



April 20, 2017

To The Property Owners, Tenants

**Re: Invitation to Attend a Public Information Session
Westminster Drive Reconstruction**

The City of Cambridge is proposing to reconstruct Westminster Drive in 2018 subject to budget approval.

The reconstruction work will involve replacing the sanitary sewer and watermain, introducing new localized storm sewers, curb and gutter, road and sidewalk. Sanitary and water services will also be replaced to property line. A private contractor selected through the City's public tender process will undertake the reconstruction.

You are invited to attend an informal Information Session to review the proposed plans and see how they will affect your property, institution or residence. This 'drop in' style information session provides you an opportunity to review the project in detail with City staff. Staff from the Development and Infrastructure Department will be available to review the project and answer questions.

The Public Information Session will be held at:

Location: Allan Reuter Centre
507 King Street East, Cambridge, ON
Date: Monday May 1, 2017
Time: 4:30 pm to 6:30 pm

Enclosed for your review is a copy of the information package that will also be available at the Information Session. Please take time to review it. We look forward to answering any questions you may have at the Information Session.

If you are unable to attend the Information Session at that time and have some questions, please contact the undersigned.

Paul Hilker C.E.T.
Project Manager
City of Cambridge
519-621-0740 ext 4542
Facsimile 519-740-7729
Email hilkerp@cambridge.ca



WESTMINSTER DRIVE RECONSTRUCTION

INFORMATION PACKAGE

**Monday May 1, 2017
4:30 pm – 6:30 pm**

**Allan Reuter Centre
507 King Street East
Cambridge**

**WESTMINSTER DRIVE
RECONSTRUCTION
Public Information Centre
May 1, 2017**

What is the scope of work?

The City of Cambridge is proposing to reconstruct Westminster Drive. The scope of work for the Westminster Drive project will include:

- Replacement of the existing watermain, appurtenances and services to property line
- Replacement of the sanitary sewer, appurtenances and services to property line
- Installation of new localized storm sewers and appurtenances
- Replacement of curb and gutter
- Replacement of the existing sidewalk on Westminster Drive
- Reconstruction of the road base and surface asphalt

Why is the City proceeding with this work?

The City of Cambridge upgrades infrastructure each year in order that aged facilities are replaced prior to there being a complete failure or the cost of maintenance becomes exorbitant. The existing watermains and sanitary sewers will be replaced with new materials due to deterioration. All service laterals will be replaced to the property line. Reconstruction of the road and concrete surface works is necessary due to deterioration and reconstruction of the underground services.

What is the timing of the reconstruction?

Construction is expected to commence in the spring of 2018 pending Council approval of the tender.

Who will be doing the work?

A private contractor selected through the City's public tender process will undertake the work.

How will the reconstruction affect me?

During road reconstruction, it will be necessary to close the road to through traffic. Access to private property will be maintained as best as possible, but it will be at your own risk, as you will be traveling through a construction zone. For times you do not have access to your property, or if you do not wish to travel through the construction zone, alternate arrangements should be made for parking. Overnight parking will be permitted on intersecting streets within one block of the reconstruction but you must

abide by all other existing parking restrictions (i.e. don't block a driveway, don't park too close to a fire hydrant, don't park where parking is prohibited, etc.).

How will pedestrian access be maintained?

To minimize disruption to pedestrians, the construction crew will:

- Maintain the existing sidewalk until it's removal is absolutely necessary;
- Provide a temporary gravel sidewalk between removal of the old and placement of the new sidewalk;
- Whenever possible, provide advanced notice to the property owners and residents whose sidewalk or driveway will be temporarily affected

Will sanitary sewer and water services be interrupted?

A temporary watermain will be installed prior to the commencement of the removal and replacement of the existing watermain. Thus, sewer and water service will be maintained throughout the duration of construction. However, short interruptions to water services can be expected, particularly when the services to individual properties are transferred from the existing watermain to the new watermain. In the majority of cases, interruptions are anticipated to be limited to a few hours and will occur during working hours. Advance notification will be provided whenever possible prior to any planned service interruption.

Can I upgrade my existing sanitary sewer or water service to a larger size?

Any property owner wishing to have new (additional) or larger sized services must make written application to the City of Cambridge. Any new or upgraded service will be at the expense of the property owner making the request. Should you require a new or upgraded service, please contact Paul Hilker of the Development & Infrastructure Department at (519) 621-0740 ext. 4542 so that your requirements can be incorporated as part of the construction. All upgraded service requests will be subject to City approval.

