

D.7

**STAFF REPORT: BUILDING & BY-LAW DEPARTMENT**



**REPORT TO:** Council  
**MEETING DATE:** April 28th, 2008  
**REPORT NO.:** SRB.08.22  
**SUBJECT:** Town Hall Project – Preliminary Design  
**PREPARED BY:** D. Finbow, Director, Bldg & By-law

**A. Recommendations**

THAT Council receive Staff Report SRB.08.22 and consider the recommendations contained in this Report at its meeting of May 12, 2008.

**B. Background**

Council at its meeting of March 10, 2008 authorized Town Staff to proceed with a communication strategy as it relates to the Town Hall Project. As noted in CEDC.08.10, considered by Council this evening, there now exists a respectable data set with respect to the Project. Based on the input received to-date and Staff's evaluation of the municipality's needs (including community and administrative office space needs), Town Staff are recommending that Council adopt the following recommendations at its May 12, 2008 Council Meeting:

1. **THAT** Council authorize Town Staff to proceed with the preliminary/schematic design of a New Town Hall having an area of approximately 1,720 square metres (18,500 square feet) orientated towards the intersection of Mill Street and Bridge Street East;
2. **THAT** Council endorse in principle Concept B as the "Master Plan" for the Town Hall site (to be referenced as the Phase II Site Plan – Addendum "B") save and except for the provision of integral/underground parking;
3. **THAT** Council endorse in principle the retention of the existing Town Hall for community related purposes for a minimum of five years post the Town vacating the building (Addendum "A" – Phase I Site Plan);
4. **THAT** Council endorse the principle of the New Town Hall being designed to meet LEED Silver Certification; and,
5. **THAT** Council not endorse the provision of a publically accessible conditioning centre within the New Town Hall.

**Summary of Recommendations:**

**Recommendation 1:**

Comments received to-date indicates that there is majority support for the construction of a New Town Hall with 56% of the public and 95% of Town Staff identifying Concepts A or B as the preferred (it is noted that 32% of the respondents indicated A or B and 13% none).

As to the size of the building, Staff remain satisfied that a building of approximately 1,720 square metres will address its needs for a minimum of 15 years (2025). Future expansion would be upward if and when deemed necessary.

With regard to the building location, Town Staff are recommending that the building be orientated towards the intersection but with sufficient setback from the streets to accommodate an appropriate forecourt and buffer from the streets (approximately 6.0 – 9.0 metres).

#### **Recommendation 2:**

Based on comments received to-date, Town Staff are of the opinion that the provision of a public space is not only desirable but also a necessary amenity to serve the community. Data gathered indicates that Concept B best reflects this desire however the provision of integral/underground parking is cost prohibitive for this project (an additional \$1 million). In this regard, Town Staff are currently reviewing the ability to provide some off-site parking, including on-street visitor parking, to mitigate the impact on the public space.

With respect to the reference of “Phase II Site Plan”, Town Staff are not recommending that the Town proceed with this space until sufficient funds are available to accomplish the full design. With regard to the timing of the construction of the New Town Hall versus the timing of the provision of possible future amenities such as a skating loop and/or splash pads, Town Staff will pursue the ability to “rough-in” future connectivity to the building’s systems through the detailed design stage.

#### **Recommendation 3:**

Through the dialogue process, it became apparent that there are other community needs that may be able to be accommodated within the existing Town Hall post the Town vacating the building. These uses include, but are not limited to, youth related initiatives, daycare and offices (non-medical based offices due to the limited parking supply that would be available on-site).

Given the above noted needs, the state of the mechanical and electrical systems and that sufficient funds currently do not exist to accomplish the full public space design, Town Staff are recommending that the existing building be retained for a limited period of time. It is acknowledged that some repairs that have been deferred in recent years, such as re-shingling, are necessary to ensure that the building is adequate for its intended purposes. Town Staff will report back on this in a comprehensive fashion in the near future.

#### **Recommendation 4:**

The respondents have voiced overwhelming support for incorporating “green” elements into the design of a new or expanded Town Hall. In addition, Town Staff have received many comments from the community reflecting their expectation that the Town will be leaders in sustainable design and environmental initiatives. Given the advantages of building green and the overwhelming support for same, Town Staff are recommending that the New Town Hall be designed to meet LEED Silver Certification.

**Recommendation 5:**

It is apparent from the data that limited support exists for a publically accessible conditioning centre. The majority of the comments related to this type of facility reflected that same should be located at the Beaver Valley Community Centre or, owned and operated by the private sector. Given this, Town Staff are not recommending that this type of facility not be provided at the New Town Hall.

**Next Steps:**

Town Staff are recommending that Council consider and make a determination with respect to the recommendations contained herein at its meeting of May 12, 2008. If these recommendations are adopted, Town Staff would report back to Council on June 9, 2008 with preliminary floor plans and elevations.

