

## **Document 1**

### **Coventry Road Widening (Belfast Road to St. Laurent Boulevard) Environmental Assessment Study – Statement of Work**

#### **1.0 Introduction**

The City of Ottawa is the proponent of a Municipal Class Environmental Assessment (EA) Schedule C study to examine the widening of Coventry Road (Belfast Road to St. Laurent Boulevard). This Statement of Work (SoW) describes the City's intentions with respect to the scope, methodology and deliverables of the EA Study.

#### **2.0 Planning Context**

As shown in Figure 1, the existing Coventry Road from east of Belfast Road (approximately 560 metres) varies from one to two lanes for through traffic with a 190 metre section of two-way median left turn lane near Belfast Road. The remaining section to St. Laurent Boulevard (approximately 440 metres) has two lanes in each direction for through traffic with auxiliary left turn lanes at intersections. The pedestrian and cycling facilities along the corridor are inconsistent with a multi-use pathway (305 metres) on one side of the roadway for the easterly section, and sidewalks and on-road cycle lanes for the remainder (Figure 2). The EA Study will develop uniform facilities for pedestrians and cycling and other Complete Street elements to meet current City policy and design guidelines. This EA study area of the St. Laurent Boulevard and Coventry Road intersection will include the findings of the [St. Laurent Boulevard Transit Priority Corridor \(Hemlock Road to Innes Road\) EA study](#) currently underway.

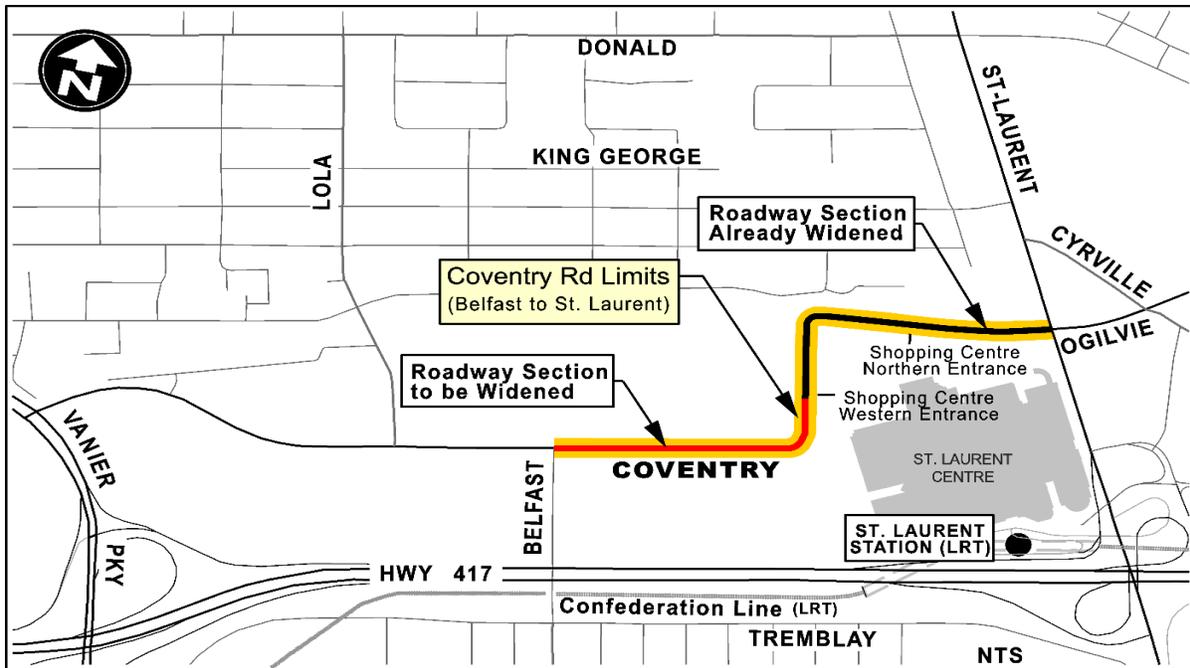


Figure 1: Coventry Road Widening (Belfast Road to St. Laurent Boulevard)