Please note that the service installed would be to the property line only. Any work on private property would be the responsibility of the property owner who must obtain a permit under the Plumbing Code from the City's Building Department.

Are there any changes proposed to the existing streetscape?

On Westminster Drive no changes to the streetscape will occur. The roadway will maintain the same width and alignment.

How will disruptions be minimized?

One issue of critical importance to the City of Cambridge is to have the work completed while minimizing disruption to the neighbourhood. Road reconstruction and underground servicing is disruptive and at times will create noise, vibration due to compaction and a potential for dust. To address these disruptions, water and calcium chloride are used for dust control and construction activity is limited to daylight hours after 7:00 a.m.

Surface features existing on City property

On some reconstruction projects we find that residents have constructed gardens, shrubs, hedges, and fences within the City road allowance. This is usually not a problem unless the existing services are below that particular feature, if there is a grade change or if the location of the sidewalk changes. In this case you will be asked to relocate the garden, hedge etc onto your property prior to construction taking place.

When reconstructing the sidewalk, it may be necessary to cut back some driveways to match the new grade. If this is the case, the driveway will be saw-cut and a patch placed using the same material if possible. Impressed or coloured concrete driveways cannot be replaced to match the original, which is also the case with paving stone driveways (unless the owner has a supply of matching stones that the contractor could use).

If you have a sprinkler system installed along the edge of the roadway or sidewalk within the City's road allowance, please remove the piping prior to construction as the contractor will not be responsible for damage and the City will not replace it. You may have it reinstalled on private property after construction is completed if you wish.

Will blue box, green box and refuse collection be affected?

Blue box, green box and refuse collection will be maintained throughout the duration of construction. When access is restricted by construction operations, the construction crew will place the blue boxes and refuse containers at a location accessible by the collection service on collection days. To minimize problems during construction, it would be appreciated if all refuse is bagged – Yard Waste in paper bags, Household Garbage in plastic bags. **Please ensure that your address is clearly marked on containers/ blue boxes.**

How can I voice my comments?

The City of Cambridge realizes that reconstruction will cause inconvenience to the residents and businesses in the area and requests your cooperation, understanding and patience throughout its duration. A comment sheet is attached to this information package and you are encouraged to fill it out with your comments, concerns, or questions. In addition to your comments, other information we would like to receive from residents or institutions are your special needs, e.g. for disabled persons, water

or sewer service improvements or driveway modifications. This written record will assist the City to address all the issues related to the reconstruction of First Avenue and Grand Avenue.

Information in an accessible format

If you require information in an accessible format or accommodation to access municipal services, please contact accessibility@cambridge.ca or TTY: (519) 623 - 6691

We thank you for attending this Informal Information Session.

Paul Hilker C.E.T.
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Development and Infrastructure
City of Cambridge
50 Dickson Street
P.O. Box 669
Cambridge, Ontario
N1R 5W8

Telephone 519-621-0740 ext. 4542
Facsimile 519-740-7729
Email hilkerp@cambridge.ca

COMMENT SHEET

**WESTMINSTER RECONSTRUCTION
City of Cambridge**

Public Information Centre – Monday May 1, 2017

Please complete and hand in this sheet so that your comments can be considered prior to start of this project. If you cannot complete your comments today, please take this home and mail or fax your comments by May 5, 2017 to:

Mr. Paul Hilker C.E.T.
Senior Civil Engineering Technologist II
Development and Infrastructure

City of Cambridge
50 Dickson Street
P.O. Box 669
Cambridge, Ontario
N1R 5W8

Telephone 519-621-0740 ext. 4542
Facsimile 519-740-7729
Email hilkerp@cambridge.ca

Comments

(Please continue comments on back of page if additional space is needed)

Name: _____

Address: _____

Postal Code: _____

The personal information on this form is gathered under the authority outlined in the Municipal Freedom of Information and Protection of Privacy Act (28-2) and will be used to assist the Engineering Department in making decisions on this project. All names, addresses, and comments will be included in material made available to the general public. If you have any questions on the gathering of personal information you can contact the Freedom of Information co-ordinator who can be reached through the Public Access and Council Services Division of the Corporate Services Department at 519.740.4680 ext. 4079.