



## **Burlington Downtown Parking Advisory Committee Meeting**

### **Minutes**

Date: March 3, 2020  
Time: 8:30 am  
Location: 414 Locust Street (2nd floor boardroom)

#### **1. Members Present:**

Robert Steven (Chair), Councillor Lisa Kearns, Brian Dean, Kim Johnny, Andrew Pawlowsky, Pam Belgrade, Barry Glazier, Susan Morrissey, Kerry Davren, Vito Tolone

#### **2. Others Present:**

Mike Weir, Hayley Parkinson, Tracy O'Neil

#### **3. Members Regrets:**

Jenna Puletto

#### **4. Declarations of Interest:**

n/a

#### **5. Approval of Minutes:**

5.1 On motion, the minutes of the meeting held February 6, 2020 were approved as presented.

1st: Pam Belgrade

2nd: Andrew Pawlowsky

Carried

#### **6. Delegation(s):**

Gary Puppa

#### **7. Consent Items:**

n/a

## **8. Regular Items:**

8.1 Free P Parking meeting was scheduled to discuss the Free P Parking program. The review was based on the BDBA survey. The options considered were as follows:

- Option # 1: Cancel the Program
- Option # 2: Modify the Program
- Option #3: Status Quo

The presentation slides outlined each option, identified pros, cons, comments and enforcement impacts.

The preferred option identified in the presentation was “Modification of the program” which included: payments in lots, free on-street; change from 3 hours to 2 hours on-street; provide discounted rate for on-street parking as an incentive to accommodate additional downtown staff for the holidays.

Staffs response to the preferred option of “Modification of the program”: 2 hour time limit if implemented should be for the entire year to avoid confusion; no discounted passes; incorporate these changes in the by-law change.

The DPC discussed the pros and cons of all the three options presented. Comments were as follows:

### **Option # 1**

Would be difficult to reinstate once removed.

Is there a way to compare August, November and December. What is the experience to those coming down. Most December patrons are still surprised that there is free parking.

### **Option # 2:**

Change on-street parking to 2-hours only. On-street is premium parking.

Can people pay for parking before 9am?

Can variable rates be applied in the parking lots.

Must keep it simple as possible. Parking is confusing for people today, better communications to all if there is changes to times.

Out of 400 BDBA members only 51 completed the BDBA survey.

### **Option # 3:**

Status quo

### **Overall Comments**

The Free P Parking program was created for the downtown business to be competitive with other shopping venues and encourage people to shop local/downtown. The program has done what it was created for and has been successful. Is it time to sunset this program and put the money into other programs i.e. downtown beautification?

Regardless of the outcome, we need better communications. People still remove the wrapping in December to try and pay for parking. We need to communicate the success of program and that it has done what it was created to do.

The DPC will need to make a recommendation via a staff report which will be submitted to Council for review and approval.

Staff recommend that any changes be done at the same time as the Parking by-law update

Is there any way to offer promotional codes into machines or honk mobile to offer discounts to rates/parking if there is paid parking year-round.

There is a perception that people using the lots are not going to local businesses but are residents and employees. Do we need greater enforcement?

### **Motion by the Downtown Parking Committee**

Motion to pause the Free P Parking Program in December and request that staff review options such as discounted time periods, modifications to on-street time limits, recommendations for lot parking and bring back their findings to the June 4th, 2020 Downtown Parking Committee meeting.

Moved by: Susan Morrissey

Seconded by: Barry Glazier

**Carried**

## **9. Action Items:**

- Review options such as discounted time periods, modifications to on-street time limits, recommendations for lot parking.
- Parking Services staff to ensure that shutter times are open in the machines parking can be paid ahead of the 9 am enforcement time. Normally shutters times are open at 6am.
- Staff to review with vendor if: machines can be programed in ½ hour increments and if discount codes can be programed.
- City of Burlington Communications staff will be asked to assist a communication plan

**10. Additional Items:**

**10.1 Official Plan Update:**

The OP team has been working with SGL planning and design on the policies of the Downtown. These are the policies that will implement the precinct plan which was largely endorsed by Council in January. Jenna will be sharing copies of the policies with the DPC on March 23, 2020 and highlight relevance to the parking policies. The OP team would welcome any feedback from the DPC individually or as members of the downtown community by April 8, 2020. The policies will be forwarded for council's consideration on Tuesday, April 14, 2020.

**11. Other Business:**

June 4th meeting: Agenda item will be Permit/Occupancy Review

**12. Adjournment:**

Chair adjourned the meeting at 10:45 am.

Next meeting

June 4, 2020

8:30 am – 10:30 am

414 Locust Street, 2nd Floor Boardroom