



New School Openings  
 Holy Trinity Catholic Elementary School  
 200 Rosenberg Way

Version: 1.0  
 Revision Date: May 28, 2025

Version	Date	Author	Comment / Change
1.0	May 28, 2025	SH	Final

**Table of Contents**

School Profile..... 2

    Site Plan Status..... 2

    Road Status and Characteristics ..... 2

Transportation Safety Features and Signage ..... 2

    Speed Limit ..... 3

    Signage - School Bus Loading Area ..... 3

    Signage - Frontage to Adjacent Roadways..... 3

    Signage - Internal Parking Area..... 4

Walkshed and Boundary Analysis..... 4

Crossing Guard Studies ..... 5

Traffic Calming Improvements ..... 5

Active Transportation Improvements..... 6

Bylaw Enforcement..... 6

Communication Plan..... 6

Monitoring and Long-Term Studies ..... 6

**Figures**

Figure 1: Walkshed ..... 5

**Tables**

Table 1: Rosenberg Way Characteristics ..... 2

**Appendices**

Appendix A: Site Plan

Appendix B: Recommended Signs and Approximate Locations

## School Profile

Holy Trinity Catholic Elementary School (the School) is a new elementary school under construction at 200 Rosenberg Way. The School is bound by Rosenberg Way to the south, residential land uses to the west, and a hydro corridor to the northeast. The School is operated by the Waterloo Catholic District School Board (WCDSB).

The parking lots on the east and west side of the building are accessed by two all-moves connections to Rosenberg Way. A school bus loading area is proposed by a lay-by area adjacent to the site on the north side of Rosenberg Way.

The bell times are 9:15am and 3:45pm.

## Site Plan Status

The Site Plan has been approved. **Appendix A** includes the approved Site Plan provided to City staff.

## Road Status and Characteristics

Roads abutting the site are not yet assumed by the City of Kitchener.

**Table 1** summarizes the characteristics of the Rosenberg Way near the School property. All nearby roads have, or will have, sidewalks on both sides of the road. As the area is actively under construction, Average Annual Daily Traffic (AADT) and the number of collisions is not noted as the data is unavailable or they do not reflect the area upon build-out.

**Table 1: Rosenberg Way Characteristics**

Road	Intersection Control <sup>1</sup>	Posted Speed
Rosenberg Way	TWSC on Forestwalk St TWSC on Milt Schmidt St TWSC on Sitler St	40 km/h (Assumed)

*Note 1: AWSC = All-Way Stop Control, TWSC = Two-Way Stop Control*

At the time of this study, there is no signage prohibiting parking or stopping along the School's Rosenberg Way frontage.

## Transportation Safety Features and Signage

The Site Plan, which is dated February 3, 2025, was reviewed and is included in **Appendix A**. For purposes of this study, Rosenberg Way is assumed to be aligned east/west.

The school bus loading area is proposed on the north side of Rosenberg Way abutting the site.

In the westerly School parking area, there is a drop off for passenger vehicles in the “Kiss N’ Ride” that will include “Kiss N’ Ride” signage.

In the easterly community centre parking area, there is an unspecified loading area with “No Parking” signage in the southwest side.

The City, or the Developer(s) of the surrounding subdivision(s), will be responsible for all related on-street signage that is located outside of the School’s site.

### ***Speed Limit***

As there are no posted speed limits near the School, the roads have an assumed posted speed limit of 40 km/h.

To improve pedestrian safety, it is recommended to lower the speed limit within 150 metres to the east and west from the School’s frontage on Rosenberg Way to 30 km/h as noted in Section XIV.2 of Traffic By-law 2019-113. “School Zone” tab signs should be installed, prior to the school opening on September 3, 2025, to identify the extents of the School Zone.

New signage will be required at all locations where changes to the existing speed limit are proposed and are the responsibility of the Developer(s) of the surrounding subdivision(s).

### ***Signage - School Bus Loading Area***

The approved site plan identifies “Bus Only” signage within the school bus loading area.

To improve consistency with other on-street bus drop-off areas, it is recommended that the signage is updated as “School Bus Loading Zone”. The WCDSB has confirmed that required signage will be updated based on this recommendation.

