



Appendix E

Local Service Policy



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This Appendix sets out the Municipality's General Policy Guidelines on Development Charges (D.C.) and local service funding for Services Related to a Highway, Stormwater Management, Parkland Development, and Underground Linear Services. The guidelines outline, in general terms, the nature of engineered infrastructure that is included in the study as a development charge project, versus infrastructure that is considered as a local service, to be emplaced separately by benefitting landowners, pursuant to a development agreement (e.g. pre-servicing, subdivision, site plan).

The following policy guidelines are general principles by which staff will be guided in considering development applications. The guidelines are summarized in a schematic as attached Figure E-1. However, each application will be considered, in the context of these policy guidelines as subsection 59(2) of the Development Charges Act, 1997.

A. Services Related to a Highway

A highway and services related to a highway are intended for the transportation of people and goods via many different modes including, but not limited to passenger automobiles, commercial vehicles, transit vehicles, bicycles and pedestrians. The highway shall consist of all land and associated infrastructure built to support (or service) this movement of people and goods regardless of the mode of transportation employed, thereby achieving a complete street. A complete street is the concept whereby a highway is planned, designed, operated and maintained to enable pedestrians, cyclists, public transit users and motorists to safely and comfortably be moved, thereby allowing for the efficient movement of persons and goods. The County has 3 classifications of roads – Arterial, Collector and Local – which are defined in the County Official Plan and area Master Servicing Plans.

The associated infrastructure to achieve this concept shall include, but is not limited to: road pavement structure and curbs; grade separation/bridge structures (for any vehicles, railways and/or pedestrians); grading, drainage and retaining wall features; culvert structures; storm water drainage systems; utilities; traffic control systems; signage; gateway features; street furniture; active transportation facilities (e.g. pedestrian crossovers, cross-walks, sidewalks, bike lanes, multi-use trails which interconnect the transportation network, etc.); transit lanes & lay-bys; roadway illumination systems; boulevard and median surfaces (e.g. sod & topsoil, paving, etc.);



street trees and landscaping; parking lanes & lay-bys; (excluding on-street parking in the downtown) and driveway entrances; noise attenuation systems; railings and safety barriers.

1) Local and Collector Roads (including land)

- a) Collector Roads Internal to Development, inclusive of all land and associated infrastructure – direct developer responsibility under s.59 of the D.C.A. as a local service.
- b) Collector Roads External to Development, inclusive of all land and associated infrastructure – if needed to support a specific development or required to link with the area to which the plan relates, direct developer responsibility under s.59 of the D.C.A.; otherwise, included in D.C. calculation to the extent permitted under s.5(1) of the D.C.A.
- c) All local and collector roads are considered to be the developer's responsibility.

2) Arterial Roads

- a) New, widened, extended or upgraded arterial roads, inclusive of all associated infrastructure: Included as part of road costing funded through D.C.A., s.5(1).; unless a requirement of specific development;
- b) Land acquisition for arterial roads on existing rights-of-way to achieve a complete street: dedication under the Planning Act provisions (s. 41, 51 and s. 53) through development lands; in area with limited development: included in D.C.s.
- c) Land acquisition for arterial roads on new rights-of-way to achieve a complete street: dedication, where possible, under the Planning Act provisions (s. 51 and s. 53) through development lands up to the ROW specified in the Official Plan: included in D.C.s.
- d) Land acquisition beyond normal dedication requirements to achieve transportation corridors as services related to highways including grade separation infrastructure for the movement of pedestrians, cyclists, public transit and/or railway vehicles: included in D.C.s.

3) Traffic Control Systems, Signals and Intersection Improvements



- a) On new arterial roads and arterial road improvements unrelated to a specific development: included as part of road costing funded through D.C.'s.; if it is a requirement of specific development, would be developer's responsibility;
- b) On non-arterial roads (collector or local), or for any private site entrances or entrances to specific development: direct developer responsibility under s.59 of D.C.A.: recovered as a local service.
- c) On arterial or collector road intersections with provincial highways: direct developer responsibility under s.59 of D.C.A. (as a local service).
- d) Intersection improvements, new or modified signalization, signal timing & optimization plans, area traffic studies for highways attributed to growth and unrelated to a specific development: included in D.C. calculation as permitted under s.5(1) of the D.C.A.

