



## POLICY

### POLICY STATEMENT

The objective of this policy is to guide the implementation of section 4.19 of the Traffic Bylaw by establishing criteria that identify where it is appropriate to install signage and enforce waterfront spillover parking restrictions.

### BACKGROUND

Spillover parking refers to the overuse of on-street parking in residential neighbourhoods by drivers seeking to access a nearby amenity. Spillover parking typically occurs because there is more demand for parking than available parking at the destination, or because the drivers are trying to avoid paying for parking.

This policy establishes criteria to identify where waterfront spillover parking controls are appropriate and thereby guide the location of signage. Instead of seeking Council approval to amend a schedule of the Traffic Bylaw every time a new location is added or subtracted, this approach enables staff to respond to resident concerns with more flexibility. A nimble response is essential because using the Resident Waterfront Parking Pass to restrict access to parking is a new strategy in the City of Barrie that has not been widely deployed before. Adjustments will be necessary to ensure the restrictions are having the intended impact while not unduly hindering Barrie resident's ability to host guests, contractors and homecare workers from out of town.

Spillover parking in other areas of the City will be dealt with using different tools, such as maximum time limits and limited parking during weekday business hours. This has been the standard approach to date and staff do not recommend a change in approach.

### DEFINITIONS

- **Waterfront Access Point:** A municipal park or beach with access to Kempenfelt Bay, including but not limited to Johnson's Beach, Centennial Beach, Minet's Point Park, Tyndale Park, Gables Park, Dock Road Park and Wilkins Park.
- **City of Barrie "Resident Waterfront Parking Pass":** A hangtag printed with the corporate design and issued by authorized City of Barrie staff in the year 2017 or beyond. Vehicles that display this hangtag are eligible for free parking in specific waterfront areas.

### APPLICATION

Targeting the peak times and areas where spillover typically occurs will minimize the impact on property owners near the waterfront. The criteria below described where "Permit Only Parking" or "No Parking Except by Permit" signage will be posted and when it will be enforced:

- **500 metres walking distance from a waterfront access point:** This catchment area was recommended by a parking consultant based on research by the Victoria Transportation Policy Institute. This distance is also supported by City of Barrie Planning standards, which typically use 500 metres as a benchmark for a 10 minute walking distance. The rationale is that the average person will not be willing to walk further than 500 metres to access their destination. There may be exceptional scenarios where this distance needs to be adjusted, based on local conditions such as slope, wind, amenities, etc. If the 500 metre walking distance terminates mid-street, then the entire block will be considered for spillover parking restrictions.
- **Summertime** (June 15<sup>th</sup> to September 15<sup>th</sup>): Spillover parking near the waterfront peaks during the summer season, when the weather is the most suitable for enjoying the widest range of waterfront activities.



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- **Daylight Hours** (9am – 9pm): Spillover parking near the waterfront peaks during daylight hours.

### Delegated Authority

Staff request that Council grant delegated authority to add or remove signs up to 1 km from a waterfront access point, on the condition the proposed adjustments receive approval from both the Executive Director of Access Barrie and the ward Councillor. For example, if feedback from property owners indicates the majority are in favour of extending the catchment area to 600 meters and this proposal receives approval from the Executive Director of Access Barrie and the ward Councilor, then staff can proceed with installing signage in this area.

### Annual Review Process

Staff will compile comments received throughout the summer season and consider potential adjustments to sign locations every year. Residents can request changes directly by completing the form attached in Appendix A. Applications will be reviewed between March 1<sup>st</sup> and April 30<sup>th</sup> every calendar year. This intake window ensures there will be sufficient time for technical review, engagement, manufacturing and installation of signage before the start of the summer season.

The application will be reviewed by staff in Transit and Parking Strategy, Enforcement and Operations. If the requested change is deemed feasible from a technical perspective, staff will proceed with engagement with the impacted property owners.

### Engagement

Staff will prepare a letter and comment sheet describing the proposed change, including a map showing existing and proposed parking restrictions, and mail it directly to property owners on the affected street. Property owners will be given at least two (2) weeks from the mail date to consider the proposal, request clarification from staff and provide comments. Comments will be accepted by mail, fax, email and online survey platforms.

Action will only be taken if the response rate exceeds the minimum threshold of 33% (ex. Letters are sent to 33 impacted properties and 11 unique property owners submit comments), and at least 66% of the respondents are in favour of the proposed change.

### Funding

The cost of manufacturing, installing and removing signs will be funded through the Parking Reserve. Signs will be reused as much as possible.

### RESPONSIBILITIES

The Transit and Parking Strategy department is responsible for administering the review and engagement process for Resident Requests. The Enforcement Services and Operations Departments are responsible for contributing technical expertise to the review process in a timely manner.

### REFERENCES AND RELATED POLICIES/FORMS

Traffic Bylaw 80-138A

### DEPARTMENT CONTACTS



Section: A09-Policies & Procedures  
Sub-section: TRANSIT & PARKING  
Policy #:

Subject: Waterfront Spillover  
Parking Policy  
Effective Date: January 1<sup>st</sup>, 2021  
Review Date:

## POLICY

Tyrell Turner, Manager of Business Services, Transit and Parking Strategy, ext. 5187

### APPENDICES

A – Sign Examples

B – Resident Request: Waterfront Spillover Parking Restrictions Review

**POLICY**

Appendix A



Appendix B

**RESIDENT REQUEST FORM –  
WATERFRONT SPILLOVER PARKING REVIEW**

As per Policy **INSERT #**, signs are installed in areas where on-street parking is permitted within a 500 metre walking distance of a waterfront access point. These signs restrict parking to vehicles displaying a valid City of Barrie “Resident Waterfront Parking Pass.” These restrictions are enforced from 9am-9pm, from June 15<sup>th</sup> to September 15<sup>th</sup> every year. They are intended to reduce the number of vehicles parking in residential neighbourhoods near the waterfront by making on-street parking unavailable to drivers that are not from Barrie. Residents can request a review of waterfront spillover parking restrictions in order to have signs added or removed from their street.

Name:	
Address incl. Postal Code:	
Telephone:	Email:

<b>Street for Review:</b>
Extent of Street (ex. Victoria Street between Lakeshore Drive and Sanford Street):
Requested Change (adding or removing signs):
Rationale:

The information provided above is complete and accurate. I have read and understand the Policy <b>INSERT #</b> .	
Signature:	Date:

