



Subject: *Shubenacadie Public Parking Lot*
To: CAO for Infrastructure and Operations Committee, September 17, 2024
Date Prepared: November 7, 2024
Related Motions: PAC22(88) September and C22(309)
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Summary

To assist in the development of the Shubenacadie Village Core an area for public parking has been identified. Following discussions with Royal Canadian Legion Staff regarding relocation of the existing Veteran's monument, a concept layout and statement of probable costs have been prepared for Council consideration which utilizes more of the existing land parcel.

Financial Impact Statement

Original approved budget for design budget was \$50,000
The updated total project cost is now projected as \$492,261. Which should be rounded up to \$500,000.
This results in requiring an additional \$450,000 approved, to be funded from HAF

Recommendation

Staff recommend that the updated site concept plan be approved and that staff be directed to engage a professional engineer to complete the design this fiscal; and, that the construction of the parking area be included in the 2025/2026 draft Capital budget.

Staff also recommend that C24(346), be lifted from the table and defeated to enable an updated motion be made with additional detail regarding funding.

Recommended Motion

Move that motion C24(346), be lifted from the table.

Move that Council create and approve a new capital budget titled "Shubenacadie Public Parking Lot" with a budget of \$500,000, which includes \$50,000 that was already in the 2024/25 Operating Budget and that design consultants be engaged this fiscal year to complete the engineering design to setup the planned 2025 construction, funded through the Housing Accelerator Fund.

*Current Tabled Motion C24(346);

Moved (later tabled) that Council approve the proposed site concept plan and direct staff to engage the services of a professional engineer to design the Shubenacadie Village Core parking; and Direct staff to add the cost of construction of the parking area to the 2025/2026 draft budget.

Background

The village core of Shubenacadie is centered around the intersection of Highway 2, Highway 215 and Mill Village Rd. Development in Shubenacadie has been hampered by the aging wastewater treatment plant, which significantly reduced the capacity for new growth. The new plant is now operational, and due to its expanded treatment capacity, new growth is anticipated to accelerate in the area.

The village core currently has no formalized municipal centralized public parking, and instead relies on off-street parking provided by businesses according to the minimum parking requirements in the Land-Use Bylaw. However, many of the lots in the VC (Village Core) zone are small and lack the capacity to accommodate parking requirements.

Many of the existing commercial buildings in Shubenacadie are located very close to their front property line, or even within the provincial right-of-way. Some of the properties in the VC zone in Shubenacadie are also in the HF zone (High Risk Floodplain), which creates other challenges in providing new parking areas.

There have been enquiries from people requesting change of uses in the Village Core where providing the required parking has been a problem. The level of development in the Shubenacadie Village Core has likely been limited due to wastewater treatment capacity. It is unclear how much development will be brought on by the completion of the waste water treatment facility; however, Staff anticipate potential challenges with providing parking for new uses in the Village Core.

In an attempt to address challenges with parking, a report was presented to Planning Advisory Committee in September 2022 regarding parking in the Shubenacadie Village Core.

Council passed motion C22(309) - Moved that Council authorize staff to prepare land use policies and regulations for parking in the Shubenacadie Village Core, based on options 1 & 2 in Staff's report dated September 7, 2022; and that staff include an item in the draft 2023/24 budget to design and layout parking on the property identified as PID 45330214.



Amendments to Land Use Bylaw

Following the direction from Council in September 2022 amendments were made to the Land Use Bylaw as follows:

LAND USE BYLAW - Appendix B - Form Based Zone Requirements for the Village Core (VC) Zone

Shubenacadie Village Core (VC) Zone: Parking

- a. For properties located within 400 metres of PID 45330214 and where parking requirements cannot be met on-site, parking requirements can be reduced as follows:
 - i. The required commercial parking, for properties with existing main buildings which will be retained, can be reduced by up to 100%.
 - ii. The required commercial parking, for existing undersized lots where any existing main buildings are not being retained, can be reduced by a maximum of 50%.

b. In the Shubenacadie Village Core (VC) Zone, where there are site constraints that don't enable the required parking to be provided to the side or rear of a building, parking may be provided in the front yard of a property. The Development Officer may consider on street parking if it can be demonstrated that this is available to the front of the property. All other requirements of the Form Based Zone Requirements shall apply.

The new regulations require that the property owner/developer demonstrate that room for parking is not available or limited, and this would be reviewed by the development officer. It would be the decision of the development officer whether parking be enabled elsewhere. This provides for the oversight to the review and location of parking provision rather than enabling as-of-right.

Design and Construction of Parking Lot

The second part of the motion passed by Council in September 2022 was that money be included in the 2023/24 budget, for the design and layout of a parking lot on the property owned by the municipality.

The property is identified as PID 45330214 and is currently used unofficially for parking. There is a cenotaph on the property which will remain. \$50,000 was included in the 2023/24 budget to hire an engineer to design the parking lot. Some of the \$50,000 has been used for a topographic survey, but the remaining amount of \$46,350 (from reserves) was moved into the 2024/25 budget as staff resources did not enable the project to be completed in the 2023/24 fiscal year.

Throughout the report development period, Staff have met with NSPW officials to discuss the feasibility of a new parking lot on PID 45330214. The attached concept layout was submitted to NSPW for review, and is confirmed to comply with applicable road access and storm water runoff best practices.

Housing Accelerator Fund (HAF)

One of the projects included in the HAF application and subsequent approval was a Shubenacadie Village Core Parking Plan. One of the milestones for this HAF project has been completed with the approval of the amendments to the Land Use Bylaw relating to VC parking in Shubenacadie. The remaining milestone is to complete the design of the public parking area. Staff have prepared a concept plan for the parking area to address the requirements of the HAF approval. The design of the parking area will be the responsibility of a professional engineer. The cost of engaging an engineer to prepare a detailed design is in the current budget for 2024/25.

Council has not decided where the HAF funding will be spent. As a HAF deliverable, the construction of the parking lot is an eligible project.

Policy Analysis

STRATEGIC ALIGNMENT

The 2021-2024 East Hants Strategic Plan identifies 'Strong Community' and 'Economic Prosperity' as two of the four areas of strategic focus. Establishing a safe place for visitors and residents to park their vehicles in the Village Core could facilitate patronage to existing and future businesses nearby.

FINANCIAL CONSIDERATIONS

POTENTIAL ASSESSMENT

Increasing parking capacity in the Shubenacadie Village Core may provide an opportunity for increased commercial development and the associated assessment base.

POTENTIAL EXPENSES

There would be expenses associated with the following:

- Having a detailed engineering design prepared;
- Constructing the new parking lot; and
- Parking lot maintenance.

A Statement of Probable Costs (attached below) was prepared for the revised parking area. The anticipated total cost for the Municipality's project scope is \$492,261, which includes engineering, contingency, and net HST.

In February 2024 Council decided to include funding for annual operations & snow clearing of a municipal parking in Shubenacadie PID 45330214 (+/- 5,000 sqft) as part of the budget adjustments sheet for Council discussion. (Motion C24(44))

CENOTAPH

The local area council for where this project is to take place was in discussions with the local Legion regarding the cenotaph. Through those discussions it was established that the Legion was in support of relocating the cenotaph onto Legion property at the near by Legion Branch located on Mill Village Road. As part of that dialogue a letter was sent by the Legion to the Municipality to document alignment on the relocation. This relocation makes up \$30,000 of the total project cost.

Recommendation

Staff recommend that the revised concept plan be approved and that staff be directed to engage a professional engineer complete the design; and that the construction of the parking area be included in the 2025/2026 draft budget.

Alternatives

- Direct municipal staff to prepare an alternative concept design for the parking area prior to engaging a detailed design engineer.

Committee could direct no further action be taken; however, the HAF funding is dependent on this as a deliverable and the amendments to the Land Use Bylaw that were passed are supported by formal municipal parking being available.

Attachments

Shubenacadie Parking - Proposed Site Concept

Shubenacadie Parking -Costing