



THE CORPORATION OF THE CITY OF COURTENAY

## BRIEFING NOTE

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**To:** Council  
**From:** Chief Administrative Officer  
**Subject:** 5<sup>th</sup> Street Complete Streets – Project Update

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**File No.:** 8520-01; 16009  
**Date:** May 9, 2017

### ISSUE:

This Briefing Note is to present Council with the Functional Design for the Complete Streets Pilot Project.

### BACKGROUND:

Throughout 2016, City staff and project team members from Urban Systems worked with key stakeholders and the community to identify the priorities surrounding the Complete Streets Pilot Project, and to review the issues and opportunities specific to the study area. The priorities identified by the public through this engagement process were used to inform the Functional Design of 5<sup>th</sup> Street between Fitzgerald Avenue and Menzies Avenue.

Based on the initial public engagement process, five surface treatment options were prepared for Council's consideration and further public engagement. Both Council and the community reviewed the opportunities and trade-offs presented with each option.

At the December 5, 2016 Regular Council Meeting, Council resolved that:

*Moved by Frisch and seconded by Wells that based on the December 5, 2016 staff report entitled "5<sup>th</sup> Street Complete Streets Pilot Project – Presentation by Urban Systems and Concept Options Selection," Council approve Option 1 and direct staff to proceed to detailed design based on the Option 4 (raised) cross section, with parking provided between Fitzgerald and Harmston, and alternating parking and raingardens provided throughout the remainder of the corridor.*

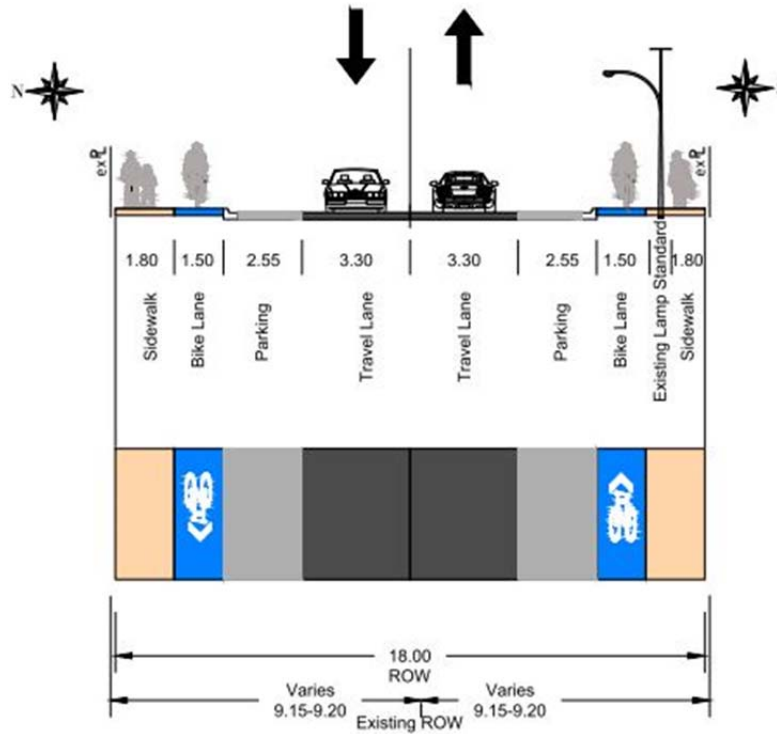
At the same Council meeting, a timeline was presented which envisioned Functional Design in Spring 2017, Detailed Design through to Summer 2017, and Final Design and Tender by the end of 2017. We are on schedule to meet these stated timelines.

### KEY CONSIDERATIONS:

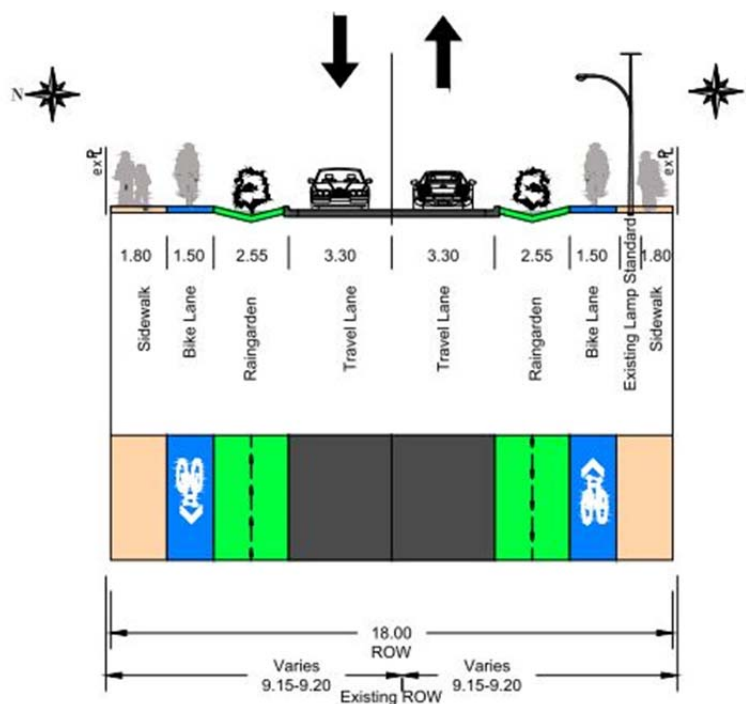
Based on the feedback provided to date, Urban Systems has prepared the attached Functional Design for the 5<sup>th</sup> Street complete streets corridor from Fitzgerald to Menzies. The design incorporates the required components of the selected option while taking existing conditions into consideration (e.g. right-of-way width, utilities, transit, parking requirements), as well as comments provided by stakeholders, residents and businesses within the corridor.

