October 7, 2024

City of Ottawa
Planning, Development, and Building Services Department
110 Laurier Avenue West, 4th Floor
Ottawa, ON K1P 1J1

Attention: **Ms. Rochelle Fortier-Lesage**
Transportation Project Manager, Infrastructure Approvals

Reference: **535 Legget Drive**
Transportation Impact Assessment – Design Review Letter
Novatech File No.: 124045

1.0 PROPOSED DEVELOPMENT

This letter has been prepared in support of a Site Plan Control application for a proposed office to residential conversion at 535 Legget Drive. The existing development includes approximately 145,206 ft^2 gross floor area (GFA) of office space within an 11-storey building. The proposed development seeks to convert the second through eleventh storeys into 115 dwellings. The southern portion of the ground floor will include amenity space for residents, with a new building entrance serving the residential development only in the southwest corner. The northern portion of the ground floor will maintain approximately 3,900 ft^2 GFA of leasable office space with access via the existing northern building entrance.

Parking for the residential development will be located in the existing parking lot south and west of the existing building. A new vehicle driveway is proposed to Legget Drive, approximately 65m south of the existing entrance north of the building and will function as the main parking entrance. The drive aisle leading to the parking from the existing access north of the building will be modified to one-way egress only.

It is anticipated that buildout of the proposed conversion will be completed in 2026.

A copy of the proposed site plan is included in **Attachment 1**.

The subject site is surrounded by the following:

- Office uses, followed by Terry Fox Drive to the north;
- Office uses, followed by Solandt Road to the south;
- The Brookstreet Hotel and office uses to the east;
- Legget Drive, followed by the Nokia campus to the west.

An aerial of the vicinity around the subject site is provided in **Figure 1**.

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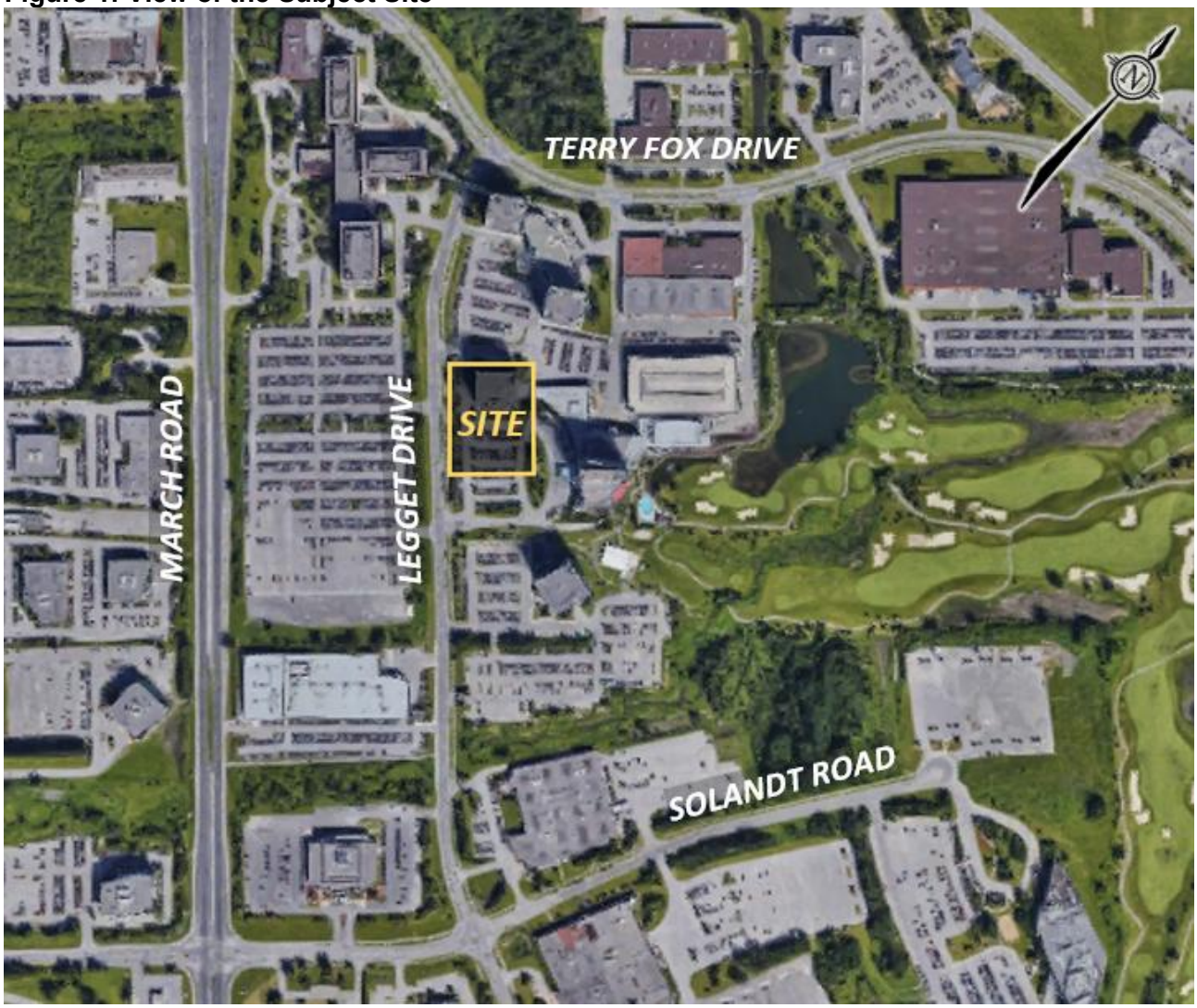
Figure 1: View of the Subject Site



2.0 SCREENING

The City's *Revised TIA Guidelines* identify three triggers for completing a TIA report, including trip generation, location, and safety. The criteria for each trigger are outlined in the City's TIA Screening Form, which is included in **Attachment 2**. The trigger results are as follows:

- Trip Generation Trigger – The development is anticipated to generate a net reduction in person trips; further assessment is **not required** based on this trigger.

- Location Triggers – The development is located within a Design Priority Area (DPA); further assessment is **required** based on this trigger.

- Safety Triggers – The development does not meet any safety triggers; further assessment is **not required** based on this trigger.

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City staff have waived the TIA requirement for this application, and requested a letter including the following modules:

- Module 4.1: Development Design
- Module 4.2: Parking
- Module 4.3: Boundary Streets
- Module 4.4: Access Design
- Module 4.5: Transportation Demand Management

3.0 DEVELOPMENT DESIGN

3.1 Design for Sustainable Modes

Pedestrian walkways will connect the proposed development to the existing sidewalk on Legget Drive at each access (i.e. the existing access and the proposed access located approximately 65m to the south). Pedestrian walkways will continue to be provided on the north, south, and west sides of the building, connecting to walkways within the neighbouring parcels at 359 Terry Fox Drive, 525 Legget Drive, and 555 Legget Drive. A basement connection to the Brookstreet Hotel at 525 Legget Drive will also be maintained.

Bike lockers/storage and a repair station are proposed within the basement. A total of approximately 89 bicycle parking spaces are proposed in the basement, and six at-grade bicycle parking spaces are proposed adjacent to the main entrance. A review of the required bicycle parking is provided in Section 4.0.

OC Transpo's service design guidelines for peak period service is to provide service within a five-minute (400m) walk of home, work, or school for 95% of urban residents. The subject site is within this walking distance of multiple bus stops on Legget Drive and Terry Fox Drive (including stops #4972, #4974, #6149, #6150, and #6159). These stops currently serve OC Routes 63, 66, 110, and 166. Based on the City's 'New Ways to Bus' travel planner, which outlines the future transit network, Route 66 will no longer travel on Legget Drive and Route 166 will be removed in the future.

A review of the *Transportation Demand Management (TDM)-Supportive Design and Infrastructure Checklist* has been conducted, and is included in **Attachment 3**. All required TDM-supportive design and infrastructure measures in the TDM checklist are met. In addition to the required measures, the proposed development also meets the following 'basic' or 'better' measures as defined in the *TDM-Supportive Development Design and Infrastructure Checklist*:

- Locate building doors and windows to ensure visibility of pedestrians from the building, for their security and comfort;
- Provide wayfinding signage for site access;
- Provide a permanent bike repair station, with commonly used tools and an air pump, adjacent to the main bicycle parking area (or secure bicycle parking area, if provided);
- Provide a designated area for carpool drivers (plus taxis and ride-hailing services) to drop off or pick up passengers without using fire lanes or other no-stopping zones.

