

Parking and Stopping By-law Amendments

To: Warden and Members of County Council

From: Acting Director of Public Works

RECOMMENDATIONS

1. That a by-law be enacted to amend By-law 4897-2007, Schedule “I”, to designate on-street accessible parking near the Canada Post building on Oxford Road 18 in Norwich;
2. And further, that the amending by-law also include a stopping offence on approaches to and following a pedestrian crossover as required in the Ontario Traffic Manual and as detailed in Report PW 2024-31.

REPORT HIGHLIGHTS

- The purpose of this report is to seek County Council approval to amend By-law 4897-2007, being a by-law to regulate parking or stopping of vehicles on highways and municipal parking lots within Oxford County, with the exception of County roads in the City of Woodstock, Town of Tillsonburg, and Town of Ingersoll.
- The Township of Norwich Accessibility Advisory Committee (AAC) has requested an on-street accessible parking space near the Canada Post building at 70 Main Street West (Oxford Road 18), Norwich.
- Stopping restrictions in advance of and following pedestrian crossovers (PXOs) is a required component identified in the Ontario Traffic Manual (OTM) but is not currently identified as a stopping offence in Oxford County By-law 4897-2007.

IMPLEMENTATION POINTS

A by-law amendment will be presented for adoption at the September 11, 2024 County Council meeting.

Implementation of the designated on-street accessible parking space has been included as part of PXO construction on Oxford Road 18 (Main Street West) that was recently completed.

No stopping signs will be posted at existing PXOs throughout the County.

Financial Impact

Implementation of the on-street accessible parking space on Oxford Road 18 in Norwich will be funded from the 2024 Pedestrian Crossings capital account as part of PXO construction with no additional impact on the approved budget.

Implementation of stopping restrictions at existing PXOs will be funded from the Transportation Operations budget with no impact on the 2024 approved budget.

Communications

Report PW 2024-31 will be forwarded to Area Municipalities and Ontario Provincial Police.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report supports the following Strategic Plan pillars and goals:

		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
<p>Goal 1.3 – Community health, safety and well-being</p> <p>Goal 1.4 – Connected people and places</p>		<p>Goal 3.1 – Continuous improvement and results-driven solutions</p> <p>Goal 3.2 – Collaborate with our partners and communities</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

Oxford County Council approved funding in the 2024 capital budget for construction of a pedestrian crossover (PXO) on Main Street West (Oxford Road 18) between the intersections of John Street and Pitcher Street in Norwich. Earlier this year, County staff shared the PXO preliminary design drawings with staff from the Township of Norwich for any comments or concerns.

Staff received a request from the Township of Norwich AAC for an accessible on-street parking space on Main Street West for access to the Canada Post building. The post office has an accessible entry at the front west side of the building; however, there was no nearby on or off street designated accessible parking in the area.

Staff also became aware of stopping restrictions that are a required component of PXO implementation in accordance with OTM, but is not identified as a stopping offence in Oxford County By-law 4897-2007 that regulates parking or stopping on highways and municipal parking lots under the County's jurisdiction.

Implementation of the proposed accessible parking space on Oxford Road 18 in Norwich and stopping offence in advance of and following a PXO requires an applicable amendment to By-law 4897-2007 in order to be enforceable by Police and municipal By-law Officers.

By-law 4897-2007 applies to all roads in the County Roads System except those sections of County Roads lying within the municipal boundaries of the City of Woodstock, the Town of Ingersoll, and the Town of Tillsonburg, where their respective municipal by-laws apply.

Comments

The on-street accessible parking near the Canada Post office in Norwich on Main Street West (Oxford Road 18) is located outside of minimum stopping restriction distances for PXOs in accordance with OTM requirements, as shown in Attachment 1. The parking space is equipped with a curb drop and sidewalk ramp identified with appropriate signage and pavement markings and is restricted to vehicles displaying a valid Accessible Persons Parking Permit.

As a required component of PXOs, OTM identifies stopping restriction distances – 15 metres minimum/30 metres desirable at approaches, and 10 metres minimum/15 metres desirable following. Desirable no stopping distances may not be achievable or practical in all cases; therefore, staff are recommending the following statement as a no stopping restriction be added to By-law 4897-2007 that allows site specific flexibility.

11.7 No person shall stop a vehicle upon a Highway within 15 to 30 metres approaching and within 10 to 15 metres following a pedestrian crossover (PXO) as marked by signage.

CONCLUSION

The accessible parking space along with the newly implemented PXO on Main Street West (Oxford Road 18) in Norwich will improve pedestrian safety and mobility and provide convenient access to the Canada Post office for those with accessibility challenges, and is recommended by staff to enhance mobility and community accessibility for local residents.

Stopping restrictions at PXOs identified in the amended by-law will ensure pedestrian safety and meet regulatory requirements.

SIGNATURES

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Original Signed by:

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Departmental approval:

Original signed by

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Approved for submission:

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ATTACHMENT

Attachment 1: On-street Accessible Parking Space Location