



REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Matt Roj, Traffic Coordinator

DATE: November 12, 2020

REPORT NO.: TPW-2020-0027

RE: Residential Parking Study

RECOMMENDATION:

THAT Report No. TPW-2020-0027, dated November 12, 2020, regarding the Residential Parking Study, be received;

AND FURTHER THAT the 6 hour on-street permissive parking limit remain on a permanent basis;

AND FURTHER THAT Uniform Traffic Control By-law 84-01 be updated to exempt individuals who have been issued an Accessible Parking Permit by the Province of Ontario from on-street parking limits on a permanent basis, except during the Winter Control Ban from November 15 to April 15;

AND FURTHER THAT Uniform Traffic Control By-law 84-01 be updated to incorporate Town-wide permissive boulevard parking on a permanent basis;

AND FURTHER THAT Staff be authorized to increase the number of Exemption Permits to a maximum of 24 days per license plate;

AND FURTHER THAT Staff undertake the development and implementation of a Public Education Strategy related to residential parking;

AND FURTHER THAT Staff undertake an assessment of a proactive parking enforcement program and report back to Council with a summary of findings and associated costs for consideration;

AND FURTHER THAT the recommendations of the Residential Parking Study related to driveway and unobstructed garage space dimensions be included in the update to the Comprehensive Zoning By-law 2010-050.

BACKGROUND:

The parking study focuses on the residential area parking issues identified within Acton and Georgetown's urban areas. Over the last number of years, Council and staff received numerous public concerns regarding the limited on-street and off-street parking capacity, accessibility needs and parking limitations within new residential subdivisions.

In January 2019, Council adopted Report No. ADMIN-2019-0007 which allowed boulevard parking on an interim basis. In addition, Council passed Resolution No. 2019-0152 to increase the permissive on-street parking from five (5) hours to six (6) hours and to further exempt those individuals that have been issued an Accessible Parking Permit from the Province of Ontario from the six (6) hour limit (unlimited on-street parking) except during the Winter Control Ban period. These measures were to remain in place until the Town-wide Parking Study (Study) was completed and approved.

COMMENTS:

In December 2019, Council adopted Report No. TPW-2019-0037 that authorized R.J. Burnside and Associates Limited to undertake a parking study to review, assess and provide recommendations on the Town's operational parking issues and parking policies associated with residential uses. As part of the Study, future parking conditions/requirements associated with new residential developments were to be examined based on the existing parking issues and current planning regulations and policies.

The overall scope of work for the Study included a review of the Town's following regulations, practices and policies as it relates to the Zoning, By-law, existing on-road and municipal lot parking permissions, winter operations and enforcement.

Town's Existing Parking Demand

A primary consideration for assessing residential parking demands is the number of vehicles owned per household. Vehicle ownership can be estimated within the GTHA through the Transportation Tomorrow Survey (TTS), which collects data every five (5) years for approximately five (5) percent (%) of households.

The average car ownership in Halton Hills is estimated to be 2.1 vehicles per household. The Town has the highest percentage of households with three (3) or more vehicles within Halton Region at approximately 27 percent (%). This represents almost double the number of vehicles that were previously identified in 2001.

Town's Existing Parking Permissions and Enforcement:

On-street Parking Permissions

As noted above, the Town's current (temporary) permissive on-street parking duration is six (6) hours. An exemption has been provided for individuals that have a valid Accessible Parking Permit from the Province of Ontario to allow for unlimited on-street parking, excluding the Winter Control Ban restrictions.

The Town currently has five (5) 12-hour permissive parking zones in neighbourhoods with a high demand for on-street parking. The 12-hour zones also provide additional parking capacity for the neighbourhoods located adjacent to these zones. The 12-hour zones are exempted from the Winter Control Ban restrictions.

Temporary Boulevard Parking

Based on staff observations over the past several years, the boulevard area between the sidewalk and roadway is frequently being utilized by residents as a parking spot for their vehicles. As noted above, Council has permitted temporary boulevard parking in the Town with the following conditions:

- Vehicle is parked and fully encompassed on the paved portion of the boulevard with all tires;
- Vehicle is fully parked on the hard surface between the sidewalk and curb/road edge;
- Vehicle is facing the direction of traffic, if parked parallel to the road; and
- Vehicle is parked within the boundaries of the home's projected property lines.