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3.2 Circulation and Access

Pick-ups and drop-offs will be accommodated within two proposed lay-bys on the west side of the building. The northern limits of the drive-aisle leading to the existing access to Legget Drive will be restricted to northbound egress only. It is recommended that the one-way drive aisle northwest of the building include signage to identify the direction of travel for vehicles.

Loading, deliveries and garbage collection is proposed to occur at the existing loading dock immediately east of the subject building. This loading dock is currently used by the existing offices and the Brookstreet Hotel.

The on-site fire route includes the proposed new access to Legget Drive and the east-west drive aisle aligned with the new access.

4.0 PARKING

The subject site is located in Area C of Schedules 1 and 1A of the City's *Zoning By-Law* (ZBL). Minimum vehicle parking, accessible parking, bicycle parking, and loading space requirements are identified in Sections 101, 102, 111, and 113 of the ZBL, and in Section 3.1 of the City's *Accessibility Design Standards*. The proposed parking supply and requirements are summarized in **Table 1**.

Table 1: Parking Review

Land Use	Rate	Units	Required	Provided
Minimum Vehicle Parking (Section 101/102 of ZBL)				
Dwelling, Mid-/High-Rise	1.2 spaces per dwelling (tenant)	115 dwellings	138	84
	0.2 spaces per dwelling (visitors)		23	23
Office	2.4 spaces per 100 m^2 GFA	363 m^2	9	0
		Total	**170**	**107**
Minimum Accessible Parking (Section 3.1 of Accessibility Design Standards)				
-	1 barrier-free required when total parking supply for public use is between 1 and 25 spaces	23 public spaces	2	2
Minimum Bicycle Parking (Section 111 of ZBL)				
Dwelling, Mid-/High-Rise	0.5 spaces per dwelling	115 dwellings	58	89
Office	1.0 spaces per 250 m^2	363 m^2	1	6
		Total	**59**	**95**
Minimum Loading Spaces (Section 113 of ZBL)				
Dwelling, Mid-/High-Rise	No residential loading spaces required	115 dwellings	0	1
Office	None required when GFA is less than 1,000 m^2	363 m^2	0	0
		Total	**0**	**1**

Based on the previous table, the proposed development meets the minimum visitor and accessible parking space and bicycle parking requirements. A zoning by-law amendment application has been filed to remove the minimum parking requirements for the residential (tenant) and office uses. This is in line with the City's *Official Plan* and draft updates to the ZBL, which seek to remove minimum residential parking requirements while maintaining a minimum parking requirement for visitors. It is requested that the proposed parking supply for this development be approved on this basis.

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5.0 BOUNDARY STREETS

This section provides a review of the boundary street Legget Drive. The *Multi-Modal Levels of Service (MMLOS) Guidelines*, produced by IBI Group in October 2015, were used to evaluate the levels of service for each alternative mode of transportation on Legget Drive, based on existing conditions. Using Exhibit 22 of the *MMLOS Guidelines*, the MMLOS targets associated with the 'Employment Area' have been considered in this review. The targets are summarized as follows:

- **Target pedestrian level of service (PLOS) C**, which is the target for all roadways within Employment Areas;
- **Target bicycle level of service (BLOS) C**, which is the target for collector roadways that are Local Cycling Routes;
- **No target transit level of service (TLOS) is identified**, as the roadway is not designated in the City's Rapid Transit and Transit Priority (RTTP) Network;
- **Target truck level of service (TkLOS) D**, as Legget Drive is a collector roadway with no truck route designation.

The segment MMLOS review of Legget Drive is provided in the following tables.

Table 2: PLOS Segment Analysis

Sidewalk Width	Boulevard Width	Avg. Daily Curb Lane Traffic Volume	Presence of On-Street Parking	Operating Speed[1]	PLOS
Legget Drive (east side, Terry Fox Drive to Solandt Road)					
1.8m	> 2.0m	≤ 3,000 vpd	No	60 km/h	A
Legget Drive (west side, Terry Fox Drive to Solandt Road)					
No sidewalk		> 3,000 vpd	No	60 km/h	**F**

1. Operating speed taken as the speed limit plus 10 km/h.

Table 3: BLOS Segment Analysis

Road Class	Bike Route	Type of Bikeway	Bike Lane Width	Bike Lane Blockage	Travel Lanes	Operating Speed	BLOS
Legget Drive (Terry Fox Drive to Solandt Road)							
Collector	Local Route	Curbside Bike Lane	1.5 to 1.8m	Rare	1 per direction	60 km/h	C

Table 4: TLOS Segment Analysis

Facility Type	Exposure to Congestion Delay, Friction, and Incidents			TLOS
	Congestion	Friction	Incident Potential	
Legget Drive (Terry Fox Drive to Solandt Road)				
Mixed Traffic – Moderate Parking/Driveway Friction	Yes	Medium	Medium	E

Table 5: TkLOS Segment Analysis

Curb Lane Width	Number of Travel Lanes Per Direction	TkLOS
Legget Drive (Terry Fox Drive to Solandt Road)		
> 3.7m	1	B

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Based on the previous tables, the west side of Legget Drive does not include a sidewalk and therefore does not meet the target pedestrian level of service (PLOS). Providing similar pedestrian facilities on the west side of the roadway as the east is identified for the City's consideration.

Legget Drive does meet the target BLOS C and TkLOS D, and achieves a TLOS E. No recommendations improving the levels of service for cyclists, transit users, or trucks are identified, as none are required.

6.0 ACCESS DESIGN

The proposed development includes one new two-way accesses to Legget Drive and one egress to the existing access to 555 Legget Drive. No modifications to the 555 Legget Drive access are proposed. However, the property limits are proposed to be adjusted, and the existing access will be located within the limits of the subject site. The southerly access is a proposed private approach, approximately 65m to the south. The design of the accesses have been evaluated using the relevant provisions of the City's *Private Approach By-Law* (PABL) and ZBL, and the Transportation Association of Canada (TAC)'s *Geometric Design Guide for Canadian Roads*.

Section 25(1)(a) of the PABL identifies that, for sites with 46m to 150m of frontage, a maximum of two private approaches are permitted. The proposed private approach is permissible under this requirement.

Section 25(1)(c) of the PABL identifies a maximum width requirement of 9.0m for any two-way private approach, as measured at the street line. Since the private approaches will be approximately 6.7m in width, this requirement is met.

Section 25(1)(g) of the PABL identifies a minimum distance of 9.0m between the nearest edges of two private approaches to the same property, as measured at the street line. Since the private approaches will be approximately 65m apart, this requirement is met.

Section 25(1)(p) of the PABL identifies a minimum distance of 3.0m between the nearest edge of a private approach to the nearest property limit. The existing access is not anticipated to meet this requirement with the adjusted property limits, but it is an access that is shared with the adjacent sites. It is requested that this requirement be waived for the existing private approach. The proposed access meets the requirements of Section 25(1)(p).

Section 25(1)(u) of the PABL identifies a maximum grade of 2% for the first 9m within the property line, when the private approach serves a parking area with 50 or more parking spaces. A waiver of this requirement is requested. The proposed new access will have a maximum grade of 4.0% within the first 9m, as the existing parking lot is lower than Legget Drive. This grade is not anticipated to obscure drivers' vision of pedestrians crossing the proposed access.

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When accessing a collector roadway, TAC's *Geometric Design Guide* identifies a minimum clear throat length of 15m for apartment developments with 100 to 200 dwellings. The proposed private approach meets this criteria, as 15m of clear throat is provided. The existing private approach provides approximately 12m of clear throat, however this is an existing condition and no modifications are proposed. It should also be noted that the drive aisle in front of the proposed development will be modified to be one-way, which will reduce the number of on-site conflicts adjacent to the existing access.

