

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JANUARY 30, 2018

Item 1, Report No. 4, of the Committee of the Whole (Working Session), which was adopted, as amended, by the Council of the City of Vaughan on January 30, 2018, as follows:

By receiving the following communications:

- C1 Fire Chief, Fire and Rescue Service, dated January 26, 2018; and***
C2 Ms. Anita Laurella, Crooked Stick Road, Concord, dated January 28, 2018.

1 CRITERIA FOR PAID PERMIT ON-STREET PARKING IN ASSUMED RESIDENTIAL AREAS

The Committee of the Whole (Working Session) recommends:

- 1) That the recommendation contained in the following report of the Deputy City Manager, Public Works, dated January 24, 2018, be approved;**
- 2) That to address anticipated requests for alternative paid-permit overnight on-street parking from residents living on streets that are less than 8 metres in width and therefore do not qualify for this program, a pilot project be created and carried out employing lay-by parking along the south side of Napa Valley Avenue, in the vicinity of Lorna Jackson Elementary School, St. Stephen Catholic Elementary School and the park between them to commence simultaneously with the roll-out of this program;**
- 3) That the following deputations be received:**
 - 1. Mr. Moshe Gershuni, Patrice Crescent, Thornhill;**
 - 2. Ms. Beena Mulji, Via Carmine, Woodbridge;**
 - 3. Ms. Yana Vona, Via Carmine, Woodbridge;**
 - 4. Mr. Miran Davidion, Via Carmine, Woodbridge; and**
- 4) That Communication C1, presentation material entitled “*Proposed Policy Criteria for on Street Paid Parking (Residential)*”, be received.**

Purpose

In response to previous Council direction, this report seeks authority from council to implement a city-wide policy for the request, review, and approval of on-street paid permit parking program on a resident initiated basis in eligible residential areas.

Recommendations

- 1. That Council approve the city-wide policy to address the criteria for paid permit on-street parking in assumed residential areas;**

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2. That Council approves amending Parking By-law 1-96, as amended, in a form satisfactory to the City Solicitor to delegate the authority to the Deputy City Manager of Public Works to approve paid permit parking; and
3. That Council approves amending Fees and Charges By-law 171-2013, as amended, in a form satisfactory to the City Solicitor to add the recommended application fee of \$370 for paid permit on-street parking in assumed residential areas.

Report Highlights

- Some residents in Vaughan have inquired about on-street parking options due to insufficient on-lot parking options
- The proposed policy outlines criteria for residential on-street paid permit parking, including:
 - 1. A citizen-initiated application with fee
 - 2. A survey to determine if there is sufficient support for on-street parking
 - 3. A traffic engineering study to determine additional parking restrictions
 - 4. Delegated authority to Deputy City Manager of Public Works for review and approval of application, survey, and study.

Background

This report is in followup to past Council direction

In response to previous Council direction to develop a policy for a City-wide on-street paid permit parking program to be implemented on a resident initiated basis, the attached draft policy, provides the criteria and request process to address the consideration of paid on-street parking permits for assumed residential areas.

Previous efforts have addressed other on-lot parking solutions.

In May 2012, through a report prepared by Public Works, in consultation and participation with Vaughan's citizens, Vaughan Council directed staff to review parking solutions for the entire City of Vaughan. This resulted in the establishment of the City Parking Working Group in the fall of 2013, comprised of representatives from the Vaughan Development Engineering and Infrastructure Planning Services, Capital Delivery and Asset Management, Environmental Services, TSPFO, Development Planning, By-law Enforcement, Fire, Building Standards, Finance and Legal Services Departments. In March 2014, a public engagement strategy was implemented to solicit feedback from Vaughan's residents on a residential parking policy.

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The strategy revealed a strong citizen interest in residential parking policies. In May 2014, Council approved staff's recommendation to amend to the City's Zoning By-law 1-88 to permit parking on hard landscaping areas.

Households on smaller lots can require additional parking that is not always available on-lot.

Currently, many of the households in Vaughan own more than one vehicle. Situations exist where homeowners cannot make effective use of their garage for parking. On smaller lots with single car garages, this situation will result in the number of effective parking spaces being reduced to one, where a sidewalk crosses the driveway. In cases where a household has two vehicles, parking the second vehicle overnight can be problematic. Alternative parking options such as: parking vehicles on the driveway that overhangs the sidewalk or road curb, or park the vehicle on the roadway overnight contravenes the City's Parking By-law, and makes the homeowner subject to fines.

Neighbouring municipalities have various forms of residential on-street paid parking.

The problem of meeting residential parking needs is also faced by other municipalities. Some municipalities (such as Hamilton, Markham, Ottawa, and Toronto) have developed on-street parking strategies to address citizen concerns about parking in their neighbourhoods. Most municipalities with on-street parking program ask that the citizens start the request process of establishing on-street parking. Some municipalities, (such as Burlington, Kingston), like Vaughan have on-street parking on pilot streets/ neighbourhoods. Finally, some municipalities (such as Brampton, King City, and Richmond Hill) do not allow for any on-street permit parking.

Previous Reports/Authority

N/A

Analysis and Options

A city-wide Policy is proposed to address the request process for the consideration of on-street paid permit parking.

A city-wide policy for the consideration of on-street paid permit parking program to be implemented on a resident initiated basis has been proposed. This policy will outline the process for request, review, and approval of on-street paid permit parking in residential areas.

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Administrative and operational impacts to public works, by-law and compliance, and fire and rescue services have been considered; the proposed policy will not have adverse impacts to operations.

Operational (snow plowing, snow removal and salting, street sweeping and solid waste collection) levels of service will be impacted when cars are parked on the street or in laneways on a pad in front of the garage. To mitigate impact on operations, on-street parking will be relegated to one side of the street. Furthermore, windrow service will not be available to streets that have on-street parking.

Enforcement officer resources are currently not impacted by the existing on-street permit parking programs due to the low number of paid permit parking locations. Any expansion of the paid permit parking program may add additional pressures on department resources.

Fire and Rescue Services need a minimum road width of six metres to move their vehicles when responding to a call. The road width of six metres will be incorporated in the decision on where on-street parking can be safely implemented. A possible added benefit to on-street parking is that citizens will no longer park in the laneways in front of their garages, blocking fire routes.

It is proposed that the one-time up-front costs to institute the program on successful applications be partially recovered through an application fee. Upon approval, Fees and Charges By-law 171-2013, will need to be amended to include an application fee of \$370 for on-street paid parking.

As a method of determining costs, it is assumed that those citizens who are serviced by laneways would be most interested in on-street paid permit parking, and therefore, these homes are used for preliminary cost estimation.

The one-time expenses per average laneway is estimated at \$3,665. This cost consists of:

Traffic Engineering Assessments	\$455
Survey (staff time to administer)	\$370
Street Signs and Posts	\$2,250
Sign and Post Installation	\$590

It is recommended this application fee will only recover the staff time to administer the surveys, which is \$370. It is not expected that this fee will recover the up-front implementation program expenses.

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The on-going permit fee structure is anticipated to off-set annual costs of maintaining this policy.