**Appendix B** illustrates the recommended signs and their approximate locations.

### ***Signage - Frontage to Adjacent Roadways***

The approved site plan does not identify signage to restrict vehicle stopping or parking along the site’s frontage to adjacent roadways.

As general provisions in Traffic By-law 2019-113, Section V.8.a.iii permits Rb-55 (No Stopping) signs on the roads abutting a school, and Section V.8.a.v permits Rb-56 (No Stopping with Time Restrictions) signs on the opposite side of the roadway abutting the school’s property.

It is recommended to add:

1. Rb-55 (No Stopping) signs along the School’s frontage on Rosenberg Way east of the westerly School parking area entrance.
2. Rb-56 (No Stopping with Time Restrictions) signs along the School’s frontage on Rosenberg Way west of the westerly School parking area entrance. This is to maintain sightlines when pedestrian volumes are highest.

3. Rb-56 (No Stopping with Time Restrictions) signs on the south side of Rosenberg Way opposite the School's frontage.

All Rb-55 and Rb-56 signs should be installed in accordance with Ontario Traffic Manual (OTM) Book 5, which identifies a maximum spacing of 50 metres. All Rb-56 signs should note the time restriction as 8:00 AM to 4:30 PM, as noted in Section V.8.b.iii of Traffic By-law 2019-113.

The new signage would be the responsibility of the Developer(s) of the surrounding subdivision(s).

All sign changes that are within a City of Kitchener right-of-way will require an update to "Schedule 4 – No Stopping" in the Uniform Traffic Bylaw, via a staff report to City Council.

**Appendix B** illustrates the recommended signs and their approximate locations.

### ***Signage - Internal Parking Area***

"Kiss N' Ride" signage is proposed in the westerly School parking area. It is recommended that "No Parking" Signage is included in the "Kiss N' Ride" area.

In the easterly community centre parking area, "No Parking" signage is proposed on the east side of the building and in the Loading Space. It is recommended to add custom signage to better identify the loading space.

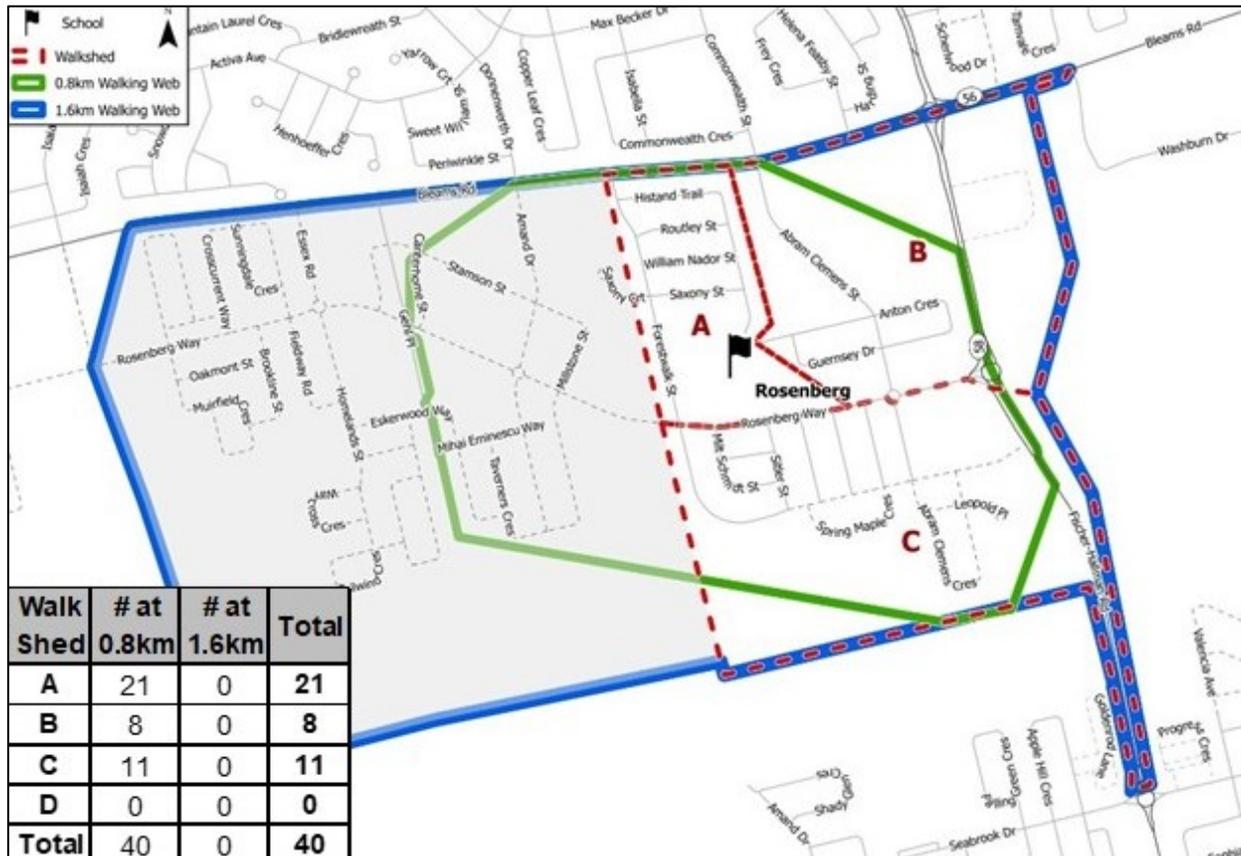
Based on WCDSB discussions with City staff, the WCDSB has noted the on-site signage will be updated to identify the westerly parking area with "School Parking Only" signage and the easterly parking area with "Community Centre Parking Only" signage.

