



**DISTRICT OF WEST VANCOUVER**  
750 17TH STREET, WEST VANCOUVER BC V7V 3T3

7.

## COUNCIL REPORT

Date:	July 1, 2024
From:	Andy Kwan, Deputy Director, Engineering & Transportation Services
Subject:	Creation of a Parking Area at Pilot House Road Park and St Francis-in-the-Wood Church
File:	1700.09

### RECOMMENDATION

THAT

1. Council direct staff to proceed with creation of a parking area at Pilot House Road Park;
2. Council direct staff as to the preferred scope and resurfacing option for the parking area as described within this report;
3. Council direct staff to increase the allocated budget for the preferred resurfacing option; and
4. the additional required budget necessary to fund the specified resurfacing option be funded from the Community Amenity Contributions Reserve.

### 1.0 Purpose

This report has been prepared in response to Council’s January 22, 2024, motion directing staff to investigate and report back on the feasibility of creating an interlocking brick paved parking area within a budget allowance of \$50,000 at the existing gravel parking area at Pilot House Road Park and seek Council’s direction on the next steps.

### 2.0 Legislation/Bylaw/Policy

The District’s Parks Regulation Bylaw No. 4867, 2015 regulates the use of District Parks.

The District’s Traffic and Parking Bylaw No. 4370, 2004 regulates traffic and parking on highways within West Vancouver.

### 3.0 Council Strategic Objective(s)/Official Community Plan

Councils Strategic Objectives and the Official Community Plan do not apply.

## 4.0 Background

### Previous Decisions

Council, at its **January 22, 2024, regular meeting**, passed the following resolution:

THAT

1. Council direct staff to report back on the feasibility of creating an interlocking brick paved parking area within a budget allowance of \$50,000 at the existing gravel parking area at Pilot House Road Park and St. Francis-in-the Wood-Church; and
2. a budget allowance of \$50,000, to be funded from the Community Amenity Contributions Reserve for an interlocking brick paved parking area at Pilot House Road Park and St. Francis-in-the-Wood Church, be approved.

Council, at its **May 15, 2023, regular meeting**, passed the following resolution:

THAT consideration of paving at Pilot House Road Park be deferred for further discussions with St. Francis-in-the-Wood Church.

Council, at its **January 23, 2023, closed meeting**, passed the following resolution:

THAT the following resolution, as made at the January 23, 2023, closed special Council meeting, be released for public information by forming part of the report to be brought forward for consideration at an upcoming open Council meeting:

THAT

- 1) the staff presentation be received for information;
- 2) staff report back at an open Council Meeting with cost estimates based on: (a) asphalt and (b) pavers for the two below areas:
  - the existing parking area of Pilot House Road Park, and the section of Piccadilly South bordering the northeast property line of Pilot House Road Park; and
  - the section of Piccadilly South bordering the northwest property line of Pilot House Road Park; and
- 3) public engagement regarding St. Francis-in-the-Wood Church parking lot be deferred pending Council direction.

Council, at its **December 12, 2022, regular meeting**, passed the following resolution:

THAT staff be directed to add consideration of a public engagement process to the report requested by Council at the November 7, 2022,

regular Council meeting regarding St. Francis-in-the-Wood Church Paving.

Council, at its **November 7, 2022, regular meeting**, passed the following resolution:

THAT staff be directed to investigate and report back on creating a formalized parking area at Pilot House Road Park in consultation with the St. Francis-in-the Wood Church.

## **5.0 Analysis**

### **5.1 Discussion**

Pilot House Road Park, “the Park”, is located at 4791 Pilot House Road south of Marine Drive within the Lower Caulfield neighbourhood and bordered by the 4700 blocks of Pilot House Road and Piccadilly South. The road network adjacent the Park is located within a residential neighbourhood and provides for local residential and adjacent park access, as well as access to St. Francis-in-the-Wood Church. The section of roadway along 4700 block Pilot House Road adjacent to the Park’s southeast and southwest property lines is asphalt. The section of roadway along the 4700 block Piccadilly South, adjacent to the northwest and northeast property lines of the Park consists of sections of both naturalized roadway surface and geosynthetic product (reinforced geogrid).

In response to Council’s January 22, 2024, direction, staff have investigated three resurfacing options along with requesting quotes from four contractors to try to stay within a budget of \$50,000. Three out of the four contractors submitted a quote for the works.

The area has been separated into two discrete, natural surfaced areas, adjacent to the Park. For discussion purposes, these are described as: (See Figure 1 below)

1. “The Parking Area” (Brown) the existing parking area of Pilot House Road Park, and the section of Piccadilly South bordering the northeast property line of Pilot House Road Park; and
2. “The Roadway” (Blue) the section of Piccadilly South bordering the eastern boundary of 4785 Piccadilly South to the southeast property line of Pilot House Road Park.



**Figure 1**

Three Options were considered as follows:

**Option1:** Install concrete pavers for both the Roadway and Parking Areas;

**Option2:** Install asphalt blacktop for the Roadway area and concrete pavers for the Parking Area;

**Option 3:** Install asphalt blacktop for both the Roadway and Parking Areas.

The costs associated with the outlined options are based on estimated unit quantities and not a detailed design; in turn, the estimated costs include provision for 10% design and a 15% contingency and are summarized in Table 1 next page.

**Table 1**

Surface Treatment	Contractor 1	Contractor 2	Contractor 3
<b>Option 1</b>			
Parking & Roadway Areas - Pavers	\$ 127,500	\$ 83,350	\$ 72,100
15% Contingency & 10% Design	\$ 31,875	\$ 20,837	\$ 18,025
<b>Total</b>	<b>\$ 159,375</b>	<b>\$104,187</b>	<b>\$ 90,125</b>
<b>Option 2</b>			
Parking Area - Pavers	\$ 54,500	\$ 38,200	\$ 27,500
Roadway - Black Top	\$ 27,100	\$ 27,100	\$ 27,100
15% Contingency & 10% Design	\$ 20,400	\$ 16,325	\$ 13,650
<b>Total</b>	<b>\$ 102,000</b>	<b>\$ 81,625</b>	<b>\$ 68,250</b>
<b>Option 3</b>			
Parking & Roadway Areas - Blacktop	\$ 46,300		
15% Contingency & 10% Design	\$ 11,575		
<b>Total</b>	<b>\$ 57,875</b>		

***\*10% design and 15% construction contingency included***

**5.2 Climate Change & Sustainability**

Not applicable.

**5.3 Public Engagement and Outreach**

Per Council’s direction, there will be no Public Engagement and Outreach.

**6.0 Financial Implications**

As described in the analysis section of this report, the area has been separated into two discrete, natural surfaced areas, adjacent to the Park. Three different resurfacing options have been quoted by three different, independent contractors; these costs included a 15% contingency allowance and 10% design allowance.

The quotes received were all above the targeted budget amount of \$50,000 and additional funding will be required should the work proceed.

Possible funding sources for the incremental cost could include additional funding from the community amenity contribution reserve or alternatively, capital programming. Funding from capital programming will need to consider that this project is not currently budgeted therefore the 2024 capital program would have to be reprioritized and another planned project would need to be delayed to pay for the difference between the CAC and the actual cost of the project. However, delaying a funded project from the planned capital program may further increase the deferred roads asset maintenance gap.

## 7.0 Options

### 7.1 Recommended Option

THAT

1. Council direct staff to proceed with creation of a parking area at Pilot House Road Park;
2. Council direct staff as to the preferred scope and resurfacing option for the parking area as described within this report;
3. Council direct staff to increase the allocated budget for the preferred resurfacing option; and
4. the additional required budget necessary to fund the specified resurfacing option be funded from the Community Amenity Contributions Reserve.

### 7.2 Considered Options

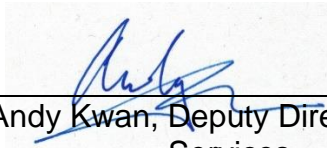
Council May:

- request further information or provide alternate direction (to be specified); and/or
- direct staff not to proceed with creation of a parking area at Pilot House Road Park at this time.

## 8.0 Conclusion

This report has been prepared in response to Council's January 22, 2024, motion directing staff to investigate and report back on the feasibility of creating an interlocking brick paved parking area within a budget allowance of \$50,000 at the existing gravel parking area at Pilot House Road Park and seek Council's direction on the next steps.

Author:

  
Andy Kwan, Deputy Director, Engineering & Transportation Services