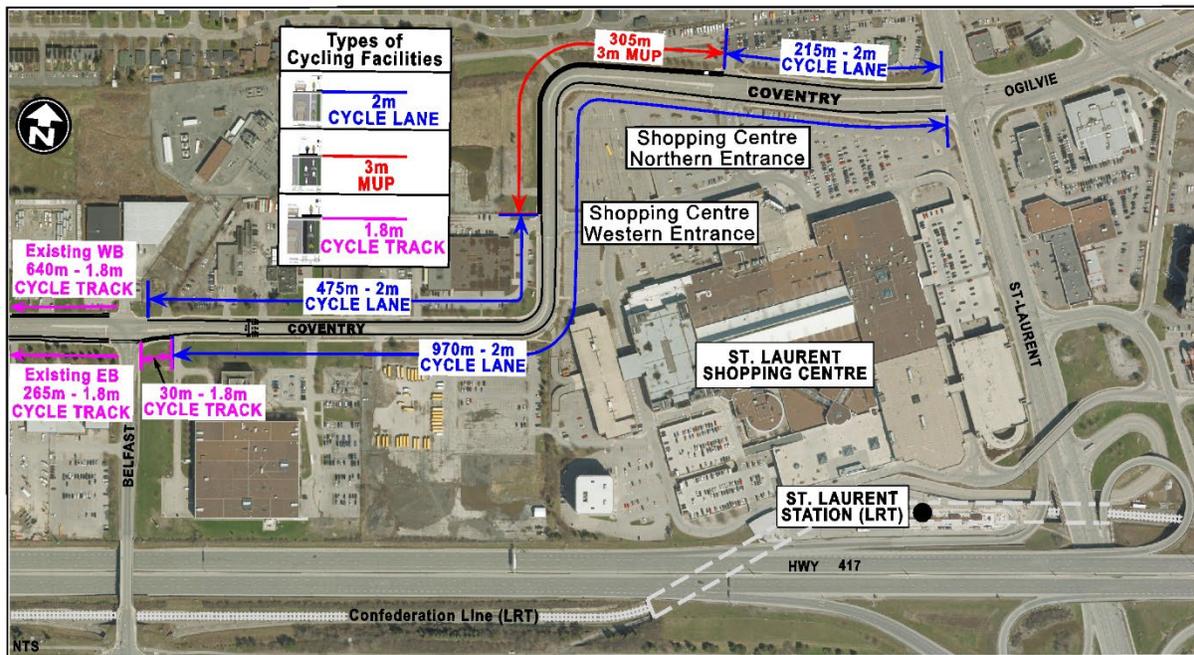


Figure 2: Pedestrian and Cycling Facilities along Coventry Road (Belfast Road - St. Laurent Boulevard section)

East of Belfast Road, an approximately 200 metre section of roadway has a three-lane urban section which includes a median two-way left turn lane and one lane in each direction for through traffic. The existing roadway provides access to office, commercial and residential building sites including Royal Canadian Mounted Police (RCMP) and Elections Canada Distribution Centre located at 440 Coventry Road and St. Laurent

Shopping Centre which serves as a major source of trip generation. The Shopping Centre is also connected to the O-Train Line 1 at the St. Laurent LRT Station. The area to the northwest of the Shopping Centre primarily includes the mature low-density neighbourhood of Overbrook and a newly built low-rise residential complex.

As per Schedule A of the new Official Plan (OP), the City is divided into six concentric policy areas called Transects. Each transect represents a different gradation in the type and evolution of built environment and planned function of the lands within it.

