



**City of Kingston  
Report to Council  
Report Number 15-220**

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**To:** Mayor and Members of Council

**From:** Denis Leger, Commissioner, Transportation, Facilities and  
Emergency Services

**Resource Staff:** Sheila Kidd, Director, Transportation Services

**Date of Meeting:** May 5, 2015

**Subject:** Williamsville Area - Parking By-Law Amendments

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**Executive Summary:**

A variety of on-street parking changes are required to support the implementation of cycling lanes on Princess Street, between Macdonnell and Division Streets. This report requests approval of amendments to By-Law 2010-128, "A By-Law to Regulate Parking", to add or change parking regulations in this area, both on Princess Street and the side streets. When the cycling lanes are added, a total of 66 parking spaces will be removed from Princess Street, between Macdonnell and Division Streets. To help offset this reduction, 50 on-street spaces will be converted to short-term, metered parking on the side streets in this area. There are also a series of other minor changes related to the accessible spaces, the addition of one 5-minute space, the reduction in size of a taxi zone, and a minor change regarding the times applied to commercial loading zones to help optimize the use of these spaces.

The changes being recommended in this report have been shared with members of the public through public information sessions, and direct consultation with the Municipal Accessibility Advisory Committee and Kingston Access Bus. The information related to parking removals on Princess Street and the conversion of spaces on the side streets has been available on the City's website since mid-February. The required By-Law amendments are being presented for approval at this time to support the implementation of cycling lanes in spring/summer 2015.

**Recommendation:**

**That** a By-Law be presented to amend City of Kingston By-Law 2010-128, "A By-Law to Regulate Parking", as amended, as per Exhibit A in Council Report 15-220.

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**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 Commissioners:**

Cynthia Beach, Corporate & Strategic Initiatives

Not required.

Lanie Hurdle, Community Services

Jim Keech, President and CEO, Utilities Kingston

Desiree Kenney, Chief Financial Officer

Not required.

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**Options/Discussion:****Background**

In support of the *Williamsville Main Street Study*, reconstruction of Princess Street, between Bath Road and Macdonnell Street, was essentially completed in 2014. The work in this section of Princess Street included the addition of buffered cycling lanes, in accordance with the preferred design concept, as presented in report EITP-13-015. This report, which was presented to the Environment, Infrastructure and Transportation Policies Committee on August 6, 2013, included the following recommendation with regard to the section of Princess Street between Macdonnell and Division:

*THAT interim cycling facilities through the use of temporary pavement markings be used to create cycling facilities on the section of Princess Street from Macdonnell Street to Division Street until this section of Princess Street is reconstructed.*

The purpose of this report is to recommend the parking changes necessary to accomplish this directive from Council.

**Parking Plan to Offset Parking Space Reductions on Princess Street**

There are currently 121 parking spaces on Princess Street, between Macdonnell and Division. This number will be reduced to 50 spaces to accommodate the addition of cycling lanes (in the 66 spaces) and dedicated left-turn lanes (5 spaces).

Conveniently located parking spaces are critical to support commercial land use. To offset the reduced parking on Princess Street, staff developed a plan that identifies and protects spaces on the side streets, within 100 metres of Princess Street, that can be converted to short-term parking. The distance of 100 metres was chosen as short-term parkers generally only tolerate a 2-3 minute walk to their destination.

Over the past several months, staff conducted a block-by-block analysis of the area to confirm the existing supply, to better understand the demand and occupancy of the on-street supply and identify how to optimize the on-street parking inventory in the area. This analysis confirmed that there are 92 spaces on side streets, within the 100-metre designation, that can be converted to short-term parking. Staff is recommending that 50 of the side street spaces be converted now and the remaining 42 spaces can be converted in the future, as the area develops and the demand for parking increases.

**Parking By-Law Amendments**

The Parking By-Law amendments represented in Exhibit A address the changes required to support the removal and relocation of metered parking spaces on Princess Street, the addition of designated spaces on side streets, changes to accessible parking spaces, changes to commercial loading zones, and miscellaneous changes such as the reduction of a taxi stand zone and the addition of a 5-minute pick-up/drop-off space. The changes are summarized as follows:

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Parking Removals/Relocates

- A series of changes to parking meter zones on Princess Street are being recommended, primarily to accommodate the addition of cycling lanes and dedicated left turn lanes.

