



## MEMO

**TO:** Patrick McMahon, City of Ottawa  
**CC:** Michael Boughton, City of Ottawa, Jennifer Kulke, City of Ottawa, Catherine Tusien, SHS Consultants  
**FROM:** Adam Howell, P.Eng  
**SUBJECT:** 2040 Arrowsmith Drive – TIA Screening and TDM Checklists  
**DATE:** January 23, 2022

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Wigwamen Incorporated proposes to construct a new residential development on the lands locally known as 2040 Arrowsmith Drive in Ottawa; this site is zoned IIE and is the current location of the existing Gloucester Emergency Food Cupboard. Arrowsmith Drive is a City of Ottawa local road accessed from Jasmine Crescent, which in turn connects to the City of Ottawa arterial road network at Ogilvie Road.

The proposed development includes a six storey residential tower containing 50 affordable housing units; the ground floor will include 400 square meters of space that will continue to be occupied by the Gloucester Emergency Food Cupboard. Accesses to the site will be the same as existing; using the front access to Jasmine Crescent and rear access to the parking area behind 2000-2020 Jasmine Crescent.

Per the Ottawa Transportation Impact Assessment Guidelines (2017), a TIA screening form has been developed for the proposed site plan. This memo is intended to provide additional context for responses to some of the screening triggers in this form. The TIA screening form and proposed site plan are appended to this memo.

## TIA SCREENING

Responses to the screening form criteria include the following:

### TRIP GENERATION TRIGGER

- The proposed site includes 50 new residential units, which falls below the Trip Generation Trigger threshold.
- The ground floor will include 400m<sup>2</sup> to accommodate the Gloucester Emergency Food Cupboard; as this is an existing use on the site, it is anticipated that the operation in the new space of the proposed development will result in similar trip generation to existing and will not result in a net increase in site trip generation.
- Based on the above, the Trip Generation Trigger is not met for the proposed development.

### LOCATION TRIGGERS

- Arrowsmith Drive and Jasmine Crescent are not part of the City's Transit Priority, Rapid Transit or Spine Bicycle Networks.
- The 2040 Arrowsmith Site is not located within a DPA or TOD Zone per the relevant Official Plan Sections.

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- Based on the above, the Location Trigger is not met for the proposed development.

## **SAFETY TRIGGERS**

- The posted speed limit on Jasmine Crescent is 40 km/h.
- Jasmine Crescent does include horizontal curvature where it intersects with Arrowsmith Drive. However, the approach from Arrowsmith Drive is located on the outside of the curve and the outbound approach provides sight sufficient sight distance to the left and right to observe approaching vehicles. As a result, the horizontal curvature is not considered to limit sight lines at the proposed driveway.
- The existing driveway (Arrowsmith Drive) is located approximately 185m from the nearest intersection with Ogilvie Road and is not within auxiliary lanes of any intersection.
- There is no existing median on Jasmine Crescent for a median break to be used.
- Open Data historical collision indicates approximately 1 collision per year since 2013 on Jasmine Court, none of which were located at the intersection with Arrowsmith Drive. There were no other reports of safety concerns on the boundary streets and the traffic volumes are low enough that operational concerns are not anticipated.
- The development does not include drive-thru facility.
- Based on the above, the Safety Trigger is not met for the proposed development.

## **TIA SCREENING**

Based on the above review, none of the Trip Generation, Location or Safety Triggers are met for the site and a TIA Study will not be required.

## **TRANSPORTATION DEMAND MANAGEMENT**

The City of Ottawa has indicated that while a full TIA will not be required for site plan approval, the completion of the TDM checklists has been requested to identify the proposed TDM measures to be implemented as part of the proposed development. As the development includes both residential and institutional components, both the residential and non-residential TDM checklists have been completed and are appended to this memo. It is noted that the developer intends to submit a zoning by-law amendment with respect to the amount of parking proposed.



## Certification Form for TIA Study PM

### TIA Plan Reports

On 14 June 2017, the Council of the City of Ottawa adopted new Transportation Impact Assessment (TIA) Guidelines. In adopting the guidelines, Council established a requirement for those preparing and delivering transportation impact assessments and reports to sign a letter of certification.

Individuals submitting TIA reports will be responsible for all aspects of development-related transportation assessment and reporting, and undertaking such work, in accordance and compliance with the City of Ottawa’s Official Plan, the Transportation Master Plan and the Transportation Impact Assessment (2017) Guidelines.

By submitting the attached TIA report (and any associated documents) and signing this document, the individual acknowledges that s/he meets the four criteria listed below.

### CERTIFICATION

- I have reviewed and have a sound understanding of the objectives, needs and requirements of the City of Ottawa’s Official Plan, Transportation Master Plan and the Transportation Impact Assessment (2017) Guidelines;
- I have a sound knowledge of industry standard practice with respect to the preparation of transportation impact assessment reports, including multi modal level of service review;
- I have substantial experience (more than 5 years) in undertaking and delivering transportation impact studies (analysis, reporting and geometric design) with strong background knowledge in transportation planning, engineering or traffic operations; and
- I am either a licensed<sup>1</sup> or registered<sup>2</sup> professional in good standing, whose field of expertise
  - is either transportation engineering
  - or transportation planning .

<sup>1,2</sup> License of registration body that oversees the profession is required to have a code of conduct and ethics guidelines that will ensure appropriate conduct and representation for transportation planning and/or transportation engineering works.

Dated at Ottawa this 27th day of January, 2023.  
(City)

Name : Adam Howell

Professional title: Project Manager, Transportation Planning, WSP Canada



Signature of individual certifier that s/he meets the above criteria

Office Contact Information (Please Print)	
Address:	<u>300-2611 Queensview Drive</u>
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Telephone / Extension:	<u>613-690-1147</u>
E-Mail Address:	<u>adam.howell@wsp.com</u>

Stamp



## City of Ottawa 2017 TIA Guidelines Screening Form

### 1. Description of Proposed Development

Municipal Address	2040 Arrowsmith Drive
Description of Location	Site of existing Gloucester Emergency Food Cupboard
Land Use Classification	I1E Minor Institutional
Development Size (units)	50
Development Size (m <sup>2</sup> )	400m <sup>2</sup> (GEFC)
Number of Accesses and Locations	Uses existing accesses to Jasmine Court and rear parking areas.
Phase of Development	Single Phase
Buildout Year	2023

If available, please attach a sketch of the development or site plan to this form.

