CITY OF Burlington . . . Memo

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To: **Mariana Da Silva**
Position, Community Planning Department

From: **Derek Napoli**
Transportation Planning Technologist,
Transportation Services Department

Date: **July 12, 2024**

Re: **2105 Headon Road,**
Pre-Consultation for Application(s) for Zoning By-Law Amendment

BACKGROUND

Transportation Planning are in receipt of Pre-consultation documentation for a Zoning By-law Amendment for the subject site at 2105 Headon Road.

Transportation Planning reviewed the following documents:

- 2105 Headon Road, dated March 2024.

This memo serves to inform the Applicant what they are required to submit in support of their application.

DEVELOPMENT PROPOSAL

The proposed development is located at 2105 Headon Road and approximately midblock between Upper Middle Road and Jordan Avenue. The proposal consists of nine (9) townhouse dwelling units of 3-storeys in height (approximately 11m) within one building block, resulting in a density of 23 units per net hectare. A total of 21 parking spaces are proposed. Two (2) private parking spaces are proposed per unit and (3) visitor parking spaces are proposed for the entire site, of which one (1) is barrier free. This development proposes vehicular and pedestrian access from Headon Road.

TRANSPORTATION PLANNING REVIEW and PRE-CONSULTATION COMMENTS

Transportation Planning offer the following comments, recommendations, and information to assist the Applicant when preparing their application(s) for the Zoning By-law Amendment. If they choose not to follow them, it is at their risk of reducing the efficiency of the approval process. From a Transportation Services perspective, successfully addressing these comments will support a more efficient and successful application.

Transportation Planning hereby provide notice to the Applicant that additional studies may be required at the Zoning application submission and note that a Construction Mobility Management Plan (CMMP) is required with the Application for Municipal Consent Permit at the direction of the Right-of-Way Management Team.

Site Context - No Action Required

The following information was used by Transportation Planning to inform the recommendations and requirements provided within.

1. The Burlington Official Plan 2020:
   a. Schedule B, Urban Structure, shows the subject property within a Residential Neighbourhood Area,
   b. Schedule B-1, Growth Framework, shows the subject property within an Established Neighbourhood Area,
   c. Schedule C, Land Use - Urban Area, shows the subject property within Residential – low density,
   d. Schedule O-1, Classification of Transportation Facilities – Urban Area, classifies Headon Road as a Neighbourhood Connector,
   e. Schedule P, Long Term Cycling Master Plan, shows Headon Road as a bicycle priority street.

2. The Integrated Mobility Plan (IMP) identifies the Preferred Network Solution:
   a. Shows Headon Road as a Neighbourhood Connector.

OFFICIAL PLAN AMENDMENT, ZONING BY-LAW AMENDMENT, and FUTURE SITE PLAN CONTROL CONSIDERATIONS

Deemed Right-of-Way Width – No Additional Lands Required

3. Headon Road is under the authority of the City of Burlington and the deemed right-of-way width is 20 metres. The right of-way adjacent to the subject site is approximately 20 metres therefore no additional lands are required.

Automobile Parking Supply - Supportable

4. The proposed development includes a total of 21 parking spaces, which meets the requirement of providing two occupant spaces and 0.25 visitor spaces per townhouse unit.

5. The Accessibility Specialist will provide comments on accessible parking supply.

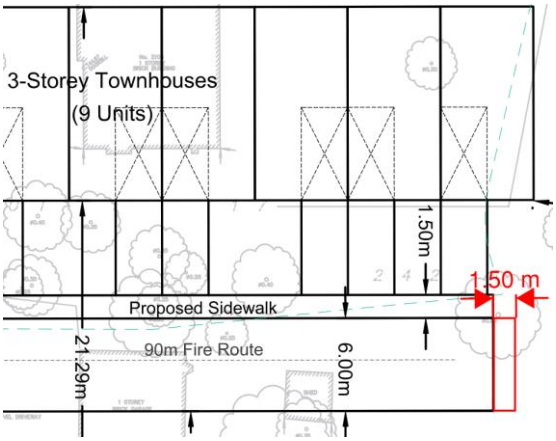
6. Zoning staff will confirm automobile parking supply requirements.

