

Appendix A

Terms of Reference Correspondence

Terms of Reference Comments

Type	Department	Commenter	Comment	Responsibility	Direction	Response
Comment	Planning and Development Department	Greg Macdonald	The Scoped Servicing Study and Transportation Impact Assessment should include a section to address a Fiscal Impact Assessment addressing municipal and/or regional costs and benefits.	Transportation Engineer / Civil Engineer		A Fiscal Impact Assessment is considered premature at this time until infrastructure improvements are known.
Comment	Halton Region		The Terms of Reference go into a level of detail that is not appropriate for a Local OP for an urban boundary expansion and should only evaluate whether bringing the lands into the urban boundary for future employment uses is possible based on the existing and planned expansion to the road network. New collector roadways would be evaluated/considered as part of a future Secondary Plan exercise. However, comments from a Regional perspective are found below	Transportation Engineer		New collector roadways are not proposed within this application and are only shown for conceptual purposes.
Comment	Halton Region		Growth Rate for Regional Roads: o For developments reviewed recently in the vicinity, it was proposed that a 1.76% background rate for all Regional Roads (Steeles Avenue, Trafalgar Road, Ninth Line, Winston Churchill Blvd.) be applied based on the intent to be consistent with transportation analyses made in this area as recent as January 2023. This is a small change from the 2.00% rate the Region would typically request in this area. As such, a growth rate of 1.76% for Regional Roads will be acceptable to be consistent with recent area transportation studies.	Transportation Engineer		Due to the Terms of Reference being established with the Town and Region at the time of this analysis, the background growth rates used in analysis were as per the established Terms of Reference (ToR) for the Vision Georgetown. This includes a growth rate of 3.0% for regional roads, which is conservative versus the 1.76%
Comment	Halton Region		Please confirm growth rates from the Town for the Local Roads.	Transportation Engineer		Ivan Drewnitski from the Town of Halton Hills confirmed the growth rates used in the analysis (1%) for local roads.
Comment	Halton Region		Please compare the results of the Trip Generation forecast to ITE trip rates.	Transportation Engineer		ITE was used to estimate the trip generation for the Site.
Comment	Halton Region		The Trip Generation forecast will need to be supported by detailed information in the appendices.	Transportation Engineer		We will include the ITE excerpts in the TIS appendices.
Comment	Halton Region		The use of 2016 Transportation Tomorrow Survey (TTS) data is preferred/acceptable.	Transportation Engineer		2016 Transportation Tomorrow Survey (TTS) data was used in the analysis
Comment	Halton Region		However, if there will be significant levels of commercial trucking, please consider supplementing the distribution with market information to confirm the commercial vehicle distribution (trucking).	Transportation Engineer		Data from existing Turning Movement Counts were used to calculate heavy vehicle %'s
Comment	Halton Region		Please do not apply modal split reductions.	Transportation Engineer		Modal split reductions were not applied.
Comment	Halton Region		The TIS for this development application must consider and/or build on the transportation analysis completed as part of the Premier Gateway Phase 2B Secondary Plan, including intersections along Steeles Avenue.	Transportation Engineer		The TIS report incorporates assumptions from the Premier Gateway Secondary Plan for the study network. It is not recommended to increase the size of the proposed study network along Steeles Avenue at this time. Additional intersections can be added in the future if deemed necessary by the amount of development traffic.
Comment	Halton Region		The Study must also review and consider how the proposed road network connects with the network proposed for the Premier Gateway Phase 2B Secondary Plan area (specifically the properties directly south) and any impacts to the Regional road network.	Transportation Engineer		It is our understanding that there are no current roads proposed with the Premier Gateway that would connect with the subject lands due to natural heritage constraints to the south.
						Coordination with the direct landowner to the south which is outside the Premier Gateway lands may be necessary in the future to coordinate new roadway alignment.
Comment	Halton Region		The following intersections proposed to be analyzed as part of the scope of study, and are Acceptable: • Eighth Line and 5 Side Road (Future Roundabout). • Eighth Line and Proposed Collector Road D (from Eighth Line EA). • Eighth Line and Steeles Avenue (Regional Road 8). • Eighth Line and Proposed Local Road Access.	Transportation Engineer		Noted.
Comment	Halton Region		The additional Regional intersections that would be relevant in the broader area captured in the Premier Gateway Phase 2B Secondary Plan transportation study would be: • Trafalgar Road @ Steeles Avenue • Ninth Line @ Steeles Avenue • Winston Churchill Boulevard @ Steeles Avenue • Trafalgar Road @ Future East-West Collector Road (to be constructed from Trafalgar Road to Eighth Line)	Transportation Engineer		The existing additional regional intersections included in the Premier Gateway Study are not expected to be impacted significantly by the subject lands development.
						However, the new collector road intersection with Eighth Line is included in the analysis as indicated above (Eighth Line and Proposed Collector Road D (from Eighth Line EA)).

