



**TOWN OF MINTO**

**DATE:** June 15, 2017

**REPORT TO:** Mayor and Council

**FROM:** Bill White C.A.O. Clerk

**SUBJECT:** Parking Lot Layouts Clifford Elora Lands, Arena Parking Lot Layout, Harriston Community Centre

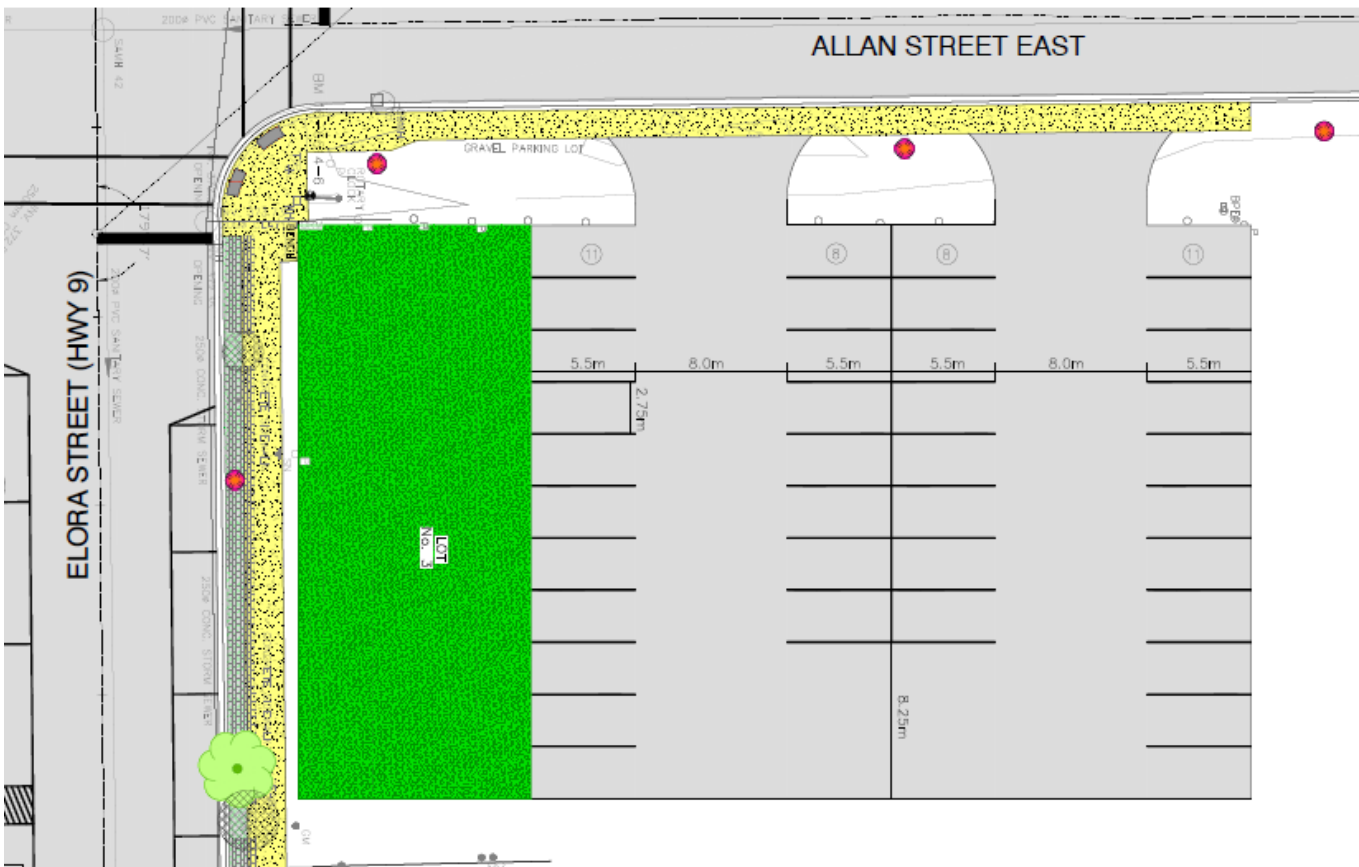
**STRATEGIC PLAN:**

4.12 Investigate methods to encourage traffic passing through the Town to stop and shop such as enhanced urban design, way finding and entrance signage, easily accessible public parking.

7.7 Develop design plans in consultation with the public, for urban areas that link parklands, trail systems, facilities and identify future works needed to improve recreation infrastructure.