Transportation Impact Study – Not Required

7. The expected trip generation for this development is minimal. The Institute of Transportation Engineers (ITE) 11th Edition Trip Generation Manual provides the estimated trip generation for a low-rise multi-family housing development (Land Use Code 220). The proposed development is expected to generate five (5) two-way trips during both AM and PM peak hours. Transportation Planning note that based on the low number of trips generated by the proposed development, a Transportation Impact Study is not required.

Vehicle Turning Plans – Revisions Required

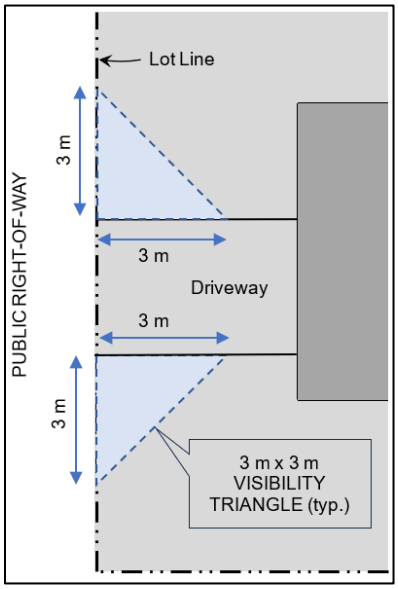
8. The site plan indicates the end of the common element driveway is aligned with the last occupant's parking space. A minimum 1.5 metre extension at the end of the common element driveway is required for maneuverability.



Sketch 1: 1.5 metre Driveway Extension

Driveway Location and Visibility Triangles - Revisions Required

9. The driveway access to Headon Road shall be designed to provide 3 m x 3 m visibility triangles on either side of the driveway, behind the property line, and fully within the subject site. The visibility triangles shall be illustrated and identified on the site plans, noting “nothing shall exceed 1.0-metre height within visibility triangles.” The Applicant shall ensure that all vegetation is maintained at the 1.0-metre height.
    a. To provide sufficient space to include visibility triangles, the driveway access may need to move south towards Upper Middle Road.
    b. Once the driveway’s location is determined, the width and curb radii dimensions shall be clearly depicted on the site plan. The driveway access shall be constructed according to the City of Burlington Site Plan Guidelines.
    c. Once the driveway’s location is determined, sidewalks are to be poured through the driveway without depressions or change in elevation to promote pedestrian through movement as the priority. Standard drawing S-121, Sidewalk with Boulevard, shall inform the design.



Sketch 2: Example of Visibility Triangles at Driveway

Automobile Parking Facilities – Revisions Required

10. Some parking space dimensions do not meet the minimum 16.5 square metre area. The two general visitor parking spaces are shown on the site plan as being 2.7 metres X 5.5 metres for a total 14.85 square metre area. Additionally, the length of the western most occupant’s parking space is reduced by the curvature of the driveway. Update the aforementioned parking spaces to meet the minimum area requirements.

Pedestrian Facilities – No Revisions Required

11. The proposed internal sidewalk meets the minimum width requirement of 1.5 metres. Given the accessible parking stall is located near the entrance, providing a wider sidewalk is recommended. This recommendation and the dimensions of the sidewalk should be confirmed by an Accessibility Specialist.

Construction & Mobility Management Plan (CMMP) – Required with Application for Municipal Consent Permit for Works within the Right-of-Way

12. The Applicant shall submit a Construction Mobility Management Plan (CMMP) with the Application for Municipal Consent Permit at the direction of the Right-of-Way Management Team.

If further information, clarification, or discussions are needed, please contact Transportation Planning at DevAppTransportationPlanning@burlington.ca with a cc to the undersigned.

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