These costs would include, clerical time to issue and administer the permits and expected increased enforcement. The environmental scan has shown that parking permits fees are different in each municipality. The parking permit fee will be determined based on an intended full cost recovery of ongoing maintenance expenses and will be administered through the Fees and Charges By-law 171-2013, as amended, and examined as set out in the by-law. The actual costs for administration and enforcement will be monitored and the parking permit fee will be adjusted accordingly.

The on-street paid parking policy will include a citizen-led application form (with fee), along with minimum eligibility criteria such as: minimum street width and availability of sidewalk.

A request for on-street paid permit parking must be initiated from a citizen. The following pre-requisites are required for consideration of on-street parking:

- Citizen must reside on the street requested for on-street parking
- Street width must be at least eight metres (curb-face to curb-face), which allows for six metres for fire department access and two metres of on-street parking
- Street must be assumed by The City
- Streets must have a sidewalk on at least one side of the street

The survey for citizen support of on-street parking, will include information of all implications of on-street parking. A minimum of two-thirds of the property owners/ occupant within the defined street must be in agreement with on-street paid permit parking.

Each property within the defined street will receive one survey and information package. The information package will include impact information, including:

- Cost of on-street permit parking
- No windrow clearing on the entire street
- Temporary visitor permits and construction permits may not be available if all parking spaces are reserved for permit holders
- Parking/no parking signage will be installed in front of select residential property
- Contact person for additional questions

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The traffic engineering study will confirm total number of location of parking spaces along with any parking restrictions.

Upon approval, the Parking By-law 1-96 would need to be amended to delegate the authority the Deputy City Manager of Public Works or his designate to approve the implementation of paid permit parking on streets which met the Council-approved policy.

Permits will be sold on a first come-first service basis, beginning with one permit per property. Extra permits will be sold only if parking spaces are still available as determined on the first day of the month. The permits sold will not exceed the number of parking spaces available on the street as identified in the engineering study. The DCM of Public Works or his designate may amend or remove the implementation of paid permit parking at a future time should additional constraints be identified.

Financial Impact

To institute the program, there would be one-time up-front cost that includes administration of survey, engineering assessments, signage and installation. The proposed application fee of \$370 is recommended to recover the staff time to administer the surveys.

It is expected that the on-going on-street paid permit parking program would be self-funding. That is, the permit fees would be sufficient to cover the cost of running the program.

Broader Regional Impacts/Considerations

N/A

Conclusion

It is recommended that the proposed policy for on-street paid permit parking for assumed residential areas be accepted; as an option for consideration for all residents to augment existing parking solutions

Attachments

1. Study: Criteria for Paid Permit On-Street Parking in Assumed Residential Areas.
2. Policy: Criteria for Paid Permit On-Street Parking in Assumed Residential Areas.

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Prepared by

Nadia Paladino, Manager, Special Projects, ext. 8054

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)



C <u>1</u>
Communication
COUNCIL: <u>Jan 30/18</u>
CW(WS) Rpt. No. <u>4</u> Item <u>1</u>

DATE: JANUARY 26, 2018

TO: MAYOR AND MEMBERS OF COUNCIL

FROM: LARRY BENTLEY, FIRE CHIEF, FIRE AND RESCUE SERVICE

RE: COMMUNICATION – COMMITTEE OF THE WHOLE (WORKING SESSION) –
JANUARY 24, 2018, ITEM #1
CRITERIA FOR PAID PERMIT – ON STREET PARKING IN ASSUMED RESIDENTIAL
AREA

This communication is being provided in response to a request from the Working Session of the Committee of the Whole for further information of the 6m requirement of laneway access for fire route/access.

The 6m requirement for fire route/access is identified in the Ontario Building Code (OBC). This is a minimum requirement and can present challenges for an aerial truck deployment and firefighting activities. Giving consideration for narrow access could be extremely problematic.

The laneway behind the homes on Via Carmine Avenue does not have fire hydrants or unobstructed access to the main entrances (as per the OBC) the laneway is not a required fire route and the width from curb to curb is approximately 4.5 m therefore, would not be an acceptable alternative to the required fire access provided by Via Carmine Avenue. The laneway does provide an alternative path for fire trucks to access Via Carmine Avenue residences and the garage/parking area and as such, it is beneficial for it to remain clear. When kept clear, this can be sufficient to drive a fire truck through; however, it would not be sufficient to stage fire ground operations, or to utilize the stabilizers on aerial fire trucks.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Larry Bentley'.

Larry Bentley, Fire Chief
Fire and Rescue Service

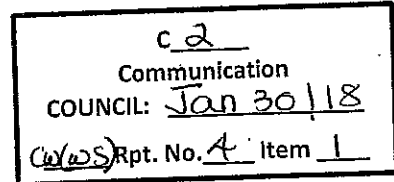
Copy to:

- Daniel Kostopoulos, City Manager
- Mary Reali, Deputy City Manager, Community Services
- Stephen Collins, Deputy City Manager, Planning and Growth Management
- Barbara McEwan, City Clerk
- Deryn Rizzi, Deputy Fire Chief, Fire and Rescue Service
- Andrew Zvanitajs, Deputy Fire Chief, Fire and Rescue Service
- Grant Moffatt, Assistant Deputy Fire Chief, Fire and Rescue Service

Anita Laurella
Crooked Stick Road
Concord, [REDACTED]

January 28, 2018

Committee of the Whole
c/o Office of the City Clerk
clerks@vaughan.ca



and

Councillor Alan Shefman
Ward 5, Vaughan
alan.shefman@vaughan.ca

Re: Parking By-law 1-96 – Proposed Amendment

To Mr. Shefman and Members of the Committee of the Whole:

I read with interest the Notice posted in the Thornhill Liberal on both January 11th and 18th, 2018 regarding the above-mentioned proposed amendment which would permit on-street parking in "assumed" residential areas.

Firstly, allow me to point out that the phrase "assumed residential areas" does not fully explain what is being proposed by the Committee of the Whole. It would have been clearer had this been written in plain, straightforward English, describing exactly what is being discussed.

Secondly, I am interested in knowing what the purpose would be to permit on-street parking. This was not entirely clear in the Report to the Committee. The houses in Vaughan are primarily single-family homes, and most have at least one garage and a parking space for townhomes and in the detached or semi-detached homes many homes have a double car garage and two parking spaces. Therefore, I am taking this opportunity to outline the reasons for my opposition to this amendment as per below:

- Given the current availability of garage and driveway parking in Vaughan, on-street parking should not be required. If homeowners wish to rent out legal basement apartments, the secondary suite would not be allowed if the homeowner cannot meet the current by-law requirements (i.e., at least three parking spaces). The availability of permitted on-street parking would only facilitate the proliferation of illegal basement apartments for those who either do not have sufficient parking spaces or do not wish to make available, a parking space for their tenants.
- On-street parking causes congestion, both on secondary roads and side streets. Currently on my street, in spite of vacant driveways, some homeowners are parking on the street for lengthy periods. This causes difficulty with sight lines as I exit my driveway. Permitted on-street parking would only exacerbate the issue.
- Congestion due to on-street parking would also impact access to homes by emergency vehicles, snow plows, garbage pick-up, etc.