Land use in the neighbourhood of Coventry Road is subject to the Inner Urban Transect Policy Area and has been assigned various designations in the OP which include:

- Inner Urban Transect – Schedule B2 (Figure 3).
- Protected Major Transit Station Areas (PMTSA) – Schedule C1 (Figure 4).
- Design Priority Areas - Urban – Schedule C7-A (Figure 5).
- Urban Areas Subject to a Secondary Plan – [Inner East Lines 1 and 3 Stations Secondary Plan](#) (Volume 2A - Urban Secondary Plans of new OP).

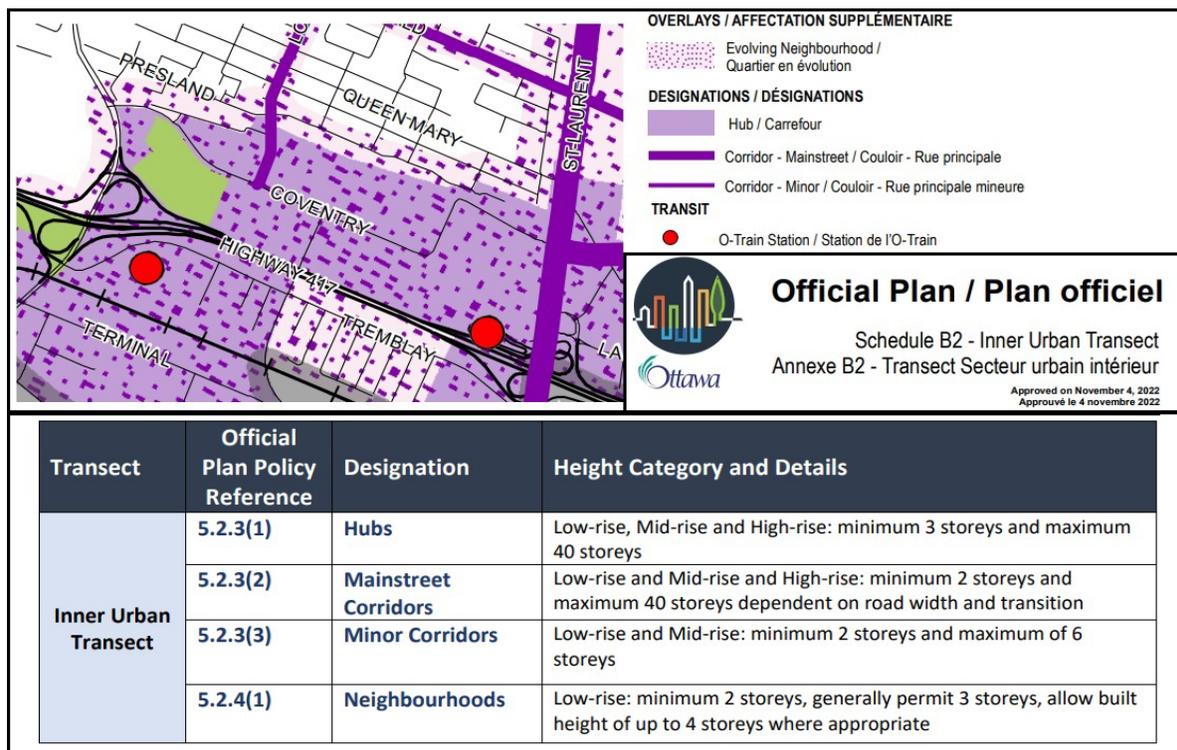


Figure 3: OP Designated Inner Urban Transect in the widening limits of Coventry Road