**Appendix B** illustrates the recommended signs and their approximate locations.

### **Walkshed and Boundary Analysis**

**Figure 1** illustrates the proposed walkshed and the estimated number of students in each walkshed for the School as provided by WCDSB staff on February 25, 2025.

Figure 1: Walkshed



### Crossing Guard Studies

The Ontario Traffic Council (OTC) provides guidance in the School Crossing Guard Guide (2023) (OTC SCGG) on when to assign a crossing guard at a location. As noted in the OTC SCGG, a minimum threshold of 40 crossing students within 25 minutes before the bell time and 5 minutes after the bell time, and vice versa for the afternoon bell times, would warrant assigning a crossing guard.

To estimate the potential need for crossing guards within each of the walksheds in **Figure 1**, City staff estimated the volumes of students crossing at intersections or potential mid-block crossing locations. As all crossing locations are expected to facilitate less than 40 crossing students and as there is minimal vehicular traffic near the proposed School at the time of this study, no crossing guards are currently warranted.

As the surrounding area continues to develop, it is recommended that the need for crossing guards is reevaluated once 40 or more students are expected to cross at any one location.

### Traffic Calming Improvements

Speed humps are currently proposed on Rosenberg Way on the east leg of the Forestwalk Street intersection, and across the hydro corridor where it crosses Forestwalk Street.

## **Active Transportation Improvements**

It is noted that there is a trail in the hydro corridor to the north of the School site that is not yet assumed by the City and thus not winter maintained. The approved site plan shows a connection to this trail, which would be at the cost and initiative of WCDSB.

## **Bylaw Enforcement**

The City's bylaw enforcement team will add St. Patrick to its school enforcement routes. No Parking and No Stopping areas in the School Zone have:

- A zero-tolerance ticketing policy
- An increased ticket cost

## **Communication Plan**

To reduce the concentration of vehicular traffic near the School, Student Transportation Services of Waterloo Region (STSWR) will identify preferred "Drive to 5" locations, to identify alternative locations within a 5-minute walk to the school that students can be dropped off by passenger vehicles.

STSWR will provide pamphlets and messaging to schools in August and advise schools to share them at startup, and throughout the school year, that note the No Parking and No Stopping areas in the School Zone have:

- A zero-tolerance ticketing policy where no warnings may be provided to offending drivers
- An increased ticket cost