TAC's Geometric Design Guide identifies sight distance requirements, based on the design speed of a roadway (taken as the posted speed limit plus 10 km/h). Legget Drive has a posted speed limit of 50 km/h, and therefore a design speed of 60 km/h has been considered in this review. For this design speed, the required stopping sight distance and desired intersection sight distances can be summarized as follows:

- Stopping sight distance, SSD: 85m;
- Intersection sight distance, ISD: 130m for drivers looking right to turn left;
  110m for drivers looking left to turn right.

Legget Drive is a flat roadway, and the bend north of the subject site is a minor curve that does not result in deficient SSD at the existing access or proposed access. ISD at the accesses may be obstructed by existing vegetation along Legget Drive, and pruning may be required to provide the minimum desired ISDs.

The proposed access to Legget Drive is not aligned with the existing access on the west side, which currently connects to the main parking lot for the Nokia campus. It should be noted that this access will be removed as part of the redevelopment of the Nokia campus, and a new private street is proposed to align with the existing northern access. A loading access serving future office and retail space is anticipated to be located in a similar location to the existing parking lot access. As the loading access is anticipated to have low traffic volumes, there is a low potential for overlapping left turns between the proposed access to the subject site and the future loading access to the Nokia redevelopment.

7.0 TRANSPORTATION DEMAND MANAGEMENT

7.1 Context for TDM

The proposed conversion will maintain approximately 3,900 ft^2 GFA of ground-floor office space, and will include a total of 115 residential dwellings. These dwellings are broken down by unit type as follows:

- 59 one-bedroom units;
- 53 two-bedroom units;
- 3 three-bedroom units.

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7.2 Need and Opportunity

The Subject Site is located within the 'Kanata North Economic District' and 'Evolving Neighbourhood' overlay on Schedule B5 of the City of Ottawa's Official Plan. The surveyed residential mode shares of high-rise multifamily housing within the Kanata/Stittsville district (as outlined in the *TRANS Trip Generation Manual*) is approximately 43% in the AM peak hour and 55% in the PM peak hour.

The proposed conversion from office to residential conforms with City policies within the *Official Plan* speaking to 'activity centres,' which are designed for residents or employees to live, work, learn, play, and access daily needs without a car. As the Kanata North Economic District continues to transform from a district with nearly exclusively commercial and office uses to a community that also includes residential uses, it is anticipated that the assumed driver share target will not be exceeded. Additionally, bus rapid transit along March Road is identified as a future improvement for commuters and residents of Kanata North.

7.3 TDM Program

A review of the City's *TDM Measures Checklists* has been conducted by the proponent. A copy of the completed checklists are included in **Attachment 3**. The list of measures to be considered are summarized as follows:

- Display local area maps with walking/cycling access routes and key destinations at major entrances;
- Display relevant transit schedules and route maps at entrances;
- Unbundle parking cost from monthly rent;
- Provide a multimodal travel option information package to new residents/employees.

8.0 CONCLUSIONS AND RECOMMENDATIONS

The conclusions and recommendations of this letter can be summarized as follows:

Development Design and Parking

- Pedestrian walkways will connect the proposed development to the existing sidewalk on Legget Drive at each access. Pedestrian walkways will continue to be provided on the north, south, and west sides of the building, connecting to walkways within the neighbouring parcels at 359 Terry Fox Drive, 525 Legget Drive, and 555 Legget Drive. A basement connection to the Brookstreet Hotel at 525 Legget Drive will also be maintained.

- The subject site is within this walking distance of multiple bus stops on Legget Drive and Terry Fox Drive. These stops currently serve OC Routes 63, 66, 110, and 166. Based on the City's 'New Ways to Bus' travel planner, which outlines the future transit network, Route 66 will no longer travel on Legget Drive and Route 166 will be removed in the future.

- Bike lockers/storage and a repair station are proposed within the basement. A total of approximately 89 bicycle parking spaces are proposed in the basement, and six at-grade bicycle parking spaces are proposed adjacent to the main entrance. This meets the minimum requirements outlined in the ZBL.

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- A zoning by-law amendment application has been filed to remove the minimum parking requirements for the residential (tenant) and office uses. This is in line with the City's *Official Plan* and draft updates to the ZBL, which seek to remove minimum residential parking requirements while maintaining a minimum parking requirement for visitors. It is requested that the proposed parking supply for this development be approved on this basis.

Boundary Streets

- The west side of Legget Drive does not include a sidewalk and therefore does not meet the target pedestrian level of service (PLOS). Providing similar pedestrian facilities on the west side of the roadway as the east is identified for the City's consideration.

- Legget Drive does meet the target bicycle level of service (BLOS) C and truck level of service (TkLOS) D, and achieves a transit level of service (TLOS) E. No recommendations improving the levels of service for cyclists, transit users, or trucks are identified, as none are required.

Access Design

- The site accesses to Legget Drive generally meet the provisions of the City's *Private Approach By-Law* (PABL) and Transportation Association of Canada's *Geometric Design Guide*, except for the following.

- Section 25(1)(u) of the PABL identifies a maximum grade of 2% for the first 9m within the property line, when the private approach serves a parking area with 50 or more parking spaces. A waiver of this requirement is requested. The proposed new access will have a maximum grade of 4.0% within the first 9m, as the existing parking lot is lower than Legget Drive. This grade is not anticipated to obscure drivers' vision of pedestrians crossing the proposed access.

- When accessing a collector roadway, TAC's *Geometric Design Guide* identifies a minimum clear throat length of 15m for apartment developments with 100 to 200 dwellings. The proposed private approach meets this criteria, as 15m of clear throat is provided. The existing private approach provides approximately 12m of clear throat, however this is an existing condition and no modifications are proposed. It should also be noted that the drive aisle in front of the proposed development will be modified to be one-way, which will reduce the number of on-site conflicts adjacent to the existing access.

Transportation Demand Management

- The list of measures to be considered are summarized as follows:
    - Display local area maps with walking/cycling access routes and key destinations at major entrances;
    - Display relevant transit schedules and route maps at entrances;
    - Unbundle parking cost from monthly rent;
    - Provide a multimodal travel option information package to new residents/employees.

The proposed development is recommended from a transportation perspective.

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NOVATECH

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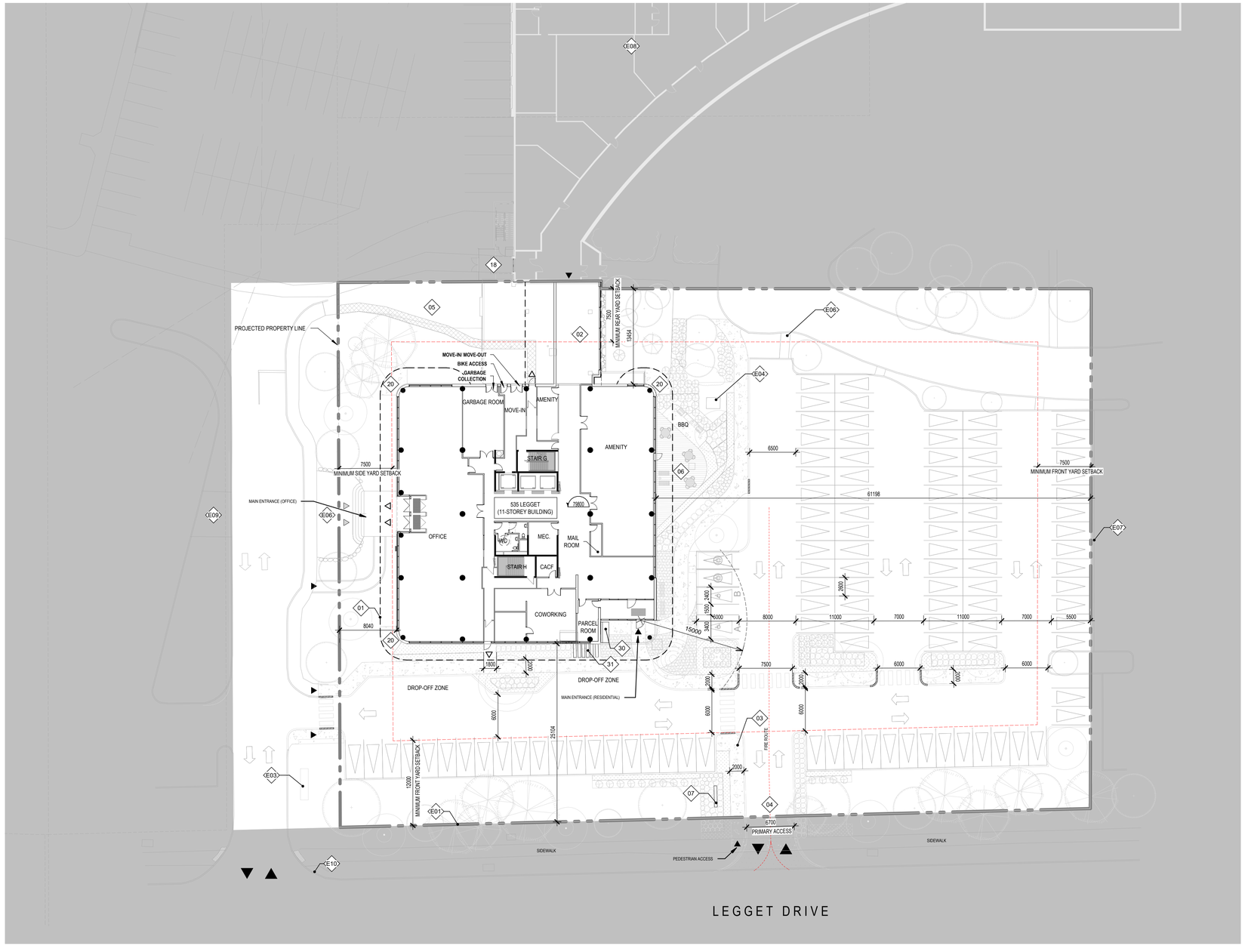
Attachment 1

