

## CORPORATE POLICY

**POLICY TITLE:** ON-STREET PARKING CRITERIA IN ASSUMED RESIDENTIAL AREAS

**POLICY NO.:** 19.C.01

<b>Section:</b>	Roads, Traffic & Operations		
<b>Effective Date:</b>	January 30, 2018	<b>Date of Last Review:</b>	Click or tap to enter a date.
<b>Approval Authority:</b>	<b>Policy Owner:</b>		
Council	DCM, Public Works		

<b>POLICY STATEMENT</b>
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.
<b>PURPOSE</b>
The application for paid permit on-street parking is an available option for citizens that meet eligibility criteria.
<b>SCOPE</b>
This policy applies to all assumed residential streets eligible for on-street paid parking in the City of Vaughan.
<b>LEGISLATIVE REQUIREMENTS</b>
None.
<b>DEFINITIONS</b>
<ol style="list-style-type: none"> <li>1. Street Width: Width of street measured curb to curb.</li> <li>2. Impacted Street: (Subsection) of street requested for on-street parking.</li> </ol>
<b>POLICY</b>
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**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:

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

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

**3. Survey of Support for On-Street Parking:**

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.

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

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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.

**4. Traffic Engineering Study:**

4.1. If a minimum of two-thirds support is achieved through the survey, a traffic engineering study will commence.

4.2. The side of the street that will have parking will be determined by the side of the street that has the majority of support.

4.3. 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)

4.4. 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
- Identification of parking restrictions

**5. Approving On-street Paid Permit Parking:**

5.1. The Deputy City Manager 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.

5.2. The Deputy City Manager 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).

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**6. Sign Installation:**

6.1. Transportation Services, Parks and 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).

**7. Permits:**

7.1. Permits will be available through by-law services.

7.2. The permits will be sold on a first come-first service basis, beginning with one permit per property.

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

7.4. The permit will be assigned to a specific vehicle through the license plate.

7.5. No commercial vehicles, heavy equipment vehicles, trailers or recreational vehicles will be allowed to have a permit.

7.6. Monthly permits, semi-annual, and yearly permits will be made available for sale.

7.7. The permit will allow for parking at all times.

7.8. The permit costs will be identified in the Fees and Charges By-law.

**ADMINISTRATION**

*Administered by the Office of the City Clerk.*

<b>Review Schedule:</b>	5 Years If other, specify here	<b>Next Review Date:</b>	January 30, 2023
<b>Related Policy(ies):</b>			
<b>Related By-Law(s):</b>	171-2013, 1-96		
<b>Procedural Document:</b>	PRC. 02 – On-Street Parking Criteria		

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**Revision History**

<b>Date:</b>	<b>Description:</b>