### 2. Trip Generation Trigger

Considering the Development's Land Use type and Size (as filled out in the previous section), please refer to the Trip Generation Trigger checks below.

Land Use Type	Minimum Development Size
Single-family homes	40 units
Townhomes or apartments	50 < 90 units
Office	3,500 m <sup>2</sup>
Industrial	5,000 m <sup>2</sup>
Fast-food restaurant or coffee shop	100 m <sup>2</sup>
Destination retail	1,000 m <sup>2</sup>
Gas station or convenience market	75 m <sup>2</sup>

\* If the development has a land use type other than what is presented in the table above, estimates of person-trip generation may be made based on average trip generation characteristics represented in the current edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual.

**If the proposed development size is greater than the sizes identified above, the Trip Generation Trigger is satisfied.**

### 3. Location Triggers

	Yes	No
Does the development propose a new driveway to a boundary street that is designated as part of the City’s Transit Priority, Rapid Transit or Spine Bicycle Networks?		X
Is the development in a Design Priority Area (DPA) or Transit-oriented Development (TOD) zone?*		X

\*DPA and TOD are identified in the City of Ottawa Official Plan (DPA in Section 2.5.1 and Schedules A and B; TOD in Annex 6). See Chapter 4 for a list of City of Ottawa Planning and Engineering documents that support the completion of TIA).

**If any of the above questions were answered with ‘Yes,’ the Location Trigger is satisfied.**

### 4. Safety Triggers

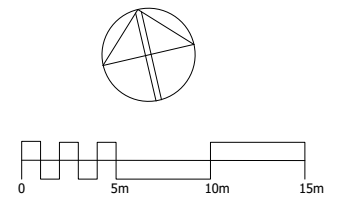
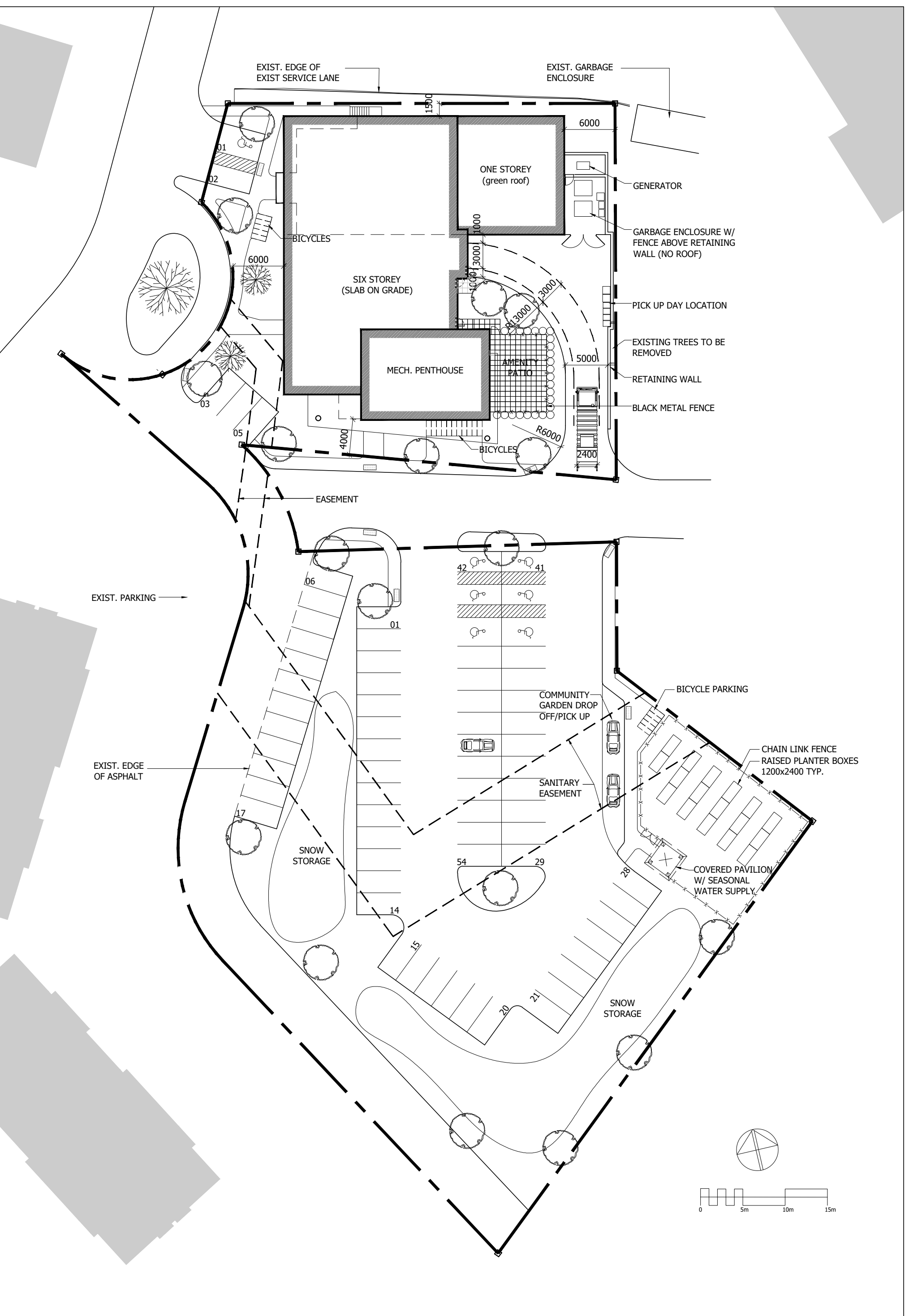
	Yes	No
Are posted speed limits on a boundary street are 80 km/hr or greater?		X
Are there any horizontal/vertical curvatures on a boundary street limits sight lines at a proposed driveway?		X
Is the proposed driveway within the area of influence of an adjacent traffic signal or roundabout (i.e. within 300 m of intersection in rural conditions, or within 150 m of intersection in urban/ suburban conditions)?		X
Is the proposed driveway within auxiliary lanes of an intersection?		X
Does the proposed driveway make use of an existing median break that serves an existing site?		X
Is there is a documented history of traffic operations or safety concerns on the boundary streets within 500 m of the development?		X
Does the development include a drive-thru facility?		X

**If any of the above questions were answered with ‘Yes,’ the Safety Trigger is satisfied.**

### 5. Summary

	Yes	No
Does the development satisfy the Trip Generation Trigger?		X
Does the development satisfy the Location Trigger?		X
Does the development satisfy the Safety Trigger?		X