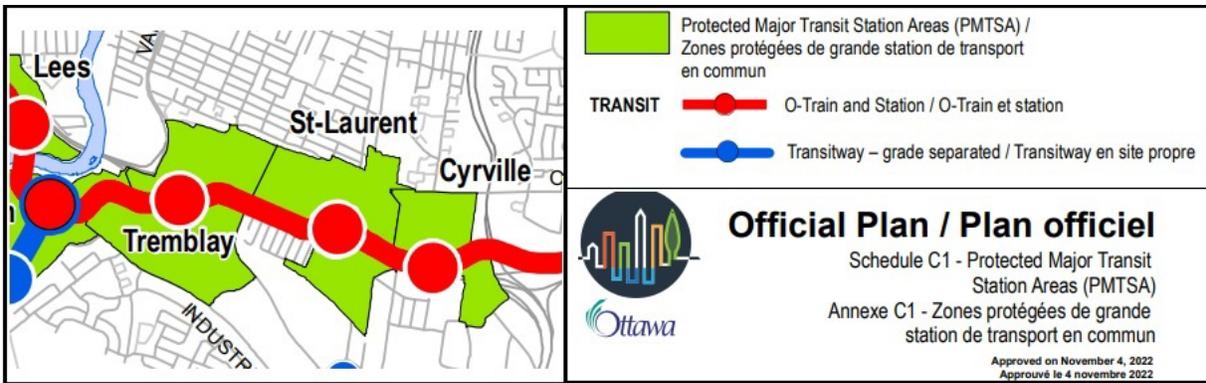


Figure 4: St. Laurent Station Designated in OP as Protected Major Transit Station Area (PMTSA) in the study area limits of Coventry Road



Figure 5: OP Designated Design Priority Area in the widening limits of Coventry Road

On November 14, 2012, Council approved the Transit Oriented Development (TOD) Plans for the St. Laurent area ([ACS2012-PAI-PGM-0183](#)) due to its proximity to the LRT station. This area includes Coventry Road (Belfast Road to St. Laurent Shopping Centre). The EA study will take into consideration the TOD policy guidelines for the St. Laurent Station.

Although the implementation time of Coventry Road widening is not planned in the near term, development is occurring in the area and a study is required to protect the corridor right-of-way from development encroachments. The new developments planned (Figure 6) around Coventry Road include:

- 400 Coventry Road:
  - Concept plan includes four buildings, ranging in height from six to 20 storeys, with 648 residential units and 574 parking spaces.
- 453-455 Coventry Road:
  - Concept plan includes seven buildings, ranging in height from 18 to 25

storeys, consisting of residential and commercial uses, underground parking, a new public park.



Figure 6: Sites with Active Development Applications

Since the opening of the O-Train Line 1, St. Laurent Station continues to be a high-volume transfer station. The EA Study will investigate options to enhance active transportation connectivity and accessibility to the station from the surrounding neighbourhoods of Coventry Road.

The EA study will be informed by development potential and development applications in the area. The EA's recommended plan will allow the City to respond effectively to ongoing and future development applications and protect the right-of-way required for the widening. This project will also complement the section of Coventry Road west of Belfast Road which already has two lanes in each direction for vehicular traffic and active transportation facilities which include sidewalks, a multiuse-pathway (90 metres on south side) west of Lola Street and 240 metres of cycle tracks on either side of the roadway between Belfast Road and Lola Street.

The EA Study will also offer an opportunity to improve the public realm and enhance connectivity for pedestrians and cyclists.

### 3.0 Project Scope and Major Tasks

#### 3.1 Study Area

The study area (Figure 7) includes St. Laurent Boulevard to the east, Vanier Parkway to the west, Donald Street to the north and Highway 417 to the south. This broader area ensures that a fulsome assessment can be undertaken for issues that typically span an area beyond the roadway limits, such as environmental impacts and traffic operations.

