



CITY OF ST. ALBERT CITY COUNCIL POLICY

NUMBER	TITLE		
C-TS-03	Residential Permit Parking		
DEPARTMENT	APPROVAL DATE	REVISION DATE	
Engineering	November 26, 2018		

Purpose

To establish a uniform and consistent approach for the initiation, assessment, public engagement, implementation and evaluation of Residential Permit Parking requests that addresses on-street parking impacts on residential roadways in vicinity to institutions or facilities within the City of St. Albert.

Policy Statement

Residential Permit Parking will be used to support community residents in vicinity of specified areas for required daily demand of on-street parking in proximity to their homes, by eliminating non-resident use during specific periods of time.

Definitions

1. “Development Permit” means the document issued by a Development Officer, or by Council in a Direct Control District, under the *Land Use Bylaw* and includes any plans or conditions of approval.
2. “Low Density Residential” means an area within an Area Structure Plan, made up of single family, two family and/or townhousing dwelling unit forms, or any combination thereof, provided that the combined density within the area is no greater than 39 du/ha, and that the percentage of townhousing conforms to Land Use District requirements.
3. “On Street Parking” means the parking of a motor vehicle along the curb of a roadway segment in non-violation of any and all parking restrictions as per the City’s *Traffic Bylaw*.
4. “Parking” means leaving a motor vehicle temporarily on a lot, parcel or site.

5. "Petition" means a compilation of resident signatures, accompanying an application for Residential Permit Parking, addressed to the Engineering Transportation Department.
6. "Medium Density Residential" means an area within an Area Structure Plan, developed with three or more units that may include housing types such as townhousing and apartment buildings with average area densities within a range of 40 to 94 dwelling units per net residential hectare.
7. "Major Post Secondary Learning Institute" means a college or university with greater than five hundred (500) students enrolled.
8. "Major Medical Institution" means a full-service hospital used to provide in-patient and out-patient health care to the public.
9. "Permit Parking" means On Street Parking to which a physical permit entitles the permit holder to park their vehicle on the street within the designated areas and time frames.
10. "Public Transit Station" means a public transit site at which multiple public transit stops are located and passengers may load / unload and transition from one transit service to another.
11. "Residential Roadways" means roadways within communities of the City. As per the *Transportation Systems Bylaw* they are referenced as:
 - a. Transportation Association of Canada Reference = Local or Collector Roadways; and
 - b. Complete Streets Design Reference = Neighbourhood, Local or Laneways.
12. "Sports Event Facility" means a building or structure or location at which substantial sporting competitions are held that may attract five hundred (500) or greater attendees.
13. "Transportation Impact Assessments" means the engineering reports developed to evaluate and identify impacts of proposed new or infill development on the existing and surrounding transportation network.
14. "Temporary Construction" means construction activity occurring at a single off-site location in vicinity of the area, for a minimum of 12 months but not reflective of permanent location conditions.
 - a. Temporary Construction is not inclusive of community development (home building, road construction or associated construction) for developing areas.

Responsibilities

1. City Council is responsible for:
 - a. Reviewing, as part of the annual budget process, project charters (funding requests) associated with Residential Permit Parking service delivery.
2. City Manager or designate(s) is responsible for:
 - a. Receiving and responding to parking concerns and requests for Permit Parking;
 - b. Establishing a system that outlines process actions and criteria for completion of a Residential Permit Parking Program (Residential Permit Parking Process and Guidelines);
 - c. Establishing the applicable hours of Permit Parking applications for site specific needs;
 - d. Establishing the costs and any resulting user charges per parking permit;
 - e. Traffic data collection and management;
 - f. Receiving and evaluating Transportation Impact Assessments or Development Permits of new / planned development to identify potential parking impacts to existing communities;
 - g. Updating and maintaining City guidelines or standards involving Residential Permit Parking (for example, Transportation Impact Assessment Guidelines); and
 - h. Completing and presenting to Council, related project charters (funding requests) associated with the Residential Permit Parking Process and Guidelines.

Service Standards/ Expectations

1. Not all roadways are candidates for implementation of Residential Permit Parking, as the intent of the program is to minimize the conflict of on-street parking demand between residents and non-residents. The program is not intended to assign private on-street parking to residents, address parking conflict between neighbours, nor to address small scale issues such as noise or potential garbage resulting from negative human behaviours associated with parking in areas.
2. Permit Parking reviews may be initiated by residents of a neighbourhood, City Council or Administration; however, the actions for evaluation and criteria used

to continue through the process shall be consistent and as per identified requirements of the Residential Permit Process and Guidelines.

3. Residential Permit Parking is applicable only to:
 - a. Low Density Residential (R1 / R2);
 - b. Medium Density Residential (R3 / R3A);
As per land use classification within the City's *Land Use Bylaw*.
 - c. Roadways within a 400 meter radius of the following adjacent land uses:
 - i. Major Post Secondary Learning Institute;
 - ii. Senior High School;
 - iii. Sports Event Facility;
 - iv. Major Medical Institution;
 - v. Public Transit station;
 - d. Roadways impacted by temporary construction.
4. Approval for implementation of Permit Parking to a roadway will be reached following confirmation of the following criteria:
 - a. An application for Residential Permit Parking is received by the Engineering, Transportation Department, with a signed petition representing (by signatures) an approval of a minimum of $\frac{2}{3}$ of homes of the candidate roadway.
 - b. A minimum of 70% of total homes on a candidate roadway being evaluated for Permit Parking provide a response to a conducted Residential Permit Parking Support Survey.
 - i. Each household shall have one (1) vote applicable to the survey.
 - c. A minimum of 80% of responses received from the Residential Permit Parking Support Survey show documented "support" for implementation of residential Permit Parking.
 - d. Sections "4b" and "4c" may be waived if the total responses received showing "support" for implementation of Residential Permit Parking equate to a minimum of 60% of the total number of households for the candidate roadway.
5. Up to a maximum of two (2) Residential Parking permits may be applied for by a single household at no charge.

- a. Any additional permits above the maximum of two (2), meaning the third permit or more, or permits required to replace damaged or lost issued permits, may be acquired at a cost per permit, per term.
6. Up to a maximum of two (2) visitor parking permits may be acquired per household.
- a. Any additional visitor parking permits above the maximum of two (2), meaning the third permit or more, or permits required to replace damaged or lost issued permits, may be acquired at a cost per permit, per term.
7. A term, or period for a Permit Parking system on a roadway shall be two (2) years.
- a. The starting point shall be the date of first issuance of residential Permit Parking permits to the residents of the roadway.
 - b. Unless communication is received from at least 60% of the residents of a roadway involved in residential Permit Parking to cease the roadway's involvement in the residential Permit Parking program, to which an updated evaluation would occur; roadways will be automatically renewed for a new term with residential permit parking.

Legal References

Traffic Safety Act
Traffic Bylaw 18/2005

Cross References

City of St. Albert, Residential Permit Parking Process and Guidelines

Attachments

N/A

DATE REVIEWED	NEXT REVIEW DATE	REVISIONS
November 2018 - Engineering	2022 - Engineering	