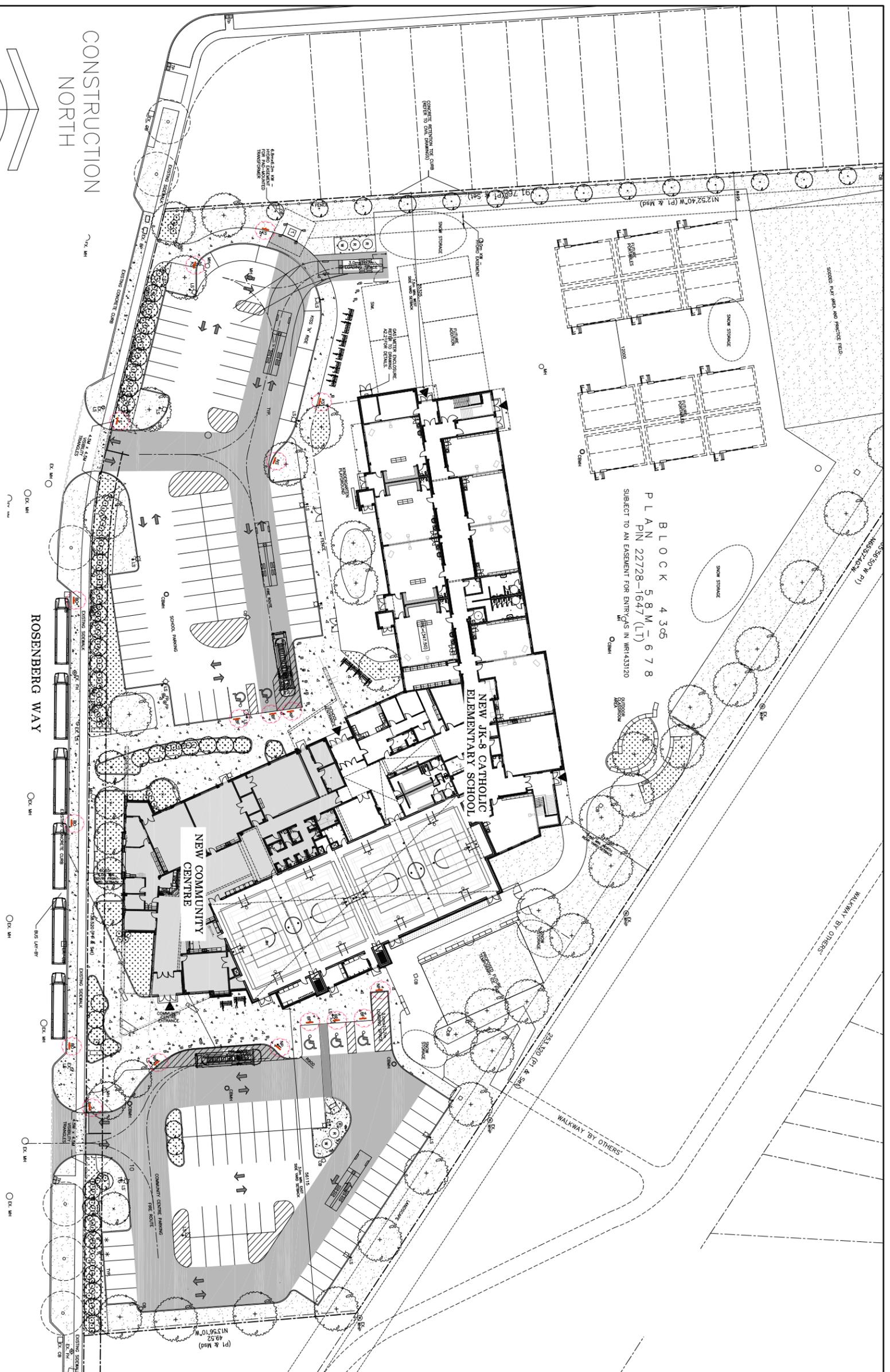
City staff will include messaging related to the new school in its "back to school" media release in early September.

## **Monitoring and Long-Term Studies**

It is recommended that in the first year of School operation, the City monitors the interaction between vehicles and students near the School and monitors the volumes of students crossing to determine if crossing guard(s) are warranted. The monitoring should be repeated in the third or fourth year of School operation to help drivers and students develop safe, long-term habits.