Parking Additions

- New meter zones are being added on side streets, primarily by converting spaces that are currently unregulated or have time-of-day restrictions to metered spaces.

Accessible Parking Spaces

- The existing space on the south side of Princess Street, between Frontenac Street and Alfred Street, must be relocated to accommodate a dedicated left turn lane. This space will move to Alfred Street, on the west side, 9 metres south of Princess Street.
- The accessible space on the north side of Princess Street between Division and University (in front of Shopper's Drug Mart) is being removed to accommodate the cycling lane. This space was designated several years ago when the Veterans' Affairs Office was located at 449 Princess Street. Veterans' Affairs has since relocated and the building is currently unoccupied. The meter data for this accessible space indicates that it is occupied an average of only 4% per day during the days and times when payment is required (Monday to Saturday, 9:30 a.m. to 5:30 p.m.). This translates to approximately 20 minutes out of an 8-hour time period. Based on this information, and given that Shopper's Drug Mart has 2 accessible spaces within their parking lot, it has been determined that this accessible space is not required at this time. This may be reassessed at a future date if the property at 449 Princess Street becomes occupied and demand for an accessible space is created.
- The accessible space on the south side of Princess Street, mid-block between Division Street and University Avenue (in front of the Heart Clinic at 460 Princess Street), will remain in this block but will be relocated to the western end of the parking row to improve access for loading and unloading passengers with mobility devices.

Commercial Loading Zones

- There are currently 3 commercial loading zones on this section of Princess Street, all 7.6 meters in length and all located on the north side; just east of Frontenac Street, just east of Chatham Street, and mid-block between University Avenue and Division Street. The mid-block loading zone will be displaced by a cycling lane. The loading zones just east of Frontenac Street and just east of Chatham Street can be retained, as the parking supply on these block sides will not be impacted when cycling lanes are added. It is further proposed that the times that currently apply to these loading zones be changed to align with the times in effect in the commercial loading zones in the downtown business district, specifically, Monday to Friday, 7:00 a.m. to 2:00 p.m., with the curb space converting to 5-minute parking between 2:00 p.m. and 6:00 p.m. weekdays, and on Saturdays between 8:00 a.m. and 6:00 p.m.

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### Miscellaneous Changes

- One 5-minute space is being added on Victoria Street, north of Princess Street. This 5-minute space will accommodate very short-term parking needs (pick-ups, drop-offs and quick deliveries) in the Williamsville area.
- Currently, 5 metered parking spaces on the south side of Princess Street, mid-block between University Avenue and Alfred Street, convert to taxi parking only between 10:00 p.m. and 3:00 a.m. to service the nightclub at this location. The implementation of cycling lanes will reduce the metered parking to 3 spaces at this location, requiring a corresponding reduction in the length of the taxi stand zone and a shift in the taxi stand 18 metres to the west.
- On some side streets intersecting Princess Street, sections where time-restriction parking is currently in effect, along with other sections where time restrictions were scheduled to come into effect in conjunction with the Area B on-street permit program, are being replaced with metered parking.

### **Public Consultation**

Information regarding the proposed changes and detailed maps were posted on the City's website in mid-February. Two public information sessions were held at the Princess Street United Church at 484 Albert Street on February 25, 2015. An online forum was also held on February 25, 2015 to allow for discussion with people who were unable to attend a session. Notice of the pending changes was delivered to businesses and residents in the area and electronic boards were placed on Princess Street to promote the information sessions. A total of 18 members of the public attended the sessions.

There is general support for the plan, as most blocks on Princess Street have an adequate number of parking spaces being converted to short-term around the corner on the side streets. Concern has been expressed about the total number of parking spaces being reduced on the block of Princess Street between University Avenue and Division Street. The 28 existing metered spaces in this block will be reduced to 13. This reduction will be partially offset by converting 8 spaces around the corner on University Avenue to short-term parking.

The public will be notified in advance of line painting and parking changes.

This area will be monitored to determine the impact of the proposed changes and any additional demand that may be created by the development that is currently underway at University and Princess Street. If the parking supply in this block is found to be inadequate, staff will explore other options to address the concerns.

