

## TRANSPORTATION CORRIDOR STUDY POLICY

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### EXECUTIVE SUMMARY

Administration initially presented this project to Council on 2013 March 20 with report TT2013-0212 which was in response to NM2012-51. Administration provided an update report to Council on 2013 December 13 with report TT2013-0794. The report in 2013 December provided information on work still to be completed to collaboratively develop a policy in response to NM2012-51.

This report outlines the work Administration has completed to execute the approved project plan and engagement plan for this project. This report also outlines the engagement process followed and activities completed to collaboratively write the new *Transportation Corridor Study Policy* with the public. In the development of the policy, the name of the policy was changed from the *Corridor Study Terms of Reference Policy* to the *Transportation Corridor Study Policy*. The *Transportation Corridor Study Policy* is attached to this report and presented for approval. The 2014 Interim Transportation Corridor Study Guidelines have been developed to compliment the *Transportation Corridor Study Policy* and are presented for information.

### ADMINISTRATION RECOMMENDATIONS

That the SPC on Transportation and Transit recommend that Council:

1. Adopt the *Transportation Corridor Study Policy* (Attachment 1);
2. Receive the 2014 Interim Transportation Corridor Study Guidelines for information (Attachment 2);
3. Direct Administration to re-start the Crowchild Trail Corridor Study in Q3 2014; and
4. Direct Administration to report to SPC on Transportation and Transit no later than the end of Q2 2016 on the implementation of the Policy based on the experience with the Crowchild Trail Corridor Study and other Transportation corridor studies initiated after approval of the Policy.

### RECOMMENDATION OF THE SPC ON TRANSPORTATION AND TRANSIT, DATED 2014 JULY 18:

That the Administration Recommendations contained in Report TT2014-0400 be approved.

### PREVIOUS COUNCIL DIRECTION / POLICY

At the 2013 April 08 Combined Meeting of Council, Council received Administration's Corridor Study Terms of Reference Policy Update report (TT2013-0212) in response to NM2012-51. The following recommendations from TT2013-0212 were adopted by Council:

1. Receive this report for information,
2. Direct Administration to report back to the SPC on Transportation and Transit with an update about the Corridor Study Terms of Reference Policy no later than December 2013.

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At the 2014 January 13 Combined Meeting of Council, Council received Administration's second Corridor Study Terms of Reference Policy Update report (TT2013-0794). The following recommendations from TT2013-0794 were adopted by Council:

1. Receive this report for information.
2. Instruct Administration to complete the engagement plan and deliver the Corridor Study Terms of Reference Policy to the SPC on Transportation and Transit no later than July 2014.

### BACKGROUND

As a result of issues raised at and following open houses for the Crowchild Trail Corridor Study, City Council presented NM2012-51 to Administration on 2012 December 17 that provided instruction to stop work on the Crowchild Trail Corridor Study and create a policy that will:

- Preserve the integrity of adjacent communities;
- Identify community improvements;
- Minimise negative impacts on adjacent land uses & open spaces;
- Provide clear definitions of desired outcomes for movement onto, through and across the corridors for all transportation modes;
- Provide options for staging and prioritising both interim and ultimate solution projects within the corridor over time utilising criteria such as community impacts, cost vs. benefits, traffic optimisation techniques, and feasibility; and
- Develop a new community engagement and communications approach which Collaborates with Stakeholders utilising the *engage!* Policy of the City of Calgary.

Administration prepared and presented an update report (TT2013-0212) to the SPC on Transportation and Transit on 2013 March 20 that provided a preliminary work plan and framework for the Corridor Study Terms of Reference Policy. After presentation of the update, Administration worked with an internal stakeholder group on a project charter, engagement plan and schedule that included extensive public engagement as instructed by NM2012-51.

Administration provided a second update report on the project to the SPC on Transportation and Transit (TT2013-0794) on 2013 December 13 that outlined what work still needed to be completed. After the update in 2013 December, Administration continued to work through the project plan and engagement plan to collaboratively develop a policy with the public and to present the policy to City Council for approval in July of 2014.

### INVESTIGATION: ALTERNATIVES AND ANALYSIS

To create a new policy as directed by NM2012-51, Administration undertook the following actions to help define the scope of the new policy:

- Conducted a high level scan of how other cities and levels of government define and conduct corridor studies (e.g. City of Hamilton, Washington State, [contextsensitivesolutions.org](http://contextsensitivesolutions.org));
- Reviewed transportation policies and programs that are relevant to how The City works with communities (e.g. Traffic Calming Policy, Community traffic studies);

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- Involved The City's Engage Resource Unit to advise, facilitate, and support the development of stakeholder engagement guidelines for future corridor studies;
- Consulted City business units including Land Use Planning and Policy, Calgary Transit, and Transportation's Strategy division to ensure key considerations in land use and transit planning are included; and
- Conducted informal workshops and discussions with City business units to identify key elements and considerations that should be included in the new policy.

As a second activity Administration undertook case study reviews to look at the following five Transportation Planning studies:

- 16 Avenue N Urban Corridor;
- 17 Avenue Transportation and Land Use Studies;
- 16 Avenue NE Transportation Planning Study;
- Crowchild Trail Corridor Study; and
- West LRT Detailed Design and Implementation Plan.

The case study review looked at successes and lessons learned of those previous projects.

As a third activity, Administration completed a literature review to assess best practices for completing corridor studies. The literature reviews for this project also draw on best practices of other jurisdictions with respect to how public is involved in decisions related to transportation planning studies.

The project schedule divided the implementation of this project into two phases: phase 1 focused on citizen engagement whereas Phase 2 of the project focused on policy development. In creating the *Transportation Corridor Study Policy* during Phase 2 of the project, Administration considered all of the information that had been compiled during the Phase 1 engagement component of the project along with the research and best practice review. Through the collaborative discussions with the citizen working group, it was determined that key commitments, on behalf of The City, that would be made for all future Transportation Corridor Studies would be an integral component of the new policy. The collaborative discussions also clarified the typical outcomes of Transportation Corridor Studies, the purpose of Transportation Corridor Studies as well as providing consistent definitions for a transportation corridor and subsequently a Transportation Corridor Study.

The policy outlines the engagement and communications approach that The City will use for all new Transportation Corridor Studies along with the policy principles for guiding the process of undertaking Transportation Corridor Studies. In having these commitments, and this process included in the policy, a greater level of transparency and accountability on Transportation Corridor Studies has been provided. With the approval of this policy, stakeholders will now have a clearer understanding as to how and when they will be engaged, including what opportunities they will have to provide feedback and input into Transportation Corridor Studies.

Administration also created the 2014 Interim Transportation Corridor Study Guidelines to supplement the new *Transportation Corridor Study Policy*. These supporting guidelines were

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created to provide additional clarity on the process for completing Transportation Corridor Studies as well as to provide guidance on facilitating the implementation of appropriate engagement throughout a Transportation Corridor Study. The guidelines provide additional information and background on policy documents that guide the need for Transportation Corridor Studies, an overview of what Transportation Corridor Studies are, along with an explanation as to where and why Transportation Corridor Studies are under taken. As a key part of the guidelines, a detailed overview of the iterative Transportation Corridor Studies process, that is centred on stakeholder engagement, is presented and outlined.

### **Stakeholder Engagement, Research and Communication**

The Engage Resource Unit (ERU) provided an engagement plan for Phase 1. This plan outlined a three part engagement process established for this project. The three part engagement plan included the following:

- Part A – Understanding the ‘As Is’
- Part B – Shared Learning
- Part C – Process Building

Engagement Part A was titled “Understanding the As Is” and took place from 2013 June to 2013 December and included a session with internal City staff at the end of 2014 January. An online survey was developed and launched in 2013 June and available throughout Engagement Part A to allow citizens an additional opportunity to provide feedback about the project.

Engagement Part B was titled “Shared Learning” and took place in 2014 February and March. Events for Engagement Part B included taking the project on the road to various locations in the city to give citizens to opportunity to be aware that we are undertaking this project and for the project team to communicate what we heard through engagement Part A. Transportation Planning invited citizens to attend either a morning or afternoon workshop to be held on 2014 March 8 to learn more about the Transportation Corridor Study review project and to “share learning” about what has been heard through previous engagement, through research into best practices and previous case studies.

The project team also communicated to participants that a citizen working group would be formed to collaboratively build the policy. Events for Part B of the engagement allowed for citizens to volunteer to be a part of the citizen working group which formed Part C of the engagement plan. In addition to the public events, as part of engagement Part B, the project team invited third-party consultants that work with The City of Calgary on transportation corridor study projects to a workshop on 2014 April 8 to gather feedback.

Engagement Part C was titled “Process Building” and took place in 2014 April and May. The Transportation Corridor Study Review project team met with a citizen working group that helped collaboratively create a policy for future Transportation Corridors, based on what was heard through the engagement events from 2013 June through to 2014 May as well as from the literature review and research into corridor study best practices. Two meetings with the citizen

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working group were held in 2014 April where the project team and the working group collaboratively wrote the *Transportation Corridor Study Policy*.

The policy was provided for public review from 2014 May 2 to May 21. In addition, the policy was presented to the public at 2 open houses held on May 6, one in Historic City Hall and one at the Hillhurst/Sunnyside Community Association. Feedback received during the public review period indicated support of the content and approval of the policy. The policy outlines the City's commitments to working with stakeholders using a multi faceted communications approach and an interactive iterative process when undertaking future Transportation Corridor Studies. The *Transportation Corridor Study Policy* is included as Attachment 1.

### Strategic Alignment

The *Transportation Corridor Study Policy* supports the seven transportation goals identified in the 60-year Calgary Transportation Plan (CTP).

This new policy aligns with the planning oriented Corridor Study Policy recently approved by Council. It also supports the key priority of "moving people and goods throughout the city efficiently and sustainably" in Council's Fiscal Plan for Calgary; specifically, the directional statements below:

- Align our transportation decisions with the modal split identified in the Calgary Transportation Plan (CTP); and
- Focus road investments on chokepoints in the existing road network (e.g. Crowchild between 24 Avenue and Bow Trail).

The new *Transportation Corridor Study Policy* will also support Council's Fiscal Plan priority area of "becoming a more effective and disciplined organization" by increasing accountability and transparency throughout the organization.

### Social, Environmental, Economic (External)

Development and adoption of the Corridor Study Terms of Reference Policy will allow future corridor study plans to be developed in a more citizen-focused manner so corridor plans can better fit with adjacent communities. This policy will also support the development of future corridor study plans to better fit with environmentally responsible guiding principles.

### Financial Capacity

#### Current and Future Operating Budget:

There are no current or future operating budget impacts associated with this report however, approval of *the Transportation Corridor Study Policy* will result in additional budget being required for public engagement and communication when undertaking future transportation corridor studies. The amount of budget required for additional engagement and communication will be determined on a study by study basis. Transportation Planning proposes to provide an update and assessment on the budget impacts after corridor studies have been completed following Council's approval of the policy.

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### Current and Future Capital Budget:

There are no current or future capital budget impacts associated with this report.

### Risk Assessment

If the *Transportation Corridor Study Policy* is not adopted, corridor studies may not be delivered in a consistent, open, and collaborative manner, and may continue to be completed within a traditional engineering-focused format of identifying the problem, designing the solution, and justifying the solution to the public. The policy was collaboratively developed with a citizen working group. Changes to the policy should be communicated to the working group.

### REASONS FOR RECOMMENDATIONS:

As stated in the Transportation Corridor Study Policy, The City of Calgary (Council and Administration) recognizes that Transportation Corridor Studies have a significant impact on the long term growth and development of The City and are a required component of the City's Transportation Plans.

The *Transportation Corridor Study Policy* helps ensure that these studies are conducted in a consistent, open and transparent manner, and that citizens are engaged appropriately throughout a collaborative and iterative process.

### ATTACHMENTS:

1. Draft *Transportation Corridor Study Policy*; and
2. 2014 Interim Transportation Corridor Study Guidelines.