

**Item No. 1 1 1**

**Halifax Regional Council**

**January 24, 2023**

**February 21, 2023**

**TO:** Mayor Savage and Members of Halifax Regional Council

**SUBMITTED BY:** Original Signed

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Cathie O'Toole, Chief Administrative Officer

**DATE:** January 1 , 2023

**SUBJECT:** **Changes to HRM By-law P-1200 Respecting On-street Parking Permits**

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**ORIGIN**

This is a staff-initiated report based on feedback from staff, citizens and data compiled from the parking technology system.

**LEGISLATIVE AUTHORITY**

Motor Vehicle Act, R.S.N.S. 1989, c. 293, s. 153, allowing Council to make By-laws prohibiting or restricting “the parking or leaving standing of vehicles except in accordance with a sign or device on a parking meter”.

Motor Vehicle Act, R.S.N.S. 1989, c. 293. S. 154, allowing Council to make a By-law “exempting person or vehicles from parking restrictions within the city, town or municipality and providing for permits to be issued to those who are exempted”.

Halifax Regional Municipality Charter, 2008, c. 39, 60(1) The Council may make policies (c) setting and amending the fees to be paid for (iii) permits, applications and approvals required to be obtained from the Municipality or an employee of the Municipality pursuant to a by-law of the Municipality or an enactment...

**RECOMMENDATION**

It is recommended that Halifax Regional Council:

Adopt By-law P-1203, amending By-law P-1200, the *On-street Parking Permits By-law*, as set out in Attachment B to this report; and

Adopt the amendments to Administrative Order 15, the *License, Permits and Processing Fees Administrative Order*, as set out in e e Attachment C to this report.

**EXECUTIVE SUMMARY**

The purpose of the proposed changes to the parking permit By-law is to simplify the application process, clarify permit categories and associated regulations and adjust rates to better align with supply and demand of permit inventory.

## **BACKGROUND**

In October 2018, Halifax Regional Council enacted By-law P-1200 – Respecting On-street Parking Permits. This By-law combined elements of the Residential On-street Parking Policy, the Regional Parking Strategy Functional Plan, and the Integrated Mobility Plan, and aimed to improve the experience of those requiring on-street parking in residential areas, as well as accommodating the growing needs of Car Share Organizations.

In October 2020, Halifax Parking Services launched the Integrated Parking Technology Project, introducing new software to manage all elements of the municipally managed parking system, including on-street parking permits.

These changes have created opportunities to improve our permit offerings.

## **DISCUSSION**

The curb lane is a valuable and highly sought-after section of the municipal right of way, with competing priorities ranging from parking and loading to active transportation and sidewalk cafes. Parking Services has a mandate to balance those competing priorities and enact policies that ensure that transportation priorities as defined by Regional Council are upheld. A major component of that stewardship is through the Parking Permits By-law.

With the new parking technology, there is a large amount of parking data available to staff to make evidence-based decisions on parking usage. With the data in hand, staff undertook an exercise to collect user and staff feedback for each of our parking permit categories.

### **Annual Resident Parking Permit**

Per By-law P-1200:

The purpose of the Annual Resident Parking Permit is to increase access to on-street parking for residents that own or lease vehicles.

*Objective #1 – Redefine the current permit parking zones to prevent resident permits being used by commuters*

Current Annual Resident Permit Zones were created in 2018 to allow residents some flexibility to find on-street parking within their neighbourhood, rather than just on their street. The zones in practice turned out to work as intended, with the exception of Zone Six (6), which encompassed an area from North Street to Sackville Street. This created opportunities for some residents to use their Annual Resident Permits to travel/commute from the North End to Downtown, rather than to facilitate parking at home. A change to zone 6 dividing the commercial and residential areas would require drivers to pay for a space at their destination downtown or choose an alternate method to commute. Proposed new permit zones are set out in schedule A of this report.

*Objective #2 – Clearly define the eligibility requirements for Annual Resident Permits*

Annual Resident Permits are currently available to residents who live in buildings with four or fewer dwelling units. There has been some confusion in the past surrounding what constitutes a "building". In response, staff recommend amending eligibility requirements to residents of properties with four or fewer dwelling units, with the property being defined using the boundaries of the associated parcel (PID).

*Objective #3 – Increase the annual permit fee for all Annual Resident Permit zones and allow a second permit to be purchased at a premium rate to reduce demand for limited on-street spaces*

Staff propose an increase in fees to better reflect the cost of the permitting program.. According to recent research out of the Victoria Transport Policy Institute, the typical urban on-street parking space has annualized land, construction and operating costs that total \$630 to \$2,600.<sup>[1]</sup> Annually millions of dollars are spent on road maintenance, recapitalization, snow removal and enforcement. Staff propose an increase in fees to help off-set these program costs. The \$75 annual rate works out to about 20.5 cents/day, which is still much lower than off street rates.

