Subject: DRAFT – Planning a New Park for Northcrest Estates  
Report Number: RCP 20-25  
Author: Rick Cox, Director of Recreation, Culture & Parks  
Meeting Type: Council Meeting  
Meeting Date: Monday, May 25, 2020

RECOMMENDATION
THAT Council received Report RCP 20-25 Planning a New Park for Northcrest Estates;

AND THAT Council authorizes staff to contract with Ron Koudys Landscape Architects (RKLA) to prepare a design for and oversee the construction of the new neighbourhood park being established as part of the Northcrest Estates subdivision;

AND THAT the funds to design and install the park amenities are to come from the $85,000 in residential Development Charges approved for that purpose supplemented with a $37,665 cash in lieu of parkland contribution agreed to by the developer;

AND THAT the budget to establish the new park including design and installation is set at $122,665.

BACKGROUND
The proposed Northcrest Estates subdivision on the South side of North Street includes a parkland block as well as two proposed pedestrian connections to the rail trail corridor. The park development was anticipated in the current Development Charges study, and the Town’s best practice approach to subdivision guidelines requires the design of new parks be done by a certified landscape architect. The Town and the developers have agreed on the preferred design team of Ron Koudys Landscape Architects (RKLA) to work on the project, and in the interest of having appropriate marketing materials by mid-summer 2020 both parties seek to proceed with the park design. This report requests authorization to hire RKLA to design the park and oversee the construction of it.

DISCUSSION
The proposed Northcrest Estates subdivision is pursuing a finalized subdivision agreement by mid-summer of 2020. Included in the draft plan of subdivision is a park block of approximately 0.26 ha, as well as two trail corridor connection pathways. As the land area does not equal 5% of the subdivision area, a cash-in-lieu contribution of $37,665 has been incorporated into the subdivision agreement in addition to the land contribution. The intent of the developer and of staff is to use those funds in addition to
the appropriate development charges to design and construct the new park. Over and above the land and cash-in-lieu, the developer has agreed to install a concrete pedestrian walkway from North Street through the park block at their expense in order to facilitate pedestrian connectivity to the rail trail.

The Town’s draft Subdivision Guidelines include a best practice requirement of having parkland blocks designed by licensed Landscape Architects. For this new park, the team from RKLA has been mutually selected as being acceptable to both the Town and the developer. The developer has also asked that the park design and cost estimate be completed by July 31, 2020 so that imagery can be included in their marketing literature. Further, they have asked that the park amenities be installed in May-June 2021 to align with their construction and occupancy schedule. RKLA has provided a quote of a maximum of $18,000 plus taxes to prepare the design & tender specifications, and to provide oversight and verification of the construction. This quote does not include any public consultation on the design.

Using RKLA will help ensure that the new park incorporates low maintenance, naturalized park elements, native species and appropriate crime prevention (CPTED) best practices. Their previous work elsewhere in Tillsonburg (downtown, Memorial Park, etc.) means they are very familiar with the community’s needs and capacity. The documentation of key elements in this new park will form the basis of updated park specifications that can be used when planning future parks and updating existing parks in Tillsonburg.

The construction of the park will be tendered once the design is completed and approved.

CONSULTATION
Mike Hutchinson Properties Inc. and Performance Communities Inc. (Hayhoe Homes) were consulted with respect to the subdivision planning, selecting a landscape architect company, and the timing of the work. Planning staff and Economic Development were consulted with respect to the appraisal of the lands to secure the cash-in-lieu contribution. VALCO Appraisal Consulting conducted the appraisal to establish the value of land in order to calculate the cash-in-lieu contribution.

FINANCIAL IMPACT/FUNDING SOURCE
The approved 2019-2024 Development Charges Study will secure $85,500 from the residential share of development charges towards the estimated cost of $100,000 to establish the park. A portion of the cash-in-lieu contribution from the developer of $37,665 will be utilized to fund the $4,500 non-residential share of development charges as well as the $10,000 statutory reduction. The remainder of the cash-in-lieu will be used to pay for the design process and construction oversight, and provide a contingency allocation for the project resulting in a total budget for the park project of $122,665.

COMMUNITY STRATEGIC PLAN (CSP) LINKAGE
1. Excellence in Local Government
   ☒ Demonstrate strong leadership in Town initiatives
   ☐ Streamline communication and effectively collaborate within local government
   ☒ Demonstrate accountability

2. Economic Sustainability
   ☐ Support new and existing businesses and provide a variety of employment opportunities
   ☐ Provide diverse retail services in the downtown core
   ☐ Provide appropriate education and training opportunities in line with Tillsonburg’s economy

3. Demographic Balance
   ☒ Make Tillsonburg an attractive place to live for youth and young professionals
   ☒ Provide opportunities for families to thrive
   ☒ Support the aging population and an active senior citizenship

4. Culture and Community
   ☒ Promote Tillsonburg as a unique and welcoming community
   ☒ Provide a variety of leisure and cultural opportunities to suit all interests
   ☒ Improve mobility and promote environmentally sustainable living

ATTACHMENTS
Appendix A – Draft Plan of Subdivision for Northcrest Estates – park blocks highlighted
### Report Approval Details

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<th>Document Title:</th>
<th>RCP 20-25 - Planning a New Park for Northcrest Estates.docx</th>
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<td>Final Approval Date:</td>
<td>May 20, 2020</td>
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This report and all of its attachments were approved and signed as outlined below:

**Kyle Pratt - May 20, 2020 - 3:31 PM**