**If none of the triggers are satisfied, the TIA Study is complete. If one or more of the triggers is satisfied, the TIA Study must continue into the next stage (Screening and Scoping).**





## TDM-Supportive Development Design and Infrastructure Checklist: Non-Residential Developments (office, institutional, retail or industrial)

<b>Legend</b>	
<b>REQUIRED</b>	The Official Plan or Zoning By-law provides related guidance that must be followed
<b>BASIC</b>	The measure is generally feasible and effective, and in most cases would benefit the development and its users
<b>BETTER</b>	The measure could maximize support for users of sustainable modes, and optimize development performance

TDM-supportive design & infrastructure measures: <i>Non-residential developments</i>		Check if completed & add descriptions, explanations or plan/drawing references
<b>1. WALKING &amp; CYCLING: ROUTES</b>		
<b>1.1 Building location &amp; access points</b>		
<b>BASIC</b>	1.1.1 Locate building close to the street, and do not locate parking areas between the street and building entrances	<input checked="" type="checkbox"/>
<b>BASIC</b>	1.1.2 Locate building entrances in order to minimize walking distances to sidewalks and transit stops/stations	<input checked="" type="checkbox"/>
<b>BASIC</b>	1.1.3 Locate building doors and windows to ensure visibility of pedestrians from the building, for their security and comfort	<input checked="" type="checkbox"/>
<b>1.2 Facilities for walking &amp; cycling</b>		
<b>REQUIRED</b>	1.2.1 Provide convenient, direct access to stations or major stops along rapid transit routes within 600 metres; minimize walking distances from buildings to rapid transit; provide pedestrian-friendly, weather-protected (where possible) environment between rapid transit accesses and building entrances; ensure quality linkages from sidewalks through building entrances to integrated stops/stations (see <i>Official Plan policy 4.3.3</i> )	<input type="checkbox"/> N/A - Nearest transit stations are Blair Station and future Montreal Station (Stage 2 LRT East Extension), but are not within 600m of the site.
<b>REQUIRED</b>	1.2.2 Provide safe, direct and attractive pedestrian access from public sidewalks to building entrances through such measures as: reducing distances between public sidewalks and major building entrances; providing walkways from public streets to major building entrances; within a site, providing walkways along the front of adjoining buildings, between adjacent buildings, and connecting areas where people may congregate, such as courtyards and transit stops; and providing weather protection through canopies, colonnades, and other design elements wherever possible (see <i>Official Plan policy 4.3.12</i> )	<input checked="" type="checkbox"/>  N/A - Arrowsmith Drive is a local road with no existing sidewalks and the provision of sidewalks based on Official Plan policy 4.3.12 does not apply to local roads. Arrowsmith Drive also does not form part of the Ottawa Pedestrian Plan or Community Design Plan.  A new concrete sidewalk is proposed at the south side of the building with a canopy over the south entrance and the east side of the surface parking lot adjacent to the community garden.  Potential for cut-through between development and sidewalk on Jasmine Crescent via walkway at 2000 Jasmine Cres. (condominium complex). Closest building entrances to sidewalk on Jasmine Cres. are located at the north side and northwest side of the development.



TDM-supportive design & infrastructure measures: <i>Non-residential developments</i>		Check if completed & add descriptions, explanations or plan/drawing references
REQUIRED	1.2.3 Provide sidewalks of smooth, well-drained walking surfaces of contrasting materials or treatments to differentiate pedestrian areas from vehicle areas, and provide marked pedestrian crosswalks at intersection sidewalks (see <i>Official Plan policy 4.3.10</i> )	<input checked="" type="checkbox"/> Proposed on-site sidewalks are curb and grade separated from access roadway.  Painted pedestrian crossing to be provided between the sidewalk at the south side of the building (south entrance) and the north side of the surface parking lot where there are Tactile Walking Surface Indicators (TWSI). Painted pedestrian crossing also to be provided between the sidewalk at the south side of the building and the sidewalk on the east side of the parking lot.
REQUIRED	1.2.4 Make sidewalks and open space areas easily accessible through features such as gradual grade transition, depressed curbs at street corners and convenient access to extra-wide parking spaces and ramps (see <i>Official Plan policy 4.3.10</i> )	<input checked="" type="checkbox"/>  7 accessible parking spaces are proposed and are located near building entrances with supportive infrastructure (TWSI, depressed curbs).
REQUIRED	1.2.5 Include adequately spaced inter-block/street cycling and pedestrian connections to facilitate travel by active transportation. Provide links to the existing or planned network of public sidewalks, multi-use pathways and on-road cycle routes. Where public sidewalks and multi-use pathways intersect with roads, consider providing traffic control devices to give priority to cyclists and pedestrians (see <i>Official Plan policy 4.3.11</i> )	<input type="checkbox"/>  The existing pedestrian connection to Jasmine Cres. is via Arrowsmith Drive, which does not include an existing sidewalk. Arrowsmith Drive is a local road with no existing sidewalks and the provision of sidewalks based on Official Plan policy 4.3.12 does not apply to local roads. Arrowsmith Drive also does not form part of the Ottawa Pedestrian Plan or Community Design Plan.
BASIC	1.2.6 Provide safe, direct and attractive walking routes from building entrances to nearby transit stops	<input checked="" type="checkbox"/> Nearest transit stops (2581 / 2584) served by Routes 12 and 616 are located within 200m of the proposed development along Jasmine Cres.
BASIC	1.2.7 Ensure that walking routes to transit stops are secure, visible, lighted, shaded and wind-protected wherever possible	<input checked="" type="checkbox"/>
BASIC	1.2.8 Design roads used for access or circulation by cyclists using a target operating speed of no more than 30 km/h, or provide a separated cycling facility	<input checked="" type="checkbox"/>
<b>1.3 Amenities for walking &amp; cycling</b>		
BASIC	1.3.1 Provide lighting, landscaping and benches along walking and cycling routes between building entrances and streets, sidewalks and trails	<input checked="" type="checkbox"/>
BASIC	1.3.2 Provide wayfinding signage for site access (where required, e.g. when multiple buildings or entrances exist) and egress (where warranted, such as when directions to reach transit stops/stations, trails or other common destinations are not obvious)	<input checked="" type="checkbox"/>