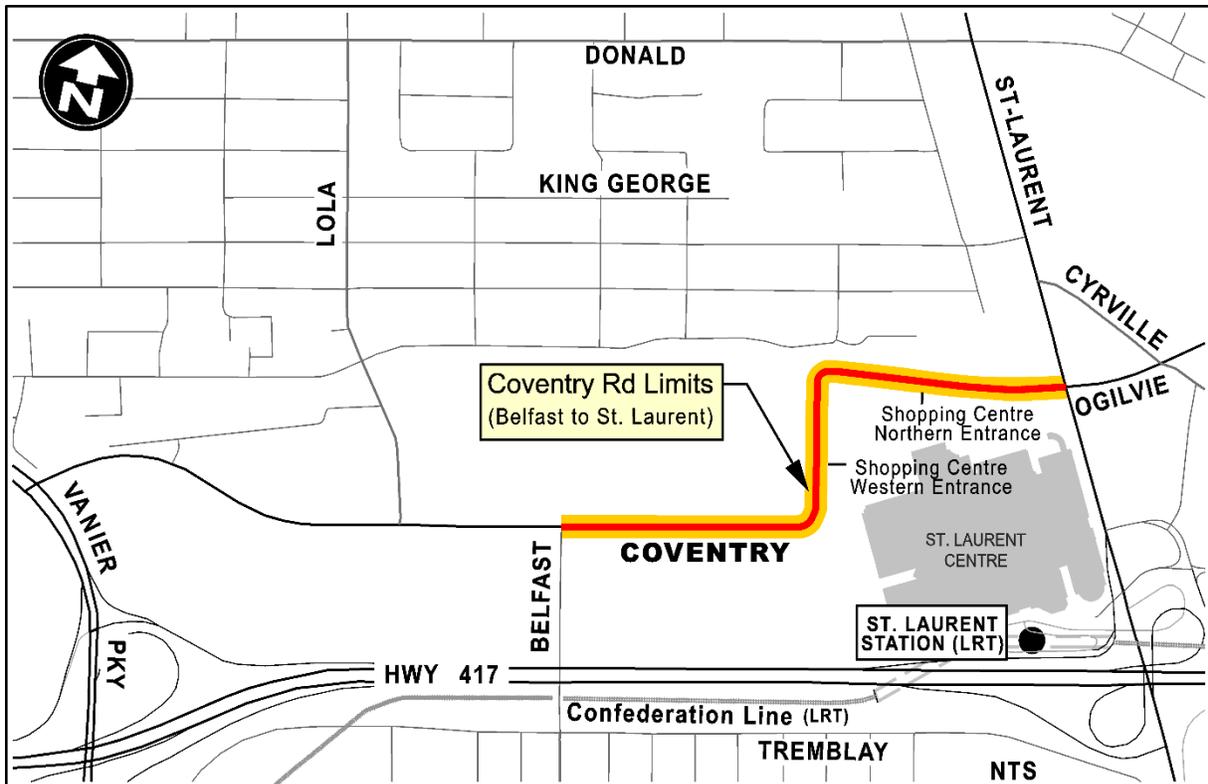


Figure 7: Study Area

Coventry Road is generally an east-west arterial road between Vanier Parkway in the west and St. Laurent Boulevard in the east. Coventry Road can be broadly divided into two sections (i.e. east and west of Belfast Road). The section west of Belfast Road is already widened containing two lanes in each direction for through traffic, an approximately 100 metre two-way left turn lane in the median west of Belfast Road and auxiliary turn lanes at intersections. In the section east of Belfast Road, which is the subject of this study, there is approximately a 240 metre section which runs north south where it also provides access to the St. Laurent Shopping Centre via its western entrance. East of St. Laurent Boulevard, the roadway continues as Ogilvie Road.

### **3.2 Coordination with Other Studies**

The EA study will take into consideration other relevant transportation, development and infrastructure projects/studies in the area that could influence the direction and/or conclusions of the study. These include:

- Transportation Master Plan (2013), Transportation Master Plan Update (Part 1).
- New Official Plan.
- Transit-Oriented Development (TOD) Plans for St. Laurent Station (January 2014) and supporting Servicing Overview.
- Inner East Lines 1 and 3 Stations Secondary Plan.
- Accessibility Design Standards (2015).
- St. Laurent Boulevard Transit Priority Corridor (Hemlock Road to Innes Road) Environmental Assessment Study (underway).
- Studies related to ongoing and approved developments

### **3.3 Major Tasks**

Key tasks for this EA study include the following:

- Confirmation of the future transportation demand in the study area.
- Development of new corridor options, if required.
- Application of the Complete Street framework and multi-modal level of service analysis.
- Assessment of walking and cycling infrastructure and connection requirements.
- Detailed traffic analysis and operational assessment of key intersections within the study area.
- Assessment and evaluation of environmental implications:
  - Natural environment areas and features.
  - Geotechnical.
  - Stormwater management and hydrology.
  - Adjacent land use and effects on existing and future communities.
  - Urban character of the area.

