



City of North Bay Report to Council

Report No: IO 2021-06

Date: March 25, 2021

Originator: Adam Lacombe, Senior Capital Program Engineer

Business Unit:

Department:

Infrastructure & Operations

Engineering

Subject: Engineering Design Guidelines (2021)

Closed Session: yes ☐ no ☒

Recommendation

That the Engineering Design Guidelines (2021), Report to Council IO 2021-06 be received for information.

Background

Local design guidelines for municipal engineering are developed by many municipalities for use by staff and engineering consultants when designing public and private infrastructure projects. The local guidelines provide refinement of industrywide guidelines, such as provincial guidelines, and adapt these industry guidelines to local characteristics and conditions. They are important in that they provide standards to apply to developments in a fair and consistent manner.

In 2004 City staff initiated development of a draft Engineering Design Guideline, and in 2006, an engineering technical standards sub-committee of the Development Liaison Advisory Committee was formed. The committee was comprised of City staff and members of the development industry (consulting engineers, construction contractors, a developer's agent, and public utilities), and began meeting with the purpose of reviewing and revising the proposed manual.

Through a number of meetings over several years a general consensus was achieved on numerous design items. A final draft named City of North Bay Technical Standards was completed in January 2009 and has since been used by the industry as a guide for the design of local development and capital infrastructure projects.

Through usage of the 2009 Technical Standards, gaps were identified by City staff and development industry members. In 2017 a process was started for revising the Technical Standards using the original sub-committee format where City staff and development industry members collaboratively reviewed and attained general consensus on design items. A final version was complete in March 2021 and titled City of North Bay Engineering Design Guidelines. The document will be posted on the City's website for access by designers and the development community.

Updates will be made to the document as necessary and communicated to the development community. Any major revisions and additions to the document will use the same collaborative process between City staff and development industry members prior to implementation.

These guidelines should facilitate efficient and effective design and help facilitate timely approvals of complete development plan submissions.

Corporate Strategic Plan

- | | |
|---|--|
| <input type="checkbox"/> Natural North and Near | <input type="checkbox"/> Economic Prosperity |
| <input type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government | |

Specific Objectives

- Ensure continuous improvement of governance and administration
 - Work with partners and stakeholders to identify and find solutions to streamline processes and remove barriers.
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Recommended Option

That the Engineering Design Guidelines (2021), Report to Council IO 2021-06 be received for information.

Respectfully submitted,

Name: Adam Lacombe, P.Eng.
Title: Senior Capital Program Engineer

We concur with the above noted recommendation.

John Severino, P.Eng., MBA
City Engineer, Infrastructure & Operations

David Euler, P.Eng., PMP
Chief Administrative Officer

Personnel designated for continuance: Senior Capital Program Engineer