Comment	Halton Region	Please consider adding the additional Regional intersections to the Study scope.	Transportation Engineer	These intersections are not expected to experience significant impact from the lands and were therefore not included. However, they can be included in future submissions if deemed appropriate.	
Comment	Halton Region	Capital Roadway Improvements Timing: (subject to change, and approved funding plan) Please note the following Start of Construction dates, and that the actual In-Service dates may be up to 2-3 years later: 2027: Steeles Avenue – Widening from 4 to 6 lanes (with RBL) from Trafalgar Road to Winston Churchill Boulevard	Transportation Engineer	The Steeles Avenue widening has been included in the analysis.	
Comment	Halton Region	Traffic Data: Please ensure that traffic data is obtained for all intersections noted. Data requests for Halton Region information (traffic counts/signal timing) should be completed by contacting access@halton.ca .	Transportation Engineer	Turning Movement Counts at all intersections were collected on December 3rd 2024, and used in the analysis	
Comment	Halton Region	Please note, the most up to date TIS Guidelines for Halton Region can be found at the following web link: https://www.halton.ca/Repository/Transportation-Impact-Study-Guidelines	Transportation Engineer	The Study was prepared in accordance with the Halton Region TIS Guidelines	
Comment	Halton Region	The TIS Report shall include the following format: <ul style="list-style-type: none">• Site Plan and Map,• Size & Number of Development Phases (if applicable),• Existing Conditions (Study Area Intersections, Road Network, Pedestrian Routes, Cycling Routes, Transit Services),• Existing Traffic Conditions (Site Operating Characteristics, Data Collection/Traffic Counts, Analysis Periods (5 years Ahead),• Future Background Conditions (Horizon Years, Horizon Year Volumes)• Background Traffic Demand (with TMC's < 2 years old),• Background Traffic Demand Forecast (with acceptable growth rates)• Site Generated Traffic (Transit Modal Split, Trip Generation/Distribution/Assignment)• Future Total Traffic Demand,• Capacity Analysis (by Intersection, with LOS, Avg. Delay, V/C ratios),• Traffic Impacts (Tables – Total Traffic with/without Mitigation)• Access Considerations – Existing, Proposed, Geometrics (turn lanes, sight lines),• Recommendations,• TDM recommendations (Transit, Pedestrian & Cycling Facilities Analysis)• Conclusions Appendices with Terms of Reference correspondence from all agencies.	Transportation Engineer	The TIS Report includes this format. It is noted that specific TDM will be determined in future submissions once specific land uses are known.	
Comment	Planning and Development Department	Greg Macdonald	At this stage, the following items listed in the ToR are not deemed appropriate for inclusion and should be removed: <ol style="list-style-type: none">1. Proposed Roadway Network – Illustrations of the Local and Collector roadway network are premature.2. Site Access Review – Analysis of site access is not appropriate at this time.3. Detailed Site Plan – The level of detail provided in the site plan exceeds the requirements at this stage, the study should evaluate at a higher level of available developable land, and not reference the level of details provided in the site plan.4. Please build the future traffic horizon incorporating the PGSP Phase 1B and 2B Secondary Plans.	Transportation Engineer	The roadways noted are conceptual. Their alignment and cross sections will be confirmed as part of future applications. The Site Access Review is included as requested by the Region, the Site Plan is conceptual. The future traffic horizon incorporates assumptions within the PGSP Phase 1B and 2B.