### **Existing Policy/By-Law:**

By-Law 2010-128 – A By-Law to Regulate Parking

By-Law 2003-209 – A By-Law to Regulate Traffic

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**Notice Provisions:**

Not Applicable.

**Accessibility Considerations:**

Staff attended the April 2015 meeting of the Municipal Accessibility Advisory Committee (MAAC) to discuss accessible parking in Williamsville. Staff also consulted Kingston Access Bus (KAB) to advise of the proposed changes and to better understand their needs. Input from MAAC and KAB has been incorporated into the regulations being proposed.

An alternate accessible format of the exhibit may be available on request.

**Financial Considerations:**

There are sufficient funds in the approved Parking budget to supply the parking meters for the new metered areas. Enforcement resources are already assigned to this area so no additional resources are required to support the recommended changes.

**Contacts:**

Sheila Kidd, Director, Transportation Services 613-546-4291, Extension 2221  
Paula Nichols, Manager, Parking Operations 613-546-4291, Extension 2392

**Other City of Kingston Staff Consulted:**

Greg McLean, Policy & Program Coordinator  
Dan Franco, Supervising Engineer  
Cheryl Hitchen, Manager, Social Policy & Strategic Community Development  
Brandi Timpson, Supervisor, Parking Enforcement  
Chris Sleeth, Traffic Supervisor

**Exhibits Attached:**

Exhibit A – Parking By-Law Amendments

**By-Law Number 2015-XX**

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

**Passed:** Meeting date, 2015

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

1. By-Law Number 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-1, Parking Meter Zones on City Streets, is hereby amended by **removing** the following therefrom:

**SCHEDULE A-1  
PARKING METER ZONES ON CITY STREETS  
ZONE C  
PART ONE  
Maximum Time Limit: 3 Hours  
9:30 a.m. to 5:30 p.m., Monday to Saturday  
Except Holidays**

Street	Side	From
Princess Street	South	Macdonnell Street to Victoria Street
Princess Street	North	Smith Street to Victoria Street
Princess Street	Both	Victoria Street to Nelson Street
Princess Street	Both	Nelson Street to Albert Street
Princess Street	Both	Albert Street to Frontenac Street
Princess Street	Both	Frontenac Street to Alfred Street
Princess Street	North	Alfred Street to Chatham Street
Princess Street	South	Alfred Street to University Avenue
Princess Street	North	Chatham Street to Division Street
Princess Street	South	University Avenue to Division Street
Macdonnell Street	West	24.4 metres north of Princess Street 18.3 metres northerly

- 1.2 Schedule A-1, Parking Meter Zones on City Streets, is hereby amended by **adding** the following hereto:

**SCHEDULE A-1  
PARKING METER ZONES ON CITY STREETS  
ZONE C  
PART ONE**

**Maximum Time Limit: 3 Hours  
9:30 a.m. to 5:30 p.m., Monday to Saturday  
Except Holidays**

<b>Street</b>	<b>Side</b>	<b>From</b>
Princess Street	South	48.5 metres east of Macdonnell Street to 94 metres west of Victoria Street
Princess Street	North	13 metres west of Nelson Street 24.4 metres westerly
Princess Street	North	31 metres east of Nelson Street to 62 metres east of Nelson Street
Princess Street	North	21 metres west of Frontenac Street to 74 metres west of Frontenac Street
Princess Street	North	15.2 metres east of Frontenac Street to 54.9 metres west of Alfred Street
Princess Street	North	15 metres west of Chatham Street 12.2 metres westerly
Princess Street	North	From 62 metres west of Division Street 36.6 metres westerly
Princess Street	South	From 48 metres east of Alfred Street to 80 metres east of Alfred Street
Princess Street	North	15.2 metres east of Chatham Street to 33.4 metres east of Chatham Street
Princess Street	South	131 metres west of Division Street 42.7 metres westerly
Macdonnell Street	West	24.4 metres north of Princess Street to South Bartlett Street
Macdonnell Street	East	17 metres south of Princess Street 12.2 metres southerly
University Avenue	East	45.7 metres south of Princess Street to Garrett Street
Victoria Street	West	36.1 metres north of Princess Street to South Bartlett Street
Victoria Street	East	Princess Street to Durham Street
Nelson Street	East	21.4 metres south of Princess Street 6.1 metres southerly
Nelson Street	West	19 metres south of Princess Street 6.1 metres southerly