- Page 3 of the Committee of the Whole (Working Session) Report for January 24, 2018, states that "windrow service will not be available to streets that have on-street parking". In my opinion, it is more important that the municipality provide windrow service to the community at large (particularly for those who are elderly or physically incapacitated) than on-street parking.
- Page 4 of the said report states, "Any expansion of the paid permit parking program may add additional pressures on department resources". Unless the revenues from the permitted on-street parking are sufficiently high, the cost of additional staffing (enforcement officers) would be borne by the taxpayers. The report clearly states, that "It is not expected that this fee [\$370] will recover the up-front implementation program expenses". Therefore, at least in the short-term, it is almost certain that the additional costs will be borne by the taxpayers.
- Homeowners who "cannot make effective use of their garage for parking" (see page 2 of the Report) should be encouraged to seek alternative solutions to their issues, instead of impacting other area residents with on-street parking. The reasons for not being able to "make effective use of their garage" for the purpose intended, has not been made clear in the report.
- Provisions already exist for homeowner to request a widening of their own driveways to allow for extra parking on their own property, should they require it.
- Congestion due to on-street parking would negatively impact property values.

Since the parking issue is becoming problematic, perhaps in those areas with townhomes and laneway parking, I recommend that Council and any other pertinent Departments ban building permits for such structures, and that all new housing developments be constructed with a view to allowing sufficient on-site parking spaces.

I trust that the reasons for my opposition to the proposed amendment are sufficiently clear; however, should questions arise, please feel free to contact me at the following e-mail address:



Respectfully,

Anita Laurella

c.:

Mario Ferri, Regional Councillor - mario.ferri@vaughan.ca

Gino Rosati, Regional Councillor - gino.rosati@vaughan.ca

Sunder Singh, Regional Councillor - sunder.singh@vaughan.ca

Marilyn Iafrate, Ward 1 Councillor - marilyn.iafrate@vaughan.ca

Tony Carella, Ward 2 Councillor - tony.carella@vaughan.ca

Rosanna DeFrancesca, Ward 3 Councillor - rosanna.defrancesca@vaughan.ca

Sandra Yeung-Racco, Ward 4 Councillor - sandra.racco@vaughan.ca

Proposed Policy

Criteria for On Street Paid Parking (Residential)

Committee of Whole: Jan 24, 2018



The purpose of this report is to provide overview to help support the recommendations in the report presented to council:

CRITERIA FOR PAID PERMIT ON-STREET PARKING IN ASSUMED RESIDENTIAL AREAS

Agenda

- Background
 - Direction
 - Parking Needs
- Information Gathering
 - Municipal Scan
 - Policy Consideration
- Proposed Policy
- Recommendation

Past Council Direction Related to On-Street Parking

Reports	
Feb 27, 2006	On-Street Parking Pilot - interim parking permit fee schedule: \$30.00 per month or \$2.00 per day. Three (3) streets in each of the five (5) wards were chosen. <i>Note: The pilot did not go forward due to resistance of residents to pay and display structures on their street</i>
Mar 24, 2015	Report back to a future Committee of the Whole (Working Session), on finalizing the policy for a City wide on-street paid permit parking program to be implemented on a resident initiated basis.
Member's Resolution	
Sept 8, 2008	Paid permit parking pilot for Napa Valley (Monthly permit parking program in place)
July 8, 2010	Direct staff to form a working group to look at on-street and off street parking, paid and permit parking systems
Sept 20, 2016	One year paid permit parking pilot for La Neve Avenue (\$56.50). (In place until Sept 30 2017)

Current Residential Parking Concerns and Options

“New Urbanism” Areas have limited parking

Current Available Solutions for Parking:

- On-lot parking (including walkway)
- Curb-cut and driveway widening
- Construction/ visitor permits
- Day-time on-street parking
- On-street overnight paid permit parking policy (pilot)