Theshantha De Silva

From: Theshantha De Silva
Sent: Monday, October 7, 2024 4:36 PM
To: Shelley.Partridge@halton.ca; Walter.Scattolon
Cc: Brandon.Bradt
Subject: 0 and 8673 Eighth Line TIS - Terms of Reference
Attachments: 0 and 8673 Eighth Line_Pre-Consultation Concept Plan.pdf

Good afternoon Shelley and Walter,

C.F. Crozier & Associates Inc. (Crozier) has been retained to prepare a Transportation Impact Study (TIS) for a proposed industrial development located at 0 and 8673 Eighth Line in the Town of Halton Hills, Region of Halton. The Concept Plan for the proposed development is attached in this email for your review. The subject lands are made up of two (2) land parcels: Parcel No. 1 (0 8th Line) and Parcel No.2 (8673 8th Line). A Pre-Consultation meeting was conducted with the Town on April 11th, 2024.

The elements envisioned for this industrial development include:

- **Parcel No.1:**
 - Building 1: a 3-storey building with a GFA of 49,500 m²
 - Building 3: a 1-storey building with a GFA of 47,000 m²
- **Parcel No.2:**
 - Building 2: a 3-storey building with a GFA of 49,500 m²
 - Building 4: a 1-storey building with a GFA of 44,000 m²
 - An 82,000 m² amenity area
- A future Local Road running east-west through the middle of the development.
- A future Collector Road running north-south along the east limit of the site.
- A “Re-channelized” watercourse traversing the middle of the site from north to south, which is intended to cross under the future Local Road and re-establish at the existing culvert crossing at Eighth Line at the southwest corner of the site.

We are kindly requesting that you review the following Terms of Reference (ToR) and provide feedback regarding our scope of work and request for data. Furthermore, should you not be the appropriate person for correspondence, it would be very appreciated to be directed to the appropriate contact.

Study Methodology for the Transportation Impact Study

Due to the subject development's proximity to Steeles Avenue (Regional Road 8), it is expected that the Region of Halton will be involved in this development application, as such, the Transportation Impact Study will be completed in conformance with the Region of Halton Transportation Impact Study Guidelines (January 2015), as well as the Town of Halton Hills Guidelines for Transportation Impact Studies (August 2022).

This Transportation Impact Study supports an Urban Boundary Expansion application. As a result, the scope is reduced, with elements like Vehicle Maneuverability Diagrams to be included in future development applications.

The Eighth Line Environmental Assessment, 0 and 8673 Eighth Line Pre-Consultation notes, Town of Halton Hills Official Plan, and Halton Region Official Plan were reviewed prior to establishing the below study methodology and scope of work.

The following intersections are proposed to be analyzed as part of the scope of study:

- Eighth Line and 5 Side Road (Future Roundabout).

- Eighth Line and Proposed Collector Road D (from Eighth Line EA).
- Eighth Line and Steeles Avenue (Regional Road 8).
- Eighth Line and Proposed Local Road Access.

We kindly request recent Turning Movement Counts for the above intersections should they be available at the Town and/or Region. Alternatively, if counts are not available, we will consult a specialty traffic counting firm to collect new counts, following the onset of the school year during the first weeks of September 2024.

Noting that the intersection of Eighth Line and Steeles Avenue (Regional Road 8) is signalized, we also kindly request the signal timing plans for this intersection. It is noted that all the study intersections are subject to changes via the Eighth Line widening, the geometry of the future intersections will be modelled according to the Eighth Line EA for future horizons analysis, please confirm that is acceptable.

Growth Rate

Region of Halton Transportation Impact Study Guideline and the Town of Halton Hills Guidelines for Transportation Impact Studies indicate that growth rates should be obtained from an estimation of roadway growth factors from a calibrated traffic forecast model or based on area transportation studies. As such, we kindly request the applicable studies or that you provide us with the growth rates expected for the above noted study intersections to reflect expected growth in the area, it is noted that due to the planned immense growth in the area, the use of historical data to calculate a growth rate may not be sufficient.

These growth rates would be used to grow the traffic counts and to the future horizon years using a simple rate (i.e., not compound).