**BACKGROUND:**

The Town recently purchased the lot at the corner of Elora Street and Allan Street in Clifford for parking and public open space. The intent is to construct parking on-site for use during Homecoming, next year's downtown reconstruction and as overflow for nearby businesses and institutions. The layout below was prepared by Triton engineering and includes two entrances to Allan Street to access 38 parking spaces in two 19 space sections.



The work involves excavation of topsoil, granular backfill and placing asphalt millings to stabilize the parking lot surface. The lot will be graded toward Allan Street. A sidewalk will be placed along the length of the lot. Millings will be supplied by Steed and Evans from resurfacing work being completed on Elora Street this summer. Town staff will prepare and grade the site and install and roll the millings. Steed and Evans has confirmed their work will start after Canada Day and finish before Homecoming. The parking area will be finished and fence installed along the south lot line before Homecoming.

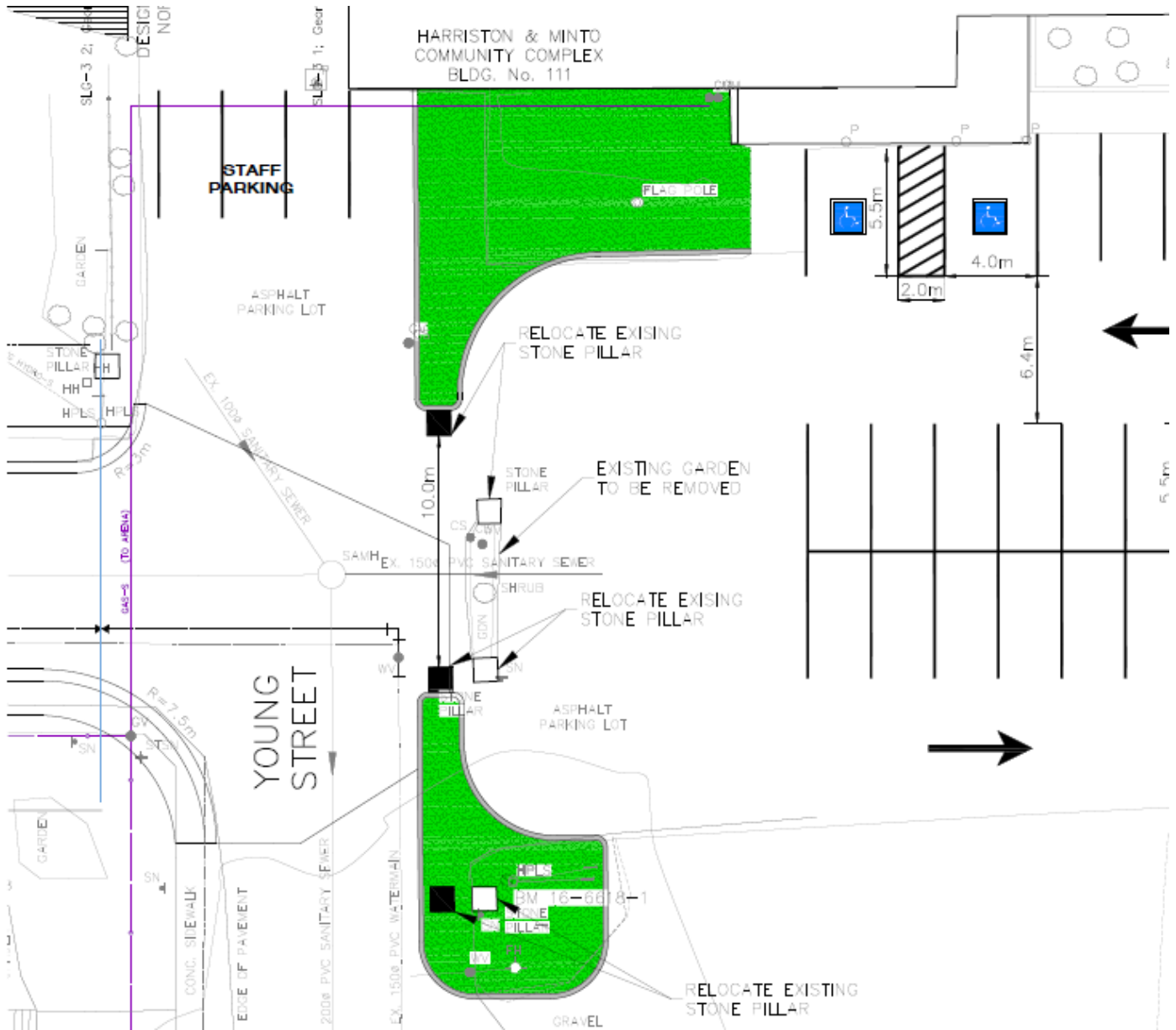
The second layout is for the Clifford Arena where \$50,000 is budgeted for asphalt resurfacing. Triton Engineering prepared the layout at staff's request due to drainage concerns expressed by a landowner across the street. Paving this lot without grading and entrance control would result in surface water flow across Brown Street on to residential properties. This problem already occurs with the arena lot in its current condition, and it will be made worse with new asphalt. The layout below allows for curbing and parking lot design to control drainage, increase lot efficiency and improve urban design in the area.