## **Appendix A: Site Plan**

## **Appendix B: Recommended Signs and Approximate Locations**



BLOCK 4305  
 PLAN 5.8 M - 6.7.8  
 PIN 22728-1647 (L1)  
 SUBJECT TO AN EASEMENT FOR ENTRIES IN WR443120

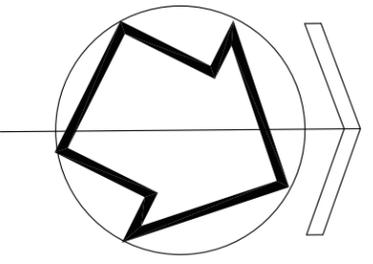
**TRAFFIC CIRCULATION & FIRE ROUTE SIGNAGE**

- BF** BARRIER FREE DESIGNATED PARKING SPACE SIGN (Rb-93) REGULATORY SIGN.
- NS** FIRE ROUTE 'NO STOPPING' C/W DIRECTIONAL ARROW(S) SIGN CITY OF KITCHENER
- S** STOP (Rd-1) REGULATORY SIGN
- NP** NO PARKING' C/W DIRECTIONAL ARROW(S) SIGN CITY OF KITCHENER
- BO** BUSES ONLY SIGN
- KS** KISS N RIDE SIGN

ALL REGULATORY SIGNS TO CURRENT ONTARIO TRAFFIC MANUAL STANDARD. ALL SIGNS IN 18 GAUGE GALVANIZED STEEL ON 'U' CHANNEL GALVANIZED STEEL POSTS. ALL SIGNAGE TO BE INSTALLED/MAINTAINED ON SCHOOL PROPERTY.

ALL TRAFFIC SIGNAGE SHALL COMPLY TO CITY OF KITCHENER SIGN BYLAW

**SITE PLAN**



**SWEDAS / ARCHITECTS INC.**

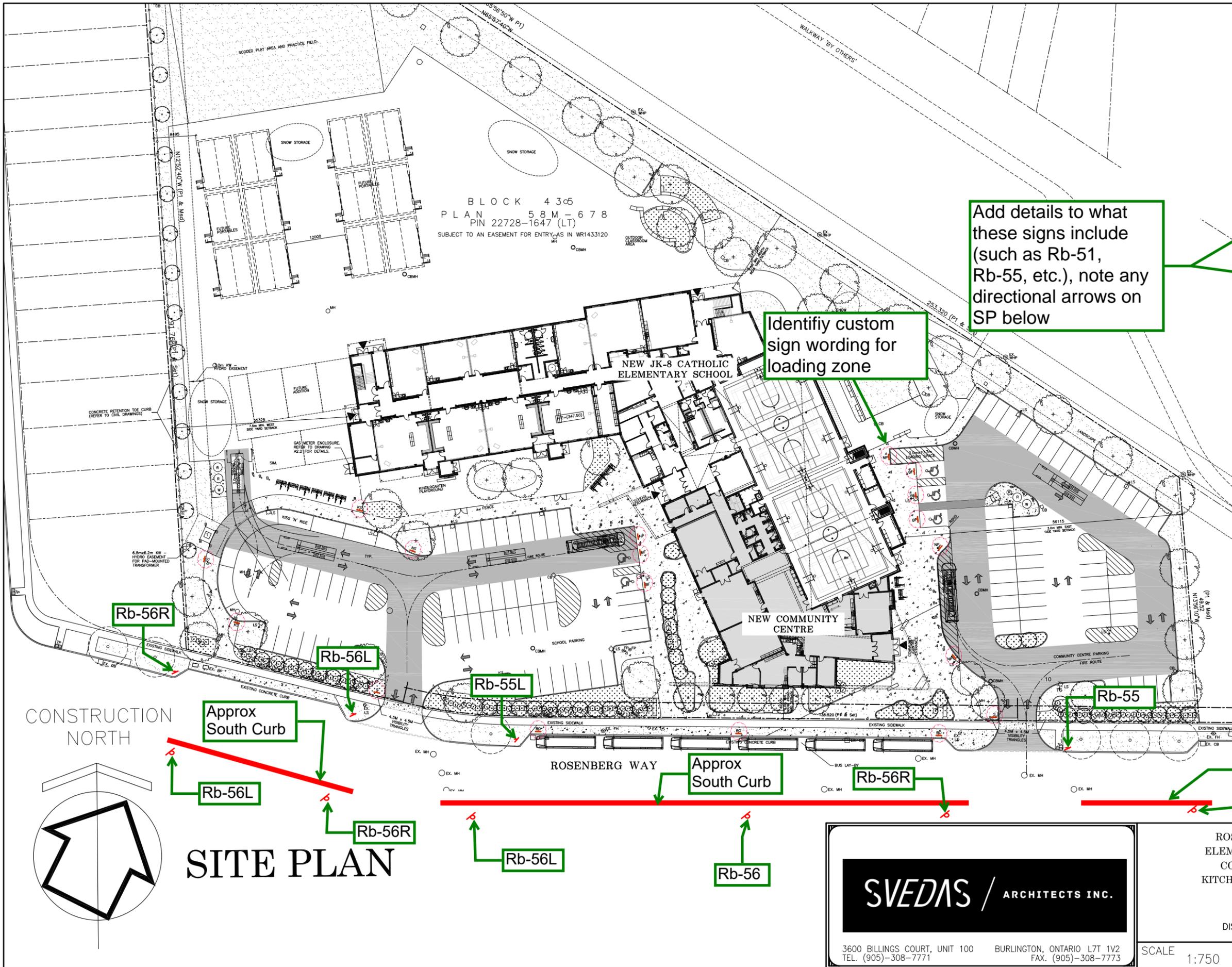
3600 BILLINGS COURT, UNIT 100 BURLINGTON, ONTARIO, L7T 1V2  
 TEL. (905)-308-7771 FAX. (905)-308-7773

