

THE CORPORATION OF THE CITY OF WINDSOR POLICY

Service Area:	Office of the City Solicitor	Policy No.:	
Department:	Planning and Building Services	Approval Date:	April 19, 2021
Division:	Transportation Planning	Approved By:	CR161/2021
		Effective Date:	April 19, 2021
Subject:	Community Safety Zone Policy	Procedure Ref.:	
Review Date:	April 2026	Pages:	Replaces: N/A
Prepared By:	Matthew Jay, Policy Assistant		2

1. **POLICY**

1.1. This policy addresses the implementation of Community Safety Zones (CSZs).

2. **PURPOSE**

2.1. The goal of this policy is to provide the Corporation and the public consistent guidelines for the selection and implementation of Community Safety Zones.

3. **SCOPE**

3.1. This policy outlines how potential Community Safety Zones are selected for review.

3.2. This policy also outlines the characteristics of selected sections of highway where Community Safety Zones may be designated.

4. **RESPONSIBILITY**

4.1. City Council:

4.1.1. Has ultimate authority to approve implementation and funding for road safety measures in its jurisdiction;

4.1.2. Is responsible for approving amendments to Traffic By-law 9148 in accordance with this policy; and,

4.1.3. Is responsible for approving amendments to this policy.

4.2. Administration is responsible for carrying out this policy as follows:

4.2.1. The City Engineer and the City Solicitor are corporate leads for all transportation and public safety programs.

4.2.2. The Executive Director of Operations or designate is responsible for overseeing implementation of this policy.

4.2.3. The Transportation Planning Senior Engineer or designate is responsible for:

4.2.3.1. Recommending new community safety zones under this policy; and

4.2.3.2. Recommending amendments to this policy as needed.

4.2.4. The Manager of the Customer Contact Centre is responsible for receiving requests for Community Safety Zones and forwarding them to Transportation Planning for review and recommendation.

5. GOVERNING RULES AND REGULATIONS

- 5.1. The installation, maintenance and removal of Community Safety Zones shall be done in compliance with the Highway Traffic Act and its regulations, as amended.
- 5.2. Community Safety Zones are intended for locations where public safety is a special concern on that part of the roadway.
- 5.3. The selection process for Community Safety Zones is normally initiated by:
 - 5.3.1. A service request, normally received via 311;
 - 5.3.2. A referral from another policy (e.g. Traffic Calming Policy);
- 5.4. Any of the following factors may be considered in deciding if a Community Safety Zone is appropriate:
 - 5.4.1. The presence of community buildings, including schools, parks, or hospitals.
 - 5.4.2. The presence of other facilities that attract and/or generate high volumes of pedestrian or cyclist traffic.
 - 5.4.3. The presence of School Areas or School Zones, as outlined under the School Neighbourhood Policy or Traffic By-law 9148, or
 - 5.4.4. The frequency of collisions and/or injuries on a given section of roadway.
- 5.5. Community Safety Zones should be reviewed every 3 years from the point in which it was enacted.
- 5.6. Community Safety Zones may be recommended for removal if the factors that led to their installation are no longer present.

6. RECORDS, FORMS AND ATTACHMENTS

- 6.1. Records for this policy shall be prepared and retained in accordance with Records Retention By-Law 21-2013, as amended.
- 6.2. Attachments: None.