



Burlington Downtown Parking Advisory Committee Meeting
Agenda

Date: September 16, 2021
Time: 8:30 am
Location: Virtual

Pages

1. **Declarations of Interest:**
2. **Election of Chair and Vice Chair:**
3. **Approval of Minutes:**
 - 3.1. Approve the minutes from the meeting held May 20, 2021 1 - 4
4. **Consent Items:**
 - 4.1. 2020/2021 Current Budget Review
 - 4.2. Monthly Permit Review/Occupancy Summary
5. **Regular Items:**
 - 5.1. Burlington's MTSA Project (Samantha Romlewski, Steve Lucas) 5 - 6
 - 5.2. PXO crossings in downtown
 - 5.3. 90 Minutes Free Parking - (Brian Dean)
 - 5.4. 20 Minute Free Curbside Pick-up Program (Brian Dean)
 - 5.5. Parking Needs Assessment Update (Kaylan Edgcumbe)
 - 5.6. Downtown Development Updates (Todd Evershed)
 - 5.7. Green Parking Lot Design Guidelines Update (Kaylan Edgcumbe)
 - 5.8. Electronic Parking Signs (Mike Weir)
 - 5.9. Upcoming and in Progress Committee Reports Related to Parking (Kaylan Edgcumbe)

6. Other Business:

7. Adjournment:



Burlington Downtown Parking Advisory Committee Meeting

Minutes

Date: May 20, 2021
Time: 8:30 am
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1. Members:

Robert Steven (Chair), Brian Dean, Barry Glazier, Jennifer Conforzi, Natalie Pierre, Kristene Smith

2. Others present:

Councillor Lisa Kearns, Hayley Parkinson, Todd Evershed, Mike Weir and Debbie Hordyk (Clerk)

3. Members regrets:

Kristene Smith, Kim Johnny, Susan Morrissey, Andrew Pawlowsky, Joe Gaetan

4. Declarations of Interest:

None.

5. Approval of Minutes:

5.1 Approve the Downtown Parking Committee minutes of February 11, 2021.

Moved by: Brian Dean

CARRIED

6. Delegations:

6.1 Laura Daly, Planner, Community Planning, presented regarding the Burlington Housing Strategy Project.

Laura provided an overview of the Burlington Housing Strategy project and asked for feedback from the Downtown Parking committee by email before Friday, June 4, 2021. (see attachment)

7. Consent Items:

Receive and file consent items:

Moved by: Brian Dean

7.1 2020/2021 Current Budget Review

7.2 Monthly Permit Review/Occupancy Summary

CARRIED

8. Regular Items:

8.1 Welcome new members and introductions:

Robert Steven led round table introductions, as this was first meeting for new members.

8.2 Advisory Committee orientation:

Debbie Hordyk provided an Advisory Committee orientation for new members, this also provided a refresher for existing members. (see attached presentation)

8.3 Pedestrian cross overs (PXO) in downtown update:

Councillor Kearns provided an update regarding pedestrian cross overs. The crossings have been well received in the community. Plans are underway for another crossing at the Elgin promenade - Elizabeth Street crossing.

8.4 90 minute free parking - review council decision:

The following motion was passed at Council on April 20, 2021:

90 minute waived parking fees (TS-05-21)

Approve the extension of the 90 minute waived parking fees pilot program by 6 months of continuous business operation in the “red zone” or a less restricted level and report back to Council at the October 2021 meeting cycle.

Due to the lockdown and the current environment the 90 minute program was not given an opportunity for a fair trial. This will allow time for true metrics to be gathered.

Items to consider and report back to Council on:

- What are the outcomes of the metrics? Did the program provide Pandemic relief? Was it a success?
- What is the vision for the future for free 90 minute parking?

- This is not a long term program - What does the BDA want?
- What is the public saying? How is the program viewed by the public?
Tenants are looking for feedback. Brian Dean will Draft a report for tenants and bring back comments to DPC committee.

8.5 Parking needs assessment update:

Trevor Clark, Transportation Planning Technologist provided an update regarding the Parking Needs Assessment Project.

Pucks will be installed by end of summer, this will enable staff to get a better read on space needs and availability.

The best recommendation is to hold off on the study, take a year to determine once the pucks are fully installed. Time and costs to hire a consultant are too high at the moment. Once the data is collected an RFP will go out for the consultant to review private lands for acquisition.