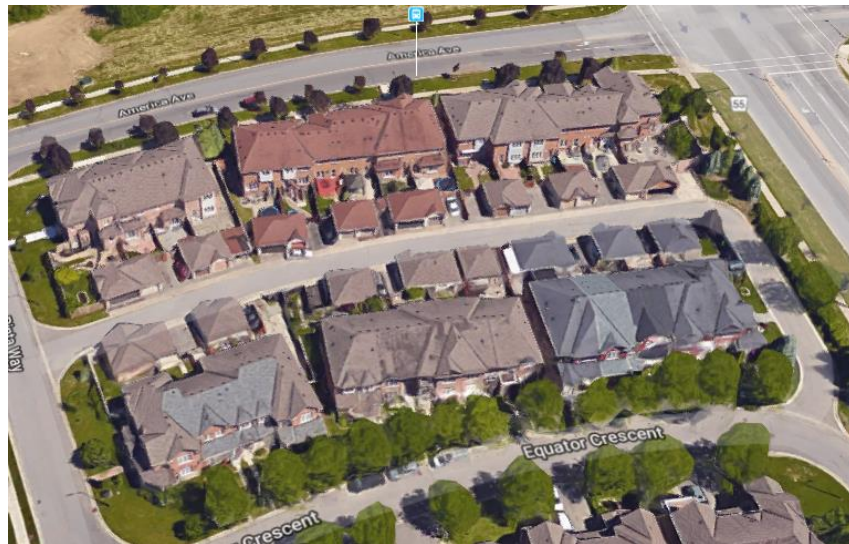


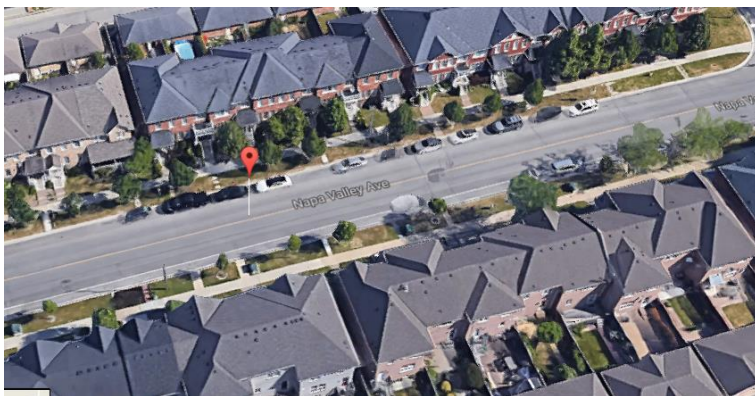
Image: Townhome with rear laneways

Previous Pilots: Overnight On-Street Permit Parking

Napa Valley

2016: Average of: 28 permits/ month

Annual Revenue: \$18, 984



La Neve

2016: Average of: 4 permits/ month

Annual Revenue: \$2,712



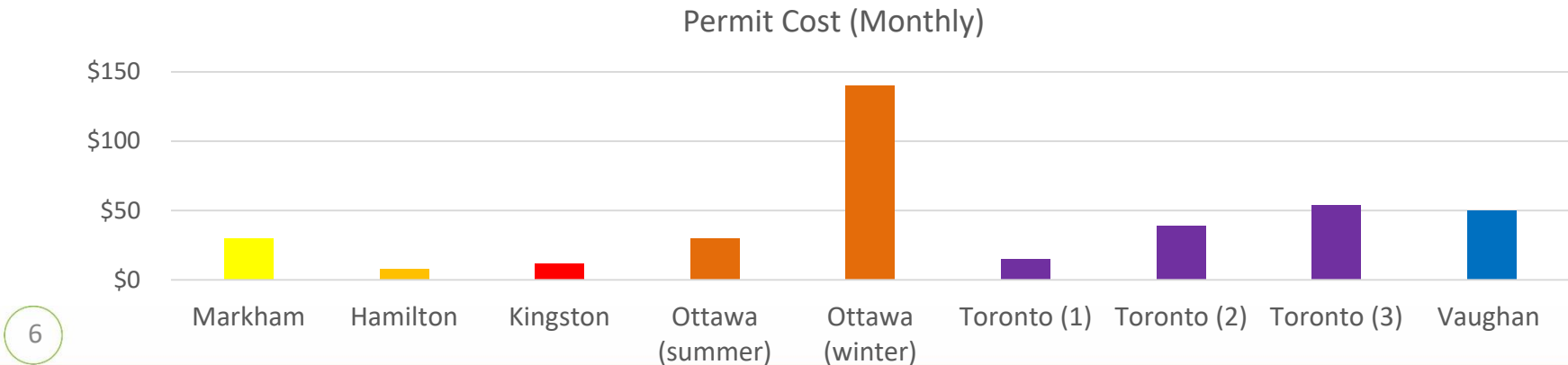
External Scan of Overnight Paid-Parking

Adoption of Overnight On-street Paid Parking: Varied (Permitted in pre-defined areas, Not Permitted, Permitted on a temporary basis)

Request for Change: All on a citizens-initiated process

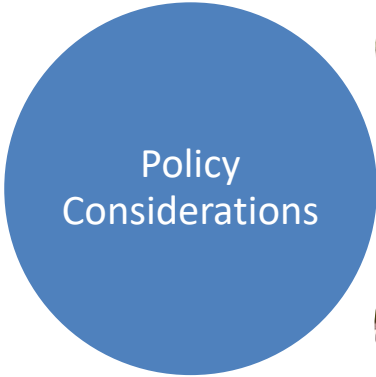
- Majority: temporary permission

Cost: Municipalities with overnight parking have a range of costs \$8 - \$140



Policy Considerations

- Fire & Rescue impact
- Pedestrian & Cycling safety
- Side of street
- Congestion
- Allocation
- Operational servicing
- % Support
- Cost



Fire and
Rescue
Services – min
road clearance



Minimum
Criteria -
sidewalks



Regulated to
One side of
the street



No Windrow
service



Policy Contents



Policy Contents



Resident reviews minimum eligibility and submits application (fee: \$370) to request for on-street paid-parking



Minimum Eligibility for street:			
At least eight meters wide	Must have at least one sidewalk	Assumed	Applicant must reside on street

Policy Contents



If application is accepted,
Information package with survey
is administered to residents of
the street

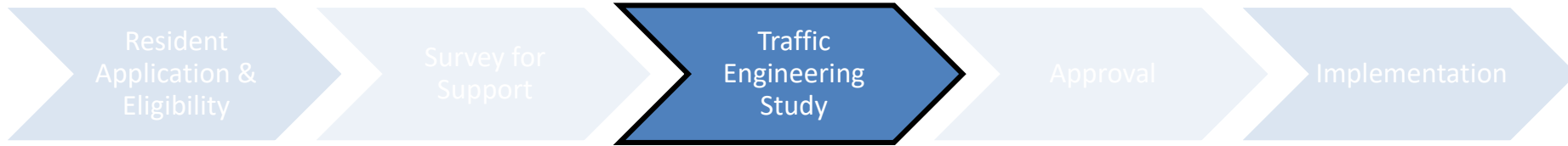


Information Package:

- Cost of permit
- No windrow clearing on the entire street
- Temporary visitor/ construction permits may not be available on the street
- Parking/no parking signage will be installed in accordance with Hwy Traffic Act



Policy Contents



If two-thirds or more support the initiative, a traffic engineering study will be completed to identify:

- Additional constraints (interference with public transit, school zones, by law 1-96, safe mobility etc.)
- Total number of parking spaces
- Identification of parking restrictions



Policy Contents



DCM of Public Works will review the materials and have delegated authority to approve on street parking based on the proposed policy

Policy Contents



☐ Sign Installation (parking/ no parking)



☐ Permit Allocation

- Sold first come-first service basis, beginning with one permit per property.
- Assigned to a specific vehicle license plate
- Monthly/ Semi-annual, and Yearly permits
- Allow for parking at all times

Financial Implications

Initial Program Costs

- ❑ Total annual cost is influenced by the demand
- ❑ The interest of on-street paid permit parking is expected to be concentrated in areas with limited availability of on-lot parking. The most restrictive are homes with laneways.

On-going Costs

- ❑ The permit fee is set to recover **ongoing** maintenance costs.

One-Time Expenses	Per Average Laneway
Survey (administration)	\$370
Traffic Engineering Assessments	\$455
Street Signs and Posts	\$2,250
Sign and Post Installation	\$590
Total (per laneway)	\$3,665

Recommendation

- That Council approve the city-wide policy to address the criteria for paid permit on-street parking in assumed residential areas;
- That Council approves amending Parking By-law 1-96, as amended, in a form satisfactory to the City Solicitor to delegate the authority to the Deputy City Manager of Public Works to approve paid permit parking; and
- That Council approves amending Fees and Charges By-law 171-2013, as amended, in a form satisfactory to the City Solicitor to add the recommended application fee of \$370 for paid permit on-street parking in assumed residential areas

Item:



Committee of the Whole (Working Session) Report

DATE: Wednesday, January 24, 2018

WARD(S): ALL

TITLE: CRITERIA FOR PAID PERMIT ON-STREET PARKING IN ASSUMED RESIDENTIAL AREAS

FROM:

Stephen Collins, Deputy City Manager, Public Works

ACTION: DECISION

Purpose

In response to previous Council direction, this report seeks authority from council to implement a city-wide policy for the request, review, and approval of on-street paid permit parking program on a resident initiated basis in eligible residential areas.

Recommendations

1. That Council approve the city-wide policy to address the criteria for paid permit on-street parking in assumed residential areas;
2. That Council approves amending Parking By-law 1-96, as amended, in a form satisfactory to the Deputy City Manager Legal and Human Resources City Solicitor to delegate the authority to the Deputy City Manager of Public Works to approve paid permit parking; and
3. That Council approves amending Fees and Charges By-law 171-2013, as amended, in a form satisfactory to the Deputy City Manager Legal and Human Resources City Solicitor to add the recommended application fee of \$370 for paid permit on-street parking in assumed residential areas.

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- Some residents in Vaughan have inquired about on-street parking options due to insufficient on-lot parking options
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smaller lots with single car garages, this situation will result in the number of effective parking spaces being reduced to one, where a sidewalk crosses the driveway. In cases where a household has two vehicles, parking the second vehicle overnight can be problematic. Alternative parking options such as: parking vehicles on the driveway that overhangs the sidewalk or road curb, or park the vehicle on the roadway overnight contravenes the City's Parking By-law, and makes the homeowner subject to fines.

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The problem of meeting residential parking needs is also faced by other municipalities. Some municipalities (such as Hamilton, Markham, Ottawa, and Toronto) have developed on-street parking strategies to address citizen concerns about parking in their neighbourhoods. Most municipalities with on-street parking program ask that the citizens start the request process of establishing on-street parking. Some municipalities, (such as Burlington, Kingston), like Vaughan have on-street parking on pilot streets/ neighbourhoods. Finally, some municipalities (such as Brampton, King City, and Richmond Hill) do not allow for any on-street permit parking.