TDM-supportive design & infrastructure measures: <i>Non-residential developments</i>		Check if completed & add descriptions, explanations or plan/drawing references
<b>2. WALKING &amp; CYCLING: END-OF-TRIP FACILITIES</b>		
<b>2.1 Bicycle parking</b>		
REQUIRED	2.1.1 Provide bicycle parking in highly visible and lighted areas, sheltered from the weather wherever possible (see <i>Official Plan policy 4.3.6</i> )	<input checked="" type="checkbox"/> Canopy on south side of building covers 11 bike parking spaces and outdoor bike parking spaces are located adjacent to building entrances.
REQUIRED	2.1.2 Provide the number of bicycle parking spaces specified for various land uses in different parts of Ottawa; provide convenient access to main entrances or well-used areas (see <i>Zoning By-law Section 111</i> )	<input checked="" type="checkbox"/> 35 proposed bike parking spaces (14 indoor and 21 outdoor)  Area C: Suburban (Schedule 1A Area) Bicycle Parking Space Rates: - Apartment Building: 0.50 per dwelling unit (50 units) - Office: 1 per 250 sq.m GFA (214 sq.m) - Shelter: 1 per 1,500 sq.m GFA (123 sq.m for assembly)
REQUIRED	2.1.3 Ensure that bicycle parking spaces and access aisles meet minimum dimensions; that no more than 50% of spaces are vertical spaces; and that parking racks are securely anchored (see <i>Zoning By-law Section 111</i> )	<input checked="" type="checkbox"/> Only horizontal bike parking spaces are provided.
BASIC	2.1.4 Provide bicycle parking spaces equivalent to the expected number of commuter cyclists (assuming the cycling mode share target is met), plus the expected peak number of customer/visitor cyclists	<input checked="" type="checkbox"/>
BETTER	2.1.5 Provide bicycle parking spaces equivalent to the expected number of commuter and customer/visitor cyclists, plus an additional buffer (e.g. 25 percent extra) to encourage other cyclists and ensure adequate capacity in peak cycling season	<input type="checkbox"/>
<b>2.2 Secure bicycle parking</b>		
REQUIRED	2.2.1 Where more than 50 bicycle parking spaces are provided for a single office building, locate at least 25% of spaces within a building/structure, a secure area (e.g. supervised parking lot or enclosure) or bicycle lockers (see <i>Zoning By-law Section 111</i> )	<input type="checkbox"/> N/A, <50 spaces provided.
BETTER	2.2.2 Provide secure bicycle parking spaces equivalent to the expected number of commuter cyclists (assuming the cycling mode share target is met)	<input type="checkbox"/>
<b>2.3 Shower &amp; change facilities</b>		
BASIC	2.3.1 Provide shower and change facilities for the use of active commuters	<input type="checkbox"/>
BETTER	2.3.2 In addition to shower and change facilities, provide dedicated lockers, grooming stations, drying racks and laundry facilities for the use of active commuters	<input type="checkbox"/>
<b>2.4 Bicycle repair station</b>		
BETTER	2.4.1 Provide a permanent bike repair station, with commonly used tools and an air pump, adjacent to the main bicycle parking area (or secure bicycle parking area, if provided)	<input type="checkbox"/>

TDM-supportive design & infrastructure measures: <i>Non-residential developments</i>		Check if completed & add descriptions, explanations or plan/drawing references
<b>3. TRANSIT</b>		
<b>3.1 Customer amenities</b>		
BASIC	3.1.1 Provide shelters, lighting and benches at any on-site transit stops	<input type="checkbox"/> N/A
BASIC	3.1.2 Where the site abuts an off-site transit stop and insufficient space exists for a transit shelter in the public right-of-way, protect land for a shelter and/or install a shelter	<input type="checkbox"/> N/A
BETTER	3.1.3 Provide a secure and comfortable interior waiting area by integrating any on-site transit stops into the building	<input type="checkbox"/> N/A
<b>4. RIDESHARING</b>		
<b>4.1 Pick-up &amp; drop-off facilities</b>		
BASIC	4.1.1 Provide a designated area for carpool drivers (plus taxis and ride-hailing services) to drop off or pick up passengers without using fire lanes or other no-stopping zones	<input checked="" type="checkbox"/> Pick-up/drop-off loop located on the west side of the building and a community garden pick-up/drop-off is provided on the east side of the surface parking lot.
<b>4.2 Carpool parking</b>		
BASIC	4.2.1 Provide signed parking spaces for carpools in a priority location close to a major building entrance, sufficient in number to accommodate the mode share target for carpools	<input type="checkbox"/>
BETTER	4.2.2 At large developments, provide spaces for carpools in a separate, access-controlled parking area to simplify enforcement	<input type="checkbox"/>
<b>5. CARSHARING &amp; BIKESHARING</b>		
<b>5.1 Carshare parking spaces</b>		
BETTER	5.1.1 Provide carshare parking spaces in permitted non-residential zones, occupying either required or provided parking spaces ( <i>see Zoning By-law Section 94</i> )	<input type="checkbox"/>
<b>5.2 Bikeshare station location</b>		
BETTER	5.2.1 Provide a designated bikeshare station area near a major building entrance, preferably lighted and sheltered with a direct walkway connection	<input type="checkbox"/>

TDM-supportive design & infrastructure measures: <i>Non-residential developments</i>		Check if completed & add descriptions, explanations or plan/drawing references
<b>6. PARKING</b>		
<b>6.1 Number of parking spaces</b>		
<b>REQUIRED</b>	6.1.1 Do not provide more parking than permitted by zoning, nor less than required by zoning, unless a variance is being applied for	<input type="checkbox"/> 71 proposed parking spaces *A ZBA application will be submitted for the site* Min. parking space rates (Area C): - Mid-high rise apartment: 1.2 per dwelling unit - Shelter: 1 per 100 sq.m GFA, min. of 1 - Office: 2.4 per 100 sq.m. GFA - Visitor: 0.2 per dwelling unit Shared parking provisions can apply for office and visitor parking. The number of proposed parking spaces does not meet the zoning requirements.
<b>BASIC</b>	6.1.2 Provide parking for long-term and short-term users that is consistent with mode share targets, considering the potential for visitors to use off-site public parking	<input type="checkbox"/>
<b>BASIC</b>	6.1.3 Where a site features more than one use, provide shared parking and reduce the cumulative number of parking spaces accordingly ( <i>see Zoning By-law Section 104</i> )	<input type="checkbox"/> Refer to 6.1.1
<b>BETTER</b>	6.1.4 Reduce the minimum number of parking spaces required by zoning by one space for each 13 square metres of gross floor area provided as shower rooms, change rooms, locker rooms and other facilities for cyclists in conjunction with bicycle parking ( <i>see Zoning By-law Section 111</i> )	<input type="checkbox"/>
<b>6.2 Separate long-term &amp; short-term parking areas</b>		
<b>BETTER</b>	6.2.1 Separate short-term and long-term parking areas using signage or physical barriers, to permit access controls and simplify enforcement (i.e. to discourage employees from parking in visitor spaces, and vice versa)	<input type="checkbox"/>
<b>7. OTHER</b>		
<b>7.1 On-site amenities to minimize off-site trips</b>		
<b>BETTER</b>	7.1.1 Provide on-site amenities to minimize mid-day or mid-commute errands	<input type="checkbox"/>