**C. The Blue Mountains' Strategic Plan**

*"Providing a strong, well managed municipal government."*

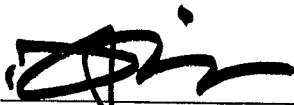
**D. Budget Impact**

N/A

**E. Addendums**

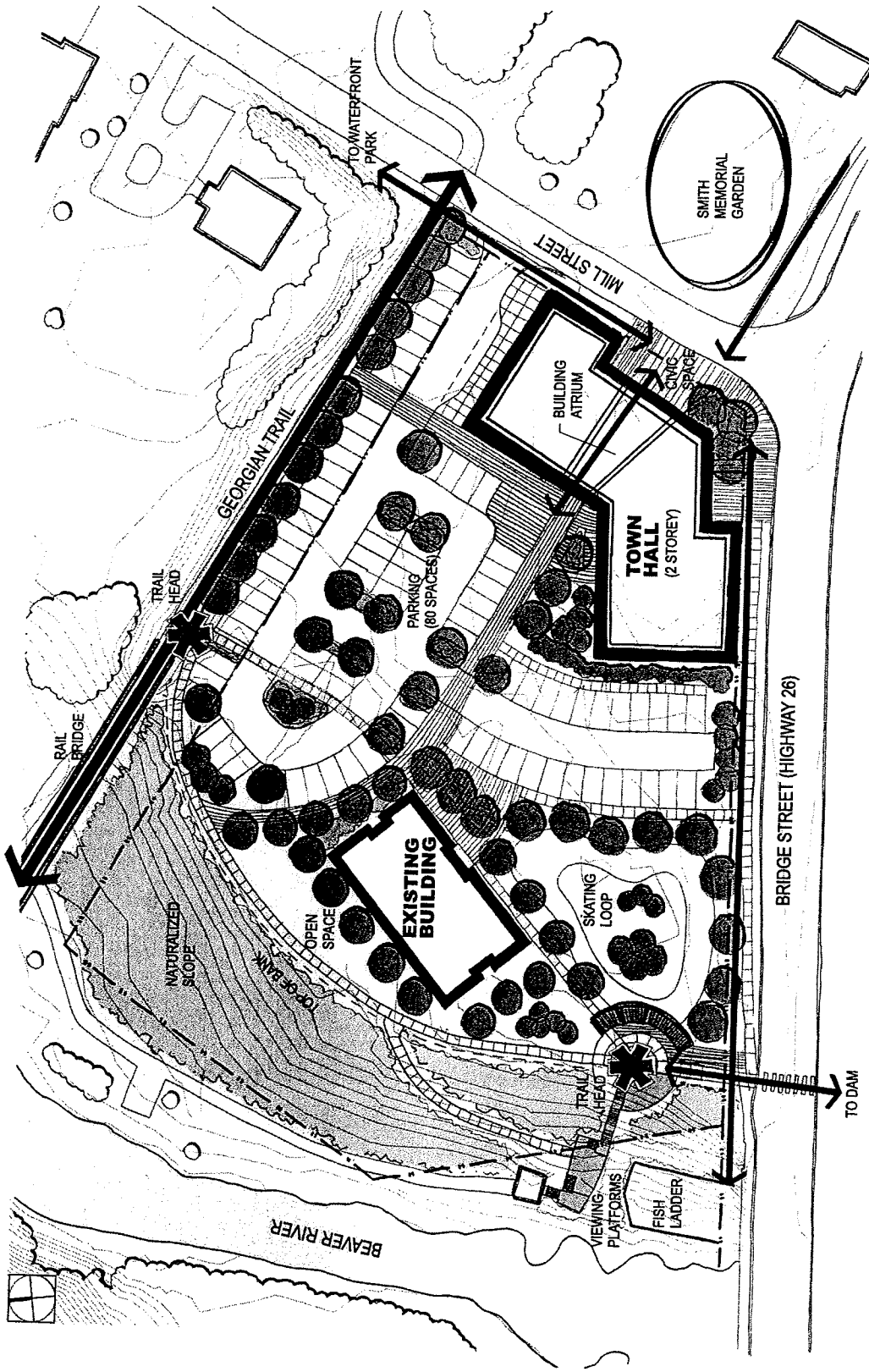
- A. Phase I Site Plan (Concept E)
- B. Phase II Site Plan (Concept B)
- C. Town Hall Project Schedule (March '08)

Respectfully submitted,



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David Finbow  
Director, Building & By-law