Proposed Site Plan



GENERAL SITE PLAN - PROJECTED
1 : 300

1
A101P

GENERAL NOTES	
# NOTE	DESCRIPTION
01	OUTLINE OF CANOPY ON LEVEL 2
02	LINK TO BROOKSTREET HOTEL
03	PROPOSED NEW ENTRANCE CONCRETE PATH
04	PROPOSED NEW VEHICULAR ENTRANCE
05	GRANDING TO SLOPE TOWARDS EXISTING LOADING DOCK LEVEL TO FACILITATE MOVE-IN/ MOVE-OUT AND GARBAGE COLLECTION (8% MAX FOR GARBAGE COLLECTION) SEE CIVIL ENG.
06	PROPOSED EXTERIOR DECK (REFER TO LANDSCAPE ARCHITECT)
07	NEW SIGNAGE
08	ADDITIONAL TREE (REFER TO LANDSCAPE ARCHITECT)
10	PROJECTED BUILDING OUTLINE - GROUND FLOOR
11	MARQUISE OUTLINE
13	NEW STAIRCASE OUTLINE
14	PROJECTED BUILDING OUTLINE - SECOND FLOOR
16	CONTACT PANEL (SEE ELECTRICAL ENG.)
17	FIRE PANEL (SEE ELECTRICAL ENG.)
18	PROPOSED EXIT STAIR FROM BROOKSTREET HOTEL
19	RELOCATED ROPE GUIDE
20	CONCRETE DRAINAGE SPLASH PAD (REFER TO LANDSCAPE ARCHITECT)
30	SEATING AREA
31	PROPOSED EXTERIOR BIKE PARKING

GENERAL NOTES EXISTANT	
# NOTE	DESCRIPTION
E01	PROPERTY LINE
E02	LOADING DOCK
E03	DEMOLITION OF EXISTING STREET SIGNAGE, FOLLOWED BY SURFACE RESTORATION AND STREETSCAPE ENHANCEMENT (SEE LANDSCAPE ARCHITECT)
E04	EXISTING MECHANICAL EQUIPMENT
E05	REINFORCING DOWELS EXTENDING ABOVE THE SLAB WITH PROTECTIVE HOARDING.
E06	EXISTING PEDESTRIAN ENTRANCE
E07	EXISTING CURB TO SEPARATE PARKINGS
E08	EXISTING BROOKSTREET HOTEL
E09	EXISTING BIKE RACK
E10	EXISTING FIRE HYDRANT
E12	GARBAGE CHUTE
E14	EXISTING ROOF ANCHOR
E15	PIPE / CONDUIT ENCLOSURE
E16	FLUE PIPES
E17	KITCHEN EXHAUST FAN
E18	EXISTING ROPE GUIDE TO BE RELOCATED
E19	EXISTING HOUSEKEEPING PAD TO BE DEMOLISHED
E20	DEMOLITION OF EXISTING CURBS AND SIDEWALK TO FACILITATE THE CREATION OF A NEW VEHICULAR ENTRANCE FROM LEGGET DRIVE, INCLUDING NECESSARY LANDSCAPE ADJUSTMENTS (SEE LANDSCAPE ARCHITECT AND CIVIL ENGINEER).
E21	EXISTING ACCESS TO BE DECOMMISSIONED AND PERMANENTLY CLOSED
E22	ALL EXISTING ROOF ASSEMBLIES MUST BE INSPECTED DURING THE DEMOLITION PHASE TO ASSESS AND DETERMINE THE NECESSARY INTERVENTIONS
E23	ALL EXISTING PRECAST CONCRETE PANELS AND ASSOCIATED ELEMENTS MUST BE INSPECTED DURING THE DEMOLITION PHASE TO ASSESS AND DETERMINE THE NECESSARY INTERVENTIONS

PARKING LEGEND

- TYPICAL PARKING SPACE 5.5 m X 2.6 m (5.2 m X 2.6 m min.)
- BARRIER FREE PARKING SPACE 6 m X 3.4 m
- BARRIER FREE PARKING SPACE 6 m X 2.4 m (min.)
- EV PARKING SPACE 6 m X 2.5 m (min.)

SURFACE LEGEND

- CLEAR STONE (BY LANDSCAPE ARCHITECT)
- PEDESTRIAN PATH (BY LANDSCAPE ARCHITECT)
- LANDSCAPING (BY LANDSCAPE ARCHITECT)
- DECK (BY LANDSCAPE ARCHITECT)
- INTERVENTION AREA
- ASPHALT (REFER TO CIVIL)
- PAVING (BY LANDSCAPE ARCHITECT)
- DEPRESSED SIDEWALK/ BARRIER FREE TACTILE PAVERS

LINE TYPE & ACCESS LEGEND

- VEHICULAR ENTRY
- ACCESS TO BUILDING
- ACCESS TO OFFICE
- EXITS
- FIRE ROUTE (ON SITE)
- PROPERTY LINE
- CIRCULATION ARROW

WALL AND DOOR LEGEND

- EXISTING WALL
- EXISTING STRUCTURE
- DEMOLISHED WALL
- NEW WALL
- DEMOLISHED DOOR
- EXISTING DOOR
- NEW DOOR

EXTERIOR BIKE RACK

GROSS FLOOR AREA (GFA) AS PER CITY OF OTTAWA DEFINITION

GROSS FLOOR AREA (RESIDENTIAL)	15 939 m²
GROSS FLOOR AREA (OFFICE)	400 m²
TOTAL GROSS FLOOR AREA (RESIDENTIAL & OFFICE)	16 339 m²

535 LEGGET - SITE STATISTICS

PROPOSED LOT AREA	7 937 m²
FOOTPRINT	1 395 m² (45% max)
GROSS BUILDING AREA ABOVE GRADE	14 769 m²
CONSTRUCTION AREA UNDERGROUND	1 570 m2
GROSS FLOOR AREA (ABOVE + BELOW GRADE)	16 339 m²

LEGAL DESCRIPTION OF PROPERTY

PIN 04517-1171 Part Lot 8, Conc. 4, Ottawa, being Parts 5 and 6 Plan 4R16648 and Parts 4, 5 and 9 Plan 4R17106

535 LEGGET - NUMBER OF UNITS

LEVEL	NUMBER OF UNITS
BASEMENT	0
GROUND FLOOR	0
2nd FLOOR TO 9th	8 x 13 UNITS 104 UNITS
10th FLOOR	11 UNITS
11th FLOOR	-
TOTAL	115 UNITS

