



## REPORT

### Council

Meeting Date: February 28, 2022

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**FROM:** Municipal Enforcement Services Department

**DATE:** February 15, 2022

**SUBJECT:** Temporary On-street Parking Program

**LOCATION:** Town-wide

**WARD:** Town-wide

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#### RECOMMENDATION:

1. That the report from Municipal Enforcement Services dated February 15, 2022, outlining the temporary on-street parking permit programs, be received; and
2. That staff update the Temporary On-Street Parking Procedure MS-REG-001-002 to include paid temporary on-street parking permits as outlined in the report from Municipal Enforcement Services dated February 15, 2022; and
3. That staff review the Multiple Vehicle Permits to develop appropriate fees to ensure these parking permits are issued on a cost recovery basis.

#### KEY FACTS:

The following are key points for consideration with respect to this report:

- The town provides temporary on-street parking permits for residents needing short term parking
- In response to the ongoing COVID-19 pandemic the town implemented an interim paid temporary on-street parking permit program
- The paid temporary on-street parking permit program is scheduled to end 60 days after Emergency Order ends
- Staff are recommending that the paid temporary on-street parking permit program continue, as:
  - the program is well used
  - issues can be resolved with enforcement of the permit terms and conditions

- options for opting out from the program are available
- The Temporary On-Street Parking Procedure will be updated to include the paid temporary on-street parking permit program
- In addition, staff are recommending that Multiple Vehicle temporary on-street parking permits be reviewed to develop appropriate fees to ensure these parking permits are issued on a cost recovery basis

**BACKGROUND:**

The town provides temporary on-street parking permits for residents when their:

- parking needs temporarily exceed parking supply, e.g. overnight visitors.
- access to a private parking area is temporarily denied, e.g. driveway repairs, stockpiled building materials, etc.

The permit program is provided in accordance with the Temporary On-Street Parking Procedure MS-REG-001-002, attached as Appendix A. The town's temporary on-street parking permit program provides for 15 days of courtesy parking for a vehicle in a calendar year.

In response to the ongoing COVID-19 pandemic and concerns around parking availability, the town implemented an interim paid temporary on-street parking permit program to extend parking beyond the courtesy parking. This program will end 60 days after Emergency Order ends.

This report provides a summary of the temporary on-street parking permit programs and recommendation to continue the paid temporary on-street parking permits that were implemented on an interim basis in 2020.

This report also recommends that staff review the Multiple Vehicle Permits to develop appropriate fees to ensure permits are issued on a cost recovery basis

**COMMENT/OPTIONS:**

The town provides a number of temporary on-street parking permits to assist residents with their vehicle parking requirement. These permits include:

- Courtesy temporary on-street parking permits
- Paid temporary on-street parking permits
- Multiple Vehicle Permits
- Contractor Vehicle Permits
- North of Dundas overnight parking permits

Appendix B provides a summary description and activity levels of these permits.

Courtesy Temporary On-street Parking Permit

The town has provided residents with a short-term temporary on-street parking permits for many years. The current program provides for 15 days of parking for a vehicle in a calendar year, as a courtesy with no fee. The program allows for an extension to 30 days for a medical or family health situation, and for more than 30 days when a resident has a bona fide construction project. Table 1 shows the number of permits issued over the past few years.

Table 1  
 Courtesy Temporary On-street Parking Permits

Year:	2018	2019	2020 <sup>1</sup>	2021
# of permits	93,966	102,702	55,039	87,1990

<sup>1</sup>Permits were not required for a period of 2020 during COVID restrictions

These courtesy parking permits are very well used and provide residents with an easy option for their temporary parking needs.

Paid Temporary On-street Parking Permits

A paid temporary on-street parking permit program was introduced in 2020 in response to the COVID-19 pandemic to allow residents to park their extra vehicles near their home. This program provides for parking beyond the courtesy 15-day program. A resident can purchase a 1-day, multi-day (up to 7 days), or a 30-day permit. The cost of the permit is \$5 per day or \$50 for a 30-day period. This program was approved as an interim measure and is scheduled to end 60 days after the municipal COVID-19 emergency order ends.

The program was implemented in late 2020 for the residential areas north of the QEW and south of Dundas Street. The program was expanded to include residential areas south of the QEW in early 2021. Note that areas north of Dundas Street have a prior residential parking permit program. The program provided almost 3000 permits in 2021 as shown on Table 2.

Table 2  
Paid Temporary On-street Parking Permits

Permit Type	# Permits Issued 2021	Average # Permits/Month 2021	# Permits Issued Jan 2022
1-day	716	60	17
Multi-day	195	16	5
30-day	2053	171	148
Total	2964	247	170

With the number of permit issued in 2021, and continuing in 2022, it appears that residents are regularly using these permits to help accommodate their parking needs.

During this time, the town has had very few issues or objections to the program. The issues identified relate to vehicles parking contrary to the terms and conditions of the permit (e.g. commercial vehicles, vehicles stored on the street, etc.). The permits provide a listing of the parking terms and conditions, by email. Any vehicles parked contrary to the parking permit terms and conditions may be ticketed.

With the regular use and minimal issues of the interim program, staff are recommending that the paid temporary on-street parking permit program continue. The permits would remain as a temporary program for 1-day, multi-day and 30-day periods. The rates and fees will be reviewed annually as part of the budget process. Should Council approve the recommendations in this report, municipal enforcement staff will work with the policy review committee to update the Temporary On street Parking procedure.

To ensure there are options to allow residential areas that do not want paid parking in their area to opt-out of the program, the policy drafted by staff will include a process to opt-out of on street paid parking. This process will be similar to other parking permit processes and will require a petition to be submitted, a survey conducted and an overall 75% support from the designated area for opt-out to be approved.

**Multiple Vehicle Permits**

Under the Temporary On-Street Parking Procedure MS-REG-001-002, the town provides permits for:

- Resident and Organization events
- Resident camper/motor homes

- Multi-residential construction/maintenance
- Roadway construction/subdivision completion

These permits are issued when there are more than five vehicles or in the case of resident camper/motorhomes. For these permits, staff need to assess the parking request, review the area and determine if parking can be accommodated, before any permits are issued. As the town's parking programs are provided on a cost recovery basis, staff are recommending that Multiple Vehicle Permits be reviewed to develop appropriate fees. Any recommended fees will be brought forward for Council's approval during the budget process.

**CONSIDERATIONS:**

**(A) PUBLIC**

Subject to Council's approval, staff will communicate and promote the permit programs to advise residents of the on-street parking permit options.

**(B) FINANCIAL**

Revenue generated through parking rates, fees, fines and penalties supports the town's parking operation, which is self-funded and does not rely on the tax levy to cover annual operating and capital expenses.

The 2021-year end revenue for paid on-street parking permits was \$97,000, with a projected 2022 budget of \$80,000, based on an uncertain end date. Should Council approve the continuation of this program, any impacts to budgets will be reported through the 2022 quarterly variance reports.

**(C) IMPACT ON OTHER DEPARTMENTS & USERS**

Communication staff will assist in updating communications and website for the residential parking permit programs in Oakville.

**(D) CORPORATE STRATEGIC GOALS**

This report addresses the corporate strategic goal of Accountable Government by providing permit options for residents in response to community needs.

**(E) CLIMATE CHANGE/ACTION**

The continuation of paid temporary on-street parking permit program will provide a means to better manage and control on-street parking and potentially reduce driving time to search for parking.

**APPENDICES:**

Appendix A – Temporary On-Street Parking, Procedure MSD-REG-001-002

Appendix B – Temporary On-Street Parking Permits

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