4) Streetlights

- a) Streetlights on new arterial roads and arterial road improvements: considered part of the complete street and included as part of the road costing funded through D.C.'s, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).
- b) Streetlights on non-arterial roads internal to development: considered part of the complete street and included as a direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- c) Streetlights on non-arterial roads external to development, needed to support a specific development or required to link with the area to which the plan relates: considered part of the complete street and included as a direct developer responsibility under s. 59 of the D.C.A. (as a local service).

5) Transportation Related Pedestrian and Cycling Facilities

- a) Pedestrian crossovers, sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within arterial roads and provincial highway corridors: considered part of the complete street and included in D.C.'s,



or, , may be direct developer responsibility through local service provisions (s.59 of D.C.A.).

- b) Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within or linking to non-arterial road corridors internal to development: considered part of the complete street and is a direct developer responsibility through local service provisions (s.59 of D.C.A.).
- c) Other sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within non-arterial road corridors external to development and needed to support a specific development or required to link with the area to which the plan relates: direct developer responsibility under s.59 of D.C.A. (as a local service).

6) Noise Abatement Measures

- a) Noise abatement measures external and internal to development where it is related to, or a requirement of a specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).
- b) Noise abatement measures on new arterial roads and arterial road improvements abutting an existing community and unrelated to a specific development: included as part of road costing funded through D.C.'s.

B. PARKLAND DEVELOPMENT

1) RECREATIONAL TRAILS

- a) Recreational trails (Multi-use trails) that do not form part of the municipality's active transportation network, and their associated infrastructure (landscaping, bridges, trail surface, etc.), is included in area municipal parkland D.C.'s.

2) PARKLAND

- a) Parkland Development for Community Parks and Neighbourhood Parks: direct developer responsibility to provide at base condition, as follows:
 - Clearing and grubbing. Tree removals as per the subdivision's tree preservation and removals plan.



- Topsoil Stripping, screening, and stockpiling.
- Rough grading (pre-grading) to allow for positive drainage of the Park, with minimum slopes based on the County's requirement/standard. If necessary, this may include some minor drainage tile work and grading as per the overall subdivision grading design complete with any required swales or catch basins. Runoff from the development property shall not drain into the park unless approved by the Manager, Environmental Operations, Public Works Operations.
- Spreading of topsoil to the County's required depth (import topsoil if existing on-site is insufficient to reach required depth).
- Seeding of site with Municipality-approved seed mix. Maintenance of seed until acceptance by Municipality.
- Parks shall be free of any contaminated soil or subsoil.
- Parks shall not be mined for fill.
- Parks shall be conveyed free and clear of all encumbrances.
- 100% of County approved perimeter fencing to the Municipal standards to separate the development lands from the Municipal lands or lands to be dedicated to the Municipality, unless the perimeter fencing is on land that will be dedicated to the Municipality to fulfil the requirement of parkland dedication under the Planning Act, in which case the cost shall be shared 50/50.
- When Park parcels cannot be developed in a timely manner, they shall be graded to ensure positive drainage and seeded to minimize erosion and dust. These shall be maintained by the developer until construction commences thereon.
- The Park block shall not be used for topsoil or other construction material, equipment storage, or sales pavilions.
- Required heritage features within the Park as set out within the Planning approval conditions.



b) Program facilities, amenities, and furniture, within parkland: are included in D.C.'s.

3) LANDSCAPE BUFFER BLOCKS, FEATURES, CUL-DE-SAC ISLANDS, BERMS, GRADE TRANSITION AREAS, WALKWAY CONNECTIONS TO ADJACENT ARTERIAL ROADS, OPEN SPACE, ETC.

a) The cost of developing all landscape buffer blocks, landscape features, cul-de-sac islands, berms, grade transition areas, walkway connections to adjacent arterial roads, open space and other remnant pieces of land conveyed to the municipality shall be a direct developer responsibility as a local service. Such costs include but are not limited to:

- pre-grading, sodding or seeding, supply and installation of amended topsoil, (to the Municipality's required depth), landscape features, perimeter fencing and amenities and all planting.
- Perimeter fencing to the Municipal standard located on the private property side of the property line adjacent land uses (such as but not limited to arterial roads) as directed by the Municipality.

4) NATURAL HERITAGE SYSTEM (N.H.S.)

N.H.S. includes engineered and in situ stream corridors, natural buffers for woodlots, wetland remnants, etc. as well as subwatersheds within the boundaries of the Municipality.