## TDM-Supportive Development Design and Infrastructure Checklist: *Residential Developments (multi-family or condominium)*

<b>Legend</b>	
<b>REQUIRED</b>	The Official Plan or Zoning By-law provides related guidance that must be followed
<b>BASIC</b>	The measure is generally feasible and effective, and in most cases would benefit the development and its users
<b>BETTER</b>	The measure could maximize support for users of sustainable modes, and optimize development performance

TDM-supportive design & infrastructure measures: <i>Residential developments</i>		Check if completed & add descriptions, explanations or plan/drawing references
<b>1. WALKING &amp; CYCLING: ROUTES</b>		
<b>1.1 Building location &amp; access points</b>		
<b>BASIC</b>	1.1.1 Locate building close to the street, and do not locate parking areas between the street and building entrances	<input checked="" type="checkbox"/>
<b>BASIC</b>	1.1.2 Locate building entrances in order to minimize walking distances to sidewalks and transit stops/stations	<input checked="" type="checkbox"/>
<b>BASIC</b>	1.1.3 Locate building doors and windows to ensure visibility of pedestrians from the building, for their security and comfort	<input checked="" type="checkbox"/>
<b>1.2 Facilities for walking &amp; cycling</b>		
<b>REQUIRED</b>	1.2.1 Provide convenient, direct access to stations or major stops along rapid transit routes within 600 metres; minimize walking distances from buildings to rapid transit; provide pedestrian-friendly, weather-protected (where possible) environment between rapid transit accesses and building entrances; ensure quality linkages from sidewalks through building entrances to integrated stops/stations (see <i>Official Plan policy 4.3.3</i> )	<input type="checkbox"/> N/A - Nearest transit stations are Blair Station and future Montreal Station (Stage 2 LRT East Extension), but are not within 600m of the site.
<b>REQUIRED</b>	1.2.2 Provide safe, direct and attractive pedestrian access from public sidewalks to building entrances through such measures as: reducing distances between public sidewalks and major building entrances; providing walkways from public streets to major building entrances; within a site, providing walkways along the front of adjoining buildings, between adjacent buildings, and connecting areas where people may congregate, such as courtyards and transit stops; and providing weather protection through canopies, colonnades, and other design elements wherever possible (see <i>Official Plan policy 4.3.12</i> )	<input checked="" type="checkbox"/>  N/A - Arrowsmith Drive is a local road with no existing sidewalks and the provision of sidewalks based on Official Plan policy 4.3.12 does not apply to local roads. Arrowsmith Drive also does not form part of the Ottawa Pedestrian Plan or Community Design Plan.  A new concrete sidewalk is proposed at the south side of the building with a canopy over the south entrance and the east side of the surface parking lot adjacent to the community garden.  Potential for cut-through between development and sidewalk on Jasmine Crescent via walkway at 2000 Jasmine Cres. (condominium complex). Closest building entrances to sidewalk on Jasmine Cres. are located at the north side and northwest side of the development.

TDM-supportive design & infrastructure measures: <i>Residential developments</i>		Check if completed & add descriptions, explanations or plan/drawing references
REQUIRED	1.2.3 Provide sidewalks of smooth, well-drained walking surfaces of contrasting materials or treatments to differentiate pedestrian areas from vehicle areas, and provide marked pedestrian crosswalks at intersection sidewalks (see <i>Official Plan policy 4.3.10</i> )	<input checked="" type="checkbox"/> Proposed on-site sidewalks are curb and grade separated from access roadway.  Painted pedestrian crossing to be provided between the sidewalk at the south side of the building (south entrance) and the north side of the surface parking lot where there are Tactile Walking Surface Indicators (TWSI). Painted pedestrian crossing also to be provided between the sidewalk at the south side of the building and the sidewalk on the east side of the parking lot.
REQUIRED	1.2.4 Make sidewalks and open space areas easily accessible through features such as gradual grade transition, depressed curbs at street corners and convenient access to extra-wide parking spaces and ramps (see <i>Official Plan policy 4.3.10</i> )	<input checked="" type="checkbox"/>  7 accessible parking spaces are proposed and are located near building entrances with supportive infrastructure (i.e., TWSI, depressed curbs, etc.).
REQUIRED	1.2.5 Include adequately spaced inter-block/street cycling and pedestrian connections to facilitate travel by active transportation. Provide links to the existing or planned network of public sidewalks, multi-use pathways and on-road cycle routes. Where public sidewalks and multi-use pathways intersect with roads, consider providing traffic control devices to give priority to cyclists and pedestrians (see <i>Official Plan policy 4.3.11</i> )	<input type="checkbox"/>  The existing pedestrian connection to Jasmine Cres. is via Arrowsmith Drive, which does not include an existing sidewalk. Arrowsmith Drive is a local road with no existing sidewalks and the provision of sidewalks based on Official Plan policy 4.3.12 does not apply to local roads. Arrowsmith Drive also does not form part of the Ottawa Pedestrian Plan or Community Design Plan.
BASIC	1.2.6 Provide safe, direct and attractive walking routes from building entrances to nearby transit stops	<input checked="" type="checkbox"/> Nearest transit stops (2581 / 2584) served by Routes 12 and 616 are located within 200m of the proposed development along Jasmine Cres.
BASIC	1.2.7 Ensure that walking routes to transit stops are secure, visible, lighted, shaded and wind-protected wherever possible	<input checked="" type="checkbox"/>
BASIC	1.2.8 Design roads used for access or circulation by cyclists using a target operating speed of no more than 30 km/h, or provide a separated cycling facility	<input checked="" type="checkbox"/>
<b>1.3 Amenities for walking &amp; cycling</b>		
BASIC	1.3.1 Provide lighting, landscaping and benches along walking and cycling routes between building entrances and streets, sidewalks and trails	<input checked="" type="checkbox"/>
BASIC	1.3.2 Provide wayfinding signage for site access (where required, e.g. when multiple buildings or entrances exist) and egress (where warranted, such as when directions to reach transit stops/stations, trails or other common destinations are not obvious)	<input checked="" type="checkbox"/>

