

# ONTARIO PUBLIC SAFETY MASTERPLAN SUPPLEMENT

The Ontario Public Safety Master Plan dated November 1, 2002 provides public safety facilities (police and fire) program requirements and staffing analysis projections through the year 2025. The Master Plan document was developed to assist the City in the future planning endeavors of public safety facilities.

This Master Plan Supplement further clarifies two main issues relative to the needs of police and fire facilities.

- Specific Identification of current space deficiencies in the police and fire facilities.
- Recognition that while this Master Plan shows new buildings as a *possible* solution to the space needs, other options for solving those space needs will need to be a part of future implementation strategies.

## EXISTING FACILITIES

### Police Facilities

The Ontario Police Department is facing severe overcrowding issues. Police staff and support facilities are currently operating in 1,597 net square feet of City Hall space. The attached analysis, based on recognized industry standards, shows that the department actually needs over 10,000 net square feet for the current staff to have the space to do their jobs efficiently. This figure includes space for essential support spaces such as the dispatch center, evidence storage, prisoner holding cells, interview rooms, meeting and training space and Officer lockers.

Due to construction requirements and typical location of these facilities within a building, it is more economical to construct these support facilities at the time of construction to accommodate the future growth rather than incrementally build these spaces over time. Therefore, the total space required for these additional facilities, as outlined in the analysis isn't just addressing overcrowding issues but anticipates the needs of the Police Department through 2025. The plan allows for the growth of the department, not just limited to the immediate needs.

### Fire Station Facilities

The Fire Department too, is experiencing growing pains. Currently the Fire Department operates out of 6,486 net square feet of City Hall. At this time, the department has maximized the use of existing facilities. The crew quarters have been double bunked with no further room for additional crew. Parking in the existing bay space has exceeded the original designed vehicle capacity. There remains an immediate need for an additional 2-1/2 bays to house emergency equipment currently stored outside and for the Hazardous Material Response Team vehicle that is on hold at the State Fire Marshall's Office. Training classroom facilities are non-existent with the exception of the Council Chambers when it is available. Also, report writing activities occur in the dayroom/kitchen area in lieu of a designated report writing area and general building storage requirements have exceeded actual useable space.

To overcome existing facility deficiencies an estimated 7,394 net square feet of additional space over the current square footage used by the department is required.

Given the current need for additional space and how the City's growth rate will impact the response time to fires from the existing station, the project team recommends that a second station be developed within the next five years. It should be noted that if a new station was developed, the existing fire station could operate as a substation, without any facility expansion required, in order to overcome existing space deficiencies.

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## **NEW FACILITIES**

This Master Plan document only addresses the construction of new facilities; however, other possible scenarios should be considered by the City prior to any decisions regarding the construction of new facilities to meet current and future space requirements. Those scenarios include remodeling other existing facilities, leasing space, partnership with another agency in which space could be shared or building an addition onto another building, such as the County's Community Corrections Building. Additionally, because of possible financial constraints, the City should explore options such as phasing in of necessary improvements and/or future construction, which would allow for expansion.

## **IMPLEMENTATION**

If a new police, fire or combined facility was to be developed it is estimated that design and construction would take approximately 20 to 24 months before any new facility could be brought on line.

We recommend that the solution to the Police and Fire Departments space needs should fall within the City's five year planning window for any new construction. This recommendation is based on the attached space needs matrix, which shows that the Police Department is facing an immediate need for additional space and the fire department, while not as severe in the immediate requirements, is facing a definite shortage of space for apparatus housing.