- Development of mitigation measures.
- Assessment of detour requirements.
- Development of a Recommended Plan (including functional design and property requirements).
- Identification of capital costs for implementation.
- Consultation with community groups and stakeholders.
- Documentation.
- Follow-up during the 30-day public review of the Environmental Study Report with the Ministry of Environment, Conservation and Parks (MECP), as required.

#### **4.0 Planning and Environmental Assessment**

The EA study comprises the following tasks:

##### **4.1 Need and Justification**

Although the TMP identifies the need for Coventry Road widening to support future travel demand in the area, a review of assumptions and confirmation of the need for additional capacity of arterial roadways and consideration of alternative routes is required. This exercise will be carried out by forecasting travel demand for the study area and determining both existing and future needs for a facility with respect to the impact on travel demand/distribution, benefits and links to major destinations. In addition, the study will identify current and projected transportation problems and opportunities within the study area.

##### **4.2 Environmental Inventory/Existing Conditions**

An inventory of the existing social, cultural, economic, physical and natural environments within the study area will be compiled. This inventory will consider all available background material and will be supplemented by on-site surveys and/or detailed studies. The inventory must be detailed enough to enable the analysis of effects arising from alternatives considered in this study.

In general, the inventory will identify and describe those aspects of the environment that could potentially affect, or be affected by, the undertaking. Some of the specific aspects of the environment associated with this project include:

- Green spaces, natural areas and land use.

- Adjacent private property and neighbouring communities.
- Current and future transit, pedestrian, cycling and recreational pathway corridors/routes.
- Current stormwater drainage patterns.
- Subsurface (geotechnical) conditions.
- Heritage and archaeological conditions.
- Utilities including water, sanitary, hydro, gas, cable, phone and fibre optic.
- Noise and vibration.

The complete inventory will be documented in the Environmental Study Report (ESR).

### **4.3 Develop Alternative Options**

Coventry Road being an existing roadway has a defined alignment. The EA study will identify and evaluate alternatives for its widening. Should it be required to investigate alternative alignment(s), it will be undertaken as part of the EA study process. Key components of this stage include:

- Identify alternative options to address transportation problems, including:
  - Do nothing (as a baseline).
  - Expand and enhance public transit service.
  - Expand and enhance pedestrian and cycling routes.
  - Implement Transportation Demand Management (TDM) measures to reduce travel demand.
- Analyze and evaluate alternative options and select the preferred solution. The preferred solution may involve a combination of alternative options.
- The travel-forecasting component will:
  - Identify the needs for all modes of transportation (walking, cycling, transit, auto and truck).
  - Incorporate the principles (e.g., mode share targets) of the current Official Plan and Transportation Master Plan in balancing demand to capacity.
  - Incorporate the principles of Multi-Modal Level of Service to provide facilities

for all modes within the context of the adjacent land use.

- Provide supporting analysis and recommendations for the supporting infrastructure.

#### **4.4 Develop Design Alternatives**

The study will identify and evaluate design alternatives for the preferred solution. Alignment and cross-section design alternatives will be identified based on considerations of the area's context, input from the public and approval agencies, landowners, as well as accepted guidelines, standards and practices. All proposed designs will include associated modifications to existing road crossings and connections (public or private) if required.

The design alternatives will consider:

- Transportation performance in terms of access and connectivity to the road, transit, pedestrian, and cycling networks.
- Geotechnical considerations.
- Stormwater management.
- Grade separations and structural general arrangements (if required).
- Utility location and relocations.
- Noise and vibration.
- Operational considerations.
- Constructability and staging.
- Landscaping and urban design features where appropriate.