TDM-supportive design & infrastructure measures: <i>Residential developments</i>		Check if completed & add descriptions, explanations or plan/drawing references
<b>2. WALKING &amp; CYCLING: END-OF-TRIP FACILITIES</b>		
<b>2.1 Bicycle parking</b>		
REQUIRED	2.1.1 Provide bicycle parking in highly visible and lighted areas, sheltered from the weather wherever possible (see <i>Official Plan policy 4.3.6</i> )	<input checked="" type="checkbox"/> Canopy on south side of building covers 11 bike parking spaces and outdoor bike parking spaces are located adjacent to building entrances.
REQUIRED	2.1.2 Provide the number of bicycle parking spaces specified for various land uses in different parts of Ottawa; provide convenient access to main entrances or well-used areas (see <i>Zoning By-law Section 111</i> )	<input checked="" type="checkbox"/> 35 proposed bike parking spaces (14 indoor and 21 outdoor)  Area C: Suburban (Schedule 1A Area) Bicycle Parking Space Rates: - Apartment Building: 0.50 per dwelling unit (50 units) - Office: 1 per 250 sq.m GFA (214 sq.m) - Shelter: 1 per 1,500 sq.m GFA (123 sq.m for assembly)
REQUIRED	2.1.3 Ensure that bicycle parking spaces and access aisles meet minimum dimensions; that no more than 50% of spaces are vertical spaces; and that parking racks are securely anchored (see <i>Zoning By-law Section 111</i> )	<input checked="" type="checkbox"/> Only horizontal bike parking spaces are provided.
BASIC	2.1.4 Provide bicycle parking spaces equivalent to the expected number of resident-owned bicycles, plus the expected peak number of visitor cyclists	<input checked="" type="checkbox"/>
<b>2.2 Secure bicycle parking</b>		
REQUIRED	2.2.1 Where more than 50 bicycle parking spaces are provided for a single residential building, locate at least 25% of spaces within a building/structure, a secure area (e.g. supervised parking lot or enclosure) or bicycle lockers (see <i>Zoning By-law Section 111</i> )	<input type="checkbox"/> N/A, < 50 spaces provided.
BETTER	2.2.2 Provide secure bicycle parking spaces equivalent to at least the number of units at condominiums or multi-family residential developments	<input type="checkbox"/>
<b>2.3 Bicycle repair station</b>		
BETTER	2.3.1 Provide a permanent bike repair station, with commonly used tools and an air pump, adjacent to the main bicycle parking area (or secure bicycle parking area, if provided)	<input type="checkbox"/>
<b>3. TRANSIT</b>		
<b>3.1 Customer amenities</b>		
BASIC	3.1.1 Provide shelters, lighting and benches at any on-site transit stops	<input type="checkbox"/> N/A
BASIC	3.1.2 Where the site abuts an off-site transit stop and insufficient space exists for a transit shelter in the public right-of-way, protect land for a shelter and/or install a shelter	<input type="checkbox"/> N/A
BETTER	3.1.3 Provide a secure and comfortable interior waiting area by integrating any on-site transit stops into the building	<input type="checkbox"/> N/A



TDM-supportive design & infrastructure measures: <i>Residential developments</i>		Check if completed & add descriptions, explanations or plan/drawing references
<b>4. RIDESHARING</b>		
<b>4.1 Pick-up &amp; drop-off facilities</b>		
BASIC	4.1.1 Provide a designated area for carpool drivers (plus taxis and ride-hailing services) to drop off or pick up passengers without using fire lanes or other no-stopping zones	<input checked="" type="checkbox"/> Pick-up/drop-off loop located on the west side of the building and a community garden pick-up/drop-off is provided on the east side of the surface parking lot.
<b>5. CARSHARING &amp; BIKESHARING</b>		
<b>5.1 Carshare parking spaces</b>		
BETTER	5.1.1 Provide up to three carshare parking spaces in an R3, R4 or R5 Zone for specified residential uses (see <i>Zoning By-law Section 94</i> )	<input type="checkbox"/> Proposed Zoning: R5AA-X
<b>5.2 Bikeshare station location</b>		
BETTER	5.2.1 Provide a designated bikeshare station area near a major building entrance, preferably lighted and sheltered with a direct walkway connection	<input type="checkbox"/>
<b>6. PARKING</b>		
<b>6.1 Number of parking spaces</b>		
REQUIRED	6.1.1 Do not provide more parking than permitted by zoning, nor less than required by zoning, unless a variance is being applied for	<input type="checkbox"/> <small>*1 proposed parking spaces *A ZBA application will be submitted for the site* Min. parking space rates (Area C): - Mid-high rise apartment: 1.2 per dwelling unit - Shelter: 1 per 100 sq.m GFA / min. of 1 - Office: 2.4 per 100 sq.m. GFA - Visitor: 0.2 per dwelling unit Shared parking provisions can apply for office and visitor parking. The number of proposed parking spaces does not meet the zoning requirements.</small>
BASIC	6.1.2 Provide parking for long-term and short-term users that is consistent with mode share targets, considering the potential for visitors to use off-site public parking	<input type="checkbox"/>
BASIC	6.1.3 Where a site features more than one use, provide shared parking and reduce the cumulative number of parking spaces accordingly (see <i>Zoning By-law Section 104</i> )	<input type="checkbox"/> Refer to 6.1.1
BETTER	6.1.4 Reduce the minimum number of parking spaces required by zoning by one space for each 13 square metres of gross floor area provided as shower rooms, change rooms, locker rooms and other facilities for cyclists in conjunction with bicycle parking (see <i>Zoning By-law Section 111</i> )	<input type="checkbox"/>
<b>6.2 Separate long-term &amp; short-term parking areas</b>		
BETTER	6.2.1 Provide separate areas for short-term and long-term parking (using signage or physical barriers) to permit access controls and simplify enforcement (i.e. to discourage residents from parking in visitor spaces, and vice versa)	<input type="checkbox"/>

**TDM Measures Checklist:**  
*Non-Residential Developments (office, institutional, retail or industrial)*

<b>Legend</b>	
<b>BASIC</b>	The measure is generally feasible and effective, and in most cases would benefit the development and its users
<b>BETTER</b>	The measure could maximize support for users of sustainable modes, and optimize development performance
★	The measure is one of the most dependably effective tools to encourage the use of sustainable modes

