCUMENTS & LINKS

- 5.1 Report USDIR11-010 New Sidewalk Installation Program
- 5.2 Report USTR08-008 Sidewalk Strategic Plan – Phase 1 Sidewalks
- 5.3 Sidewalk Strategic Plan Phase 1 Report, July 2007
- 5.4 Provision of Sidewalks Policy (Policy #0002)
- 5.5 Accessibility for Ontarians with Disabilities Act, 2005
- 5.6 Ontarians with Disabilities Act, 2001
- 5.7 Table 1 of the Sidewalk Strategic Plan outlines the criteria that are used to prioritize missing segments of sidewalk.
- 5.8 Appendix A: Priority 1 & 2 sidewalks listing.
- 5.9 Key search words for this procedure: accessibility, construction, mature trees, priority 1 & 2, policy & procedure, sidewalk, strategic plan

