



**City of Kingston
Report to Council
Report Number 16-158**

To: Mayor and Members of Council

From: Denis Leger, Commissioner of Transportation, Facilities & Emergency Services

Resource Staff: Sheila Kidd, Director, Transportation Services

Date of Meeting: May 17, 2016

Subject: Parking By-Law Amendments – Princess, Clergy, Sydenham, and Montreal Streets Reconstruction Area

Executive Summary:

The road and infrastructure reconstruction on Princess, Montreal, Sydenham, and Clergy Streets creates some changes to the layout and quantity of on-street parking spaces on these street segments.

Within the parking lanes, the City currently accommodates accessible parking, commercial loading zones, 5-minute spaces, and shorter-term metered parking. Throughout the design of this project, staff has worked to ensure that design elements such as transit stops, pedestrian bulb-outs, benches, bicycle parking, and patios are accommodated, while minimizing the overall loss of the parking within this reconstruction area. Staff has also consulted with the public, the Municipal Accessibility Advisory Committee (MAAC), downtown businesses, and other stakeholders to inform the final configuration of on-street parking types.

Within the construction area, approximately 139 parking spaces will be provided when the reconstruction is complete. This represents a reduction of twelve parking spaces, comprised of one accessible parking space, one commercial loading zone, one 5-minute space, and nine short-term metered spaces. The MAAC project team, consulted as part of this project, has indicated that the loss of the single accessible space is acceptable and has noted that the new accessible space locations recommended are in more preferred locations.

This report outlines the necessary by-law amendments and justification for the proposed changes to align with the new configuration and recommended types of parking.

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Recommendation:

THAT a by-law be presented to amend City By-law 2010-128 “*A By-law to Regulate Parking*”, as amended, in order to apply parking regulations to the parking lanes on the reconstructed segments of Princess, Clergy, Sydenham, and Montreal Streets as outlined in Exhibits A to H to Report 16-158.

Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

**Denis Leger, Commissioner,
Transportation, Facilities &
Emergency Services**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

Cynthia Beach, Corporate & Strategic Initiatives

Lanie Hurdle, Community Services

Jim Keech, President and CEO, Utilities Kingston

Desiree Kennedy, Chief Financial Officer & City Treasurer

Not required

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Options/Discussion:

Similar to previous phases on lower Princess Street, the reconstruction of segments of Princess, Clergy, Sydenham, and Montreal Streets will result in a number of changes to the layout of the parking lanes. These changes are necessary to accommodate bulb-outs for transit stops, planters, benches, bicycle parking, and patios.

Within this area of the downtown, different types of parking currently exist to accommodate a variety of different needs and uses. These types include accessible spaces, commercial loading zones, 5-minute spaces, licensed/reserved spaces, and short-term paid parking spaces.

Recognizing that the overall parking supply would be reduced by approximately twelve spaces in the reconstructed zone, staff prepared initial options for the layout of the parking lanes based on the following objectives:

- Providing an adequate number of accessible parking spaces and maintaining the same ratio of accessible spaces, relative to the overall on-street parking supply;
- Ensuring the location of accessible spaces maximizes usability and access;
- Providing commercial loading zones distributed throughout the area that can best serve multiple locations while also maximizing their off-hour use as 5-minute parking or pick-up/drop-off locations;
- Maximizing the availability of short-term parking and minimizing sidewalk obstructions by clustering the parking to take advantage of Pay & Display machines rather than individual meters;
- Consideration of parking type requests and comments received from stakeholders and the public as part of the pre-construction meetings.

The various parking configurations were presented in an online survey and members of the public, Downtown Kingston, and other stakeholders were invited to provide comment on the options being considered. The public consultation was available from March 3 to March 31, 2016, and notification was provided through the City's website, email distributions to Downtown Kingston and properties in the construction zone, and a variety of social media platforms. A hard copy notice was also hand-delivered to each of the businesses and properties within the reconstruction zone to ensure maximum awareness of the process. A total of 224 responses were received as part of this survey and the feedback provided was used to refine the recommended approach.

At the request of staff, the Municipal Accessibility Advisory Committee (MAAC) established a project team to review and provide comment on the proposed options and final recommendation.

Based on the comments received through consultation, and further analysis of the potential parking options, staff has prepared a final recommendation for the parking space locations and types in the reconstructed area. The chart below provides a summary of the type and

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number of spaces pre-construction, the recommended type and number of spaces post-construction, and the resulting change.

Parking Space Type	Pre-construction	Post-construction	Change
Accessible	7	6	-1
Commercial Loading Zones / 5-minute	4	3	-1
Dedicated 5-minute	2	1	-1
Reserved (existing license agreement)	2	2	0
Short-term Parking – Pay & Display / Metered	136	127	-9
Total	151	139	-12

Maps that depict the previous and recommended layout respectively on a block-by-block basis are provided in Exhibits A through G. Exhibit H includes the details of the recommended by-law change. The details of the allocation of each parking type in the reconstruction area are outlined in the sections below.

Accessible Parking

Location, space availability, and connection to sidewalk infrastructure are important considerations in the placement of on-street accessible parking. Consultation was completed through an online survey that detailed changes being proposed to the accessible parking, options for how accessible parking spaces would be accommodated in the new design, and included a comment section to provide alternate locations. Comments received through this consultation were considered and helped inform the recommendations being presented in this report.

At the request of staff, MAAC also established a project team to review and provide comment on the proposed recommendations. The project team reviewed the proposed parking lane configuration and provided detailed comments that were used in refining the recommendations made in this report.

From a general location standpoint, staff is recommending that accessible parking spaces be placed on side streets as close as possible to Princess Street. The side street placement is preferred by the MAAC project team as it has been observed that these side street segments generally have lower traffic volume, fewer pedestrians, and can provide more flexibility for accessible users. In some instances, an accessible parking space may be shifted one or two spaces farther from Princess Street to take advantage of an existing driveway. This driveway allows for additional space that can be used by mobility equipment accessed through rear-loading vans and to provide a nearby access point to the sidewalk. This placement is consistent with the placement completed in other reconstruction phases in this area.

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Within the reconstruction area, the ratio of accessible parking to the overall parking supply remains the same with a net loss of one accessible parking space. This decrease was specifically identified to the MAAC project team for comment and the team indicated they were amenable to the change in quantity and side street accessible parking locations.

One area that the MAAC project team noted concern was in the provision of accessible parking and pick-up/drop-off locations for the Grand Theatre, that were recommended as part of the *Grand Theatre Accessibility Audit (2008)* also known as the Darwish Report. The Darwish Report audit recommended that an on-street passenger-loading zone be provided as close as possible to the Princess Street entrance of the Grand Theatre and that the passenger-loading zone include pavement markings, signage, and a curb ramp. The audit also sought additional accessible parking to the west of the Grand Theatre.

Staff considered the audit findings of the Darwish Report and has incorporated the recommendations into the reconstructed parking and passenger loading areas on the Grand Theatre block segment. Specifically, the bulb-out in front of the Grand Theatre along with the first parking space to the east of the bulb-out will allow passenger pick-up and drop-off and three accessible parking spaces to the west of the bulb-out will be provided. The reconstructed bulb-out in front of the Grand Theatre will also include curb ramps to allow users to access the sidewalk from the roadway. Grand Theatre staff has been consulted on this configuration and is satisfied with the proposal.

To supplement the recommendations from the Darwish Report, the MAAC project team suggested that the seven short-term metered parking spaces on the south side of Princess Street, from the Grand Theatre bulb-out east to Montreal Street, be converted to accessible parking spaces during events. The project team noted that event only accessible parking is provided on streets adjacent to the Rogers K-ROCK Centre and recommended using a similar practice outside of the Grand Theatre.

Although there are instances where on-street spaces are temporarily used for accessible event parking on streets adjacent to the Rogers K-ROCK Centre, this practice is not recommended on this segment of Princess Street at this time. Staff note that the commercial land use in this block of Princess Street is different from the neighbouring uses of the Rogers K-ROCK Centre and that the Princess Street businesses do not have access to as many off-street parking options. Further, this option for event only accessible parking may have implications for how the adjacent businesses operate, may create enforcement issues during the transition times between daytime and event activities, and should be subject to broader consultation with other stakeholders.

Similar to other accessible parking spaces and passenger loading zones, staff will monitor utilization and address any concerns as needed through updates to the on-street parking regulations. The reconstructed Grand Theatre bulb-out, curb cuts, and adjacent parking lanes provided flexibility for future expansion of both the passenger loading zone and accessible spaces when it is warranted.

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The details of the accessible parking locations within the reconstruction areas are as follows:

- A new space has been added on the east side of Clergy Street north of Princess Street. This area did not have a dedicated accessible space in the previous configuration. The space has been located slightly farther north on Clergy Street to align the rear of the space with an existing laneway and curb cut.
- The existing space on the east side of Sydenham Street north of Princess Street has been removed to accommodate a large pedestrian bulb-out. The existing accessible space on the west side of the Sydenham Street will be moved to the east side, adjacent to 181 Sydenham Street, to align north of an existing laneway and to address operational issues that may arise during street closures.
- The number of accessible spaces on the block of Princess Street between Sydenham and Montreal Streets remains at three however these spaces have been consolidated on the west side of the Grand Theatre entrance. This configuration allows for a dedicated section of accessible parking that can better accommodate vehicles equipped with accessible ramps and lifts on Princess Street. The bulb-outs in this area include a curb cut to allow access from this mid-block location to the sidewalk area.
- The existing space on the east side of Montreal Street north of Princess Street will remain in the current location to take advantage of the existing laneway and curb cut.
- An existing space on the north side of Princess Street west of Bagot Street will be removed as it is preferred that the accessible parking be accommodated on the adjacent side street. The corresponding accessible parking spaces on the east side of the north and south segment of Bagot Street were added in the previous Princess Street reconstruction phase.

The resulting allocation of accessible parking spaces by block is as follows:

Block and Street Segment	Pre-construction Spaces	Post-construction Spaces	Change
Princess Street – Clergy to Sydenham	0	0	0
Princess Street – Sydenham to Montreal	3	3	0
Princess Street – Montreal to Bagot	1	0	-1
Clergy Street – Princess to Queen	0	1	+1
Sydenham Street – Princess to Queen	2	1	-1
Montreal Street – Brock to Queen	1	1	0
Total	7	6	-1

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Commercial Loading Zones / 5-Minute Parking

Commercial delivery vehicles must be able to access the businesses they serve. When off-street access is not an option, this need can be addressed by providing designated on-street Commercial Loading Zones (CLZ).

Currently, CLZs are designated to be in effect from Monday to Friday between 7:00 a.m. to 2:00 p.m. To further maximize the use of these loading zones, the by-law allows any vehicle to use these spaces for 5-minute parking, after 2:00 p.m. on weekdays and all day on weekends.

The details of the CLZ and 5-minute parking locations within the reconstruction areas are as follows:

- An existing CLZ adjacent to 258-260 Princess Street will remain in the current location however it will be shortened to 11.2 metres to maximize the available short-term parking spaces available on the block.
- The addition of a bulb-out to Sydenham Street requires the removal of an existing CLZ on the east side of the block adjacent to 179 Sydenham Street. The modified CLZ adjacent to 258-260 Princess Street will remain available for this location.
- The CLZ currently located on the southwest corner of the Princess Street at Montreal Street (adjacent to 200 Princess Street) will be relocated to accommodate a bulb-out and placed adjacent to 218 Princess Street. This location will allow this block to maintain a CLZ and will provide additional 5-minute and pick-up/drop-off parking for users of the Grand Theatre after 2:00 p.m. on weekdays and all day on weekends.
- The CLZ currently located on Montreal Street on the southeast corner of the Princess Street intersection will be maintained but shifted slightly closer to Princess Street to maximize the available short-term parking spaces available on the block.

The resulting allocation of commercial loading zones/5-minute parking spaces by block is as follows:

Block and Street Segment	Pre-construction Zones	Post-construction Zones	Change
Princess Street – Clergy to Sydenham	1	1	0
Princess Street – Sydenham to Montreal	1	1	0
Princess Street – Montreal to Bagot	0	0	0
Clergy Street – Princess to Queen	0	0	0
Sydenham Street – Princess to Queen	1	0	-1
Montreal Street – Brock to Queen	1	1	0
Total	4	3	-1

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In addition to the dual function, CLZ/5-minute spaces noted above, a dedicated 5-minute space that was located adjacent to 312-314 Princess Street on the southwest corner of the Princess and Clergy Streets intersection will be removed as the bulb-out extends into this area. The area is surrounded by short-term parking options and an existing dedicated 5-minute space located at the northeast corner of this intersection will remain.

