

## **1.12 New and/or Updated Engineering Design Standards**

- 1.12.1 As represented in other areas of this guideline, the Standards developed within may not directly apply to all situations and from time to time, a standard may need to be established or refined. This section outlines the process by which a new standard may be submitted and considered for acceptance by the General Manager to incorporate into the Engineering Design Standards.
- 1.12.2 To initiate a new standard request, an applicant must first complete a “Proposal for a New and/or Updated Standard”.
- 1.12.3 Written notification accepting the submission and tabling for review will be provided within 10 business days. During that time, an application will be screened and accepted as information or will be returned with questions and/or follow up requirements identified.
  - 1.12.3.1 Upon acceptance, an applicant will be engaged in future discussions to analyse, review and approve the recommended change to a standard.
  - 1.12.3.2 This process is expected to be lengthy, without time being considered the sole priority. A variance request, as outlined in Section 1.11, may be reviewed in conjunction with a new and/or updated standard review.
- 1.12.4 The submission of a new and/or updated standard, may not result in an approval. Design and/or site work shall not commence or continue without a response in writing, granting approval of the new and/or updated standard.
- 1.12.5 Reasons for establishing a new and/or updated standard may include, but not limited to, the following:
  - 1.12.5.1 Address missing elements or develop standards that previously were not required or included in the existing standards
  - 1.12.5.1 Improvements to public safety
  - 1.12.5.4 Improvements to the environment or environmental management practises
  - 1.12.5.1 New or emerging materials and/or technology
  - 1.12.5.2 Improved lifecycle cost implications and potential long term cost savings for the County in regards to asset management
  - 1.12.5.3 Enhanced design, materials or practises that leads to improved maintenance and/or rehabilitation activities
- 1.12.6 Maintaining a current service level at or above existing standards should be the priority when establishing new standards. Cost is an important consideration however all the elements within 1.12.5 should be considered on an equal basis.