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It is recommended this application fee will only recover the staff time to administer the surveys, which is \$370. It is not expected that this fee will recover the up-front implementation program expenses.

The on-going permit fee structure is anticipated to off-set annual costs of maintaining this policy.

These costs would include, clerical time to issue and administer the permits and expected increased enforcement. The environmental scan has shown that parking permits fees are different in each municipality. The parking permit fee will be determined based on an intended full cost recovery of ongoing maintenance expenses and will be administered through the Fees and Charges By-law 171-2013, as amended, and examined as set out in the by-law. The actual costs for administration and enforcement will be monitored and the parking permit fee will be adjusted accordingly.

The on-street paid parking policy will include a citizen-led application form (with fee), along with minimum eligibility criteria such as: minimum street width and availability of sidewalk.

A request for on-street paid permit parking must be initiated from a citizen. The following pre-requisites are required for consideration of on-street parking:

- Citizen must reside on the street requested for on-street parking
- Street width must be at least eight metres (curb-face to curb-face), which allows for six metres for fire department access and two metres of on-street parking
- Street must be assumed by The City
- Streets must have a sidewalk on at least one side of the street

The survey for citizen support of on-street parking, will include information of all implications of on-street parking. A minimum of two-thirds of the property owners/ occupant within the defined street must be in agreement with on-street paid permit parking.

Each property within the defined street will receive one survey and information package. The information package will include impact information, including:

- Cost of on-street permit parking
- No windrow clearing on the entire street
- Temporary visitor permits and construction permits may not be available if all parking spaces are reserved for permit holders
- Parking/no parking signage will be installed in front of select residential property
- Contact person for additional questions

The traffic engineering study will confirm total number of location of parking spaces along with any parking restrictions.

Upon approval, the Parking By-law 1-96 would need to be amended to delegate the authority the Deputy City Manager of Public Works or his designate to approve the implementation of paid permit parking on streets which met the Council-approved policy.

Permits will be sold on a first come-first service basis, beginning with one permit per property. Extra permits will be sold only if parking spaces are still available as determined on the first day of the month. The permits sold will not exceed the number of parking spaces available on the street as identified in the engineering study. The DCM of Public Works or his designate may amend or remove the implementation of

paid permit parking at a future time should additional constraints be identified.

Financial Impact

To institute the program, there would be one-time up-front cost that includes administration of survey, engineering assessments, signage and installation. The proposed application fee of \$370 is recommended to recover the staff time to administer the surveys.

It is expected that the on-going on-street paid permit parking program would be self-funding. That is, the permit fees would be sufficient to cover the cost of running the program.

Broader Regional Impacts/Considerations

N/A

Conclusion

It is recommended that the proposed policy for on-street paid permit parking for assumed residential areas be accepted; as an option for consideration for all residents to augment existing parking solutions

Attachments

1. Study: Criteria for Paid Permit On-Street Parking in Assumed Residential Areas.
2. Policy: Criteria for Paid Permit On-Street Parking in Assumed Residential Areas.

Prepared by

Nadia Paladino, Manager, Special Projects, ext. 8054

CITY OF VAUGHAN CRITERIA FOR PAID PERMIT ON-STREET PARKING IN ASSUMED RESIDENTIAL AREAS

*Study for the
Proposed criteria
and request process
for on-street paid
parking in assumed
residential areas*

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Executive Summary

The City of Vaughan, like many other municipalities, has been experiencing parking shortages in compact neighborhoods that provide less opportunity for on-lot parking solutions. In response to previous council direction to develop a policy for a City wide on-street paid permit parking program to be implemented on a resident initiated basis, the following report provides the criteria and request process to address the consideration of paid on-street parking permits for assumed residential areas. The recommendation includes:

- City-wide policy to address the criteria for paid permit on-street parking in assumed residential areas.
- Amendment of the Parking By-law to delegate the authority to approve paid permit parking to the Deputy City Manager of Public Works
- Amendment of the Fees and Charges By-law 171-2013, as amended, to include application fee of \$370 for on-street paid permit parking

Introduction

City-Wide Parking Needs

The City of Vaughan is one of Canada's fastest growing cities, with a population of over 320,000. It is projected that the number of citizens will increase to 430,000 by 2031. Vaughan is transitioning from a growing suburban municipality to a fully urban space. This type of transition will require long-term thinking about how best to accommodate and make the most of new opportunities. The Vaughan Vision 2020 strategic plan sets out a vision and direction for the City over the next decade and beyond. Planning for the future through the strategic plan will position the City to deal with the many pressing issues impacting the organization such as, community safety, access to health facilities, environment, traffic congestion, parking and issues related to growth, and the quality of municipal services. Offering options to address parking needs will address the best interests for the City of Vaughan.

The City of Vaughan has been planning for parking within the context of intensification, transportation demand management, and official plans through the "Review of Parking Standards Contained Within the City of Vaughan's Comprehensive Zoning By-Law: Final Report". The City has embarked upon finding solutions for current parking needs in existing neighbourhoods which meets citizen needs, ensures operational levels of service, and fire and rescue criteria are maintained. The diagram below demonstrates current City of Vaughan residential parking solutions.



Current Residential Parking Needs

In December 1996, City of Vaughan Council adopted alternative road cross section standards for the planned development in OPA #400/#600 areas. These alternative road standards used many of the concepts and design alternatives that were recommended in the Alternative Design Standards (ADS)- Making Choices document. Some of the notable differences between the City's traditional road standards and the newer ADS standards are:

- Narrower pavement and boulevard widths
- Non-symmetrical road cross-section (one boulevard is wider than the other)
- Sidewalk alignment moved closer to the curb
- Use of traffic calming measures
- Adoption of a laneway standard

These initial City ADS road cross sections have been used in the OPA #400 block development that preceded 2004, such as the Woodbridge Expansion Area, Blocks 10 and 33E, and part of Block 39. This initial local road standard cross-section includes a 17.5 metre right-of-way, an eight metre pavement and non-symmetrical boulevard widths.

In January 2002, City of Vaughan Council received a report entitled "Design Standards Review", prepared by Brook McIlroy Inc. and Totten Sims Hubicki Associates. This report provided a review of certain building issues related predominantly to smaller residential lots in OPA #400/#600 including narrow single detached, semi-detached and townhouse building forms. In addition, the Design Standards Review (DSR) examined the individual elements within the public and private realm and the interface and relationship between the two.

Based on the findings of the DSR, Council directed that certain aspects of the City's Zoning By-law 1-88 be amended to achieve a higher quality of urban design objectives for the future communities in OPA #400/#600, in particular Blocks 11, 18, 33W, 39N and 40. In addition, the City's local road standards were also revised to complement and support the new urban design objectives. The notable changes in

the road standard were the repositioning of the street trees to be between the sidewalk and the curb, and the resulting relocation of the sidewalk closer to the property line.

These areas are referred to as ‘New Urbanism’ areas and are typically, but not exclusively, composed of townhouses, semi-detached and single family homes with a one car garage. Some of these areas are serviced by laneways, with garage access off of the laneway at the back of the house, or by single car garage accessed by streets in front of the house.