Street	Side	From
Frontenac Street	West	Princess Street 45 metres northerly
Frontenac Street	West	13 metres south of Princess Street 40 metres southerly
Frontenac Street	East	15 metres south of Princess Street 34 metres southerly
Alfred Street	West	31.5 metres north of Princess Street 18.3 metres northerly

- 1.3 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
Princess Street	North	31.1 metres west of Division Street westerly 6.1 metres
Princess Street	South	140.2 metres west of Division Street westerly 6.7 metres
Princess Street	South	11.3 metres west of Alfred Street westerly 5.5 metres

- 1.4 Schedule A-2, Accessible Parking Meter Zones on City Streets, 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
Alfred Street	West	9 metres south of Princess Street 6.1 metres southerly
Princess Street	South	167 metres west of Division Street westerly 6.7 metres

1.5 Schedule D-1, Taxi Stand Zones, is hereby amended by **removing** the following therefrom:

**SCHEDULE D-1  
TAXI STAND ZONES**

Street	Side	From	Days	Times
Princess Street	South	70.1 metres west of University Avenue to 69.5 metres west of Alfred Street	Daily	10:00 p.m. to 3:00 a.m.

1.6 Schedule D-1, Taxi Stand Zones, is hereby amended by **adding** the following hereto:

**SCHEDULE D-1  
TAXI STAND ZONES**

Street	Side	From	Days	Times
Princess Street	South	48 metres east of Alfred Street to 80 metres east of Alfred Street	Daily	10:00 p.m. to 3:00 a.m.

1.7 Schedule D-4, Commercial Loading Zones, is hereby amended by **removing** the following therefrom:

**SCHEDULE D-4  
OTHER COMMERCIAL LOADING ZONES**

Street	Side	From	Days	Times
Princess Street	North	7.6 metres east of Frontenac Street easterly 7.6 metres	Mon to Sat	8:00 a.m. to 6:00 p.m.
Princess Street	North	75.4 metres east of University Street easterly 7.6 metres	Mon to Sat	8:00 a.m. to 6:00 p.m.
Princess Street	North	7.6 metres east of Chatham Street easterly 7.6 metres	Mon to Sat	8:00 a.m. to 6:00 p.m.

- 1.8 Schedule D-4, Commercial Loading Zones, 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
Princess Street	North	7.6 metres east of Frontenac Street easterly 7.6 metres
Princess Street	North	7.6 metres east of Chatham Street easterly 7.6 metres

- 1.9 Schedule F-1, No Parking Zones, is hereby amended by **removing** the following therefrom:

**SCHEDULE F-1  
NO PARKING AT ANY TIME**

Street	Side	From
Alfred Street	West	Princess Street northerly 51.8 metres
Nelson Street	East	Princess Street to Johnson Street
Princess Street	North	Division Street westerly 31.1 metres
Princess Street	South	Division Street westerly 115.8 metres
Victoria Street	Both	Durham Street to Princess Street

- 1.10 Schedule F-1, No Parking Zones, is hereby amended by **adding** the following hereto:

**SCHEDULE F-1  
NO PARKING AT ANY TIME**

Street	Side	From
Alfred Street	West	Princess Street northerly 31.5 metres
Nelson Street	East	27.5 metres south of Princess Street to Johnson Street

Street	Side	From
Princess Street	North	Macdonnell Street to Victoria Street
Princess Street	South	Victoria Street to Nelson Street
Princess Street	South	Nelson Street to Albert Street
Princess Street	South	Albert Street to Frontenac Street
Princess Street	South	Frontenac Street to Alfred Street
Princess Street	North	33.4 metres east of Chatham Street to 98.6 metres west of Division Street
Princess Street	South	University Avenue to 80 metres east of Alfred Street
Princess Street	South	Alfred Street 48 metres easterly
Princess Street	North	Division Street westerly 62 metres
Princess Street	South	Macdonnell Street 48.5 metres easterly
Princess Street	South	Victoria Street 94 metres westerly
Princess Street	South	Division Street westerly 131 metres
Victoria Street	West	Durham Street to Princess Street