In addition, boulevard parking is not permitted less than 30 metres from an intersection.

On-street Parking Exemptions

The Town currently allows residents to apply for temporary exemption permits to park on the street to a limit of six (6) occasions per vehicle/per year, up to a maximum of four (4) days in length.

On-street Parking Capacity

On-street parking capacity is dependent on several factors including, but not limited to road width, spacing between driveways, location of hydrants and vehicle sizes.

The Town's typical local road width is 8.5 metres which typically provides sufficient space for parking on at least one-side of the roadway. Narrow roads with a pavement width less than 8 metres will not have sufficient width to accommodate on-street parking on both sides of the road and may reduce to parking on one-side or eliminated totally depending on road characteristics.

Typically, six (6) metres is considered equivalent to one (1) passenger vehicle and is considered to be the clear space (between obstructions) required to provide on-street parking.

Municipal Parking Lots

Municipal parking lots provide day-time off-street parking near Business Improvement Areas (BIAs), parks and facilities. Most of the municipal parking lots allow for a limited number of overnight parking permits to assist local residents.

There are four (4) and seven (7) municipal parking lots in Acton and Georgetown, respectively. The four (4) parking lots in Acton have a total capacity of 127 spaces. The seven (7) parking lots in Georgetown have a total capacity of 342 spaces.

Overnight parking at these lots is prohibited from 2 a.m. to 6 a.m., except for the Overnight Parking Permit holders which are permitted to park from 7 p.m. to 7 a.m. The cost of an Overnight Parking Permit is \$30.00/month. Residents can apply for a permit over the phone or in-person.

As of October 2020, the following number of Overnight Parking Permits were issued per parking lot:

Acton

- Willow Street South – 4
- Main Street North – 11

Georgetown

- Edith Street – 10
- Market Street – 4
- Wesleyan Street – 7
- Draper Street – 6
- Back Street – 13
- Dominion Gardens Park - 14

Parking Enforcement

The Town currently undertakes parking enforcement through contracted services, which include the following:

- Enforcement resources of 70 hours per week (80 hours per week between November and April);
- Enforcement on a complaint-based approach, such that parking enforcement occurs when a resident registers a complaint with the Town; and,
- Enforcement is intended to be revenue-neutral, where the value of tickets issued does not exceed the cost of enforcement.

New Residential Development

As defined in the Town's current Comprehensive Zoning By-law, the existing minimum dimensions for a residential driveway is (5.5 m x 2.75 m) and the unobstructed garage size is (5.3 m x 2.9 m). These dimensions present challenges for some homeowners due to the number and/or size of their vehicles, which then requires them to utilize on-street parking for their vehicles. The Town's minimum dimensions for residential driveways and unobstructed garage space are smaller than several comparable municipalities as indicated below.

Municipality	Garage Size (unobstructed)		Driveway Size	
	Width (m)	Length (m)	Width (m)	Length (m)
Town of Milton	2.90	5.30	3.20	5.50
Town of Caledon	2.60	5.80	2.75	6.00
City of Burlington	3.00	5.50	2.75	6.00
City of Markham	2.60	5.80	2.60	5.80
City of Hamilton	2.70 / 3.00	6.00 / 5.70	2.80	5.80

Note: Dimensions greater than the Town's are shown in **BOLD**.

Parking Regulations and Management Strategy

The Town manages on-street and off-street parking through its By-laws. The following By-laws directly provisions in the Town:

- Uniform Traffic Control By-law 84-1: Regulates on-street parking (i.e., 6-hour permissive parking, winter prohibition);
- Off-street Parking By-law 2005-0117: Includes overnight prohibitions and enforcement; and,
- Comprehensive Zoning By-law 2010-050: Regulates development standards (i.e., the number and size of parking spaces, defines the conditions that allow on-street parking).

Study Process

Municipal Benchmarking

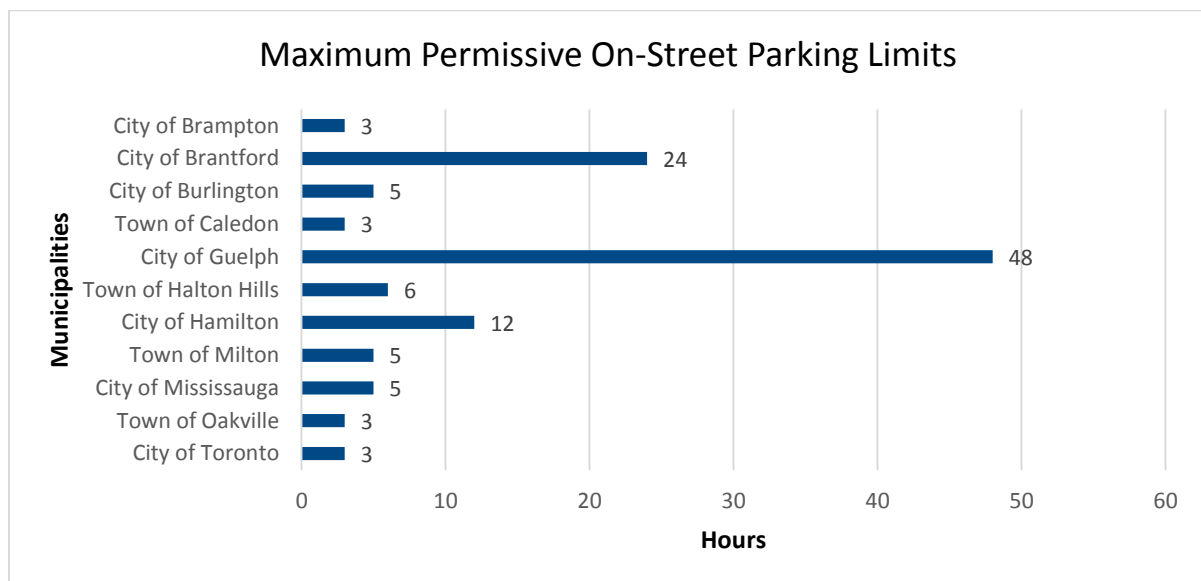
In order to develop a parking policy specific to the Town's needs, a Municipal Benchmark review was conducted. The Municipal Benchmarking review included the following parking matters:

- Maximum On-Street Limits
- Winter Parking Restrictions
- On-street Parking Exemptions

- On-street Parking Permits
- Disability/Caretaker Exemption
- Commercial Vehicle Restrictions
- Requirements for the Number of Parking Spaces for New Developments
- Requirements for the Size of Parking Sizes
- Right-of-way Implications
- Enforcement
- Municipal Parking Lots
- Issues and Challenges

As part of this review, a survey seeking the “state of practice” was sent to 11 Greater Toronto and Hamilton Area (GTHA) municipalities, which included Brampton, Brantford, Burlington, Caledon, Guelph, Hamilton, Markham, Milton, Mississauga, Oakville and Toronto.

The review found that the majority of municipalities have permissive parking limits of three (3) hours or five (5) hours. Hamilton, Brantford and Guelph have long duration permissive parking limits of 12 hours, 24 hours and 48 hours respectively as shown below.



The review also found that the Town provides between 70 to 80 hours of enforcement per week (equivalent to approximately two (2) full-time staff) which is moderately lower than Guelph and Burlington who employ between three (3) to four (4) full-time enforcement staff, and significantly lower than Brantford which employs seven (7) full-time enforcement staff. In addition, most jurisdictions surveyed employ some form of proactive enforcement.

Public & Stakeholder Engagement

Throughout the entire Study, the Consultant worked collaboratively with our Communications staff to develop and implement a public engagement strategy.

At the beginning of the Study, a detailed public survey was developed for our residents that provided a variety of questions relating to parking needs within the community and to understand what possible solutions may be considered as the Study moved forward. The public survey was conducted from April 6, 2020 to May 5, 2020, utilizing the Let's Talk Halton Hills' platform. There were approximately 600 responders.

The information collected was focused on the following areas:

- Summary of the parking experience (capacity and demand);
- Knowledge, experience and preferences regarding parking enforcement;
- Opinions on alternative parking solutions; and,
- Information on the profile of the respondent.

Based on comments received through the public engagement process, two (2) recurring Town-wide needs were identified by the public and confirmed by staff:

- Interest in greater flexibility for on-street overnight parking exemptions; and,
- Support for expanded enforcement, including implementation of proactive enforcement.