ROSENBERG CATHOLIC ELEMENTARY SCHOOL AND COMMUNITY CENTRE  
 KITCHENER ONTARIO

FOR THE  
 WATERLOO CATHOLIC DISTRICT SCHOOL BOARD

SCALE 1:750  
 DATE FEB. 3, 2025

PROJECT No. 123803  
 DRAWING No. SKF-A49



### TRAFFIC CIRCULATION & FIRE ROUTE SIGNAGE

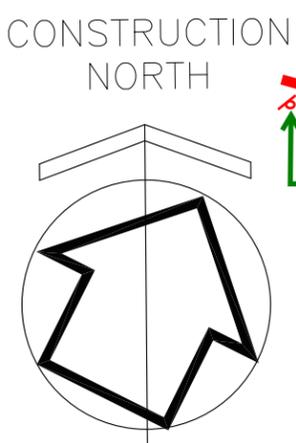
	BF BARRIER FREE DESIGNATED PARKING SPACE SIGN (Rb-93) REGULATORY SIGN.
	NS FIRE ROUTE 'NO STOPPING' C/W DIRECTIONAL ARROW(S) SIGN CITY OF KITCHENER
	S STOP (Ra-1) REGULATORY SIGN
	NP NO PARKING' C/W DIRECTIONAL ARROW(S) SIGN CITY OF KITCHENER
	BO BUSES ONLY SIGN
	KS KISS N RIDE SIGN

ALL REGULATORY SIGNS TO CURRENT ONTARIO TRAFFIC MANUAL STANDARD. ALL SIGNS IN 18 GAUGE GALVANIZED STEEL ON 'U' CHANNEL GALVANIZED STEEL POSTS. ALL SIGNAGE TO BE INSTALLED/MAINTAINED ON SCHOOL PROPERTY.

ALL TRAFFIC SIGNAGE SHALL COMPLY TO CITY OF KITCHENER SIGN BYLAW

Add details to what these signs include (such as Rb-51, Rb-55, etc.), note any directional arrows on SP below

Identify custom sign wording for loading zone



# SITE PLAN

**SVEDAS / ARCHITECTS INC.**

3600 BILLINGS COURT, UNIT 100 BURLINGTON, ONTARIO L7T 1V2  
 TEL. (905)-308-7771 FAX. (905)-308-7773

ROSENBERG CATHOLIC ELEMENTARY SCHOOL AND COMMUNITY CENTRE  
 KITCHENER ONTARIO

FOR THE WATERLOO CATHOLIC DISTRICT SCHOOL BOARD

SCALE 1:750 DATE FEB. 3, 2025

PROJECT No. 123803  
 DRAWING No. SKF-A49