ZONE PROVISIONS 535 LEGGET

ZONING BY-LAW 2008-250

CURRENT ZONING: IP6 [301]

	REQUIRED	PROVIDED
FRONT & CORNER YARD SETBACK	FRONT MIN. 12 m	25.10 m
INTERIOR RIGHT SIDE YARD SETBACK	MIN. 7.5 m	61.19 m
INTERIOR LEFT SIDE YARD SETBACK	MIN. 7.5 m	8.04 m
REAR YARD SETBACK	MIN. 7.5 m	13.45 m
BUILDING HEIGHT	44 m (MAX)	11 STOREYS 44 m (MAX)
AMENITY SPACE	6 m² X 115 UNITS = 690 m²	847 m²
PRIVATE AMENITY SPACE	-	145 m²
COMMUNAL AMENITY AREA	MINIMUM OF 50% OF REQUIRED TOTAL AMENITY AREA (423 m² min.)	702 m²
BICYCLE PARKING (RESIDENTIAL)	0.5 X 115 UNITS = 58 SPOTS (25% INDOORS)	93
BICYCLE PARKING (OFFICE)	2 SPOTS (1 LONG-TERM, 1 SHORT-TERM)	2

NUMBER OF PARKING SPACES

	REQUIRED		PROVIDED
PARKING (RESIDENTIAL)	1.2 SPACES X 115 UNITS	138	81 SPACES
PARKING (VISITOR)	0.2 SPACES X 115 UNITS	23	20 SPACES
OFFICE	400 m²	4	4 SPACES
BARRIER FREE PARKING	TYPE A = 1 TYPE B = 1	2	TYPE A = 1 TYPE B = 1
TOTAL PARKING REQUIRED		167	107 SPACES

NOTES GÉNÉRALES General Notes

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4. Les dimensions sur ces documents doivent être lues et non mesurées. / The dimensions on these documents must be read and not measured.

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CLIENT Client

KRP Properties

OUVRAGE Project

535 LEGGET DRIVE

EMPLACEMENT Location
535 LEGGET DRIVE,
KANATA, ONTARIO

NO PROJET No.
13338

NO	RÉVISION	DATE (aa-mm-jj)
B	ÉMISSION POUR COORDINATION	2024 06 21
C	AUDIT PROGRAMMATION	2024 06 25
D	ISSUED FOR COORDINATION	2024 07 18
E	ISSUED FOR COORDINATION	2024 08 09
F	LIMITED WINDOW WALL TENDER DRAFT	2024 09 13
G	ISSUED FOR SITE PLAN APPROVAL	2024 10 04

DESSINÉ PAR Drawn by
AT MS

VÉRIFIÉ PAR Checked by
KP

DATE (aa.mm.jj)
24.09.18

ÉCHELLE Scale
As indicated

TITRE DU DESSIN Drawing Title
GENERAL SITE PLAN - PROJECTED

RÉVISION Revision
G

NO. DESSIN Dwg Number
A101P

Attachment 2

TIA Screening Form

City of Ottawa 2017 TIA Guidelines TIA Screening

1. Description of Proposed Development

Municipal Address	535 Legget Drive
Description of Location	East side of Legget, approx. 200m south of Terry Fox
Land Use Classification	Multifamily Residential (conversion of existing office)
Development Size (units)	115 dwellings
Development Size square metre (m^2)	Approx. 3,900 sq.ft. of ground-floor office
Number of Accesses and Locations	2 to Legget (1 existing; 1 proposed)
Phase of Development	1
Buildout Year	2026

If available, please attach a sketch of the development or site plan to this form.

2. Trip Generation Trigger

Considering the Development's Land Use type and Size (as filled out in the previous section), please refer to the Trip Generation Trigger checks below.

Table notes:

1. Table 2, Table 3 & Table 4 TRANS Trip Generation Manual
2. Institute of Transportation Engineers (ITE) Trip Generation Manual 11.1 Ed.

Land Use Type	Minimum Development Size
Single-family homes	**60 units**
Multi-Use Family (Low-Rise)[1]	**90 units**
Multi-Use Family (High-Rise)[1]	**150 units**
Office[2]	**1,400 m^2**
Industrial[2]	**7,000 m^2**
Fast-food restaurant or coffee shop[2]	**110 m^2**
Destination retail[2]	**1,800 m^2**
Gas station or convenience market[2]	**90 m^2**

If the proposed development size is equal to or greater than the sizes identified above, the Trip Generation Trigger is satisfied.

3. Location Triggers

	Yes	No
Does the development propose a new driveway to a boundary street that is designated as part of the Transit Priority Network, Rapid Transit network or Cross-Town Bikeways?	☐	☑
Is the development in a Hub, a Protected Major Transit Station Area (PMTSA), or a Design Priority Area (DPA)?[2]	☑	☐

If any of the above questions were answered with 'Yes,' the Location Trigger is satisfied.

4. Safety Triggers

	Yes	No
Are posted speed limits on a boundary street are 80 kilometers per hour (km/h) or greater?	☐	☑
Are there any horizontal/vertical curvatures on a boundary street limits sight lines at a proposed driveway?	☐	☑
Is the proposed driveway within the area of influence of an adjacent traffic signal or roundabout (i.e. within 300 metre [m] of intersection in rural conditions, or within 150 m of intersection in urban/ suburban conditions)?	☐	☑
Is the proposed driveway within auxiliary lanes of an intersection?	☐	☑
Does the proposed driveway make use of an existing median break that serves an existing site?	☐	☑

[2] Hubs are identified in Schedules B1 to B8 of the City of Ottawa Official Plan. PMTSAs are identified in Schedule C1 of the Official Plan. DPAs are identified in Schedule C7A and C7B of the Official. See Chapter 4 for a list of City of Ottawa Planning and Engineering documents that support the completion of TIA.

	Yes	No
Is there is a documented history of traffic operations or safety concerns on the boundary streets within 500 m of the development?	☐	☑
Does the development include a drive-thru facility?	☐	☑

If any of the above questions were answered with 'Yes,' the Safety Trigger is satisfied.

5. Summary

Results of Screening	Yes	No
Does the development satisfy the Trip Generation Trigger?	☐	☑
Does the development satisfy the Location Trigger?	☑	☐
Does the development satisfy the Safety Trigger?	☐	☑

If none of the triggers are satisfied, the TIA Study is complete. If one or more of the triggers is satisfied, the TIA Study must continue into the next stage (Screening and Scoping).

Attachment 3

Transportation Demand Management

TDM-Supportive Development Design and Infrastructure Checklist:
Non-Residential Developments (office, institutional, retail or industrial)

Legend

REQUIRED	The Official Plan or Zoning By-law provides related guidance that must be followed
BASIC	The measure is generally feasible and effective, and in most cases would benefit the development and its users
BETTER	The measure could maximize support for users of sustainable modes, and optimize development performance

		TDM-supportive design & infrastructure measures: *Non-residential developments*	Check if completed & add descriptions, explanations or plan/drawing references
	1.	**WALKING & CYCLING: ROUTES**	
	1.1	**Building location & access points**	
BASIC	1.1.1	Locate building close to the street, and do not locate parking areas between the street and building entrances	☐
BASIC	1.1.2	Locate building entrances in order to minimize walking distances to sidewalks and transit stops/stations	☐
BASIC	1.1.3	Locate building doors and windows to ensure visibility of pedestrians from the building, for their security and comfort	☑
	1.2	**Facilities for walking & cycling**	
REQUIRED	1.2.1	Provide convenient, direct access to stations or major stops along rapid transit routes within 600 metres; minimize walking distances from buildings to rapid transit; provide pedestrian-friendly, weather-protected (where possible) environment between rapid transit accesses and building entrances; ensure quality linkages from sidewalks through building entrances to integrated stops/stations *(see Official Plan policy 4.3.3)*	☐ - N/A
REQUIRED	1.2.2	Provide safe, direct and attractive pedestrian access from public sidewalks to building entrances through such measures as: reducing distances between public sidewalks and major building entrances; providing walkways from public streets to major building entrances; within a site, providing walkways along the front of adjoining buildings, between adjacent buildings, and connecting areas where people may congregate, such as courtyards and transit stops; and providing weather protection through canopies, colonnades, and other design elements wherever possible *(see Official Plan policy 4.3.12)*	☑