Design alternatives and the recommended plan will consider the need to reduce excess soil excavation to conform to the [On-site and Excess Soil Management as per O. Reg. 406/19 under Environmental Protection Act, R.S.O. 1990, c. E.19](#). This will prevent concerns related to the construction site and bring savings to the City.

Additional field investigations, surveys, test pits and boreholes will be taken as necessary to document the scope and potential impact of the design alternatives.

#### **4.5 Evaluation Criteria and Evaluation Process**

The evaluation criteria and methodology will be developed to assess the potential effects of each alternative alignment and design options, to arrive at a preferred solution for the project. Mitigation measures and associated implications, such as cost, will be identified and considered in the evaluation process. The study will identify the initial impacts of each option as well as the net post-mitigation effects and enhancement opportunities using quantifiable indicators and measures wherever possible. To ensure that impacts are appropriately evaluated, the following issues will be addressed:

- Transportation Service and Existing Infrastructure:
  - Impact on road, transit, pedestrian and cycling network.
  - Impact on utilities and existing infrastructure.
- Natural Environment:
  - Impact on green space and natural environment.
  - Impact on groundwater and surface stormwater drainage.
  - Impact of contaminated lands.
- Social Environment:
  - Impact on adjacent land uses.
  - Impact on air quality.
  - Impact on noise and vibration levels.
  - Heritage and archaeological matters.
  - Urban design including landscape and streetscape plans.
- Economic Environment:
  - Capital costs.

#### **4.6 Recommended Plan**

Following the selection of preferred solution and after determining necessary mitigation measures to minimize adverse impacts of the project, a technically preferred plan will be developed.

This Recommended Plan will include but is not limited to:

- A detailed written description of the undertaking including the design parameters.
- Functional design drawings (1:500 scale, plan and profile) for the preferred alignments with geo-referenced horizontal alignment; vertical profile; grading; drainage; and property envelopes.
- Cross-section drawings for typical sections as well as critical areas.
- Landscape and urban design plans.
- Storm water management requirements.
- Property needs/acquisition plan.
- Implementation/staging plan.
- Mitigation plan.
- Project cost estimate.

#### **4.7 Costing**

The EA study will develop the project cost estimates to inform the City's short- and long-range capital budget forecasting and Development Charges strategy. The project estimates will be developed using a Work Breakdown Structure (WBS) format in current dollars and include contingency allowances. Cost estimating will follow the Council approved Project Delivery Review process.

#### **4.8 Project Deliverables**

Study deliverables include:

- Forecast travel demand modelling and analysis.
- Environmental Inventory/Existing Conditions Report.
- Geotechnical Report.
- Noise, Vibration and Air Quality Report.
- Functional design drawings (1:500 scale) of the Recommended Plan, including plan and profile for recommended alignment, structure general arrangement drawings, utility relocation details, stormwater management plans, landscape design plans, supporting infrastructure.
- Property acquisition requirements.

- All future approval requirements including those for property acquisitions and easements and other property related matters.
- Project capital cost estimates.
- Project web page information in accessible format.
- Written and graphical content for all public notices; presentation materials and handouts for the Open Houses, Consultation Groups and stakeholder meetings.
- Consultation Summary Report.
- Draft and Final Environmental Study Report (ESR) to document the study process, activities and findings in support of the Recommended Plan.
- An Executive Summary (accessible format) which will be translated in French.

All documents and material prepared for public consumption must be AODA compliant.

#### **4.9 Environmental Study Report**

The final ESR will be prepared and placed on public record for a minimum 30-day review period. Arrangements will be made for the public to access and download the ESR during the 30-day review period.

#### **4.10 Timing**

The study is expected to be completed within 12 months from the award of the contract.