Reserved Parking

Two on-street spaces are reserved adjacent to 285 Princess Street (McDonald's Restaurant). These spaces are subject to an existing license agreement with the City of Kingston to facilitate the operation of the drive-thru service at the site. The revenue associated with these spaces is fully recovered through this agreement, similar to the manner that revenue is recovered for parking spaces removed for patio placement.

Short-Term Parking – Pay & Display / Metered

Staff from Engineering and Transportation Services worked in partnership throughout the design process to minimize the number of spaces lost, while respecting the design elements from the *Downtown Action Plan* (2004). This early involvement in the design process also helped facilitate the clustering of parking spaces to allow for the use of Pay & Display machines.

Opportunities to shorten existing loading zones and adjustment to proposed mid-block and patio bulb-out placement helped to minimize the on-street short-term loss associated with the reconstruction.

The resulting allocation of short-term parking spaces by block is as follows:

Block and Street Segment	Pre-construction Spaces	Post-construction Spaces	Change
Princess Street – Clergy to Sydenham	30	25	-5
Princess Street – Sydenham to Montreal	23	22	-1
Princess Street – Montreal to Bagot	18	17	-1
Clergy Street – Princess to Queen	19	17	-2
Sydenham Street – Princess to Queen	15	10	-5
Montreal Street – Brock to Queen	31	36	+5
Total	136	127	-9

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In block segments where there are a minimum of six to eight short-term parking spaces in a row, a Pay & Display meter will be used on street. The Pay & Display meters are preferred over single space meters as they reduce sidewalk clutter, provide greater payment options to parkers, and are more efficient for parking operations to maintain.

Existing Policy/By Law:

By-law 2010-128 as amended, "*A By-law to Regulate Parking*"

Notice Provisions:

Not applicable.

Accessibility Considerations:

The provision of accessible on-street parking is an important consideration in the overall design of the reconstructed areas of the downtown. Staff has incorporated practices developed in previous iterations of the downtown reconstruction to provide spaces that are adjacent to demand generators, co-located with signalized pedestrian crossings and provide additional space for loading/unloading accessibility devices where possible.

In accordance with the Integrated Accessibility Standards Regulation, Regulation No. 191/11, Section 80.39 under the *Accessibility for Ontarians with Disabilities Act, (AODA)*, members of the public and MAAC were consulted on the need, location, and design of on-street accessible parking within the reconstruction area.

Financial Considerations:

The costs associated with the equipment and signage required to complete these changes is part of the current approved capital budget for parking operations.

Contacts:

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Ian Semple, Manager, Service Development, 613-546-4291, Extension 2306

Other City of Kingston Staff Consulted:

Kim Leonard, Manager, Parking Operations
Mark Campbell, Manager, Construction
Greg McLean, Policy and Program Coordinator
Julie Salter-Keane, Community Projects Manager
Colin Wiginton, Cultural Director
Diane Zemba, Manager, Grand Theatre

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Exhibits Attached:

Exhibit A – Map of Princess Street from Clergy Street to Sydenham Street

Exhibit B – Map of Princess Street from Sydenham Street to Montreal Street

Exhibit C – Map of Princess Street from Montreal Street to Bagot Street

Exhibit D – Map of Clergy Street from Princess Street to Queen Street

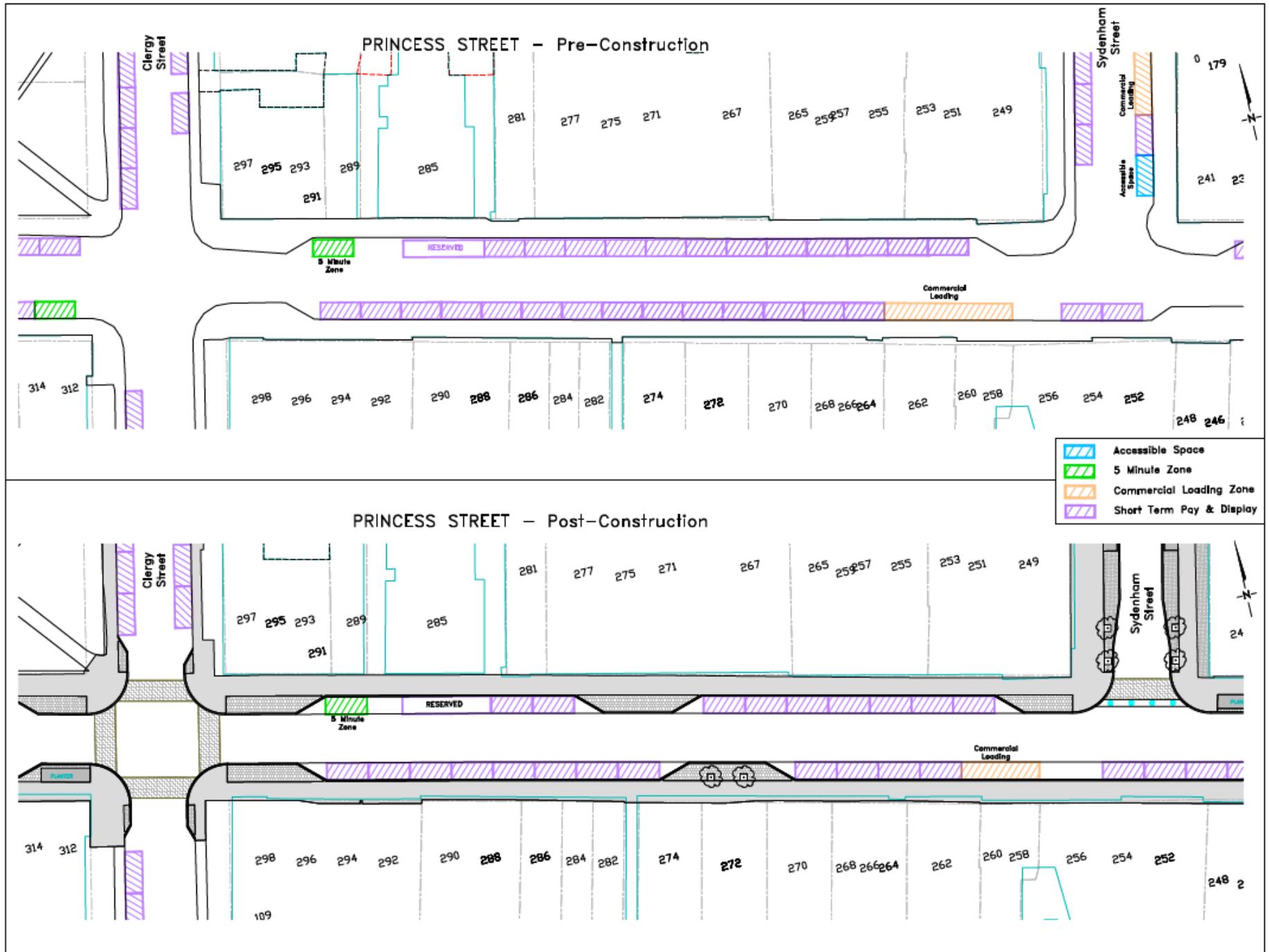
Exhibit E – Map of Sydenham Street from Princess Street to Queen Street