The various cross-section elements have been incorporated into the Functional Design as illustrated in the following:

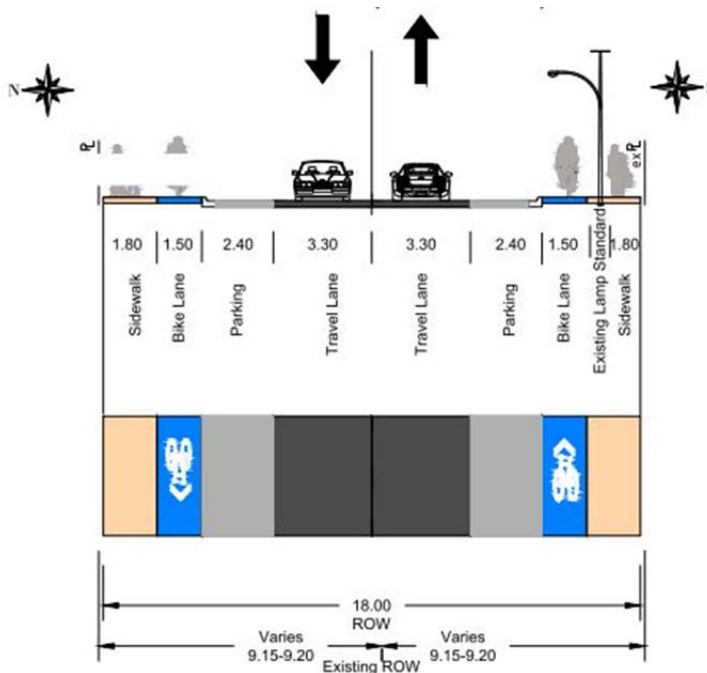
**1 - Fitzgerald to Harmston – protected bike lane with parking on both sides**



**2(a) - Harmston to Menzies – protected bike lane with rain garden**



## 2(b) – Harmston to Menzies – protected bike lane with intermittent parking



### Stakeholder feedback:

The initial Functional Design was provided to all adjacent residents and business owners along the study area corridor, as well as other key stakeholder agencies (e.g. Transit, cycling coalition, DCBIA) with feedback requested by March 31, 2017. Comments were received which have been addressed in the revised Functional Design as attached. Further work will be required during Detailed Design. Comments included:

- Drainage considerations at 5<sup>th</sup> and Johnson – to be reviewed / addressed during Detailed Design.
- Relocation of the westbound transit stop further west in light of future bus exchange at Fitzgerald (comment from the Comox Valley Regional District) – transit stop relocated further west to Leighton Avenue.
- Relocation of pedestrian crosswalk at Leighton Avenue to the east side – not possible due to lane location, and relocation of transit stop.
- Additional parking spaces in front of residential properties – addressed in revised Functional Design where appropriate.
- The location of the bike lane between parked cars and sidewalk between Fitzgerald and Harmston is felt to be dangerous by some adjacent residents – no change was made to the Functional Design to reflect these comments as this was part of the cross-section approved by Council, identified throughout the community discussions as a trade-off to Option 4 (raised). Urban Systems will look for ways to improve safety concerns during detailed design (e.g. dooring from the passenger side), through potential signage, paint colour and bicycle markings, and educational opportunities.

Finally, as part of the Functional Design review, Urban Systems assessed the potential to relocate the existing power poles from the inside of the sidewalk to the back of the sidewalk (i.e. against property lines). While this approach would be more cost effective than providing underground hydro and new street lights, it would still entail a number of design and budget implications which would put the project beyond the current grant allocation. The preference is to design to accommodate the existing location of the poles, however individual pole locations will be considered as part of detailed design moving forward.