	TDM-supportive design & infrastructure measures: *Non-residential developments*		Check if completed & add descriptions, explanations or plan/drawing references
REQUIRED	1.2.3	Provide sidewalks of smooth, well-drained walking surfaces of contrasting materials or treatments to differentiate pedestrian areas from vehicle areas, and provide marked pedestrian crosswalks at intersection sidewalks *(see Official Plan policy 4.3.10)*	☑
REQUIRED	1.2.4	Make sidewalks and open space areas easily accessible through features such as gradual grade transition, depressed curbs at street corners and convenient access to extra-wide parking spaces and ramps *(see Official Plan policy 4.3.10)*	☑
REQUIRED	1.2.5	Include adequately spaced inter-block/street cycling and pedestrian connections to facilitate travel by active transportation. Provide links to the existing or planned network of public sidewalks, multi-use pathways and on-road cycle routes. Where public sidewalks and multi-use pathways intersect with roads, consider providing traffic control devices to give priority to cyclists and pedestrians *(see Official Plan policy 4.3.11)*	☑
BASIC	1.2.6	Provide safe, direct and attractive walking routes from building entrances to nearby transit stops	☐
BASIC	1.2.7	Ensure that walking routes to transit stops are secure, visible, lighted, shaded and wind-protected wherever possible	☐
BASIC	1.2.8	Design roads used for access or circulation by cyclists using a target operating speed of no more than 30 km/h, or provide a separated cycling facility	☐
	1.3	**Amenities for walking & cycling**	
BASIC	1.3.1	Provide lighting, landscaping and benches along walking and cycling routes between building entrances and streets, sidewalks and trails	☐
BASIC	1.3.2	Provide wayfinding signage for site access (where required, e.g. when multiple buildings or entrances exist) and egress (where warranted, such as when directions to reach transit stops/stations, trails or other common destinations are not obvious)	☑

		TDM-supportive design & infrastructure measures: *Non-residential developments*	Check if completed & add descriptions, explanations or plan/drawing references
	2.	**WALKING & CYCLING: END-OF-TRIP FACILITIES**	
	2.1	**Bicycle parking**	
REQUIRED	2.1.1	Provide bicycle parking in highly visible and lighted areas, sheltered from the weather wherever possible *(see Official Plan policy 4.3.6)*	☑
REQUIRED	2.1.2	Provide the number of bicycle parking spaces specified for various land uses in different parts of Ottawa; provide convenient access to main entrances or well-used areas *(see Zoning By-law Section 111)*	☑
REQUIRED	2.1.3	Ensure that bicycle parking spaces and access aisles meet minimum dimensions; that no more than 50% of spaces are vertical spaces; and that parking racks are securely anchored *(see Zoning By-law Section 111)*	☑
BASIC	2.1.4	Provide bicycle parking spaces equivalent to the expected number of commuter cyclists (assuming the cycling mode share target is met), plus the expected peak number of customer/visitor cyclists	☐
BETTER	2.1.5	Provide bicycle parking spaces equivalent to the expected number of commuter and customer/visitor cyclists, plus an additional buffer (e.g. 25 percent extra) to encourage other cyclists and ensure adequate capacity in peak cycling season	☐
	2.2	**Secure bicycle parking**	
REQUIRED	2.2.1	Where more than 50 bicycle parking spaces are provided for a single office building, locate at least 25% of spaces within a building/structure, a secure area (e.g. supervised parking lot or enclosure) or bicycle lockers *(see Zoning By-law Section 111)*	☑
BETTER	2.2.2	Provide secure bicycle parking spaces equivalent to the expected number of commuter cyclists (assuming the cycling mode share target is met)	☐
	2.3	**Shower & change facilities**	
BASIC	2.3.1	Provide shower and change facilities for the use of active commuters	☐
BETTER	2.3.2	In addition to shower and change facilities, provide dedicated lockers, grooming stations, drying racks and laundry facilities for the use of active commuters	☐
	2.4	**Bicycle repair station**	
BETTER	2.4.1	Provide a permanent bike repair station, with commonly used tools and an air pump, adjacent to the main bicycle parking area (or secure bicycle parking area, if provided)	☑

	TDM-supportive design & infrastructure measures: *Non-residential developments*		Check if completed & add descriptions, explanations or plan/drawing references
	3.	**TRANSIT**	
	3.1	**Customer amenities**	
BASIC	3.1.1	Provide shelters, lighting and benches at any on-site transit stops	☐
BASIC	3.1.2	Where the site abuts an off-site transit stop and insufficient space exists for a transit shelter in the public right-of-way, protect land for a shelter and/or install a shelter	☐
BETTER	3.1.3	Provide a secure and comfortable interior waiting area by integrating any on-site transit stops into the building	☐
	4.	**RIDESHARING**	
	4.1	**Pick-up & drop-off facilities**	
BASIC	4.1.1	Provide a designated area for carpool drivers (plus taxis and ride-hailing services) to drop off or pick up passengers without using fire lanes or other no-stopping zones	☑
	4.2	**Carpool parking**	
BASIC	4.2.1	Provide signed parking spaces for carpools in a priority location close to a major building entrance, sufficient in number to accommodate the mode share target for carpools	☐
BETTER	4.2.2	At large developments, provide spaces for carpools in a separate, access-controlled parking area to simplify enforcement	☐
	5.	**CARSHARING & BIKESHARING**	
	5.1	**Carshare parking spaces**	
BETTER	5.1.1	Provide carshare parking spaces in permitted non-residential zones, occupying either required or provided parking spaces *(see Zoning By-law Section 94)*	☐
	5.2	**Bikeshare station location**	
BETTER	5.2.1	Provide a designated bikeshare station area near a major building entrance, preferably lighted and sheltered with a direct walkway connection	☐

		TDM-supportive design & infrastructure measures: *Non-residential developments*	Check if completed & add descriptions, explanations or plan/drawing references
	6.	**PARKING**	
	6.1	**Number of parking spaces**	
REQUIRED	6.1.1	Do not provide more parking than permitted by zoning, nor less than required by zoning, unless a variance is being applied for	☑
BASIC	6.1.2	Provide parking for long-term and short-term users that is consistent with mode share targets, considering the potential for visitors to use off-site public parking	☐
BASIC	6.1.3	Where a site features more than one use, provide shared parking and reduce the cumulative number of parking spaces accordingly *(see Zoning By-law Section 104)*	☐
BETTER	6.1.4	Reduce the minimum number of parking spaces required by zoning by one space for each 13 square metres of gross floor area provided as shower rooms, change rooms, locker rooms and other facilities for cyclists in conjunction with bicycle parking *(see Zoning By-law Section 111)*	☐
	6.2	**Separate long-term & short-term parking areas**	
BETTER	6.2.1	Separate short-term and long-term parking areas using signage or physical barriers, to permit access controls and simplify enforcement (i.e. to discourage employees from parking in visitor spaces, and vice versa)	☐
	7.	**OTHER**	
	7.1	**On-site amenities to minimize off-site trips**	
BETTER	7.1.1	Provide on-site amenities to minimize mid-day or mid-commute errands	☐

TDM-Supportive Development Design and Infrastructure Checklist:
Residential Developments (multi-family or condominium)

Legend

REQUIRED	The Official Plan or Zoning By-law provides related guidance that must be followed
BASIC	The measure is generally feasible and effective, and in most cases would benefit the development and its users
BETTER	The measure could maximize support for users of sustainable modes, and optimize development performance

