	Report Title	Visitor Parking Improvements at OPP Station
	Report No.	RCP 17-50
	Author	Rick Cox, Director of Recreation, Culture & Parks
	Meeting Type	Council Meeting
	Council Date	November 13, 2017
	Attachments	

RECOMMENDATION:

THAT Council receive Report RCP 17-50 - Visitor Parking Improvements at OPP Station;

AND THAT the costs associated with implementing additional visitor parking at the OPP Station are considered during the 2018 budget deliberations.

BACKGROUND

At the January 23, 2017 Council meeting, the Chair of the Police Services Board advised Council members that the location of the existing island within the visitor parking area impacts traffic flow and snow removal operations. This causes visitors to use the rear parking lot which is designated for police personnel only. Town staff were requested to review the visitor parking at the OPP station and determine if additional parking stalls can be accommodated.

SUMMARY

Tillsonburg Zoning By-Law 3295 requires that at least one (1) accessible parking stall be provided, which is already present on the subject property. The Zoning By-law also requires that each parking stall be a minimum of 2.7m wide and a minimum of 5.5m in length, while a parking aisle is to be a minimum of 7.3m in width. Based on these requirements, **Figure 1** illustrates the proposed visitor parking configuration, where six (6) new stalls can be accommodated.

Planning staff have confirmed that the proposed visitor parking lot improvements at the OPP station would not require Site Plan approval.

The proposed visitor parking reconfiguration scope of work would include the removal of the center grassed area, new curbing and asphalt with the additional parking stall area and some site restoration work. The cost to improve the visitor parking lot is estimated at \$25,800.

The lease between the Town and the Government of Ontario with respect to the OPP station is clear that leasehold improvements initiated by the tenant are to be paid for by the tenant, while leasehold improvements initiated by the landlord are the responsibility of the landlord. In this

case, while the suggested alterations are supported by the local OPP administration, they have been requested by the Police Services Board and are therefore not initiated by the tenant.

CONSULTATION/COMMUNICATION

Operations and Facility staff were consulted regarding this request.

FINANCIAL IMPACT/FUNDING SOURCE

Staff recommend that the capital budget implications of approximately \$25,800 associated with the proposed visitor parking lot improvements are considered during the 2018 budget deliberations. A capital project under the Police Services Budget has been inserted into the draft budget documents.


The six parking spots created by this alteration will cost approximately \$4,300 each to create.

COMMUNITY STRATEGIC PLAN (CSP)

This report provides information in alignment with the following Objectives of the Community Strategic Plan:

- Objective 1 – Excellence in Local Government
- Objective 2 – Sustainable Economy
- Objective 4 – Culture & Community



PROJECT No.	TOWN OF TILLSONBURG OPP VISITOR PARKING LOT RECONFIGURATION	SCALE	TOWN OF TILLSONBURG ENGINEERING SERVICES CUSTOMER SERVICE CENTRE 10 LISGAR AVENUE, TILLSONBURG, ONTARIO, N4G 5A5	
SHEET No.				
PLAN FILE No.				
1	FIGURE 1	NOT TO SCALE		