TDM measures: <i>Non-residential developments</i>		Check if proposed & add descriptions
<b>1. TDM PROGRAM MANAGEMENT</b>		
<b>1.1 Program coordinator</b>		
BASIC	★	1.1.1 Designate an internal coordinator, or contract with an external coordinator
		<input type="checkbox"/> GEFC does not have a formal coordinator, but staff typically provide information and assistance with travel to the site as required.
<b>1.2 Travel surveys</b>		
BETTER		1.2.1 Conduct periodic surveys to identify travel-related behaviours, attitudes, challenges and solutions, and to track progress
		<input type="checkbox"/>
<b>2. WALKING AND CYCLING</b>		
<b>2.1 Information on walking/cycling routes &amp; destinations</b>		
BASIC		2.1.1 Display local area maps with walking/cycling access routes and key destinations at major entrances
		<input checked="" type="checkbox"/> Key destinations include Jasmine Park, Blair Station, Gloucester Shopping Centre, Richcraft Sensplex, etc.
<b>2.2 Bicycle skills training</b>		
<i>Commuter travel</i>		
BETTER	★	2.2.1 Offer on-site cycling courses for commuters, or subsidize off-site courses
		<input type="checkbox"/>
<b>2.3 Valet bike parking</b>		
<i>Visitor travel</i>		
BETTER		2.3.1 Offer secure valet bike parking during public events when demand exceeds fixed supply (e.g. for festivals, concerts, games)
		<input type="checkbox"/>

TDM measures: <i>Non-residential developments</i>		Check if proposed & add descriptions
<b>3. TRANSIT</b>		
<b>3.1 Transit information</b>		
BASIC	3.1.1 Display relevant transit schedules and route maps at entrances	<input checked="" type="checkbox"/> - Nearest transit stops (2581 / 2584) served by Routes 12 and 616 are located within 200m of the proposed development along Jasmine Cres. - Blair Station is less than 2km southwest of the site
BASIC	3.1.2 Provide online links to OC Transpo and STO information	<input type="checkbox"/>
BETTER	3.1.3 Provide real-time arrival information display at entrances	<input type="checkbox"/>
<b>3.2 Transit fare incentives</b>		
<i>Commuter travel</i>		
BETTER	3.2.1 Offer preloaded PRESTO cards to encourage commuters to use transit	<input type="checkbox"/>
BETTER ★	3.2.2 Subsidize or reimburse monthly transit pass purchases by employees	<input checked="" type="checkbox"/> A potential consideration for GEFC's Board as they look into other staff benefits (i.e., extended sick leave, etc.). Priority level to be determined.
<i>Visitor travel</i>		
BETTER	3.2.3 Arrange inclusion of same-day transit fare in price of tickets (e.g. for festivals, concerts, games)	<input type="checkbox"/>
<b>3.3 Enhanced public transit service</b>		
<i>Commuter travel</i>		
BETTER	3.3.1 Contract with OC Transpo to provide enhanced transit services (e.g. for shift changes, weekends)	<input type="checkbox"/>
<i>Visitor travel</i>		
BETTER	3.3.2 Contract with OC Transpo to provide enhanced transit services (e.g. for festivals, concerts, games)	<input type="checkbox"/>
<b>3.4 Private transit service</b>		
<i>Commuter travel</i>		
BETTER	3.4.1 Provide shuttle service when OC Transpo cannot offer sufficient quality or capacity to serve demand (e.g. for shift changes, weekends)	<input type="checkbox"/>
<i>Visitor travel</i>		
BETTER	3.4.2 Provide shuttle service when OC Transpo cannot offer sufficient quality or capacity to serve demand (e.g. for festivals, concerts, games)	<input type="checkbox"/>

TDM measures: <i>Non-residential developments</i>		Check if proposed & add descriptions
<b>4. RIDESHARING</b>		
<b>4.1 Ridematching service</b>		
<i>Commuter travel</i>		
BASIC	★ 4.1.1 Provide a dedicated ridematching portal at OttawaRideMatch.com	<input checked="" type="checkbox"/>
<b>4.2 Carpool parking price incentives</b>		
<i>Commuter travel</i>		
BETTER	4.2.1 Provide discounts on parking costs for registered carpools	<input type="checkbox"/>
<b>4.3 Vanpool service</b>		
<i>Commuter travel</i>		
BETTER	4.3.1 Provide a vanpooling service for long-distance commuters	<input type="checkbox"/>
<b>5. CARSHARING &amp; BIKESHARING</b>		
<b>5.1 Bikeshare stations &amp; memberships</b>		
BETTER	5.1.1 Contract with provider to install on-site bikeshare station for use by commuters and visitors	<input type="checkbox"/>
<i>Commuter travel</i>		
BETTER	5.1.2 Provide employees with bikeshare memberships for local business travel	<input type="checkbox"/>
<b>5.2 Carshare vehicles &amp; memberships</b>		
<i>Commuter travel</i>		
BETTER	5.2.1 Contract with provider to install on-site carshare vehicles and promote their use by tenants	<input type="checkbox"/>
BETTER	5.2.2 Provide employees with carshare memberships for local business travel	<input type="checkbox"/>
<b>6. PARKING</b>		
<b>6.1 Priced parking</b>		
<i>Commuter travel</i>		
BASIC	★ 6.1.1 Charge for long-term parking (daily, weekly, monthly)	<input type="checkbox"/>
BASIC	6.1.2 Unbundle parking cost from lease rates at multi-tenant sites	<input type="checkbox"/>
<i>Visitor travel</i>		
BETTER	6.1.3 Charge for short-term parking (hourly)	<input type="checkbox"/>