#### **5.0 Consultation**

Consultation will involve stakeholders such as: The Ministry of the Environment, Conservation and Parks (MECP), City Advisory Committees, community groups, property owners, businesses, approval agencies, and special interest groups. Early in the study process, stakeholders will be identified through consultation with study area councillors.

Potential Indigenous groups within the study area will be identified early in the EA process and engaged for consultation to address their needs.

The consultation strategy will consist of meetings with key stakeholders through an Agency Consultation Group (ACG), Business Consultation Group (BCG), Public Consultation Group (PCG), and the general public through Open Houses. The membership, roles and responsibilities of each Consultation Group will be defined prior to the first meeting. Specific aspects of the consultation program are summarized

below. Much of the consultation can be done on-line or through video/teleconferencing. A dedicated project web page will also be set up to share study information and seek feedback.

### **5.1 Agency Consultation Group**

An Agency Consultation Group (ACG) will be formed to address the full range of technical issues and to comment on the special studies required to fully assess the various alternatives. The ACG will also ensure that the City is following the design guidelines, procedures, legislation and addressing appropriate policies. Members will include representatives primarily from government agencies and approval bodies. The ACG will meet at key stages during the study period. Direct one-on-one consultation with individual groups may be necessary as specific issues arise during the consultation process.

### **5.2 Business Consultation Group**

A Business Consultation Group (BCG) will be formed to enable business owners and private property owners to inform and obtain input to the study and commenting on local economic and business issues and concerns. The BCG will meet at key stages of the study. Direct one-on-one consultation with individuals or groups may be undertaken to address specific issues as arise during the study period.

### **5.3 Public Consultation Group**

A Public Consultation Group (PCG) will be formed to enable community groups, special interest groups and the City's Advisory Committees to provide input to the study and commenting on local issues and concerns.

### **5.4 Indigenous Groups**

The Ministry of Indigenous Relations and Reconciliation, and Indigenous and Northern Affairs Canada will be contacted to review any Indigenous People issues or ongoing claims within the study area. In addition, the Ontario Ministry of the Environment, Conservation and Parks will be asked for a list of Indigenous Peoples that should be consulted on this project. Direct consultation with affected Indigenous People will also be conducted as appropriate. The EA study will ensure appropriate coordination with relevant authorities as per the guidelines on "Aboriginal Consultation and Accommodation" (March 2011 update). Direct consultation with affected Indigenous groups will also be carried out, if required.

## **5.5 Notifications**

The public will be notified of the EA Study commencement, all Public Open Houses (POHs), and the submission of the ESR to the Ministry (MECP). Notifications will be sent out at appropriate stages in the study, and each announcement will take the following forms:

- Advertisements in Ottawa Citizen, Le Droit and in local community newspapers if available.
- The project web site on the City's web portal.

Additional notifications such as distribution of buck slips and the use of social media to advertise the event may be undertaken by the City.

## **5.6 Open Houses**

A minimum of two open houses will be held to present and obtain feedback on:

- Existing conditions.
- Alternative corridor options.
- Alternative design options.
- Results of the evaluation process.
- Recommended plan.

A bilingual consultant team will be present during all Open House meetings and all material presented at these meetings will be available in both official languages.

## **5.7 Project Mailing List**

A Master Mailing List for the project will be established and updated during the study period. The Mailing List will be updated via Open House attendance, general enquires, e-mails and other forms of consultation.

## **5.8 Project Web Page**

A Project Information Web Page will be established for this study on the City's website. The purpose of the Web Page will be to inform the public and other stakeholders of the progress and interim findings of the study and upcoming meetings or activities, and to provide a point of access for public feedback. The web information will conform to the *Accessibility for Ontarians with Disabilities Act*.

To assist in providing information to the public, a Frequently Asked Questions (FAQ) will be prepared to provide answers to common questions raised during the study. The FAQ document will be updated as the study progresses. It will also be posted on the project web site.

## **5.9 Transportation Committee and Council Meetings**

The final study recommendations will be presented to the Transportation Committee and Council for approval.