

## **COMMUNICATION 132011**

Received From: Guy Bourgon, Director of Public Works  
Addressed To: Committee of the Whole  
Date: December 08, 2020  
Topic: Accommodations for Winter Visitor Parking

### **BACKGROUND**

There has been recent interest amongst members of Council with regard to providing some form of winter overnight parking area to accommodate guests of property owners who may not have sufficient driveway/garage space for additional overnight vehicles.

### **DISCUSSION:**

Under Traffic and Parking By-Law 46-2003, the Town of Carleton Place restricts parking in municipal parking lots through the following provisions:

#### **9. Parking Regulations - Highway Clearing, Snow Removal, Highway Cleaning, Municipal Parking Lot Snow Removal and Cleaning**

1. No person shall park a vehicle or permit a vehicle to remain parked on any highway or municipal parking lot:

- (a) while the work of removing snow or ice therefrom or clearing of snow therefrom is in progress, or;
- (b) in such manner as to interfere with highway or municipal parking lot cleaning operations.

#### **2. Overnight Winter Parking**

No person shall park a vehicle or permit a vehicle to remain parked on any highway between 12:00 a.m. midnight to 7:00a.m. from November 15 to April 1 of any year.

#### **46. Municipal Parking Lots**

- (1) No person shall park a vehicle or permit a vehicle to remain parked in a Municipal Parking Lot for a period of time longer than four hours between 7:00 a.m. and 11:00 p.m. without first obtaining a parking permit.
- (2) Notwithstanding the above, the Municipal parking Lot on Allan St. will have no restrictions in regards to the length of time parked, nor shall a permit be required to park there.
- (3) Except where provided elsewhere in this By-law, there shall be no limitations for all Municipal Parking Lots between 11:00 p.m. and 7:00 a.m.

As our winter operations for municipal parking lots occur overnight, overnight parking in any municipal parking lot is currently not possible by virtue of Section 9(1). To provide additional clarity, staff is proposing to amend Section 9(2) to include municipal parking lots.

In consultation with Parks and Recreation and By-Law Services, locations were reviewed where overnight parking could potentially be accommodated without impacting the operation of the facility where applicable while allowing for winter operations to be completed during daytime hours.

Staff has identified four (4) areas at various locations in Town that would be appropriate to serve as overnight parking areas as follows which are shown in the attachment to this report:

1. The Riverside Park parking lot at the end of John Street is not heavily used during the winter months therefore staff would recommend that 10 spaces at the east end of this parking lot be designated for overnight winter parking. These spaces would need to be signed.
2. The gravel parking lot for Carleton Junction on Coleman Street could accommodate 8 overnight parking spaces.
3. The gravel area on Cavanagh Road next to the tower and stormwater pond can accommodate 10-12 overnight spaces.
4. Lastly, the temporary gravel area at the south end of McNeely Avenue by the trail can accommodate approximately 6 overnight parking spaces.

It should be noted that the Coleman St. and Cavanagh Road parking areas noted above are not priority one areas and generally are plowed on the second day of winter operations. The temporary McNeely Ave. gravel area is currently not maintained by the Town and would need to be added to the second day schedule.

The current by-law would require any vehicle parked overnight in the parking lot to be removed by 11:00 am based on Section 46(1). This would allow Public Works staff to return to the parking lot during the day to clear areas where overnight parking occurred.

A further amendment to Section 9(2) would be required to permit overnight winter parking to occur in the above-noted locations between November 15<sup>th</sup> of any given year to April 1<sup>st</sup> of the following year.

**STAFF RECOMMENDATION**

THAT Council direct staff to amend Traffic and Parking By-Law 46-2003 to accommodate overnight winter parking in four (4) Town parking lots as outlined in the report prepared by the Director of Public Works dated December 08, 2020.

**ATTACHMENT**

Map showing proposed overnight parking areas

## OVERNIGHT PARKING AREAS

