

SAANICH HOURS OF WORK ON DISTRICT ROADWAYS

OPERATING PROCEDURE

- Working on Major, Collectors and Residential Roads
- Issued: 2001:05:01
- Revised 2016:11:18

Road users are often inconvenienced by contractor and/or municipal work being done on roads. The problem is particularly acute on the heavily travelled major and collector roads during peak hours. While work on roadways is to be done in accordance with the MOTI Manual for Work on Roadways the objective of the following operating procedure is to reduce the impact to the travelling public including impacts to pedestrians, cyclists, transit, commercial vehicle operations, and other motor vehicle traffic by adhering to hours of work limitations. It is noted that work of short-term duration (e.g. refuse collection, as well as moving maintenance activities) is exempt from this procedure. The operating procedure and Map in Attachment 1 outlines three categories of roads for major and collector road types with related hours of work procedures. To reduce this impact the following must be adhered to:

Category 1 – Key Major Roads – McKenzie Avenue, Saanich Road and Shelbourne Street

McKenzie Avenue, from Gordon Head Rd to Douglas Street, Saanich Road, between Tattersall Drive and Douglas Street, and Shelbourne Street, McKenzie Avenue to North Dairy Road: No Municipal or contractor work is permitted to close off lanes between the hours of 7:00 a.m. to 9:30 a.m. and between 3:00 p.m. to 6:00 p.m. Closure of single lanes is permitted but two-way traffic must be maintained. Where this is not feasible work is to be done at night and/or Sundays.

Category 2 - All other Major Roads and Collectors with Traffic Volumes Greater than or Equal to 3500 Vehicles per Day (ADT) and Transit Routes

Lane closures are permitted on the rest of McKenzie Avenue, Shelbourne Street, Saanich Road, transit routes and other Major and Collector Roads except from 7:30 a.m. to 9:00 a.m. and 3:30 p.m. to 5:30 p.m. Wherever possible, two way traffic should be maintained. Where this is not feasible night and/or weekend work should be considered.

Category 1 and 2 Hours of Work Exemptions

1. Emergency situations; or
2. Hours of work that deviate from the above with the permission of the Director of Engineering or his/her designates. A Traffic Management Plan for all modes is to be submitted to Engineering staff a minimum of 10 business days in advance for review and comment.

Category 3 - All other Major, Collector Roads with Traffic Volumes Less than 3500 Vehicles per Day (ADT) and Not a Transit Route

Work may occur on all other Major and Collector roads, except transit routes, as long as single lane alternating traffic can be maintained. Where a full road closure is proposed, and one lane alternating flow is not feasible, then appropriate notifications and a Traffic Management Plan will be required. Traffic Management Plans are to be submitted to Engineering a minimum of 10 business days in advance for review, comment and approval.

Residential Roads

Residential roads may be closed provided stakeholder and public notification has occurred, and detour arrangements for all modes are in place. Local traffic access must be accommodated.

Pedestrians and Cyclists

Accommodating vulnerable road users such as pedestrians and cyclists during construction activities is required. For example if a marked bike lane requires closure for work activities, it would be signed as such and then an additional sign indicating “share the road” would be provided. When a portion of sidewalk is being closed, either an area is delineated for pedestrian use if there is sufficient room, or pedestrians are directed to cross to the opposite side at the nearest intersection. To accommodate pedestrians with mobility challenges suitable surfaces as well as temporary grade transitions between existing sidewalks and detour pedestrian areas are to be provided.

Transit Routes

Where work requires closure of a transit route or transit stop, notification to BC Transit Operations should be 10 business days. All other works, require a minimum of 72 hour notification.

MOTI and Adjacent Municipalities

Where work is in direct proximity to or directly adjacent to streets under MOTI jurisdiction, MOTI District Operations should be notified 7 business days in advance. Lane closure and work notifications should be sent to Saanich.Ops@gov.bc.ca. Where work is on inter-municipal boundary roads or in direct proximity to adjacent municipalities, other municipal operations should be notified as applicable.

Public Notification

Five working days prior to major road work happening, notification information must be in the hands of local residents affected, police, fire, transit, newspapers, television, radio stations, Saanich web site, etc. On Major and Collector roads, large road side signage

is required, erected 5 days prior to commencement of work. *Tenders must include all the requirements of this procedure.*

School and University Impact

Whenever possible, work on routes adjacent or leading to public and private schools, and post-secondary institutions should be scheduled when such institutions are not in full session. Where work has to be performed on these roads when school is in session, then hours of work as identified in Category 2 apply for the morning period, and for the afternoon work should conclude prior to 3:00 pm.

Traffic Management: The traffic management plan is to be in accordance with MMCD Section 01 55 00 and Part D of the Uniform Traffic Control Manual (for Canada).



Director of Engineering

November 21, 2016

Date



ATTACHMENT 1: OPERATING PROCEDURE

SAANICH HOURS OF WORK ON DISTRICT ROADWAYS

- BC MoTI Jurisdiction
- Category 1 - Major Roads
- Category 2 - Roads with Traffic Volumes > 3500 ADT & Transit
- Category 3 - Roads with Traffic Volumes < 3500 ADT
- Residential Roads
- School, College, University

Note: Refer to Saanich Hours of Work on District Roadways Policy.
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