TLC Coordinator Paul Judge will design a planting plan for the strip that will be attractive, functional and resist salt. Snow removal is addressed by the layout and Facilities Staff have reviewed and support the improvements. A catch basin will be installed in the lot along the landscaped and curbed strip with outlet under Brown Street to one of the two basins on the

Town lands across the street. Added costs for curbing and drainage work not covered by the \$50,000 budget will be covered in Public Works Roads budget.

The final layout was initiated by staff as the George Street reconstruction moved through the tender process. Since the project involved full excavation at the intersection of George and Young Street staff asks for the layout from Triton to address traffic, parking, utility and landscaping issues into the Harriston Minto Community Complex.



The layout would preserve and enhance the 65 year old pillars at the entrance to the area a parking lot. They would be relocated to create a wider central two way driveway into the parking area.



Two way traffic flow is much safer and would eliminate confusing one way patterns that are not properly signed. The pillars would be symmetrically situated and equipped to accommodate decorative lighting creating a much more attractive and functional entrance to the property.



Landscape flex space would be established either side of the entrance to control traffic flow. This landscaped space would protect hydro poles, hydrants and utilities but include rolled curbs and movable fencing to facilitate large vehicle access if needed for maintenance or events like the fall fair. The excavation in the intersection can be expanded to accommodate conduit for electrical power hookups needed for the rooftop solar installations. SunSaver will help pay for this work as it benefits the FIT 4.0 installations on the roof of the community centre. Additional landscaping and tree planting will be possible in front of the building in consultation with the TLC Coordinator.

Facilities and Public Works staff has reviewed the layout and are generally in support of the changes. Access to the Fall Fair will be impacted by the overall project due to the late grant decision delaying project start to later this summer. Staff will work with the Fall Fair and Kinsmen prior to proceeding to ensure the design addresses any concerns they may have. It is hoped work is completed this fall so that access to the facility is paved with one lift of asphalt during the upcoming ice season.

An extension will be needed to finish the entire George Street project with final asphalt likely in spring 2018. Moorefield is the lowest bidder for this work and will be looking to start later in the summer as spring projects delayed by early rains are caught up. Subject to final award any added cost for this work can be funded by unspent road portion of the George Street project (not grant eligible).

**COMMENTS:**

Council is asked to approve the layouts as presented so that final details can be firmed up with Triton and staff before construction begins. If Council wishes to reduce the amount of parking in the Clifford Elora layout, staff could build only one section leaving more

landscaped grass for Homecoming. Next year the contractor on the Main Street could install the rest of parking area during downtown reconstruction.

Clifford Arena improvements are necessary for many reasons and should not be delayed so work can occur before Homecoming. Staff believes paving and line painting will make this parking lot much more efficient and functional and continue to improve urban design in this area. Improvements to the Harriston facility entrance improve safety, recognize history and improve the overall look of the property. Staff is pleased that there was cross departmental communication to make good project better while avoiding future costs to correct problems.

**FINANCIAL CONSIDERATIONS:**

The Clifford Elora Street parking lot work can be funded in part from the connecting link work and partly from land sales. Staff work on preparing and grading the site is covered by operating funds.

The Clifford Arena work is covered by the \$50,000 budget for paving with overages in Public Works Roads operating.

The Harriston Minto Complex improvements are funded by the George Street capital budget (not grant eligible), and an allocation from SunSaver 2.

**RECOMMENDATION:**

That Council receives the C.A.O. Clerk's June 15, 2017 report and approves the Parking Lot Layouts Clifford Elora Lands, Clifford Arena, and Harriston Minto Community Centre.

Bill White C.A.O. Clerk