NEW BUILDING & RETAIN EXISTING BUILDING

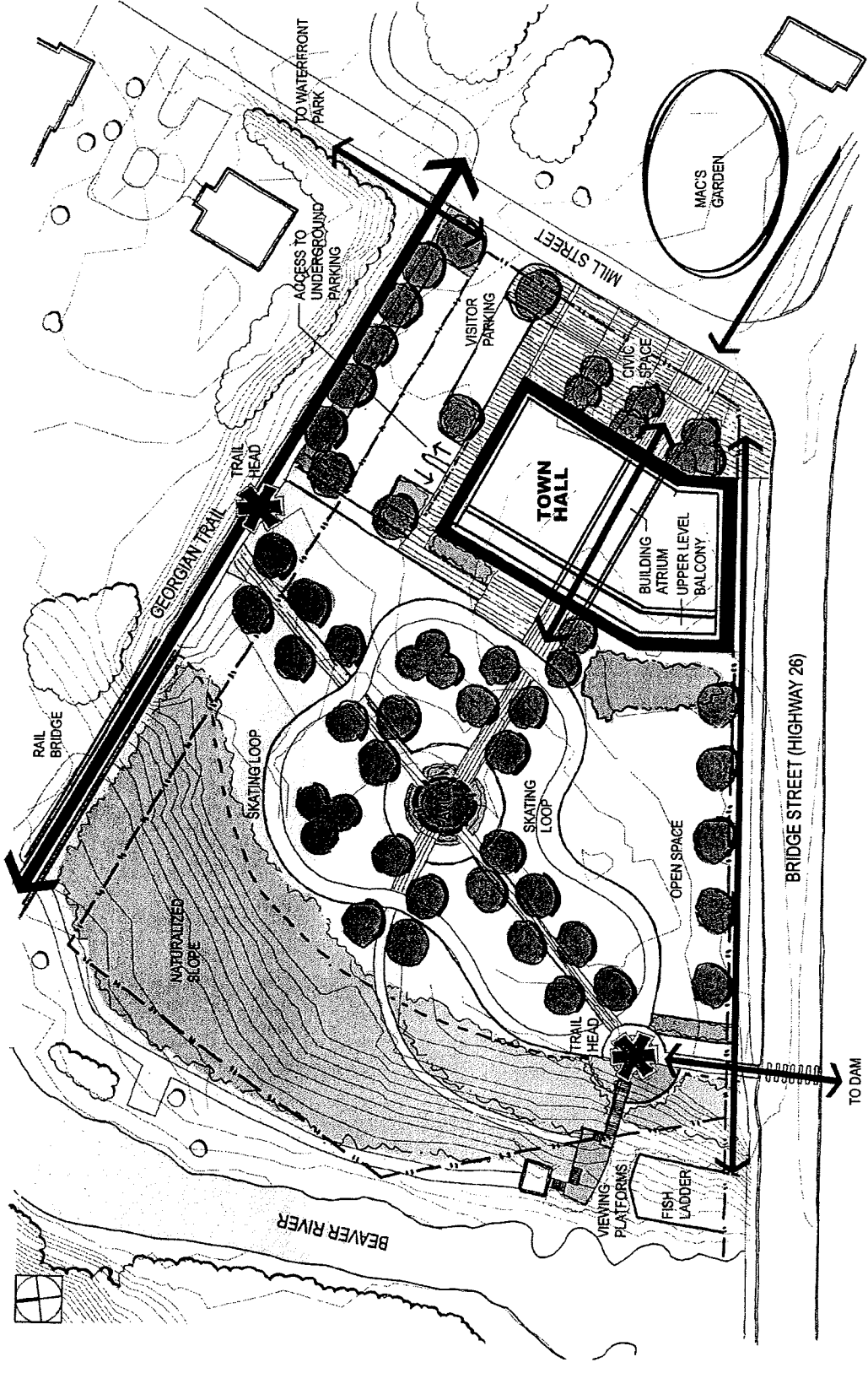
SCALE 0 2 5 10 20 METRES  
EMISION TITHAM

Town Hall - Charette Concept E

SCALE 1:300  
JOB NO. ET107035  
APRIL 9, 2008



ADDENDUM A



**Town Hall - Charette Concept B**

SCALE 1:300  
 JOB NO. ET107035  
 DECEMBER 17, 2007



**GROUP 2 - NEW BUILDING**

SCALE  
 0 2 5 10 20  
 FEET

ENVISION  
 TITHAM

Address "B"

# TOWN HALL PROJECT SCHEDULE (MARCH '08)

DATE	EVENT
March 10, '08	Communication Plan & Website Launch
March 11, '08	Website, Public Displays & Public Input (Various Locations/Continuous)
March 26 & 29, '08	Public Open Houses (L.E. Shore Memorial Library)
April 28, '08	Council Meeting - Presentation of Survey Information & Preferred Concept
May 12, '08	Council Meeting - Direction on Preliminary Design
June 9, '08	Council Meeting - Presentation of Preliminary Elevations/Floor Plans
June 9, '08	Public Input - Preliminary Elevations & Floor Plans (Continuous)
June 14 & June 23, '08	Public Open Houses (L.E. Shore Memorial Library)
June 30/July 7, '08	Council Meeting - Direction to Proceed with Detailed Design
September/October, '08	Council Meeting - Direction to Proceed with Tender
November/December, '08	Tender Closing
March '09	Construction Start
Fall '10	Occupancy
Christmas '10	Official Opening

ADDENDUM "C"