The Zoning By-law 1-88 also specifies that a minimum of two parking spaces be provided for small singles, semi-detached and townhouse units. Generally, this parking requirement is provided by one space in the garage and one on the driveway.

Currently, many of the households in Vaughan own more than one vehicle. Situations exist where a homeowner cannot make effective use of the garage for parking. On smaller lots with single car garages, this situation will result in the number of effective parking spaces being reduced to one, where a sidewalk crosses the driveway. In cases where a household has two vehicles, parking the second vehicle overnight can be problematic. Alternative parking options such as: parking vehicles on the driveway that overhangs the sidewalk or road curb, or park the vehicle on the roadway overnight contravenes the City’s Parking By-law, and makes the homeowner subject to fines.

Background

Past Council Direction

In order to address parking concerns raised by citizens, Council, through direction to staff and through member resolutions, have asked staff to consider paid permit parking pilots, parking pilots for day parking, municipal parking lots, and consideration of solutions to parking issues in ‘New Urbanism’ and other areas in the City of Vaughan.

The Council reports and member resolutions are listed below:

Table 1: Council Reports and Member Resolutions related to on-street parking

Reports	
April 3, 2003	Survey residents regarding parking overnight in a commercial parking lot if parking lot is built (the parking lot was not built)
June 9, 2003	Decision made that 3 hour parking restriction and overnight parking restriction to remain, however overnight permit parking would be made available on Bruce, Helen and Wallace Street
February 27, 2006	Decision made that an interim parking permit fee schedule be established at \$30.00 per month or \$2.00 per day for the duration of an On-Street Parking Pilot Project. Three streets in each of the 5 wards were chosen. The pilot did not go forward due to resistance of residents to pay and display structures which would be built on their street
September 10, 2007	Consideration of municipal parking lot on Sonoma Heights

March 23, 2009	IBI Parking Standards Report advises that on-street parking be considered in residential areas
July 13, 2010	A Working Group will be established to address on-street parking, priced parking and possible parking management business plan or parking authority
December 13, 2011	Explore options for on-street paid permit parking on Disera Drive, North Park and surrounding area
May 29, 2012	Consider parking on the front yard and on street parking, taking into consideration the development of appropriate parking criteria, cost benefit analysis of an overnight on-street parking permit system, further study of the impact of basement apartments on the need for on-street parking in less dense areas
December 10, 2013	Engage residents and obtain feedback on an on-street paid permit parking solution and an on-lot parking solution for all areas of the City
May 27, 2014	Develop a policy for on-street paid permit parking program to be implemented by a resident initiated petition; and develop a draft Zoning By-law amendment to enable parking on the hard landscaped portion of front yards
March 24, 2015	Report back to a future Committee of the Whole (Working Session), on: <ul style="list-style-type: none"> Finalizing the policy for a City wide on-street paid permit parking program to be implemented on a resident initiated basis.
Member's Resolution	
September 8, 2008	Paid permit parking pilot for Napa Valley <i>(Monthly permit parking program in place)</i>
September 21, 2009	Direct staff to consider monolithic sidewalks as a short term solution
July 8, 2010	Direct staff to form a working group to look at on-street and off street parking, paid and permit parking systems
June 26, 2012	Overnight on-street paid permit parking pilot to be established on Gentile Circle pending receipt of petition (petition not yet received)
May 21, 2013	All day street parking on Castle Park Boulevard, resident petition submitted with 20 signatures to remove 3 hour parking restriction <i>(3 hours parking restriction removed - pilot)</i>
June 17, 2014	Overnight on street parking permit fees – request for a review <i>(Updated user fees)</i>
Sept 20, 2016	One year paid permit parking pilot for La Neve Avenue <i>(Pilot currently in place)</i>

Current On-street Permit Parking

The City of Vaughan's current process for addressing on-street parking needs has been on a street by street basis. There are two residential streets which offer paid permit parking; these requests have been brought forward at the request of citizens and Council. These paid permit parking programs have had minimal impact on levels of service from a public works and enforcement perspective.

Table 2: Paid Permit Parking Statistics

Street Name	Type of Parking	Permit Cost (monthly)	Occupancy (Avg. # permits (monthly) in 2016)	Revenue (2016)
Napa Valley	Overnight On-street Pilot	\$56.50	28 permits/ month	\$18,984
La Neve (pilot)	On-street overnight parking – pilot	\$56.50	4 permits/ month (since Oct)	\$678

Scope of Interest

The interest of on-street paid permit parking is expected to be concentrated in areas with limited availability of on-lot parking. Laneways offer parking behind the home for one or two cars. The laneways are not an area where citizens can park outside of the garage as they are a designated fire route. This route must remain clear for emergency vehicles. Also, cars parked in the laneway impede snow plowing, snow removal and waste pick up. Citizens who live in homes and own more cars than there are parking spaces have a parking problem. Based on counts there are approximately 1600 homes that are serviced by laneways. These homes are located primarily in Blocks 9, 10, 17, 18, 26, 33, 37, 39, 42, 53, and 55.

On-Street Parking Environmental Scan

The problem of meeting residential parking needs is also faced by other municipalities. Some municipalities have developed on-street parking strategies to address citizen concerns about parking in their neighbourhoods. Most municipalities with on-street parking program ask that the citizens start the request process of establishing on-street parking. Some municipalities like Vaughan, have on-street parking on pilot streets/ neighbourhoods. Finally, some municipalities do not allow for any overnight parking. There are different levels of complexity in the paid permit parking systems for each municipality which are detailed below:

Table 3: Municipal Residential Paid-Parking Permit Scan

Municipality	Policy	Fee
Aurora	<ul style="list-style-type: none"> Residents can park overnight without a permit. 	No cost
Brampton	<ul style="list-style-type: none"> Overnight on-street parking is prohibited and there is no overnight paid parking permit policy in place 	N/A
Burlington	<ul style="list-style-type: none"> Overnight on-street parking permit policy in place in pilot neighborhood, <i>Alton</i> community. Residents must demonstrate the need for on-street parking 	\$30/month
Caledon	<ul style="list-style-type: none"> Overnight on-street parking is prohibited but a request for change can be done by contacting the city 	N/A
Hamilton	<ul style="list-style-type: none"> Overnight on-street parking permit policy in place <i>only</i> where 'time limit' and 'permit only' restrictions apply 	\$93/year