1.11 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
Victoria Street	West	30 metres north of Princess Street 6.1 metres northerly	Monday to Sunday	5 minutes
Princess Street	North	7.6 metres east of Frontenac Street easterly 7.6 metres	Monday to Friday 2:00 p.m. to 6:00 p.m. Saturday 8:00 a.m. to 6:00 p.m.	5 minutes
Princess Street	North	7.6 metres east of Chatham Street easterly 7.6 metres	Monday to Friday 2:00 p.m. to 6:00 p.m. Saturday 8:00 a.m. to 6:00 p.m.	5 minutes

1.12 Schedule G-2, Daytime Parking Prohibitions, is hereby amended by **removing** the following therefrom:

**SCHEDULE G-2  
DAYTIME PARKING PROHIBITIONS**

Street	Side	From	Days	Time
Frontenac Street	Both	Mack Street to Princess Street	Monday to Friday	9:00 - 10:00 a.m. and 1:00 - 2:00 p.m.
Nelson Street	West	Princess Street to Johnson Street	Monday to Friday	9:00 - 10:00 a.m. and 1:00 - 2:00 p.m.
University Avenue	East	Brock Street to 45.7 metres south of Princess Street	Monday to Friday	10:00 -11:00 a.m. and 2:00 – 3:00 p.m.
Victoria Street	East	64 metres north of Princess Street to 18.3 metres south of Concession Street	1 <sup>st</sup> to 15 <sup>th</sup> day of month	8:00 a.m. (1 <sup>st</sup> ) to 11:00 p.m. (15 <sup>th</sup> )
Victoria Street	West	64 metres north of Princess Street to 18.3 metres south of Concession Street	16 <sup>th</sup> to last day of month	8:00 a.m. (16 <sup>th</sup> ) to 11:00 p.m. (last)
Victoria Street	East	30.5 metres north of Princess Street northerly 33.5 metres	1 <sup>st</sup> to 15 <sup>th</sup> day of month	8:00 a.m. (1 <sup>st</sup> ) to 11:00 p.m. (15 <sup>th</sup> )
Victoria Street	West	30.5 metres north of Princess Street northerly 33.5 metres	16 <sup>th</sup> to last day of month	8:00 a.m. (16 <sup>th</sup> ) to 11:00 p.m. (last)

1.13 Schedule G-2, Daytime Parking Prohibitions, is hereby amended by **adding** the following hereto:

**SCHEDULE G-2  
DAYTIME PARKING PROHIBITIONS**

Street	Side	From	Days	Times
Frontenac Street	East	Mack Street to 51.4 metres south of Princess Street	Monday to Friday	9:00 -10:00 a.m. and 1:00 – 2:00 p.m.
Frontenac Street	West	Mack Street to 55.2 metres south of Princess Street	Monday to Friday	9:00 -10:00 am and 1:00 – 2:00 pm
Nelson Street	West	41.3 metres south of Princess Street to Johnson Street	Monday to Friday	9:00 -10:00 a.m. and 1:00 – 2:00 pm

Street	Side	From	Days	Times
University Avenue	East	Brock Street to Garrett Street	Monday to Friday	10:00 -11:00 a.m. and 2:00 -3:00 p.m.
Victoria Street	East	From South Bartlett Street to 18.3 metres south of Concession Street	1 <sup>st</sup> to 15 <sup>th</sup> day of month	8:00 a.m. (1 <sup>st</sup> ) to 11:00 p.m. (15 <sup>th</sup> )
Victoria Street	West	From South Bartlett Street to 18.3 metres south of Concession Street	16 <sup>th</sup> to last day of month	8:00 a.m. (16 <sup>th</sup> ) to 11:00 p.m. (last)

2. This By-Law shall come into force and take effect upon installation of required signage and equipment.

Given First and Second Readings Month XX, 2015

Given Third Reading and Passed Month XX, 2015

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**John Bolognone**  
City Clerk

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**Bryan Paterson**  
Mayor