Analysis Periods and Scenarios

To capture the traffic characteristics at full build out, we propose analysis of the following horizons:

- 2024 (Existing Conditions)
- 2031 (Aligning with Town of Halton Hills Official Plan-Urban Boundary Expansion and Eighth Line Widening)

Considering the industrial characteristics of the proposed development, the weekday A.M. and P.M. peak hours will be analyzed for each of the horizon years listed.

Background Developments

Per a review of the Development Projects in the Town of Halton Hills, the following background development(s) were identified in close proximity to the subject development:

- Vision Georgetown
- 8250 Eighth Line
 - 8 industrial warehouses
- 8079 Eighth Line
 - Multi-use development which includes a waterpark, hotel, theatre, spa, restaurant and other accessory uses.
- 8154, 8170, 8178 & 8192 Eighth Line
 - Proposed Prestige Industrial Use - 3 warehouses

The volumes associated with the Vision Georgetown lands will be based on the volumes used for the Vision Georgetown TIS (Currently being prepared by Crozier). This study can be shared with staff upon request and traffic will generally be assumed as through traffic along Eighth Line.

Please provide the associated transportation impact studies for the other above developments that should be included in our analysis, if available. Additionally, if the Town or Region has any other background developments in the vicinity of the proposed development, please let us know and provide the associated transportation impact studies that should be included in our analysis.

Roadway Improvements

Please advise as to whether there are any roadway improvements planned within the vicinity of the proposed redevelopment within the proposed horizon years.

Our review finds the following road improvements:

- Eighth Line Widening (2031-from Eighth Line EA)
- Future roundabout at Eight Line and 5 Side Road (2031-from Eighth Line EA)
- New intersection at new Proposed Collector Road D (2031-from Eighth Line EA)

Please confirm the above improvements are sufficient for the study area.

Trip Generation and Distribution

Trip Generation for the proposed development will be based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition.

The site-generated trips will be distributed to the surrounding road network using 2016 TTS data and assigned using logical routing through the study road network. If the TTS data is not sufficient due to the area not being built out, trips will be assigned according to first principles and existing travel patterns from TMC data.

Analysis Procedures

Weekday A.M. and P.M. peak hours will be analyzed using Synchro 11.0 analysis software, using Highway Capacity Manual (HCM 2000) procedures.

The following Synchro parameters will be used

- Default Synchro values for ideal saturation flow rate (1900 veh/hr/lane) and lane utilization factors
- Counted values for peak hour factors and heavy vehicle percentages
- Signal timing parameters per the signal timing cards provided and will be optimized in future scenarios to account for the improvements planned at Steeles Avenue and Eighth Line.
- Per the Region and Town's TIS guidelines, critical movements will be reported in the summary tables where v/c ratios are greater than 0.85 for through movements and 0.95 for exclusive movements. Additionally, queues will be reported if they are expected to exceed available storage.

Site Access Review

The available sight distance at the proposed site access will be compared to the standards set out by the Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads (GDGCR). Additionally, the location of the internal roadways will be reviewed using the Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads (GDGCR) regarding corner clearance and throat length requirements.

We request the following information for inclusion in the study, along with any comments that arise with regards to the above Terms of Reference.

- Please confirm the traffic data collection method and whether any existing TMC data is available for the proposed study network.
- Please provide the signal timing plans for the signalized study intersection of Steeles Avenue (Regional Road 8) at Eighth Line
- Please provide relevant growth rate(s) applicable to the roadways of study.
- Please confirm the background developments and provide any additional transportation impact studies that are to be included our analysis.
- Please confirm the details of the planned roadway improvements in the surrounding study area within the horizon years.

- Please confirm the trip generation and distribution method.

I trust the contents outlined in this email are acceptable. Should you have any questions or require any further information, please feel free to contact us.

Kind regards,

Theshantha

Theshantha De Silva

Engineering Intern, Transportation

Office: 416.868.5212

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Theshantha De Silva

From: Theshantha De Silva
Sent: Monday, October 7, 2024 4:29 PM
To: idrewnitski@haltonhills.ca
Cc: Brandon Bradt
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I trust the contents outlined in this email are acceptable. Should you have any questions or require any further information, please feel free to contact us.

Kind regards,
Theshantha

Theshantha De Silva
Engineering Intern, Transportation
Office: 416.868.5212

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