Requests to have paid visitor parking in new developments was not required in the past. Newer developments are requested to provide visitor parking. Demands from future developments shouldn't be as severe.

Private condos are allowed to have public paid parking on site, but it is not mandated by city parking standards.

Hayley will gather info parking across from Martini house – will Pearl hotel and restaurant impact existing availability?

8.6 Downtown development updates:

Todd Evershed, Urban designer, provided an update regarding Downtown developments.

8.7 Green parking lot design guidelines update:

Hayley advised that the consultant and internal staff are working on lot 3. Parking reserves funded a portion of the project. Some of the guidelines for green parking lot design are storm water mitigation, beautification, habitat sustainability. Next steps - Hayley will update DPC regarding planting of trees and flowers.

8.8 Electronic parking signs (Hayley Parkinson)

Hayley Parkinson advised that the electronic counters (sensors) in lots are not calibrated correctly – Staff are working with the provider with a proposed agreement and will report to council in July for approval to move

forward. – hope to install this summer. Stall by stall sensors with pucks will be installed, reserve will be used for this install.

Brian Dean suggest that the electronic signs on site in parking lots and garage not limited to just digits – scrolling marquee for messaging ? can the signage be enabled to send key messaging with wording?

9. Other Business:

9.1 Parking Garage:

Hayley Parkinson advised that have been complaints regarding loitering and loud vehicles in the parking garage. Staff are monitoring onsite security and will be holding them accountable. Transportation is on it and looking to rectify issues.

10. Adjournment:

Chair adjourned the meeting at 10:31 am

Correspondence from Samantha Romlewski, Planner City of Burlington, regarding Burlington's MTSA Project.

This purpose of this email is to provide an update on the City's planning work around the Aldershot, Burlington and Appleby GO Stations, referred to as the Major Transit Station Areas (MTSAs). We are currently working on the MTSA Area-Specific Planning Project to develop area-specific plans for the MTSAs which will guide future development and investment to create complete communities over the long-term. Please see the project webpage on [Get Involved Burlington](#).

Staff would like to extend the offer to provide a staff presentation at your next Advisory Committee meeting, if interested. I anticipate that staff can provide a 10 to 15-minute presentation with some additional time for questions and discussion, if needed.

Here is some information about the project:

- Area-specific planning work began through the Mobility Hubs Study in 2017. City staff worked on several technical studies and engaged with the public, stakeholders and agencies through the development of a vision, draft concepts and finally, draft precinct plans. In July 2018, staff brought draft precinct plans to Council for feedback. This work was preliminary and subject to change due to on-going technical studies, as well as community and stakeholder feedback. In early 2019, the Mobility Hubs Study was paused to focus on other priority initiatives that would impact the Mobility Hub study areas, including the City's Re-examination of the adopted Burlington Official Plan, the Interim Control Bylaw Land Use Study, and the Region's Municipal Comprehensive Review (MCR).
- Area-specific planning for the GO Station MTSAs (formerly Mobility Hubs Study) has resumed as the MTSA Area-Specific Planning Project. The project will build upon and advance the work undertaken through the Mobility Hubs Study. The scope of work is anticipated to be completed by December 2022. This includes:
 - o further public and stakeholder engagement starting this Fall on the preliminary preferred precinct plans to build the recommended precinct plans,
 - o the completion of all required technical studies,
 - o completion of three (3) area-specific plans,
 - o implementing Official Plan and Zoning Bylaw amendments, and
 - o other implementation strategies as required
- There have been two notable events over the past few months, including:
 - o May 17th Council Workshop – City staff provided an overview of area-specific planning work undertaken through the Mobility Hubs Study 2017-2018 and a preliminary overview of MTSA Area-Specific Planning workplan, timing and engagement. Please see the May 17 Council Workshop Meeting [Revised Agenda](#) for a copy of the [staff presentation](#) and video of the meeting.

- June 8th Community Planning, Regulation and Mobility (CPRM) Committee Meeting – City staff delivered a draft project workplan for approval and present a draft public engagement plan. Please see the June 8th [CPRM Meeting Addendum](#) for a copy of staff report [PL-27-21](#), report appendices, [staff presentation](#) and video of the meeting.

Thank you very much,
Samantha