Exhibit F – Map of Montreal Street from Brock Street to Princess Street

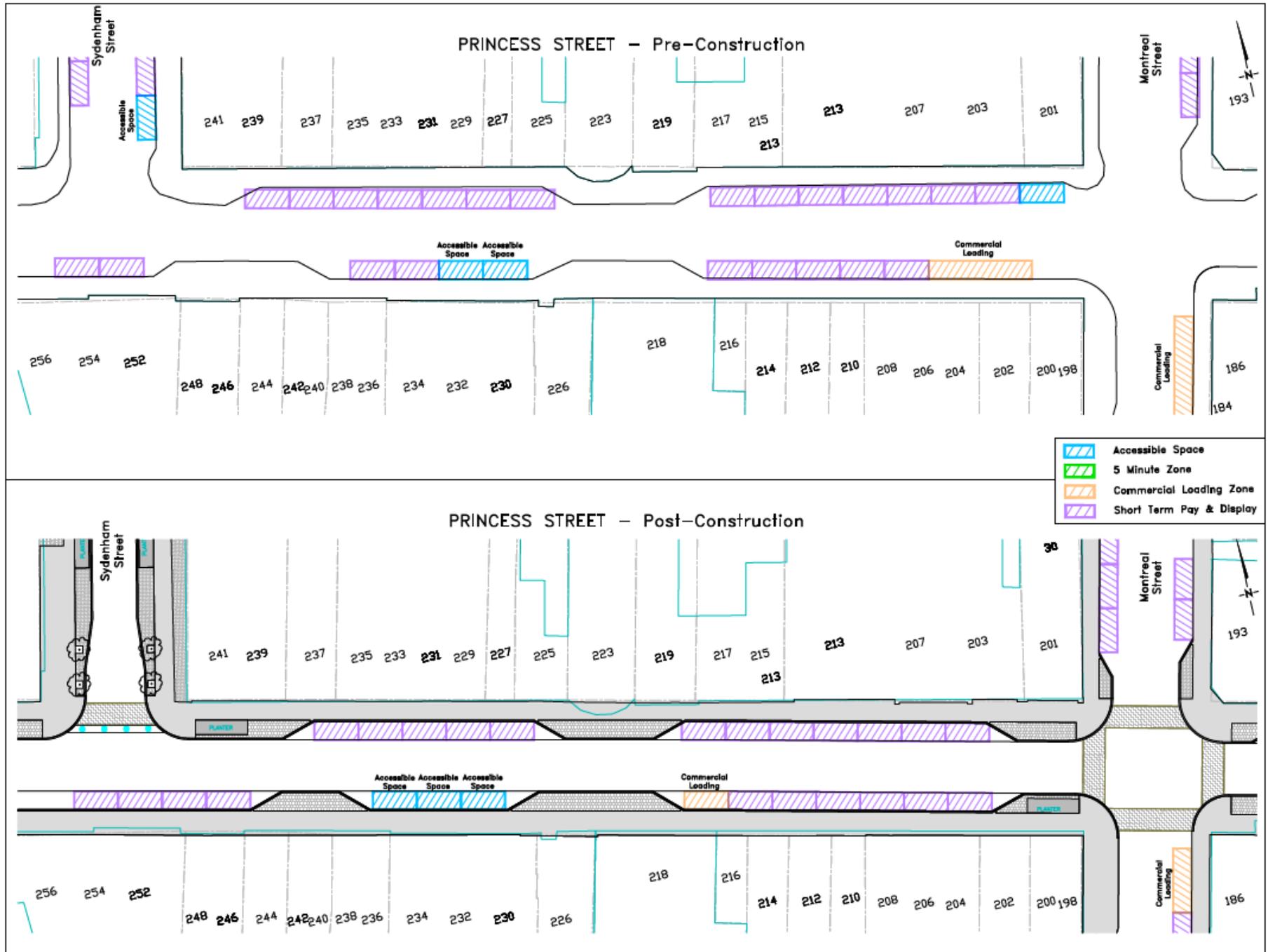
Exhibit G – Map of Montreal Street from Princess Street to Queen Street

Exhibit H – Proposed Changes to the By-law 2010-128, "*A By-law to Regulate Parking*"