		TDM-supportive design & infrastructure measures: *Residential developments*	Check if completed & add descriptions, explanations or plan/drawing references
	1.	**WALKING & CYCLING: ROUTES**	
	1.1	**Building location & access points**	
BASIC	1.1.1	Locate building close to the street, and do not locate parking areas between the street and building entrances	☐
BASIC	1.1.2	Locate building entrances in order to minimize walking distances to sidewalks and transit stops/stations	☐
BASIC	1.1.3	Locate building doors and windows to ensure visibility of pedestrians from the building, for their security and comfort	☑
	1.2	**Facilities for walking & cycling**	
REQUIRED	1.2.1	Provide convenient, direct access to stations or major stops along rapid transit routes within 600 metres; minimize walking distances from buildings to rapid transit; provide pedestrian-friendly, weather-protected (where possible) environment between rapid transit accesses and building entrances; ensure quality linkages from sidewalks through building entrances to integrated stops/stations *(see Official Plan policy 4.3.3)*	☐ - N/A
REQUIRED	1.2.2	Provide safe, direct and attractive pedestrian access from public sidewalks to building entrances through such measures as: reducing distances between public sidewalks and major building entrances; providing walkways from public streets to major building entrances; within a site, providing walkways along the front of adjoining buildings, between adjacent buildings, and connecting areas where people may congregate, such as courtyards and transit stops; and providing weather protection through canopies, colonnades, and other design elements wherever possible *(see Official Plan policy 4.3.12)*	☑

TDM-supportive design & infrastructure measures: *Residential developments*			Check if completed & add descriptions, explanations or plan/drawing references
REQUIRED	1.2.3	Provide sidewalks of smooth, well-drained walking surfaces of contrasting materials or treatments to differentiate pedestrian areas from vehicle areas, and provide marked pedestrian crosswalks at intersection sidewalks *(see Official Plan policy 4.3.10)*	☑
REQUIRED	1.2.4	Make sidewalks and open space areas easily accessible through features such as gradual grade transition, depressed curbs at street corners and convenient access to extra-wide parking spaces and ramps *(see Official Plan policy 4.3.10)*	☑
REQUIRED	1.2.5	Include adequately spaced inter-block/street cycling and pedestrian connections to facilitate travel by active transportation. Provide links to the existing or planned network of public sidewalks, multi-use pathways and on-road cycle routes. Where public sidewalks and multi-use pathways intersect with roads, consider providing traffic control devices to give priority to cyclists and pedestrians *(see Official Plan policy 4.3.11)*	☑
BASIC	1.2.6	Provide safe, direct and attractive walking routes from building entrances to nearby transit stops	☐
BASIC	1.2.7	Ensure that walking routes to transit stops are secure, visible, lighted, shaded and wind-protected wherever possible	☐
BASIC	1.2.8	Design roads used for access or circulation by cyclists using a target operating speed of no more than 30 km/h, or provide a separated cycling facility	☐
	1.3	**Amenities for walking & cycling**	
BASIC	1.3.1	Provide lighting, landscaping and benches along walking and cycling routes between building entrances and streets, sidewalks and trails	☐
BASIC	1.3.2	Provide wayfinding signage for site access (where required, e.g. when multiple buildings or entrances exist) and egress (where warranted, such as when directions to reach transit stops/stations, trails or other common destinations are not obvious)	☑ A new sign will be provided adjacent to the new residential vehicle access on Legget Drive

		TDM-supportive design & infrastructure measures: *Residential developments*	Check if completed & add descriptions, explanations or plan/drawing references
	2.	**WALKING & CYCLING: END-OF-TRIP FACILITIES**	
	2.1	**Bicycle parking**	
REQUIRED	2.1.1	Provide bicycle parking in highly visible and lighted areas, sheltered from the weather wherever possible *(see Official Plan policy 4.3.6)*	☑
REQUIRED	2.1.2	Provide the number of bicycle parking spaces specified for various land uses in different parts of Ottawa; provide convenient access to main entrances or well-used areas *(see Zoning By-law Section 111)*	☑
REQUIRED	2.1.3	Ensure that bicycle parking spaces and access aisles meet minimum dimensions; that no more than 50% of spaces are vertical spaces; and that parking racks are securely anchored *(see Zoning By-law Section 111)*	☑
BASIC	2.1.4	Provide bicycle parking spaces equivalent to the expected number of resident-owned bicycles, plus the expected peak number of visitor cyclists	☐
	2.2	**Secure bicycle parking**	
REQUIRED	2.2.1	Where more than 50 bicycle parking spaces are provided for a single residential building, locate at least 25% of spaces within a building/structure, a secure area (e.g. supervised parking lot or enclosure) or bicycle lockers *(see Zoning By-law Section 111)*	☑
BETTER	2.2.2	Provide secure bicycle parking spaces equivalent to at least the number of units at condominiums or multi-family residential developments	☐
	2.3	**Bicycle repair station**	
BETTER	2.3.1	Provide a permanent bike repair station, with commonly used tools and an air pump, adjacent to the main bicycle parking area (or secure bicycle parking area, if provided)	☑
	3.	**TRANSIT**	
	3.1	**Customer amenities**	
BASIC	3.1.1	Provide shelters, lighting and benches at any on-site transit stops	☐
BASIC	3.1.2	Where the site abuts an off-site transit stop and insufficient space exists for a transit shelter in the public right-of-way, protect land for a shelter and/or install a shelter	☐
BETTER	3.1.3	Provide a secure and comfortable interior waiting area by integrating any on-site transit stops into the building	☐

		TDM-supportive design & infrastructure measures: *Residential developments*	Check if completed & add descriptions, explanations or plan/drawing references
	4.	**RIDESHARING**	
	4.1	**Pick-up & drop-off facilities**	
BASIC	4.1.1	Provide a designated area for carpool drivers (plus taxis and ride-hailing services) to drop off or pick up passengers without using fire lanes or other no-stopping zones	☑
	5.	**CARSHARING & BIKESHARING**	
	5.1	**Carshare parking spaces**	
BETTER	5.1.1	Provide up to three carshare parking spaces in an R3, R4 or R5 Zone for specified residential uses *(see Zoning By-law Section 94)*	☐
	5.2	**Bikeshare station location**	
BETTER	5.2.1	Provide a designated bikeshare station area near a major building entrance, preferably lighted and sheltered with a direct walkway connection	☐
	6.	**PARKING**	
	6.1	**Number of parking spaces**	
REQUIRED	6.1.1	Do not provide more parking than permitted by zoning, nor less than required by zoning, unless a variance is being applied for	☑
BASIC	6.1.2	Provide parking for long-term and short-term users that is consistent with mode share targets, considering the potential for visitors to use off-site public parking	☐
BASIC	6.1.3	Where a site features more than one use, provide shared parking and reduce the cumulative number of parking spaces accordingly *(see Zoning By-law Section 104)*	☐
BETTER	6.1.4	Reduce the minimum number of parking spaces required by zoning by one space for each 13 square metres of gross floor area provided as shower rooms, change rooms, locker rooms and other facilities for cyclists in conjunction with bicycle parking *(see Zoning By-law Section 111)*	☐
	6.2	**Separate long-term & short-term parking areas**	
BETTER	6.2.1	Provide separate areas for short-term and long-term parking (using signage or physical barriers) to permit access controls and simplify enforcement (i.e. to discourage residents from parking in visitor spaces, and vice versa)	☐

TDM Measures Checklist:
Non-Residential Developments (office, institutional, retail or industrial)

Legend

BASIC — The measure is generally feasible and effective, and in most cases would benefit the development and its users

BETTER — The measure could maximize support for users of sustainable modes, and optimize development performance

★ — The measure is one of the most dependably effective tools to encourage the use of sustainable modes

		TDM measures: *Non-residential developments*	Check if proposed & add descriptions
		1. TDM PROGRAM MANAGEMENT	
		1.1 Program coordinator	
BASIC	★	1.1.1 Designate an internal coordinator, or contract with an external coordinator	☐
		1.2 Travel surveys	
BETTER		1.2.1 Conduct periodic surveys to identify travel-related behaviours, attitudes, challenges and solutions, and to track progress	☐
		2. WALKING AND CYCLING	
		2.1 Information on walking/cycling routes & destinations	
BASIC		2.1.1 Display local area maps with walking/cycling access routes and key destinations at major entrances	☑
		2.2 Bicycle skills training *Commuter travel*	
BETTER	★	2.2.1 Offer on-site cycling courses for commuters, or subsidize off-site courses	☐
		2.3 Valet bike parking *Visitor travel*	
BETTER		2.3.1 Offer secure valet bike parking during public events when demand exceeds fixed supply (e.g. for festivals, concerts, games)	☐