Prepared by:

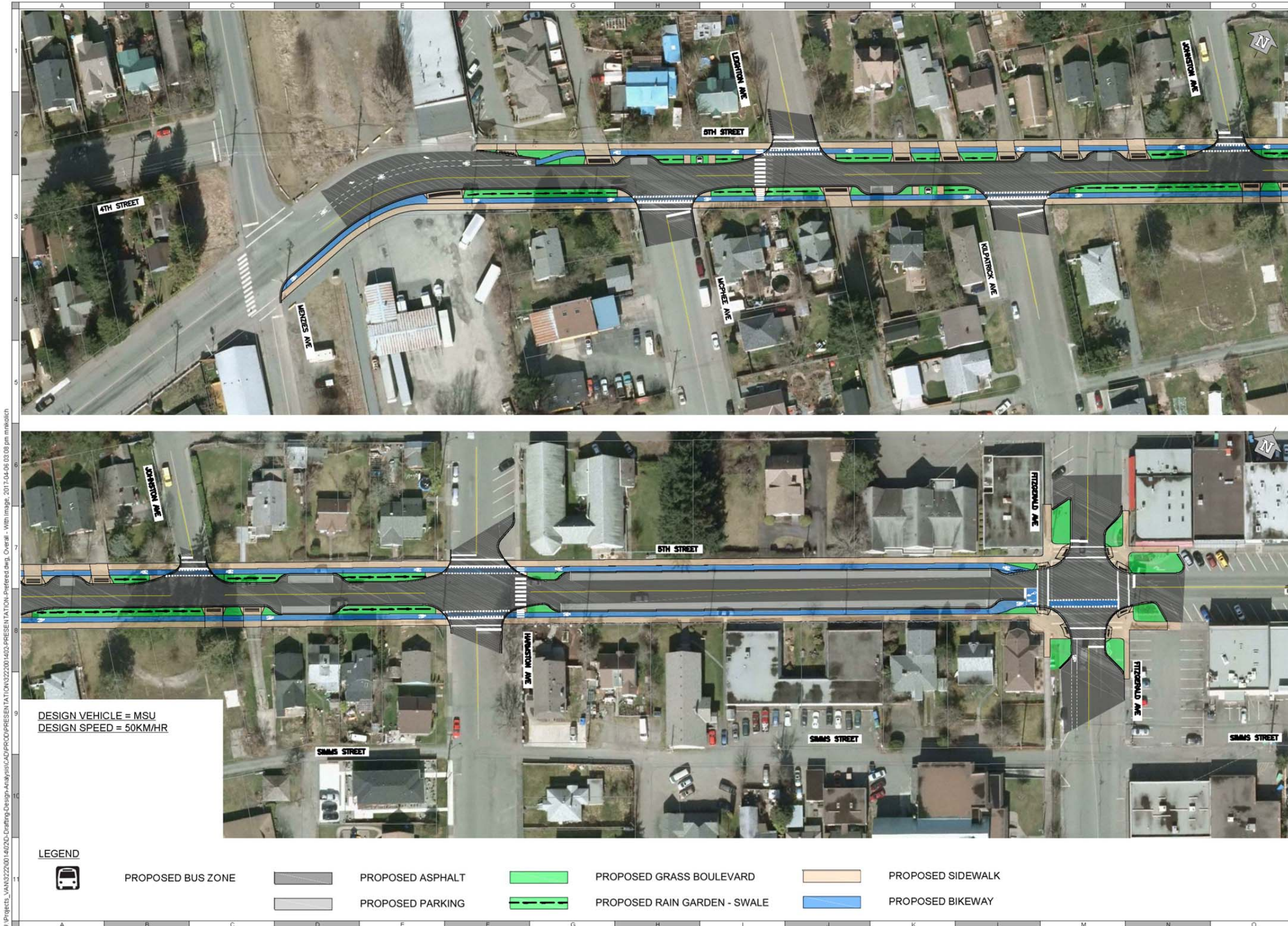
A handwritten signature in black ink, appearing to read 'Craig Perry', with a stylized flourish at the end.

Craig Perry, P.Eng.,  
Manager of Transportation and Utilities – Engineering





THE CORPORATION OF THE CITY OF COURTENAY  
**BRIEFING NOTE**



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**SURVEY INFORMATION**  
 Prepared by: -  
 Coordinate System: -  
 Contour Interval: -

**ISSUED FOR DISCUSSION**  
 APRIL 06, 2017  
 urbansystems.ca

Professional Seal:

#	Date	Issue / Revision	App

City of Courtenay

**URBAN systems**

Scale: 1" = 100'

Quality Control by: U. Systems  
 Designed by: U. Systems  
 Drawn by: U. Systems

**5th Street Complete Streets**  
 Overall - With Image

Sheet Number	# of 10
Project Number	Revision
3222.0014.02	----

NOT FOR CONSTRUCTION