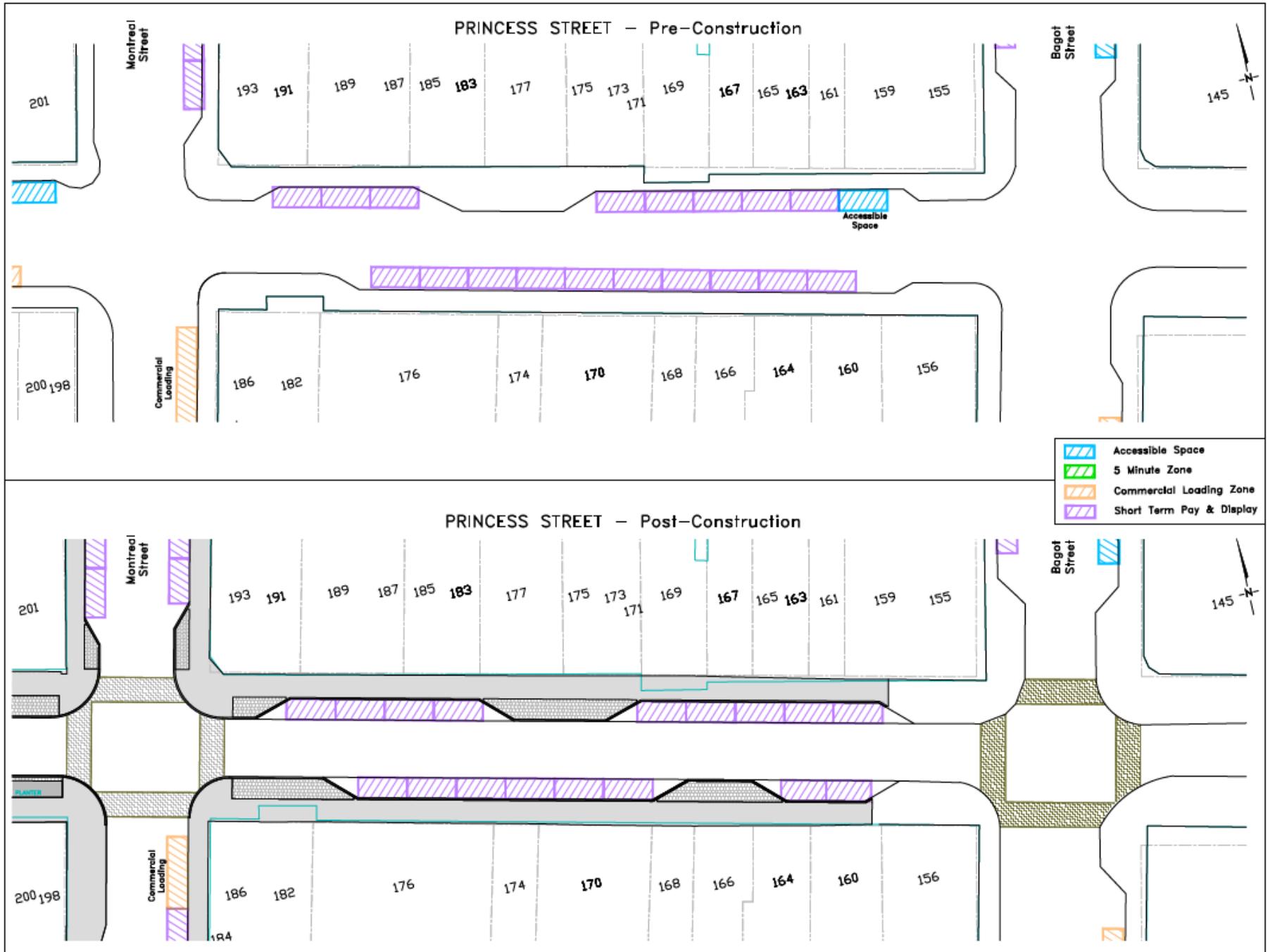
Princess Street from Clergy Street to Sydenham Street



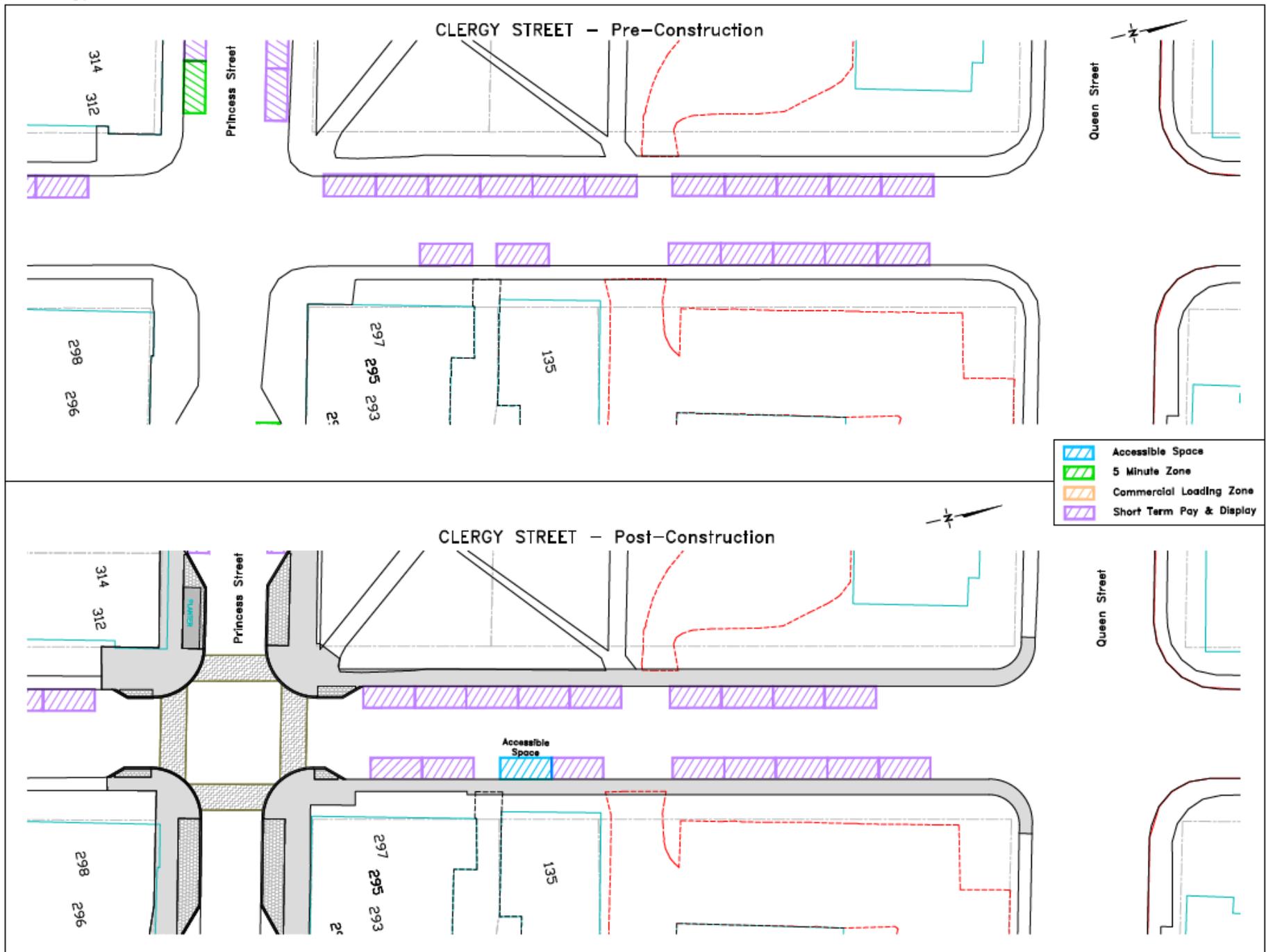
Princess Street from Sydenham Street to Montreal Street