TDM measures: <i>Non-residential developments</i>		Check if proposed & add descriptions
<b>7. TDM MARKETING &amp; COMMUNICATIONS</b>		
<b>7.1 Multimodal travel information</b>		
<i>Commuter travel</i>		
BASIC ★	7.1.1 Provide a multimodal travel option information package to new/relocating employees and students	<input checked="" type="checkbox"/> Ex. Walk, bike or drive to proposed development from Blair Station (LRT Confederation Line). Station amenities include a bicycle parking shelter, Park & Ride, multi-use pathway, etc.
<i>Visitor travel</i>		
BETTER ★	7.1.2 Include multimodal travel option information in invitations or advertising that attract visitors or customers (e.g. for festivals, concerts, games)	<input type="checkbox"/>
<b>7.2 Personalized trip planning</b>		
<i>Commuter travel</i>		
BETTER ★	7.2.1 Offer personalized trip planning to new/relocating employees	<input type="checkbox"/>
<b>7.3 Promotions</b>		
<i>Commuter travel</i>		
BETTER	7.3.1 Deliver promotions and incentives to maintain awareness, build understanding, and encourage trial of sustainable modes	<input type="checkbox"/>
<b>8. OTHER INCENTIVES &amp; AMENITIES</b>		
<b>8.1 Emergency ride home</b>		
<i>Commuter travel</i>		
BETTER ★	8.1.1 Provide emergency ride home service to non-driving commuters	<input type="checkbox"/>
<b>8.2 Alternative work arrangements</b>		
<i>Commuter travel</i>		
BASIC ★	8.2.1 Encourage flexible work hours	<input type="checkbox"/>
BETTER	8.2.2 Encourage compressed workweeks	<input type="checkbox"/>
BETTER ★	8.2.3 Encourage telework	<input type="checkbox"/>
<b>8.3 Local business travel options</b>		
<i>Commuter travel</i>		
BASIC ★	8.3.1 Provide local business travel options that minimize the need for employees to bring a personal car to work	<input type="checkbox"/>
<b>8.4 Commuter incentives</b>		
<i>Commuter travel</i>		
BETTER	8.4.1 Offer employees a taxable, mode-neutral commuting allowance	<input type="checkbox"/>
<b>8.5 On-site amenities</b>		
<i>Commuter travel</i>		
BETTER	8.5.1 Provide on-site amenities/services to minimize mid-day or mid-commute errands	<input type="checkbox"/>

**TDM Measures Checklist:**  
*Residential Developments (multi-family, condominium or subdivision)*

<b>Legend</b>	
<b>BASIC</b>	The measure is generally feasible and effective, and in most cases would benefit the development and its users
<b>BETTER</b>	The measure could maximize support for users of sustainable modes, and optimize development performance
★	The measure is one of the most dependably effective tools to encourage the use of sustainable modes

TDM measures: <i>Residential developments</i>		Check if proposed & add descriptions
<b>1. TDM PROGRAM MANAGEMENT</b>		
<b>1.1 Program coordinator</b>		
BASIC	★	1.1.1 Designate an internal coordinator, or contract with an external coordinator
		<input type="checkbox"/> GEFC does not have a formal coordinator, but staff typically provide information and assistance with travel to the site as required.
<b>1.2 Travel surveys</b>		
BETTER	1.2.1 Conduct periodic surveys to identify travel-related behaviours, attitudes, challenges and solutions, and to track progress	
		<input type="checkbox"/>
<b>2. WALKING AND CYCLING</b>		
<b>2.1 Information on walking/cycling routes &amp; destinations</b>		
BASIC	2.1.1 Display local area maps with walking/cycling access routes and key destinations at major entrances ( <i>multi-family, condominium</i> )	
		<input checked="" type="checkbox"/> Key destinations include Jasmine Park, Blair Station, Gloucester Shopping Centre, Richcraft Sensplex, etc.
<b>2.2 Bicycle skills training</b>		
BETTER	2.2.1 Offer on-site cycling courses for residents, or subsidize off-site courses	
		<input type="checkbox"/>

TDM measures: Residential developments		Check if proposed & add descriptions
<b>3. TRANSIT</b>		
<b>3.1 Transit information</b>		
BASIC	3.1.1 Display relevant transit schedules and route maps at entrances ( <i>multi-family, condominium</i> )	<input checked="" type="checkbox"/> - Nearest transit stops (2581 / 2584) served by Routes 12 and 616 are located within 200m of the proposed development along Jasmine Cres. - Blair Station is less than 2km southwest of the site
BETTER	3.1.2 Provide real-time arrival information display at entrances ( <i>multi-family, condominium</i> )	<input type="checkbox"/>
<b>3.2 Transit fare incentives</b>		
BASIC ★	3.2.1 Offer PRESTO cards preloaded with one monthly transit pass on residence purchase/move-in, to encourage residents to use transit	<input checked="" type="checkbox"/> Wigwamen can provide \$25 loaded onto a PRESTO card to each tenant. This excludes the initial cost of the card.
BETTER	3.2.2 Offer at least one year of free monthly transit passes on residence purchase/move-in	<input type="checkbox"/>
<b>3.3 Enhanced public transit service</b>		
BETTER ★	3.3.1 Contract with OC Transpo to provide early transit services until regular services are warranted by occupancy levels ( <i>subdivision</i> )	<input type="checkbox"/>
<b>3.4 Private transit service</b>		
BETTER	3.4.1 Provide shuttle service for seniors homes or lifestyle communities (e.g. scheduled mall or supermarket runs)	<input type="checkbox"/>
<b>4. CARSHARING &amp; BIKESHARING</b>		
<b>4.1 Bikeshare stations &amp; memberships</b>		
BETTER	4.1.1 Contract with provider to install on-site bikeshare station ( <i>multi-family</i> )	<input type="checkbox"/>
BETTER	4.1.2 Provide residents with bikeshare memberships, either free or subsidized ( <i>multi-family</i> )	<input type="checkbox"/>
<b>4.2 Carshare vehicles &amp; memberships</b>		
BETTER	4.2.1 Contract with provider to install on-site carshare vehicles and promote their use by residents	<input type="checkbox"/>
BETTER	4.2.2 Provide residents with carshare memberships, either free or subsidized	<input type="checkbox"/>
<b>5. PARKING</b>		
<b>5.1 Priced parking</b>		
BASIC ★	5.1.1 Unbundle parking cost from purchase price ( <i>condominium</i> )	<input type="checkbox"/>
BASIC ★	5.1.2 Unbundle parking cost from monthly rent ( <i>multi-family</i> )	<input checked="" type="checkbox"/> Parking is not included in monthly rent and would require an additional fee.



TDM measures: <i>Residential developments</i>		Check if proposed & add descriptions
<b>6. TDM MARKETING &amp; COMMUNICATIONS</b>		
<b>6.1 Multimodal travel information</b>		
<b>BASIC</b> ★	6.1.1 Provide a multimodal travel option information package to new residents	<input checked="" type="checkbox"/> Ex. Walk, bike or drive to Blair Station, then take the LRT Confederation Line to ultimate destination. Station amenities include a bicycle parking shelter, Park & Ride, multi-use pathway, etc.
<b>6.2 Personalized trip planning</b>		
<b>BETTER</b> ★	6.2.1 Offer personalized trip planning to new residents	<input type="checkbox"/>