

## REVISED PARKING POLICY WORK PLAN

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### EXECUTIVE SUMMARY

This report updates the proposed Parking Policy 2015-2018 Work Plan. After discussions with the Mayor's Office, several projects are proposed to be accelerated beyond their original schedule, including projects originally planned for completion beyond 2018. The new work plan, with resource requirements, is as follows:

#### **MODULE 1 (Accelerated to 2015-2017 – 1 FTE, two-year limited term)**

- Downtown Parking Policies
  - Downtown parking strategy review, limousine and short-stay parking

#### **MODULE 2 (Accelerated to 2015-2017 – 1 FTE, two-year limited term)**

- Residential Parking Policies
  - Residential parking permit program and secondary suite parking

#### **MODULE 3 (Standard for 2015-2018 – 1 FTE, existing)**

- Activity Centre and Corridor Parking Policies
  - Corridors, Transit-oriented Development, and Business Revitalization Zones
- Other Parking Policy Work
  - Carshare, green infrastructure, candidate commercial areas for paid parking

Acceleration of the work plan will improve the ability of staff to integrate the policy recommendations between each module. Several pilot projects, including employee and/or daytime customer parking in residential areas and potential enhancements to parking in a business area, will also inform the development of these policies.

Given current staff resources, acceleration of modules 1 and 2 would require two limited term full-time equivalents (FTEs) that are not currently budgeted. Another two-year limited term FTE will be required for the Planning, Development and Assessment Department to support the acceleration of the work plan. In addition, approximately \$800,000 in consulting fees and a further \$400,000 for public engagement would be needed.

### ADMINISTRATION RECOMMENDATIONS

That the SPC on Transportation & Transit recommend that Council:

1. Approve the proposed Parking Policy 2015-2018 Work Plan (Attachment 1).
2. Direct Administration to enter into agreements with industry and the Calgary Parking Authority to secure new funding that will enable acceleration of the Parking Policy 2015-2018 Work Plan.
3. Direct Administration to report back to Council during the 2014 November Action Plan 2015-2018 budget deliberations on the status of funding from industry and the Calgary Parking Authority, and to highlight any remaining funding gaps.

### PREVIOUS COUNCIL DIRECTION / POLICY

On 2014 July 28, Council provided the following direction to refer report TT2014-0339: Update on Parking Policy Initiatives back to Administration:

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REFER, Moved by Councillor Demong, Seconded by Councillor Pootmans, that Report TT2014-0339 be referred to the Administration, for further refinement, in consultation with the Mayor's Office, to return to Council through the SPC on Transportation and Transit no later than 2014 October 10.

### **BACKGROUND**

Report TT2014-0339 provided an update on recent parking policy initiatives, and a recommended work plan for new parking policy projects. Discussions with members of Council and the Mayor's Office have led Administration to revise the work plan in order to accelerate several priority projects. Administration was also asked to identify any additional resources (staff or consultants) that would be required to accelerate these projects.

### **INVESTIGATION: ALTERNATIVES AND ANALYSIS**

In coordination with the Mayor's Office, Administration began refining the Parking Policy 2015-2018 Work Plan by grouping parking policy projects into 'Downtown', 'Residential', 'Activity Centre and Corridors' and 'Other' modules. The modules were identified primarily based on the similar nature the projects, but also to fit within the scope of work for an individual FTE. The modules and projects are summarized as follows:

#### **MODULE 1 (Accelerated to 2015-2017 – 1 FTE, two-year limited term)**

- Downtown Parking Policies
  - Comprehensive downtown parking strategy review
  - Limousine parking at fire hydrants
  - Short-stay parking provisions

#### **MODULE 2 (Accelerated to 2015-2017 – 1 FTE, two-year limited term)**

- Residential Parking Policies
  - Review of residential parking permit program
  - Parking for secondary suites

#### **MODULE 3 (Standard for 2015-2018 – 1 FTE, existing)**

- Activity Centre and Corridor Parking Policies
  - Corridor parking (in coordination with Local Area Planning and Implementation)
  - Parking requirements at TOD areas, including park and ride
  - Review of potential cash-in-lieu program for BRZs
  - Parking revenue allocation
- Other Parking Policy Work
  - Carshare parking policy
  - Green infrastructure for parking facilities
  - Identifying candidate commercial areas for on-street paid parking

Acceleration of the work plan will improve the ability of staff to integrate the policy recommendations between each module. The previous work plan contained in report TT2014-0339 spread these policy projects more sequentially over more than four years, based on current resource constraints. With all three modules running in parallel, staff will be able to coordinate ideas and policy direction in real time.

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Several pilot projects will also be undertaken early in the four year work plan. These projects will be completed in partnership with the Calgary Parking Authority, and will inform policy development for the remainder of the work plan. The first pilot project will engage the public to test different options for employee parking and/or daytime customer parking in residential areas. The second will evaluate parking needs, and possible options to increase parking supply, in a business area.

Administration has commenced work on a new carshare parking policy which is included in module 3 of the work plan. Due the rapid growth of carsharing in Calgary, the policy is required to help coordinate Administration's efforts to facilitate and manage the impacts of this new transportation option. Administration was also comfortable proceeding with this policy based on debate during the 2014 July 28 meeting of Council.

Ongoing parking strategy duties, such as development application review, representation on the Taxi and Limousine Advisory Committee, employee parking support, and strategic planning would be managed by City staff in addition to the three policy development modules.

Timelines for each project in the work plan are shown in Attachment 1. More detailed descriptions of each project are provided in Attachment 2. Completion of the overall work plan can be scaled to align with different levels of funding by adjusting the start and completion dates of each module.