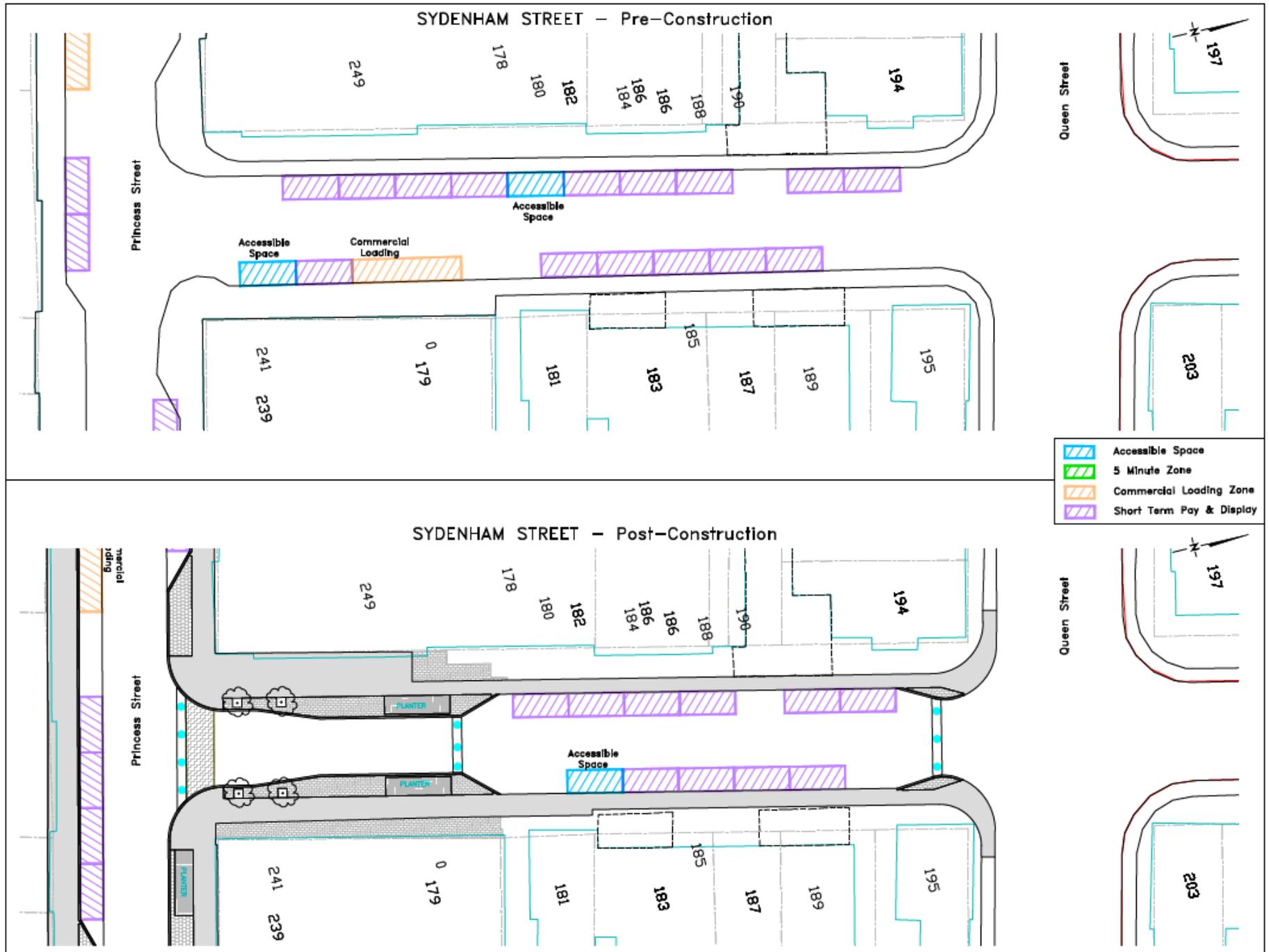
Princess Street from Montreal Street to Bagot Street



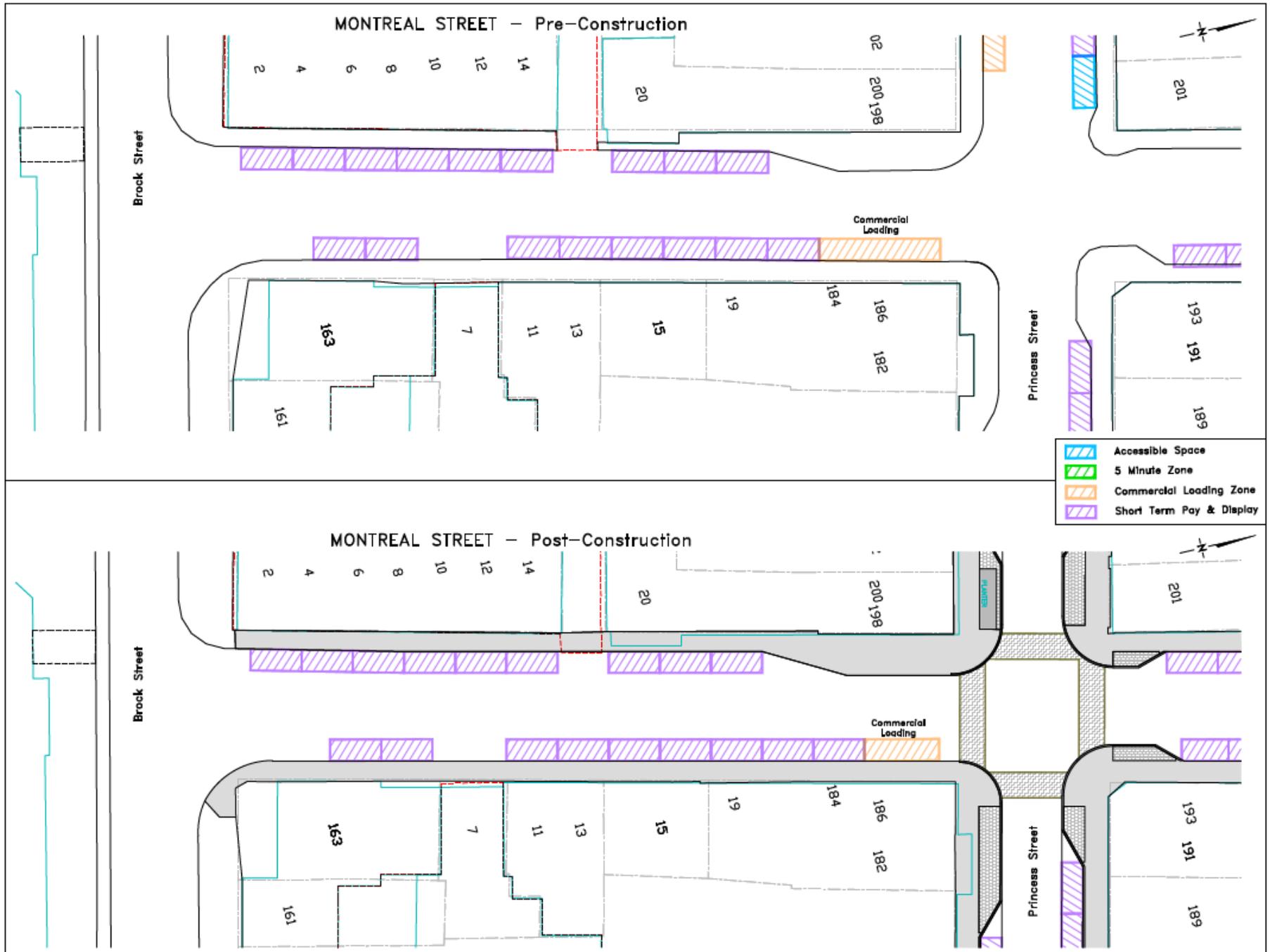
Clergy Street from Princess Street to Queen Street



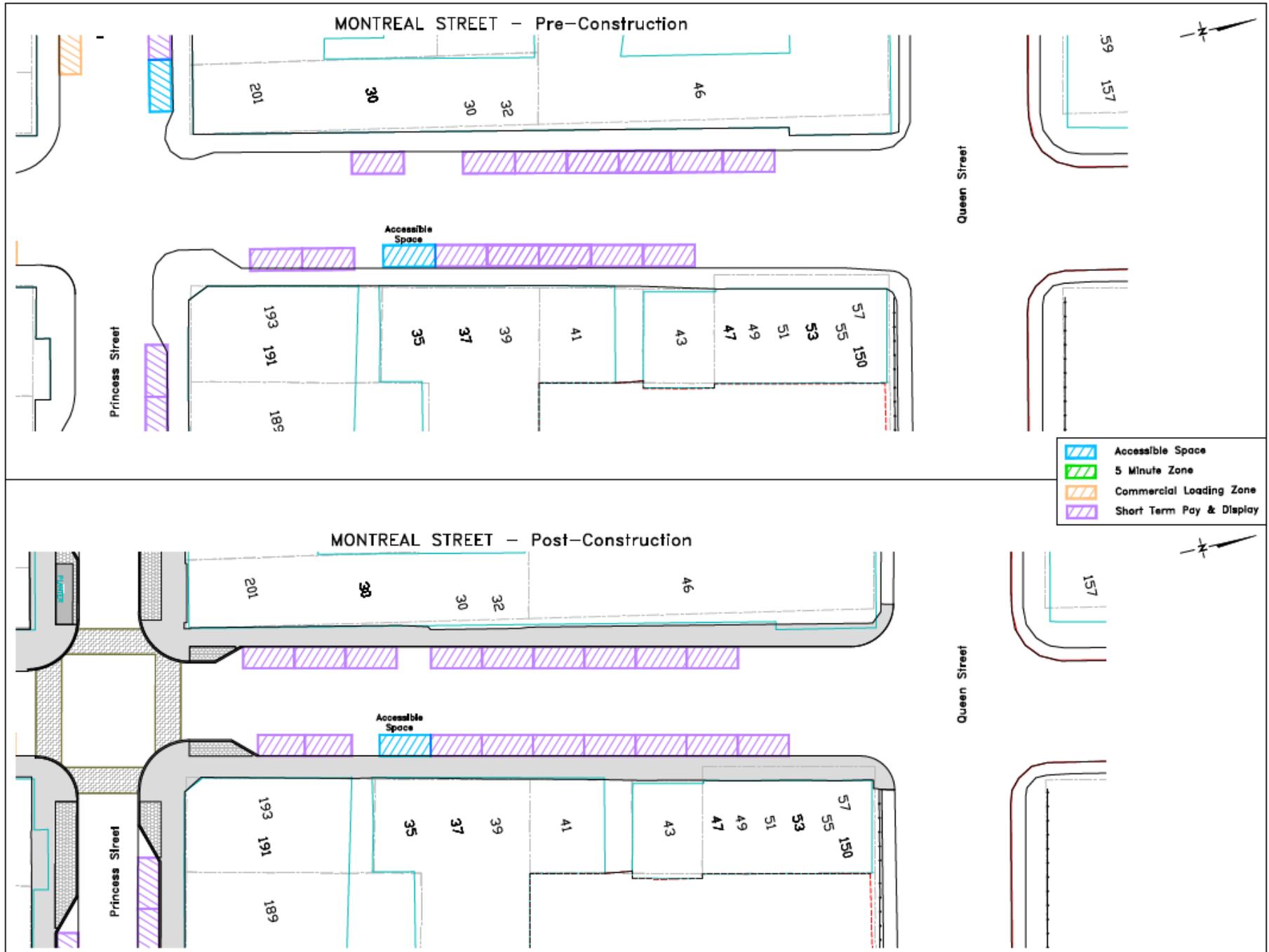
Sydenham Street from Princess Street to Queen Street



Montreal Street from Brock Street to Princess Street



Montreal Street from Princess Street to Queen Street



By-Law Number. 2016-XX

A By-Law to Amend By-Law Number 2010-128 “A By-Law to Regulate Parking”.

Passed: Month XX, 2016

The Council of The Corporation of the City of Kingston enacts as follows:

1. By-law No. 2010-128 of the Corporation of the City of Kingston entitled “A by-law to regulate parking”, as amended, is hereby further amended as follows:
 - 1.1 Schedule A-2, Accessible Parking Meter Zones on City Streets, is hereby amended by removing the following therefrom:

Schedule A-2:

Accessible Parking Meter Zones on City Streets

Maximum Time Limit: 3 Hours

9:30 a.m. to 5:30 p.m. Monday to Saturday except holidays

Street	Side	From
Montreal Street	East	25.3 metres north of Princess Street northerly 6.1 metres
Princess Street	South	77.7 metres west of Montreal Street westerly 13.7 metres
Princess Street	North	17.4 metres west of Bagot Street westerly 6.1 metres
Princess Street	North	5.7 metres west of Montreal Street westerly 5.5 metres
Sydenham Street	West	39.3 metres north of Princess Street northerly 7.3 metres
Sydenham Street	East	12.2 metres north of Princess Street northerly 6.1 metres

- 1.2 Schedule A-2, Accessible Parking Meter Zones, is hereby amended by adding the following hereto:

Schedule A-2:

Accessible Parking Meter Zones on City Streets

Maximum Time Limit: 3 Hours

9:30 a.m. to 5:30 p.m. Monday to Saturday except holidays

Street	Side	From
Clergy Street	East	27.7 metres north of Princess Street northerly 6.1 metres
Montreal Street	East	28.3 metres north of Princess Street northerly 6.1 metres
Princess Street	South	83.8 metres west of Montreal Street westerly 18 metres
Sydenham Street	East	40 metres north of Princess Street northerly 6.1 metres

- 1.3 Schedule D-4, Commercial Loading Zones within the Central Business District, is hereby amended by removing the following therefrom:

Schedule D-4:

**Commercial Loading Zones within the Central Business District
Monday to Friday
7:00 a.m. to 2:00 p.m.**

Street	Side	From
Montreal Street	East	12.2 metres south of Princess Street southerly 6.1 metres
Princess Street	South	4.7 metres west of Sydenham Street westerly 24 metres
Princess Street	South	11.3 metres west of Montreal Street westerly 7.9 metres
Sydenham Street	East	18.3 metres north of Princess Street northerly 11.3 metres

- 1.4 Schedule D-4, Commercial Loading Zones within the Central Business District, is hereby amended by adding the following hereto:

Schedule D-4

**Commercial Loading Zones within the Central Business District
Monday to Friday
7:00 a.m. to 2:00 p.m.**

Street	Side	From
Montreal Street	East	7.4 metres south of Princess Street southerly 8.8 metres
Princess Street	South	112 metres east of Clergy Street easterly 11.2 metres
Princess Street	South	53.3 metres west of Montreal Street westerly 6 metres

- 1.5 Schedule F-1, No Parking at any time, is hereby amended by removing the following therefrom:

Schedule F-1

No Parking at Any Time

Street	Side	From
Princess Street	North	Montreal Street easterly 50 metres
Princess Street	Both	54.9 metres west of Montreal Street westerly 22.9 metres
Princess Street	South	105.8 metres west of Montreal Street westerly 24.4 metres

1.6 Schedule F-1, No Parking at any time, is hereby amended by adding the following hereto:

**Schedule F-1
No Parking at any time**

Street	Side	From
Princess Street	South	59.3 metres west of Montreal Street westerly 24.5 metres

1.7 Schedule F-2, No Stopping Zones, is hereby amended by adding the following hereto:

**Schedule F-2
No Stopping Zones**

Street	Side	From
Montreal Street	West	Princess Street northerly 12.3 metres
Montreal Street	East	Princess Street northerly 14.1 metres
Princess Street	North	Clergy Street westerly 16.8 metres
Princess Street	South	Clergy Street westerly 17 metres
Princess Street	North	56.4 metres east of Clergy Street easterly 18.7 metres
Princess Street	North	Sydenham Street westerly 17.3 metres
Princess Street	South	Clergy Street easterly 20.3 metres
Princess Street	South	68.3 metres east of Clergy Street easterly 19.7 metres
Princess Street	North	Sydenham Street easterly 23.1 metres
Princess Street	North	53.1 metres east of Sydenham Street easterly 20.2 metres
Princess Street	North	Montreal Street westerly 16.9 metres
Princess Street	South	Montreal Street westerly 17.3 metres
Princess Street	South	101.8 metres west of Montreal Street westerly 16.8 metres
Princess Street	North	Montreal Street easterly 13.8 metres
Princess Street	South	Montreal Street easterly 20.8 metres
Princess Street	North	37.8 metres east of Montreal Street easterly 18.9 metres
Princess Street	North	Bagot Street westerly 17.4 metres
Princess Street	South	56.8 metres east of Montreal Street easterly 15.7 metres
Sydenham Street	Both	Princess Street northerly 37 metres

- 1.8 Schedule G-1, Limited Term Parking Zones, is hereby amended by removing the following therefrom:

Schedule G-1
Limited-Term Parking Zones

Street	Side	From	Times	Limit
Montreal Street	East	7.4 metres south of Princess Street southerly 8.8 metres	Mon to Fri 2 pm to 6 pm; Saturday 8 am to 6 pm	5 minutes
Princess Street	North	18.3 metres east of Clergy Street easterly 7.6 metres	Mon to Sun	5 minutes
Princess Street	South	7.6 metres west of Clergy Street westerly 6.1 metres	Mon to Sun	5 minutes
Princess Street	North	10.7 metres west of Bagot Street westerly 10.7 metres	Mon to Sun	5 minutes
Princess Street	South	28.9 metres west of Bagot Street westerly 7.6 metres	Mon to Fri 4 pm to 6 pm; Saturday 8 am to 6 pm	5 minutes
Princess Street	South	11.3 metres west of Montreal Street westerly 7.9 metres	Mon to Fri 2 pm to 6 pm; Saturday 8 am to 6 pm	5 minutes
Princess Street	North	38.7 metres east of Montreal Street easterly 12.8 metres	Mon to Fri 2 pm to 6 pm; Saturday 8 am to 6 pm	5 minutes
Princess Street	South	4.7 metres west of Sydenham Street westerly 24 metres	Mon to Fri 2 pm to 6 pm; Saturday 8 am to 6 pm	5 minutes
Sydenham Street	East	22.2 metres north of Princess Street northerly 11.3 metres	Mon to Fri 2 pm to 6 pm; Saturday 8 am to 6 pm	5 minutes

- 1.9 Schedule G-1, Limited Term Parking Zones, is hereby amended by adding the following hereto:

Schedule G-1
Limited-Term Parking Zones

Street	Side	From	Times	Limit
Montreal Street	East	12.2 metres south of Princess Street southerly 6.1metres	Mon to Fri 2 pm to 6 pm; Saturday 8 am to 6 pm	5 minutes
Princess Street	South	112 metres east of Clergy Street easterly 11.2 metres	Mon to Fri 2 pm to 6 pm; Saturday 8 am to 6 pm	5 minutes
Princess Street	South	53.3 metres west of Montreal Street westerly 6 metres	Mon to Fri 2 pm to 6 pm; Saturday 8 am to 6 pm	5 minutes
Princess Street	North	20.5 metres east of Clergy Street easterly 6 metres	Mon to Sun	5 minutes

2. This By-Law shall come into force and take effect when required signage and equipment has been installed.

Given First and Second Readings Month XX, 2016

Given Third Reading and Passed Month XX, 2016

(Signed)

John Bolognone
City Clerk

Bryan Paterson
Mayor