In June 2020, a virtual interactive Public Information Centre (PIC) was held with approximately 40 participants. The project team presented a detailed overview of the Study, including preliminary findings and the alternative parking solutions that were under consideration. The PIC also provided an opportunity for the public to identify additional needs or concerns, and to ask specific questions as it relates to the Study. In addition to the PIC, the project team met with local developers to discuss the preliminary findings and alternative parking solutions identified in the Study.

In addition, the consultation process included the engagement of representatives of the local development community that are active within the Town to discuss the preliminary findings and recommendations of this Study. Meetings with the developer representatives were held in October 2020 and the discussions included the operational challenges facing by the Town in relation to current residential parking standards that are not sufficient to accommodate longer passenger car vehicles (light trucks). The development representatives were presented with a preliminary alternative of modifying the Comprehensive Zoning By-law to increase the minimum unobstructed garage space length from 5.3 m to 5.8 m and minimum driveway length from 5.5 m to 6.0 m.

On November 6, 2020, the Southwest Georgetown Landowners Group Inc. (Group) sent a letter to Burnside and staff with regard to the new communities, objecting to the proposed changes. Their main concerns identified a conflict between the Residential

Parking Study and Green Development Standards, impact on housing choice and supply, broader impact on zoning standards and requested an investigation of alternative measures considered in other municipalities.

The project team reviewed the Group's concerns and recommended a reduction in the proposed length of the driveway from 6.0 m to 5.8 m and a reduction in the driveway width from 2.75 m to 2.6 m. The project team has scheduled another meeting with the Group on November 16, 2020, to discuss the proposed changes.

As part of the analysis, the project team established criteria that were utilized to evaluate each of the proposed alternatives. The evaluation criteria are summarized as follows:

- Existing Parking Needs
- Future Parking Needs
- Road Operations and Enforcement
- Sustainability
- Foster a Healthy Community
- Financial Implications

Each proposed alternative was assessed utilizing these evaluation criteria to determine if the proposed alternative had an overall negative or positive impact on the community.

Based on the input received from the public, stakeholders and the evaluation process, the following alternatives are recommended implementation/adoption:

1) More Permissive On-Street Parking

- Maintain the 6-hour maximum permissive parking limit on a permanent basis;
- Maintain the on-street parking exemptions for accessible parking on a permanent basis;
- Allow the use of boulevard parking on a permanent basis, except for locations that are not appropriate due to road safety issues; and,
- Provide greater flexibility to implement on-street parking exemption permits by permitting 24, one-day occurrences per year per vehicle.

2) Off-road Parking Lots for Paid Overnight (7 p.m. to 7 a.m.) Parking

Staff to identify opportunities for establishing new paid overnight permit parking spaces at Town park and facility locations and expand the number of overnight permit parking spaces available in the municipal parking lots. New and additional permit parking spaces will be considered at the following locations:

Acton

- Willow Street South – Additional
- Main Street North – Additional

- Wallace Street Park – 10

Georgetown

- Gellert Community Centre – 10
- Edith Street - Additional
- Market Street – Additional

As part of the implementation, a limited number of permits will be issued to protect the primary function of the parking areas. In addition, staff will review opportunities to leverage private parking lots for overnight parking with local school boards, Metrolinx, shopping centres and churches.

3) Proactive Enforcement Strategies

It is recommended that the Town introduce proactive parking enforcement by refocusing some of the existing enforcement resources to conduct proactive parking investigations. Enhanced parking enforcement will aid the Town with addressing operational issues such as road safety, snow removal and accommodation of emergency vehicles.

4) Public Education Strategy

To improve public's compliance and awareness of parking regulations and thereby reduce illegal parking, the following awareness programs are recommended:

- "Use-your-garage" campaign to increase use of garages for overnight parking; and,
- "Park-right!" campaign to promote parking legally.

5) Development and Zoning Requirements

To address future needs associated with overnight parking and the challenges of accommodating larger vehicles, it is recommended that the Town initiate the process of updating the existing Comprehensive Zoning By-law to modify residential parking requirements (garage space and driveways) for single family, semi-detached and townhouse units, as follows:

- Maintain the overall garage space at 6.0 m x 2.9 m, but increase the minimum unobstructed garage length from 5.3 m to 5.8 m; and,
- Maintain the overall driveway area at 15.1 square metres, but amend the minimum driveway dimensions from 5.5 m x 2.75 m to 5.8 m x 2.6 m to allow for larger passenger car vehicles, such as light trucks.