	<ul style="list-style-type: none"> Resident must live on street to get permit, and the permit does not allow you to park for more than 12 hours at a time 	
King City	<ul style="list-style-type: none"> Overnight on-street parking is prohibited but a request for change can be done by contacting the city 	N/A
Kingston	<ul style="list-style-type: none"> A <i>pilot</i> overnight on-street parking permit policy is in place in two neighborhoods Pilot involves adding time-of-day parking restrictions and issuing a limited number of permits to allow exemption from these restrictions. 	\$30/month (Reduced to \$12/month as of Sep 1, 2017)
Markham	<ul style="list-style-type: none"> Overnight on-street parking permit policy is in place only for areas that have narrow lanes and rear garages, and can be purchased online Resident must show that vehicle is registered to address 	\$30/month
Mississauga	<ul style="list-style-type: none"> Overnight on-street parking is prohibited but a request for change can be done online Requires a study and survey with 66% of support by the residents effected 	N/A
Newmarket	<ul style="list-style-type: none"> Overnight parking is prohibited, but a request for exemption from parking restriction can be done by contacting the city Resident must demonstrate they need for on-street parking. 	N/A
Ottawa	<ul style="list-style-type: none"> Overnight on-street parking permit policy in place city wide Provides eligible residents/ visitors in defined areas with special privileges related to parking on designated portions of a street or streets in that area Resident must demonstrate the need for on-street parking 	\$30/month/summer \$140/month/winter \$648/year
Richmond Hill	<ul style="list-style-type: none"> Overnight on-street parking is prohibited but a request for change can be done by contacting the city 	N/A
Toronto	<ul style="list-style-type: none"> Overnight on-street parking permit policy in place Residents must contact the city to determine if their area is eligible Priorities are given in the following order: (1) not being able to park their first vehicle in their space, (2) not being able to park their second vehicle in their space, and (3) for obtaining a permit for convenience sake. Must order permit on a six-month basis 	Priority 1 \$15.44/month Priority 2 \$38.66/month Priority 3 \$54.12/month

Note: Updated July 2017

Policy Development

Staff Working Group

A Working Group consisting of staff from the Transportation Services, Parks and Forestry Department, Development Engineering and Infrastructure Planning Services Department, and the By-Law and Compliance Department, was formed to establish the on-street paid parking policy for the City of Vaughan.

City-wide Policy

City-wide **policy XX.XX** is proposed to address the request process for the consideration of paid permit on-street parking in assumed residential area. The following sections provide an overview of the administration and operational considerations, criteria, and fees taken into account in the development of this policy. **Policy XX.XX** will outline the process for request, review, and approval of on-street paid permit parking in residential areas.

If Council approves an on-street paid parking policy, the Parking By-law 1-96 would need to be amended to delegate the authority the Deputy City Manager of Public Works or his designate to approve the implementation of paid permit parking on streets which met the Council-approved policy.

Additionally, Fees and Charges By-law 171-2013, will need to be amended to include an application fee for on-street paid parking.

Administrative/ Operational Considerations

Public Works

Public Works Operations, such as snow plowing, snow removal and salting, street sweeping and solid waste collection, are impacted when cars are parked on the street or in laneways on the pad in front of the garage. The impact will be more severe if parking on both sides of the street were to be permitted. To mitigate impact on operations, on-street parking will be relegated to one side of the street. Calls from citizens requesting re-plowing of their street after parked vehicles are moved may increase; however, this is not the approved level of service for road plowing. Furthermore, windrow service will not be available to streets that have on-street parking. This is a decrease in level of service, that will be communicated when requesting support for on-street parking. Sight lines can also be impacted with on-street parking and these sight lines will be used to determine where on-street parking can be safely implemented.

Additionally, traffic engineering staff resources are currently not impacted by the existing on-street residential permit parking program. Any expansion may add additional pressures on department resources.

By-Law and Compliance

Enforcement officer resources are currently not impacted by the existing on-street residential permit parking programs due to the low number of paid permit parking locations. Any expansion of the paid permit parking program may add additional pressures on department resources.

Fire and Rescue Services

Fire and Rescue Services need a minimum road width of six metres to move their vehicles when responding to a call. The road width of six metres will be incorporated in the decision on where on-street parking can be safely implemented. A possible added benefit to on-street parking is that citizens will no longer park in the laneways, in front of their garages, blocking the fire route.

Urban Design

Alternative Design Standards recommends on-street parking as a method for meeting parking needs in compact mixed use residential areas.

Fees –Application and Permit

There are two main costs associated with this program.

- (1) One-time up-front cost to institute the program on successful applicants.
- (2) On-going fees to administer the permits and increased enforcement.

In order to institute the program for successful applicants, there would be one-time up-front cost that includes:

- Administration of the citizen survey
- Engineering Street Assessments
- Signage
- Sign installation

As a method of determining costs, it is assumed that those citizens who are serviced by laneways would be most interested in on-street paid permit parking, and therefore, these homes are used for preliminary cost estimation. There are currently 1,600 homes which are serviced by 67 laneways in throughout the City. Considering only homes serviced by laneways and not by other means of access, the following one-time up-front costs were identified and outlined in Table 4 below.

Table 4: One-Time Cost of Implementation

One-Time Expenses	Per Average Laneway
Traffic Engineering Assessments	\$455
Survey (staff time to administer)	\$370
Street Signs and Posts	\$2,250
Sign and Post Installation	\$590
Total	\$3,665
Total (all laneways)	\$245,555

Note that the total costs assume that all laneways will be successful with a majority of citizens requesting on-street parking through a petition and the adjacent streets will meet eligible criteria for on-street parking. If citizens are not successful in their petition, or the street does not meet required criteria the costs above will not incur.

On average, the City will be required to fund approximately \$3,665 in one-time expenses per laneway. These calculations can be extrapolated to all locations that would adopt this parking solution. The total

annual cost will be influenced by the demand for this parking option within the affected areas and is difficult to predict at this stage.

Although a one-time application fee for the on-street paid permit parking is recommended, this will be in line with similar applications fees identified in the Fees and Charges By-law 171-2013, as amended. It is not expected that this fee will recover the up-front implementation program expenses. It is recommended this application fee will only recover the staff time to administer the surveys, which is \$370.

In contrast, its staff's intent to develop a permit fee structure that will off-set or allow for recovery of the ongoing annual costs of maintaining the policy. These costs would include, clerical time to issue and administer the permits and expected increased enforcement. The environmental scan has shown that parking permits fees are different in each municipality. The parking permit fee will be determined based on an intended full cost recovery of ongoing maintenance expenses and will be administered through the Fees and Charges By-law 171-2013, as amended, and examined as set out in the by-law. The actual costs for administration and enforcement will be monitored and the parking permit fee will be adjusted accordingly.

Criteria for On-Street Paid Permit Parking

Residential On-Street paid-permit parking is an available option for application for citizens Citywide that meet eligibility criteria. This will be implemented through citizen led initiative, and under the following conditions:

On-Street Paid Permit Parking Request

A request for on-street paid permit parking must be initiated from a citizen. The following pre-requisites are required for consideration of on-street parking:

- Citizen must reside on the street requested for on-street parking
- Street width must be at least eight metres (curb-face to curb-face), which allows for six metres for fire department access and two metres of on-street parking
- Street must be assumed by The City
- Streets must have a sidewalk on at least one side of the street

Survey for Citizen Support

An adequate level of support from the impacted street needs to be achieved to support on-street paid permit parking. Traffic Engineering staff will initiate a survey for property owners/ occupants within the defined street (which will include the requested street as determined appropriate by Traffic Engineering staff). Each property within the defined street will receive one information package, which will include:

- Impact of on-street paid permit parking.
 - Cost of on-street permit parking

- No windrow clearing on the entire street
 - Temporary visitor permits and construction permits may not be available if all parking spaces are reserved for permit holders
 - Parking/no parking signage will be installed in front of select residential property
 - Contact person for additional questions
- Questionnaire, contents to include:
 - Request to support on-street parking
 - Request if expect to participate in on-street parking (# of parking spots needed)
 - Request for contact information to inform of updates

Two-thirds of the property owners/ occupants within the defined street must be in agreement with on-street paid permit parking prior to proceeding with the engineering review. The side of the street that will have parking will be determined by the side of the street that has the majority of support.

