

Appendix 4

Backgrounder: Temporary Reserve Parking (TRP) Program

Issue

The City of Saskatoon regulates the use of paid parking spaces through *Bylaw 7200, The Traffic Bylaw*. In order to accommodate necessary non-standard use of pay parking spaces the Temporary Reserve Parking (TRP) program was established, allowing for reserved, extended use of paid parking spaces. The provisions of this program, including fees, are established through City Council resolution. With the suspension of paid parking requirements and limits on length of time vehicles may remain parked on the street for period of March 21 to May 25, 2020, some TRP customers requested program fees for that period of time be similarly waived.

Background/Discussion/Analysis

Request for TRP Fee to be Waived

- Parking Services has continued to provide services, and charge for temporary reserve parking spaces through this time period.
- TRP fees are set by City Council resolution. The fees are intended to help offset costs of administering and delivering the program (set up, take down, billing, monitoring to ensure signage remains in place, providing enforcement), as well as to compensate for loss of parking revenue; TRP fees also recognize the loss of parking spaces over both paid and unpaid time periods and the resulting impact on the community including other drivers, and adjacent businesses.
- During the pandemic time period the TRPs were used primarily for development projects; using paid parking spaces adjacent to a development or renovation project to park vehicles/equipment, or to store materials. Customers who require parking spaces to place garbage bins, or establish laydown sites etc. require a TRP as these types of materials are not otherwise permitted to be placed on city streets.
- All customers submitting an application for a TRP sign a contract agreeing to the charges. Standard practice is to require a signed contract before a TRP is set up. Customers may cancel and modify the request for reserved spaces as needs change.
- Under the TRP program fees for a 24-hour reservation are set at a rate of \$35 per paid parking day for each reserved space, with the rate dropping to \$25 per paid parking day per space after the first month.
- Through the period of March 21, to May 25, a total of 10 TRP customers were provided with service. Two customers formally requested that the fees be waived. Other customers enquired as to whether TRP fees would continue to apply while paid parking was suspended.
- If fees are to be waived, then to achieve equity, the policy should apply to all customers who paid the fees during the period.
- The financial impact of waiving TRP fees for the specified time that paid parking was suspended would result in forgone revenues of \$26,600 for the TRP program.
- The number of customers served under the TRP program through the spring was approximately 50% of typical usage relative to previous years. It is anticipated some customers who would have otherwise required a TRP to park a vehicle for an extended period of time were able to find a suitable parking space near their job site and forego the need for a TRP during the time the pay parking requirements were suspended.

Request for TRP Fee Suspension – Not-for-profit Use to Support Vulnerable Populations During Pandemic

- A request for relief from TRP fees from a not-for-profit organization may warrant special consideration. Specifically, the Lighthouse placed two seacan containers on two parking spaces adjacent to their site. This was to store materials cleared out from a room in the building in order to provide more space to accommodate residents under the pandemic conditions.
- The TRP charges for these reserved parking spaces during the time paid parking was suspended would total approximately \$3,000.
- A need for storage will remain for the duration of the pandemic, and the Lighthouse is seeking consideration for relief of TRP fees. The ongoing TRP charges for the two reserved parking spaces would be approximately \$1,250 per month. Total charges through to the end of December 2020 is estimated to be approximately \$11,000.
- There is a concern that the seacan containers pose some traffic safety concerns as a result of their placement and size – the containers extend beyond the length of the parking space, and may pose sightline concerns for drivers and pedestrians at this intersection.
- It is recommended these containers should be stored at an offsite location. The feasibility of such an option (including finding a suitable off street location) would need to be further explored. Lighthouse staff have indicated that they access the containers three to five times per week.