The proposed increase in driveway length will for accommodation of larger vehicles and the reduced driveway width should have minimal to no negative effect on the function of residential driveways. Although the overall garage space length remains at 6.0 m, the increase in unobstructed space will allow larger vehicles to utilize the garage for parking and reduce the requirements for off-site residential parking.

In addition, to improve home purchaser's understanding of the available garage and driveway space for vehicle parking, it is recommended that the Town require developers to disclose details of the available parking space sizes relative to actual vehicle sizes. To facilitate the home purchaser's understanding of the available parking, it is recommended that templates of common vehicles be overlaid on the parking space(s) to provide a clear illustration of their size.

RELATIONSHIP TO STRATEGIC PLAN:

The recommendations of this Report support the Strategic Plan priority area of Transportation and the focus area of Traffic Safety.

FINANCIAL IMPACT:

There is no financial impact as part of this Report. Any additional signage required can be accommodated through the existing operating budget. The proposed Public Education Strategy will be completed using existing resources. It is anticipated that the potential for a proactive parking enforcement program will be reviewed and that a summary of the review and the associated costs be brought forward to Council in the future.

CONSULTATION:

Council, the CAO and the Senior Management Team were consulted as part of the development of the Parking Study.

An internal steering committee was established that consisted of staff from Transportation, Public Works, Development, Municipal Law Enforcement, Planning, Recreation and Parks and Zoning to comment on the various aspects of the Residential Parking Study throughout the process.

PUBLIC ENGAGEMENT:

Throughout the entire Study, the consultant worked collaboratively with our Communications staff to develop and implement a public engagement strategy.

A detailed public survey was developed for our residents. It was undertaken from April 6, 2020, to May 5, 2020, using the Let's Talk Halton Hills' platform. There were approximately 600 responders. A virtual interactive Public Information Centre (PIC) was held on June 9, 2020 with approximately 40 participants.

In addition, the consultation process included the engagement of representatives of the local development community that are active within the Town to discuss the preliminary findings and recommendations of this Study. Meetings with the developer representatives were held in October 2020. In addition, a meeting with the Southwest Georgetown Landowners Group has been scheduled for November 16, 2020, to discuss the proposed changes.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The Report's recommendations advance the Strategy's implementation.

This Report supports the Social Well-being pillar of Sustainability and in summary the alignment of this Report with the Integrated Community Sustainability Strategy is excellent.

COMMUNICATIONS:

Once approved by Council, this Report and Residential Parking Study's documents will be made available on the Let's Talk Halton Hills website. Changes to the Town's By-laws are subject to a public process and will be addressed separately.

In addition, this Report will be forwarded to the various departments and stakeholders involved in the development of the Residential Parking Study.

CONCLUSION:

This Study focuses on the residential parking issues identified within Acton and Georgetown's urban areas. Over the last several years, Council and staff have received numerous public concerns regarding the limited on-street and off-street parking capacity, accessibility needs and parking limitations within new residential subdivisions.

To address these concerns, the Study identified a number of recommendations that will provide additional on-street and off-street parking opportunities for residents. In addition, it will provide additional flexibility for on-street parking exemptions to accommodate our residents and visitors.

In addition, the implementation of a Public Education strategy will encourage residents to utilize their garages for their vehicles and add awareness of parking regulations to reduce the illegal parking.

The proposed UTCB-84-01 amendments will be included in the 2021 Uniform Traffic Control By-law 84-01 comprehensive review. It is anticipated that the proposed changes to the Comprehensive Zoning By-law 2010-050 to incorporate the recommended driveway and unobstructed garage dimension modifications will be considered as part of the Town's next By-law update.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "Maureen Van Ravens". The signature is written in a cursive, flowing style.

Maureen Van Ravens, Director of Transportation

A handwritten signature in black ink, appearing to read "Bill Andrews". The signature is written in a cursive, flowing style.

Bill Andrews, Commissioner of Transportation and Public Works

A handwritten signature in black ink, appearing to read "Warren Harris". The signature is written in a cursive, flowing style.

Warren Harris, Acting Chief Administrative Officer