

APPENDIX A

**CITY OF REGINA - TRANSIT DEPARTMENT**

**BUS SHELTER POLICY**

Regina Transit provides shelters to ameliorate the disincentives to waiting for a bus. Their primary function is to protect the transit patron from the weather both directly (e.g. rain), and indirectly (e.g. splashing caused by passing cars).

Site selection is constrained by the aversion of many homeowners to having a shelter abutting their property as well as economic and design limitations. In general, however, shelter site selection because of severe weather, turns into an exercise in the allocation of scarce resources. The department will attempt to apply the following policy to help allocate those resources as fairly as possible. The policy attempts to address several factors that affect shelter site selection in a balanced manner.

**Factors**

***Area of Service:*** Various areas within the City exhibit varying needs for shelters based upon type of development and/or land use.

***Exposure:*** This factor attempts to apply consideration to the amount of existing shelters available to the transit patron.

***Passenger Wait Time:*** As waiting time is significant, this factor attempts to weigh the policy in regard to the length of the intervals between buses both on peak service and at the lowest frequency.

***Patronage:*** Without some patronage, the above considerations become meaningless, therefore a measurement of passengers originating from the proposed site is required to justify the decision.

The following point structure is to be followed. This point structure is loosely based upon a similar procedure currently in effect in Edmonton.

<b><i>Area of Service (S)</i></b> - Undeveloped	0 points
Industrial	5 points
Single Family Residential	7 points
Multi-family Residential	10 points
Retail Commercial	10 points
Transfer Point	20 points
Institutions - Seniors Residences	35 points
Housing For Persons with Disabilities	35 points

**Area of Service (S) Maximum - 35 points**

<b><i>Exposure (E)</i></b> - Extreme	- Wide-Open Area to Northwest	15 points
Moderate	- Street With Wide Right-of-Way	10 points
Minor	- Residential Street	5 points

Protected - Building to Protect from North Wind 0 points

**Exposure (E) Maximum - 15 points**

**Passenger Wait Time (Tp, Tl)** - Expressed in terms of service frequency - both peak service and lowest service of least frequent line on that street.

<b>Service -</b>	Less Than 10 Minutes Between Buses	0 points
	10 Minutes to 14 Minutes between Buses	1 point
	15 Minutes to 19 Minutes between Buses	2 points
	20 Minutes to 29 Minutes between Buses	3 points
	30 Minutes to 59 Minutes between Buses	4 points
	60 Minutes and up between Buses	5 points

**Peak Service (Tp) Maximum - 5 points**

**Least Service (Tl) Maximum - 5 points**

**Patronage (P)** - Passengers are to be expressed on an average weekday ridership. This figure is to be calculated by test counts or APC data.

**Patronage (P) – no maximum value**

**Calculation**

The procedure to justify a shelter site would be to calculate the above point and passenger totals, and utilize the following formula:

$$(S + E + Tp + Tl)P = \text{Bus stop score}$$

The calculation should not be less than 750 points. If the stop does not meet the 750 point criteria, a shelter will not be installed. The department has measured several marginally justified shelters and found that 750 points is reasonable.

It would follow that if more demand exists than can be satisfied by the available shelters, then the shelters would be allocated to those locations scoring highest on the above calculation.

**Evaluation**

All bus stops will be scored annually. Bus stop locations that may have not achieved a score of 750 one year may have their score increase in subsequent years due to increased ridership, schedule changes, route changes, or development in the area.

Conversely, stops may decrease in score to the above factors. If bus stops with shelters decrease in score dramatically, the Transit Department may move the shelter to a higher scoring location.