## Onatrio Public Safety Facilities

Police Facilities	Area (NSF)	Staff / Quantity						Component Net Square Footage						Comments
		Currently Required	2005	2010	2015	2020	2025	Currently Required	2005	2010	2015	2020	2025	
<b>Sworn Staff</b>														
Admin. Sergerant	150	1	2	2	2	2	2	150	150	150	150	150	150	Shared Office
Captain	150	1	1	1	1	1	1	150	150	150	150	150	150	
Chief	225	1	1	1	1	1	1	225	225	225	225	225	225	
Detective	80	3	3	3	4	4	5	240	240	240	320	320	400	
Lieutenant	120	1	0	0	0	0	0	0	0	0	0	0	0	
Patrol	80	11	11	12	13	13	16	240	240	240	320	320	320	Report Writing Station (1 per 4 Officers)
Sergeant	120	3	4	4	4	4	4	240	240	240	240	240	240	Shared office (1 per 2 Sergeants)
SRO	80	2	2	2	2	2	2	0	0	0	0	0	0	Shared Report Writing Stations W/ Patrol
<b>Non Sworn Staff</b>														
Admin. Assistant	80	1	1	1	1	1	1	80	80	80	80	80	80	Area Requirements included in
Civilian Records	80	0	1	1	1	1	1	0	80	80	80	80	80	
Community Service Officer	80	0	0	0	1	1	1	0	0	0	80	80	80	
Dispatch Supervisor	150	0	0	0	0	0	0	0	0	0	0	0	0	Admin.Sergeant
Dispatcher	80	6	8	8	9	9	9	~	~	~	~	~	~	Area Requirements Included in Dispatch
Ordinance	80	2	2	2	2	2	3	160	160	160	160	160	240	
<b>Total</b>								<b>1485</b>	<b>1565</b>	<b>1565</b>	<b>1805</b>	<b>1805</b>	<b>1965</b>	
<b>Support Spaces</b>														
<i>Public Entrance/Administration</i>														
Vestibule	100	1	1	1	1	1	1	100	100	100	100	100	100	
Lobby	450	1	1	1	1	1	1	450	450	450	450	450	450	
Public Restrooms	130	1	1	1	1	1	1	130	130	130	130	130	130	
Records	70	1	1	1	1	1	1	90	90	90	90	90	90	
Supply Storage/Work Room	200	1	1	1	1	1	1	200	200	200	200	200	200	
Classroom/Training Room	750	1	1	1	1	1	1	750	750	750	750	750	750	
Classroom/Training Room Storage	100	1	1	1	1	1	1	100	100	100	100	100	100	
Conference Room	150	1	1	1	1	1	1	150	150	150	150	150	150	
<i>Staff Services/Support</i>														
Employee Break Room	200	1	1	1	1	1	1	200	200	200	200	200	200	
Male Locker/Shower Room	1000	1	1	1	1	1	1	1000	1000	1000	1000	1000	1000	
Female Locker/Shower Room	600	1	1	1	1	1	1	600	600	600	600	600	600	
Interview Rooms (4@80)	320	1	1	1	1	1	1	320	320	320	320	320	320	
Viewing/Equipment Room	80	1	1	1	1	1	1	80	80	80	80	80	80	
<i>Detectives</i>														
Detectives Work Room	150	1	1	1	1	1	1	150	150	150	150	150	150	
Detectives Equipment Room	100	1	1	1	1	1	1	100	100	100	100	100	100	
QuietRoom	100	1	1	1	1	1	1	100	100	100	100	100	100	
<i>Patrol/Community Services And Ordinance Officers</i>														
Patrol Equipment Room	200	1	1	1	1	1	1	200	200	200	200	200	200	
Briefing Room	200	1	1	1	1	1	1	200	200	200	200	200	200	
Patrol Secure Storage Room	80	1	1	1	1	1	1	80	80	80	80	80	80	
Community Services Storage Room	50	1	1	1	1	1	1	50	50	50	50	50	50	
<i>Dispatch Center</i>														
Communications Room	500	1	1	1	1	1	1	500	500	500	500	500	500	
Communications Break Area	25	1	1	1	1	1	1	25	25	25	25	25	25	
Communications Toilet Area	65	1	1	1	1	1	1	65	65	65	65	65	65	
Radio Equipment Room	75	1	1	1	1	1	1	75	75	75	75	75	75	
Communications Equipment Room	75	1	1	1	1	1	1	75	75	75	75	75	75	
		<b>Staff / Quantity</b>						<b>Component Net Square Footage</b>						



Fire Station Facilities	Area (NSF)	Staff / Quantity						Component Net Square Footage					Comments	
		Currently	New Fire Station Requirements					Currently	New Fire Station Requirements					
		Required	2005	2010	2015	2020	2025	Required	2005	2010	2015	2020		2025
<i>Staff Services/Support</i>														
Day Room	300	1	1	1	1	1	1	300	300	300	300	300	300	
Kitchen	200	1	1	1	1	1	1	200	200	200	200	200	200	
Male Sleeping Area	420	1	1	1	1	1	1	420	420	420	420	420	420	
Female Sleeping Area	105	1	1	1	1	1	1	105	105	105	105	105	105	
Male Crew Bathroom/Shower Room	200	1	1	1	1	1	1	200	200	200	200	200	200	
Female Crew Bathroom/Shower Room	100	1	1	1	1	1	1	100	100	100	100	100	100	
Exercise Room	200	1	1	1	1	1	1	200	200	200	200	200	200	
Vending Area	50	1	1	1	1	1	1	50	50	50	50	50	50	
Report Writing/Work Area	250	1	1	1	1	1	1	250	250	250	250	250	250	
Training Video/Manual Storage	50	1	1	1	1	1	1	50	50	50	50	50	50	
Mud Room	150	1	1	1	1	1	1	150	150	150	150	150	150	
Personnel Washing Area	80	1	1	1	1	1	1	80	80	80	80	80	80	
Clothes Washing Area	100	1	1	1	1	1	1	100	100	100	100	100	100	
Radio Area	25	1	1	1	1	1	1	25	25	25	25	25	25	
Map Area	25	1	1	1	1	1	1	25	25	25	25	25	25	
<i>Apparatus Room</i>														
Apparatus Room	4480	1	1	1	1	1	1	7965	4480	4480	4480	4480	4480	
Apparatus Maintenance Room	700	1	1	1	1	1	1	0	700	700	700	700	700	
Storage/Supply Room	200	1	1	1	1	1	1	200	200	200	200	200	200	
Turn-Out Gear Storage Room	320	1	1	1	1	1	1	320	320	320	320	320	320	
Training Tower	150	1	1	1	1	1	1	150	150	150	150	150	150	
Breathing Air Room	100	1	1	1	1	1	1	100	100	100	100	100	100	
<i>General Support</i>														
Records/General Storage	100	1	1	1	1	1	1	100	100	100	100	100	100	
Janitor	50	1	1	1	1	1	1	50	50	50	50	50	50	
Mechanical Room	150	1	1	1	1	1	1	150	150	150	150	150	150	
Electrical Room	250	1	1	1	1	1	1	250	250	250	250	250	250	
Telecom Room	100	1	1	1	1	1	1	100	100	100	100	100	100	
Total Net Square Footage								13880	10985	10985	11105	11105	11105	
Grossing Factor @ 25%								3470	2746	2746	2776	2776	2776	
Total Gross Square Footage								<b>17350</b>	<b>13731</b>	<b>13731</b>	<b>13881</b>	<b>13881</b>	<b>13881</b>	
Existing Fire Station									6486	6486	6486	6486	6486	
<b>Total Facilities Required ( New Main Station Plus Existing)</b>									<b>20217</b>	<b>20217</b>	<b>20367</b>	<b>20367</b>	<b>20367</b>	