Direct developer responsibility as a local service provision including but not limited to the following:

- a) Riparian planting and landscaping requirements (as required by the Municipality, Conservation Authority or other authorities having jurisdiction) as a result of creation of, or construction within in the N.H.S. and associated buffers.
- b) Perimeter fencing of the N.H.S. to the Municipal standard located on the private property side of the property line adjacent land uses (residential, industrial, commercial) as required by the Municipality.



- c) All works to be in conformance with the requirements of the local Conservation Authority for stream corridors, natural buffers and subwatersheds areas as directed by the approved studies and reports related to any approved Plan that development occurs in.

Infrastructure Assets Constructed by Developers

- a) All infrastructure assets constructed by Developers must be designed in accordance with the Haldimand County Engineering Design Criteria and Haldimand County Trails Master Plan & Partnership Framework Study as revised
- b) All infrastructure assets shall be conveyed in accordance Haldimand County Engineering Design Criteria and Haldimand County Trails Master Plan & Partnership Framework Study as revised
- c) Any Parks and Open Space infrastructure assets approved to be built by the developer on behalf of the Municipality shall be in accordance with the Haldimand County Engineering Design Criteria and Haldimand County Trails Master Plan & Partnership Framework Study as revised.

C. Underground Services (Stormwater, Water and Sanitary Sewers)

Underground services (linear infrastructure for stormwater, stormwater management facilities, water, and sanitary services) within the road allowance are not included in the cost of road infrastructure and are treated separately. The responsibility for such services as well as stormwater management facilities and pumping stations, which are undertaken as part of new developments or redevelopments, will be determined by the following principles:

Water

The costs of the following items shall be direct developer responsibilities as a local service:

- a) providing all underground services internal to the development;
- b) providing service connections from existing underground services to the development;



- c) providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, If external services are required by two or more developments, the developer for the first development will be responsible for the cost of the external services and the County will include Best Efforts clauses in subsequent development agreements; and
- d) water booster pumping stations, reservoir pumping stations, and transmission mains servicing developments in one basin area unless the project services primarily industrial lands within the basin area.

The costs of the following items shall be paid through development charges:

- a) external underground services involving trunk infrastructure and pipes;
- b) water and reservoir pumping stations servicing multiple basin areas; and
- c) water treatment, storage facilities, re- chlorination/sampling stations and upstream capacity improvements associated with multiple basin areas.
- d) water treatment, storage facilities, re- chlorination/sampling stations and upstream capacity improvements associated with one or more basin areas servicing primarily industrial lands shall be included in the D.C.

Wastewater

The costs of the following items shall be direct developer responsibilities as a local service:

- a) providing all underground services internal to the development;
- b) providing service connections from existing underground services to the development;
- c) providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, if external services are required by two or more developments, the developer for the first development will be responsible for the cost of the external



services and the County will include Best Efforts clauses in subsequent development agreements; and

- d) Sanitary pumping stations, and transmission mains servicing developments in one basin area unless the project services primarily industrial lands within the basin area.

The costs of the following items shall be paid through development charges:

- a) external underground services involving trunk infrastructure and pipes;
- b) sanitary pumping stations servicing multiple basin areas; and
- c) wastewater treatment plants, biosolids, and downstream capacity improvements servicing multiple basin areas shall be included in the D.C.
- d) wastewater treatment plants, biosolids, sanitary pumping stations, and downstream capacity improvements servicing one or more basin areas servicing primarily industrial lands shall be included in the D.C.

Stormwater

The costs of the following items shall be direct developer responsibilities as a local service:

- a) providing all underground services internal to the development;
- b) providing service connections from existing underground services to the development;
- c) providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, if external services are required by two or more developments, the developer for the first development will be responsible for the cost of the external services and the County will include Best Efforts clauses in subsequent development agreements;
- d) providing stormwater facilities for quality and/or quantity management, including downstream erosion works, inclusive of land and all associated infrastructure, such as landscaping and perimeter fencing; and



- e) storm sewer systems and drainage works that are required for a specific development, either internal or external to the area to which the plan relates.

The costs of the following items shall be paid through development charges:

- a) external underground services involving linear infrastructure for stormwater services;
- b) over-sizing cost of stormwater facilities capacity, excluding land, to accommodate runoff from new, widened, extended or upgraded municipal arterial roads that are funded as a development charges project; and
- c) Stormwater monitoring works.



Figure E-1 - Development Charge vs. Local Service Works