			TDM measures: *Non-residential developments*	Check if proposed & add descriptions
		3.	**TRANSIT**	
		3.1	**Transit information**	
BASIC		3.1.1	Display relevant transit schedules and route maps at entrances	☑
BASIC		3.1.2	Provide online links to OC Transpo and STO information	☐
BETTER		3.1.3	Provide real-time arrival information display at entrances	☐
		3.2	**Transit fare incentives**	
			Commuter travel	
BETTER		3.2.1	Offer preloaded PRESTO cards to encourage commuters to use transit	☐
BETTER	★	3.2.2	Subsidize or reimburse monthly transit pass purchases by employees	☐
			Visitor travel	
BETTER		3.2.3	Arrange inclusion of same-day transit fare in price of tickets (e.g. for festivals, concerts, games)	☐
		3.3	**Enhanced public transit service**	
			Commuter travel	
BETTER		3.3.1	Contract with OC Transpo to provide enhanced transit services (e.g. for shift changes, weekends)	☐
			Visitor travel	
BETTER		3.3.2	Contract with OC Transpo to provide enhanced transit services (e.g. for festivals, concerts, games)	☐
		3.4	**Private transit service**	
			Commuter travel	
BETTER		3.4.1	Provide shuttle service when OC Transpo cannot offer sufficient quality or capacity to serve demand (e.g. for shift changes, weekends)	☐
			Visitor travel	
BETTER		3.4.2	Provide shuttle service when OC Transpo cannot offer sufficient quality or capacity to serve demand (e.g. for festivals, concerts, games)	☐

			TDM measures: *Non-residential developments*	Check if proposed & add descriptions
		4.	**RIDESHARING**	
		4.1	**Ridematching service**	
			Commuter travel	
BASIC	★	4.1.1	Provide a dedicated ridematching portal at OttawaRideMatch.com	☐
		4.2	**Carpool parking price incentives**	
			Commuter travel	
BETTER		4.2.1	Provide discounts on parking costs for registered carpools	☐
		4.3	**Vanpool service**	
			Commuter travel	
BETTER		4.3.1	Provide a vanpooling service for long-distance commuters	☐
		5.	**CARSHARING & BIKESHARING**	
		5.1	**Bikeshare stations & memberships**	
BETTER		5.1.1	Contract with provider to install on-site bikeshare station for use by commuters and visitors	☐
			Commuter travel	
BETTER		5.1.2	Provide employees with bikeshare memberships for local business travel	☐
		5.2	**Carshare vehicles & memberships**	
			Commuter travel	
BETTER		5.2.1	Contract with provider to install on-site carshare vehicles and promote their use by tenants	☐
BETTER		5.2.2	Provide employees with carshare memberships for local business travel	☐
		6.	**PARKING**	
		6.1	**Priced parking**	
			Commuter travel	
BASIC	★	6.1.1	Charge for long-term parking (daily, weekly, monthly)	☐
BASIC		6.1.2	Unbundle parking cost from lease rates at multi-tenant sites	☐
			Visitor travel	
BETTER		6.1.3	Charge for short-term parking (hourly)	☐

			TDM measures: *Non-residential developments*	Check if proposed & add descriptions
		7.	**TDM MARKETING & COMMUNICATIONS**	
		7.1	**Multimodal travel information**	
			Commuter travel	
BASIC	★	7.1.1	Provide a multimodal travel option information package to new/relocating employees and students	☑
			Visitor travel	
BETTER	★	7.1.2	Include multimodal travel option information in invitations or advertising that attract visitors or customers (e.g. for festivals, concerts, games)	☐
		7.2	**Personalized trip planning**	
			Commuter travel	
BETTER	★	7.2.1	Offer personalized trip planning to new/relocating employees	☐
		7.3	**Promotions**	
			Commuter travel	
BETTER		7.3.1	Deliver promotions and incentives to maintain awareness, build understanding, and encourage trial of sustainable modes	☐
		8.	**OTHER INCENTIVES & AMENITIES**	
		8.1	**Emergency ride home**	
			Commuter travel	
BETTER	★	8.1.1	Provide emergency ride home service to non-driving commuters	☐
		8.2	**Alternative work arrangements**	
			Commuter travel	
BASIC	★	8.2.1	Encourage flexible work hours	☐
BETTER		8.2.2	Encourage compressed workweeks	☐
BETTER	★	8.2.3	Encourage telework	☐
		8.3	**Local business travel options**	
			Commuter travel	
BASIC	★	8.3.1	Provide local business travel options that minimize the need for employees to bring a personal car to work	☐
		8.4	**Commuter incentives**	
			Commuter travel	
BETTER		8.4.1	Offer employees a taxable, mode-neutral commuting allowance	☐
		8.5	**On-site amenities**	
			Commuter travel	
BETTER		8.5.1	Provide on-site amenities/services to minimize mid-day or mid-commute errands	☐

TDM Measures Checklist:
Residential Developments (multi-family, condominium or subdivision)

Legend

BASIC — The measure is generally feasible and effective, and in most cases would benefit the development and its users

BETTER — The measure could maximize support for users of sustainable modes, and optimize development performance

★ — The measure is one of the most dependably effective tools to encourage the use of sustainable modes

			TDM measures: *Residential developments*	Check if proposed & add descriptions
		1.	**TDM PROGRAM MANAGEMENT**	
		1.1	**Program coordinator**	
BASIC	★	1.1.1	Designate an internal coordinator, or contract with an external coordinator	☐
		1.2	**Travel surveys**	
BETTER		1.2.1	Conduct periodic surveys to identify travel-related behaviours, attitudes, challenges and solutions, and to track progress	☐
		2.	**WALKING AND CYCLING**	
		2.1	**Information on walking/cycling routes & destinations**	
BASIC		2.1.1	Display local area maps with walking/cycling access routes and key destinations at major entrances *(multi-family, condominium)*	☑
		2.2	**Bicycle skills training**	
BETTER		2.2.1	Offer on-site cycling courses for residents, or subsidize off-site courses	☐

			TDM measures: *Residential developments*	Check if proposed & add descriptions
		3.	**TRANSIT**	
		3.1	**Transit information**	
BASIC		3.1.1	Display relevant transit schedules and route maps at entrances *(multi-family, condominium)*	☑
BETTER		3.1.2	Provide real-time arrival information display at entrances *(multi-family, condominium)*	☐
		3.2	**Transit fare incentives**	
BASIC	★	3.2.1	Offer PRESTO cards preloaded with one monthly transit pass on residence purchase/move-in, to encourage residents to use transit	☐
BETTER		3.2.2	Offer at least one year of free monthly transit passes on residence purchase/move-in	☐
		3.3	**Enhanced public transit service**	
BETTER	★	3.3.1	Contract with OC Transpo to provide early transit services until regular services are warranted by occupancy levels *(subdivision)*	☐
		3.4	**Private transit service**	
BETTER		3.4.1	Provide shuttle service for seniors homes or lifestyle communities (e.g. scheduled mall or supermarket runs)	☐
		4.	**CARSHARING & BIKESHARING**	
		4.1	**Bikeshare stations & memberships**	
BETTER		4.1.1	Contract with provider to install on-site bikeshare station (*multi-family)*	☐
BETTER		4.1.2	Provide residents with bikeshare memberships, either free or subsidized *(multi-family)*	☐
		4.2	**Carshare vehicles & memberships**	
BETTER		4.2.1	Contract with provider to install on-site carshare vehicles and promote their use by residents	☐
BETTER		4.2.2	Provide residents with carshare memberships, either free or subsidized	☐
		5.	**PARKING**	
		5.1	**Priced parking**	
BASIC	★	5.1.1	Unbundle parking cost from purchase price *(condominium)*	☐
BASIC	★	5.1.2	Unbundle parking cost from monthly rent *(multi-family)*	☑

TDM measures: *Residential developments*				Check if proposed & add descriptions
		6.	**TDM MARKETING & COMMUNICATIONS**	
		6.1	**Multimodal travel information**	
BASIC	★	6.1.1	Provide a multimodal travel option information package to new residents	☑
		6.2	**Personalized trip planning**	
BETTER	★	6.2.1	Offer personalized trip planning to new residents	☐