Two new projects included in the work plan are a review of parking policy requirements for secondary suites (in the 'Residential' module) recommended by the Mayor's Office, and identifying new commercial areas across Calgary that should be considered for paid parking (in the 'Activity Centre and Corridors' module) recommended within Administration. The scope of the green infrastructure project has also been expanded to include field testing, monitoring and evaluation of different options. Accelerating the overall work plan will enable Administration to move more quickly on these projects, along with the previously identified projects.

The majority of the work in the 'Downtown' and 'Residential' modules was originally planned for later in the 2015-2018 timeframe, or beyond 2018. If the work plan is accelerated, these modules can be accelerated to allow completion of the projects by 2017. Acceleration is dependent on new funding for limited-term staff, consulting and engagement resources. The remainder of the projects from the original work plan are included in module 3, and could be completed in the 2015-2018 timeframe by the current Parking Strategist (some additional consulting funds would ideally be required).

Module 1 would require one limited-term FTE for two years, as well as funding for consulting work on cash-in-lieu parking calculations (originally planned for after 2018), and consulting analysis on roadway capacity (which will be beyond staff capacity in an accelerated scenario). Module 2 would require one limited-term FTE for two years, as well as funding to engage the public on changes to residential parking policies (which is beyond the capacity of Communications and Engagement staff in an accelerated scenario). Module 3 would require funding for consulting work on green infrastructure for parking facilities.

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An additional two-year limited term FTE will be required for the Planning, Development and Assessment (PDA) Department to support the acceleration of the work plan. This FTE will coordinate PDA's input for parking policies in all three modules, lead and/or undertake land use bylaw amendments, and work on development approval and implementation elements of the new policies for PDA.

Both industry and the Calgary Parking Authority (CPA) have expressed an interest in contributing funds to acceleration of the work plan.

### **Stakeholder Engagement, Research and Communication**

Administration engaged internal stakeholders in Transportation Planning, Roads, the CPA, Law and Planning, Development and Assessment on the revised work plan. The Mayor's Office and chairpersons of the SPC on Transportation and Transit were also engaged. Due to time constraints, only some external stakeholders were engaged. However, Administration has ongoing discussions with industry, Business Revitalization Zones and the Federation of Calgary Communities to assess project priorities.

### **Strategic Alignment**

This report aligns with Council priority 1M2.3 – "Implement the Council-approved Parking Policy Framework for Calgary". Completing many of the items in the proposed work plan will help implement several aspects of the Municipal Development Plan (MDP) and Calgary Transportation Plan (CTP).

### **Social, Environmental, Economic (External)**

The projects in the Parking Policy 2015-2018 Work Plan should provide a combination of social, environmental and economic benefits. For example, updating the residential parking permit program may improve some of the social aspects of neighbourhoods. Green infrastructure in parking lots could help reduce the environmental impacts of surface parking. A policy on parking revenue allocation towards reinvestment in business areas could potentially increase the business vitality of those areas and achieve MDP/CTP objectives.

### **Financial Capacity**

#### **Current and Future Operating Budget:**

Acceleration of module 1 would require a two-year limited term FTE (at \$150,000 per year) and approximately \$500,000 in consulting fees. Acceleration of module 2 would require a two-year limited term FTE (at \$150,000 per year) and up to \$400,000 in public engagement fees. Modifications to project timelines in module 3 would require an estimated \$300,000 in consulting fees. An additional two-year limited term FTE for PDA (at \$150,000 per year) will be required to support work in all three modules. None of these additional operating cost impacts are included in Transportation's or PDA's Action Plan 2015-2018 operating budgets. There may be potential for CPA and/or private industry to provide some or all of the necessary funding.

#### **Current and Future Capital Budget:**

The proposed work plan aligns with current resource levels.

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### Risk Assessment

If Council does not direct Administration to pursue the funding necessary to accelerate the Parking Policy Work Plan, Administration will adjust the start and end dates of each module, and proceed to complete each module as quickly as possible within the limitations of existing staff and budgets. The original work plan contained in the previous report TT2014-0339 was aggressive for a single staff person to achieve in the timelines specified. Delivery of the entire work plan by the current Parking Strategist would take significantly longer than four years to complete now that the priority and scope of projects in the work plan has increased.

If staff resources are not focused on a few key parking policy initiatives, there is an increased risk that Administration will only be able to make minimal progress on a wide variety of initiatives. This is a risk to The City's reputation, as stakeholders may be disappointed if significant progress is not made on initiatives of interest to them. Decisions made in absence of policy may generate inequity and not be aligned with The City's long term plans. An unfocussed approach will also have only minimal success at implementing the MDP and CTP.

Given the specialized skill set required for parking policy planning, it may be difficult to find qualified people to undertake the accelerated modules. This risk can be mitigated through effective supervision and mentorship within the Transportation Strategy division. Changes in project scope, or addition of further projects to the work plan, would strain the ability to provide effective mentorship.

The ability to accelerate the work plan as shown in Attachment 1 would be compromised if industry and/or the CPA are unable to contribute funding for the FTEs in Transportation and PDA, as well as the necessary consulting / engagement costs.

### REASONS FOR RECOMMENDATIONS:

This report fulfills Council's direction to refine the Parking Policy 2015-2018 Work Plan in consultation with the Mayor's Office. All of the projects in the work plan have previously been identified as priorities that advance the goals of the MDP, CTP and Parking Policy Framework. Addition of resources permits an earlier application of policies to influence development activity.

### ATTACHMENTS:

1. Proposed Parking Policy 2015-2018 Work Plan
2. Parking Policy Project Descriptions