

Policy and Procedure Manual

SECTION: Public Works		POLICY #: PW-004
Date Approved: October 4, 2021		Sidewalk Installation Policy
Revision Date:	Review Date:	
Authority: Report PW-14-21		

1.0 PURPOSE

Sidewalk infrastructure is a key component of the urban environment that encourages and facilitates active transportation, supports community health, neighbourhood connectivity, community vitality and safety. Sidewalks contribute significantly to a sustainable community and a pedestrian friendly environment.

2.0 SCOPE

This policy outlines considerations for the provision of sidewalks when reconstructing roads or extending the road network for new development within the Town of Hanover.

3.0 DEFINITIONS

Arterial Road

- Main traffic routes intended for large volumes of long and medium range traffic to destinations within or through the Town. Direct access is discouraged.

Collector Roads

- Service moderate traffic volumes between Local Roads and Arterial Roads, while at the same time providing access to individual properties.

Local Roads

- Generally carry light volumes of traffic and provide direct access to abutting land uses. Local Roads shall be designed to discourage through traffic.

Neighbourhood Community

- Road network developed through a plan of subdivision to service an area via a crescent or cul-de-sac that does not provide through access to other areas.

4.0 RESPONSIBILITIES

- The Planning and Development and Public Works departments shall follow this policy for the provision of sidewalks for new development.
- Public Works shall follow this policy for sidewalks in conjunction with road reconstruction projects.
- Locations of new sidewalks shall be approved by council as part of Plans of Subdivision or Site Plan approval for new developments.
- Following council approval of the capital budget and prior to proceeding to tender, notice will be provided to the public directly affected by road reconstruction projects.
- Any reconsideration due to public consultation shall be considered by Council.

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5.0 PROCEDURES

5.1 Sidewalks and Accessibility

- Barrier-free sidewalks shall be provided to improve walkability, accessibility, community vitality, the environment, equity, health and safety and to minimize conflict with motorized vehicles.
- Sidewalk ramps shall be provided at all intersections where a legal crossing exists and where pedestrians are permitted to cross.
- Where possible, a boulevard shall separate the sidewalk from the road to provide for roadway snow storage and increase pedestrian comfort.
- Sidewalk access shall meet the requirements of the *Accessibility for Ontarians with Disabilities Act* (AODA).

5.2 Sidewalk Criteria According to the Type of Road

Arterial Roads

- Arterial roads shall be provided with sidewalks adjacent to residential areas that have direct access to schools, hospitals and retail outlets.
- If possible, main thoroughfares will be provided with sidewalks on both sides of the roadway.

Collector Roads

- Collector roads shall be provided with a sidewalk on one side of the roadway adjacent to residential areas with direct access to schools, hospital and retail outlets.

Local Roads

- Local roads that provide connectivity access to schools, hospitals and retail outlets or access between neighbourhood communities shall be provided with sidewalks on one side of the roadway.

Cul-de-Sacs and Crescents

- Cul-de-Sacs shall not be provided with a sidewalk.
- Crescents within a neighbourhood community shall not be provided with a sidewalk.
- Where possible, links to access neighbourhood parks or schools shall be provided via walkways.

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5.3 Major Pedestrian Generators

Sidewalks shall be provided in proximity to the following:

- Hospitals;
- Schools;
- Library;
- Recreational Facilities (arena, parks);
- Shopping Centre or commercial areas; and
- Housing complexes (retirement residence, long term care, affordable housing, high density housing).

5.4 Considerations for Determining the Need for Sidewalks

The following list shall be referenced when establishing the need for the construction of new sidewalks or the replacement of existing sidewalks:

- Whether the road is local, arterial and collector;
- Areas that are scheduled for reconstruction or new construction of watermain, sewer or roads within the five-year capital forecast as per policy criteria;
- Areas of high pedestrian traffic, i.e., commercial establishments, schools, hospitals, nursing homes, seniors complexes and recreation facilities generally generate the highest intensity of pedestrian traffic. Single family dwellings generate moderate concentrations of pedestrian traffic;
- Areas which have low or no residential occupancy;
- Roads with high traffic volumes that are difficult to cross, especially for children and pedestrians with restricted mobility; and
- Areas with low pedestrian traffic and/or insufficient hard surfaced area (e.g., parking lanes, paved shoulders) available for use.

Sidewalk Design and Implementation Criteria:

- All sidewalks shall be minimum 1.5 m wide to provide for winter maintenance in accordance with Minimum Maintenance Standards for Municipal Highways;
- All sidewalks shall be installed as per Ontario Provincial Standard Specifications (OPSS);
- Residents and businesses within the project area shall be consulted prior to completion of final design and tendering of proposed sidewalks construction or reconstruction;
- The connectivity to existing sidewalk network shall be considered when determining the location of new sidewalks; and
- Sidewalks in all new subdivisions will be assessed in conjunction with the Town's and Grey County's active transportation policies and procedures.

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6.0 RELATED DOCUMENTS

- *Accessibility for Ontarians with Disabilities Act (AODA)* - [Accessibility for Ontarians with Disabilities Act \(AODA\)](#)
- Ontario Regulation 366/18 - Minimum Maintenance Standards for Municipal Highways - [O. Reg. 366/18: MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS \(ontario.ca\)](#)
- OPSD 310.010 and OPSS 351 - [Standards \(roadauthority.com\)](#)
- Town of Hanover Official Plan – Schedule ‘C’ Transportation - [Hanover - Planning](#)
- Grey County Active Transportation Policy - [Transportation Master Plan | County of Grey - Colour It Your Way](#)