Traffic engineering Study:

An engineering study is required to support the availability of on-street parking and identify any restrictions, which will include:

- Setbacks from driveways, intersections, hydrants, etc. as set out in the Parking By-law 1-96
- Transit/ bus routes
- Proximity to schools zone
- Street restriction to ensure safe mobility (ie. winding or hilly roads will be examined to ensure on-street parking does not hinder drivers ability to see on-coming traffic)

If the engineering study identifies that on-street paid permit parking can be accommodated in the defined street, then traffic engineering will identify:

- Total number and location of parking spaces
- No parking areas will also be identified
- On-street parking would be implemented on one side of the street, with no parking on the opposite side of the street

Authorization of On-street Paid Permit Parking:

The DCM of Public Works or his designate will approve the implementation of paid permit parking with a given area pursuant to meeting all the requirements of the Council approved policy. The DCM of Public Works or his designate may amend or remove the implementation of paid permit parking at a future time should additional constraint be identified (for instance, a new transit route).

Sign Installation:

Transportation Services and Parks & Forestry Department Staff will install signs to indicate the location of on-street paid permit parking and the location of no parking (there will be no parking directly opposite the on-street paid permit parking for streets which are between 8 and 10 meters wide).

Permits:

By-law and Compliance, Licensing & Permit Services staff will offer permits for sale. The permits sold will not exceed the number of parking spaces available on the street as identified in the engineering study. The permits will be sold on a first come-first service basis, beginning with one

permit per property. Extra permits will be sold only if parking spaces are still available as determined on the first day of the month.

- The permit will be assigned to a specific vehicle through the license plate
- No commercial vehicles, heavy equipment vehicles, trailers or recreational vehicles will be allowed to have a permit
- Monthly permits, semi-annual, and yearly permits will be made available for sale
- The permit will allow for parking at all times

Program Performance

Program success will be measured using performance metrics. Development of metrics is crucial to understanding the success of the program. As such, the working group will develop quantitative performance metrics designed to measure the success of the program. Suggested measures include:

- Measure uptake of program after one year
- Measure budgeted and actual costs of running program and report back variance
- Measure number of parking tickets issued in areas
- Measure impact on resources
- Measure operational impacts in Public Works Commission, By-Law and Compliance Department and Building Standards Department

Acknowledgments

The following are members of the working / steering committee tasked with the development of this policy

Margie Chung, Manager, Traffic Engineering

Rudi Czekalla-Martinez, Manager, Policy & Business Planning

Gus Michaels, Director, By-Law and Compliance, Licensing & Permit Services

Andrew Pearce, Director, Development Engineering and Infrastructure Planning Services

Zoran Postic, Director, Transportation Services, Parks and Forestry Operations

Mani Shahrokni, Transportation Project Manager

Policy Title: Criteria for paid permit on-street parking in assumed residential areas	
Policy No.:	Council Approval: Required
Policy Category:	Report No./Item:
Department: Transportation Services, Parks & Forestry Operations; By-Law and Compliance	Reviewed by: Transportation Services, Parks & Forestry Operations, By-Law and Compliance
Related Documents (Legislation, Policies):	Last Reviewed:
	Review Status: In development

1. POLICY STATEMENT:

This policy details the criteria for paid permit on-street parking in assumed residential areas. The content includes: application, survey, study, approval and implementation process.

2. DEFINITIONS

- **Street width:** width of street measured curb to curb
- **Impacted street:** (subsection) of street requested for on-street parking

3. POLICY CONTENT:

The application for paid permit on-street parking is an available option for citizens that meet eligibility criteria.

3.1 Minimum Criteria for Application:

Application for residential on-street paid-permit parking is an available option for citizens that meet eligibility criteria, which include:

- Street width must be at least eight metres wide
- Streets must have at least one sidewalk
- Street must be assumed
- Citizen must reside on the (defined area of) street requested for on-street parking

3.2 Application:

The resident will initiate an application, which will be reviewed by city staff to ensure minimum eligibility criteria are met. The application will be available on the City's

Council Approval: yyyy/mm/da
Report No/Item: xx/xx
Cross Reference:

Amended: yyyy/mm/da
Report No/Item: xx/xx

website and the application costs will be identified in the Fees and Charges By-law 171-2013, as amended.

3.3 Survey of Support for on-street parking:

3.3.1 Successful applications that meet minimum eligibility criteria, will result in a city-issued survey for property owners/ occupants within the impacted street (as determined appropriate by City staff). Each property within the impacted street will receive one information package and survey.

3.3.2 The information package will include:

- Cost of on-street permit parking
- Impact to winter operations: No windrow clearing on the entire street
- Impact to temporary visitor/ construction permit: May not be available if all parking spaces are reserved for permit holders
- Impact to residential properties: Parking/no parking signage will be installed in front of select residential property
- Contact information for inquiries

3.3.3 The survey will include an option to accept/ decline support for on-street parking

3.3.4 A minimum of two-thirds of the property owners/ occupants within the impacted street must be in agreement with on-street paid permit parking prior to proceeding with the engineering review.

3.4 Traffic Engineering Study:

If a minimum of two-thirds support is achieved through the survey, a traffic engineering study will commence. The side of the street that will have parking will be determined by the side of the street that has the majority of support. The traffic engineering study will identify if on-street paid permit parking can be accommodated in the defined street, along with any parking restrictions, such as:

- Setbacks from driveways, intersections, hydrants, etc. as set out in the Parking By-law 1-96
- Transit/ bus routes
- Proximity to school zone
- Street restriction to ensure safe mobility (ie. winding or hilly roads will be examined to ensure on-street parking does not hinder drivers' ability to see on-coming traffic)

The result of the traffic engineering study will identify if on-street paid permit parking can be accommodated in the defined street, along with:

- Total number and location of parking spaces

Council Approval: yyyy/mm/da
Report No/Item: xx/xx
Cross Reference:

Amended: yyyy/mm/da
Report No/Item: xx/xx

- Identification of parking restrictions

3.5 Approving On-street Paid Permit Parking:

The DCM of Public Works or his designate will review application and study findings and approve the implementation of paid permit parking with a given area pursuant to meeting all the requirements of this Council approved policy. The DCM of Public Works or his designate may amend or remove the implementation of paid permit parking at a future time should additional constraints be identified (for instance, a new transit route).

3.6 Sign Installation

Transportation Services and Parks & Forestry Department Staff will install signs to indicate the location of on-street paid permit parking and the location of no parking (there will be no parking directly opposite the on-street paid permit parking for streets which are between 8 and 10 meters wide).

3.7 Permits

Permits will be available through by-law services

- The permits will be sold on a first come-first service basis, beginning with one permit per property.
- Extra permits will be sold only if parking spaces are still available as determined on the first day of the month.
- The permit will be assigned to a specific vehicle through the license plate
- No commercial vehicles, heavy equipment vehicles, trailers or recreational vehicles will be allowed to have a permit
- Monthly permits, semi-annual, and yearly permits will be made available for sale
- The permit will allow for parking at all times
- The permit costs will be identified in the Fees and Charges By-law

Council Approval: yyyy/mm/da
Report No/Item: xx/xx
Cross Reference:

Amended: yyyy/mm/da
Report No/Item: xx/xx