Current policy allows residents to purchase only one Annual Resident Permit per dwelling unit. Staff are aware that some residents use an Annual Visitor Parking Permit to park a second vehicle on street, despite this not being the intended use of the Visitor Permits. Proposed changes to the visitor program will remove the option to buy an Annual Visitor Permit, so staff are recommending allowing a second Annual Resident Permit to be issued to households who require it. Parking Services proposes a rate of \$175 for a second Annual Resident permit for residents who require one. The total annual cost of \$250 would represent a fee of 68.5 cents per day to park two vehicles on street.

If adopted, the proposed changes would remove the ability to share the Annual Resident Permit among multiple vehicles, which can currently be assigned to two vehicles, only one of which is allowed to be parked on street at any given time. This one-car-at-a-time rule is subject to abuse, and difficult to enforce. The one-car-per-permit policy will improve the effectiveness of our enforcement operations and provide better accuracy when estimating supply and demand pressures of a particular street.

### **Visitor Permits**

*Objective #4 – Discontinue the Annual Visitor Parking permit and replace with a pay-per-use visitor parking program*

Annual visitor permits are currently available to residents of any dwelling unit that qualify for an Annual Resident Parking Permit. The visitor permits are a physical card to be displayed on the dashboard of the automobile and are fully transferrable. The current cost is \$40/year.

The new parking technology launched in 2020 allows for Compliance staff to check the status of a parked vehicle by scanning the license plate of the vehicle on a handheld device. The device would indicate if the vehicle has been assigned a valid on-street parking permit. The current visitor permit is one of only two permits that is not tied to a license plate. Compliance staff must physically search for the permit on the passenger-side dashboard of the vehicle. This can be challenging, especially in situations where the permit may be obscured by other things on the dash, heavy snowfall, etc.

Staff recommend implementing a pay-per-use visitor permit to allow visitors and service providers to purchase short-term parking permits, offering the same exemptions afforded by the annual resident permit. These permits could be purchased online or at storefront at a moderate price. Similar models are currently used in other cities, including Toronto and Kingston to allow visitors to park on streets where permits are required.

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[1] Todd Litman (2022), Comprehensive Parking Supply, Cost and Pricing Analysis, Victoria Transport Policy Institute ([www.vtppi.org](http://www.vtppi.org)); at [www.vtppi.org/pscp.pdf](http://www.vtppi.org/pscp.pdf).

Staff recommend pricing on the Visitor Parking Permits as follows:

Permit Length	Price
1 day	\$15
2 day	\$25
7 day	\$35

These permits would be instant purchase, i.e., no staff intervention is required to verify eligibility or to validate information. This would allow a driver to purchase a permit that is immediately valid. This permit would be applicable for all visitors including service providers, such as, telecommunications installers, construction contractors, etc.

Data collected from the sale of the new visitor parking permits can provide insight on the number of visitors, the duration of their stay, and the locations which are most desired. This will be added to the other data provided by parking technology to help continue to guide Parking Services staff in developing policy and services.

**Commuter Permits**

*Objective #5 – Adjust the cost of Monthly Commuter Parking Permits.*

Parking Services has grown our commuter parking inventory from 233 permits available per month in June 2020 to 635 permits available for sale in June 2022. This growth in inventory has resulted in a corresponding growth in revenue from sales and has identified areas where demand is the highest (and supply may be insufficient). Staff continue to identify more areas where permit parking may alleviate congestion and create opportunities for more commuter parking.

As a result, staff recommend adjusting pricing on Commuter Parking Permits as follows

Parking Permit Zone	Current Monthly Cost	Proposed Monthly Cost (% change)
7,8,9	\$60	\$70 (+17%)
10	\$50	\$70 (+40%)
2,5,6	\$50	\$55 (+10%)
11	\$40	\$55 (+38%)
1,3,4,12,13,14,15	\$40	\$35 (-17%)

This pricing better reflects the cost of administering permits in these zones, and continues to be well below off-street monthly parking rates. Further, staff recommend eliminating the requirement to submit a vehicle registration as part of the permit application process. This will simplify the process for both the applicant and the staff issuing the permit and reduce the number of records containing personal information that need to be retained.

**Student Commuter Permits**

*Objective #6 – Change the Student Commuter Parking Permit pricing model to include a discount on Commuter permits*

Halifax Parking Services offers students, with a valid student ID, to purchase a Commuter Permit at a discounted rate. Currently this rate is \$35 per month, regardless of zone. Staff recommend a \$10/month discount for students in all zones while respecting the difference in demand that exists between zones.

### **Carshare Parking Permits**

*Objective #7 – Improve the experience of car share users by permitting use at paid parking locations*

Car share is an important element in Halifax's overall Integrated Mobility Plan. Halifax has designated parking spaces for vehicles registered to an approved carshare organization. Currently, there is one organization that has been approved (Communauto Atlantic). Members have expressed concern that these spots are often occupied, abused, or located in inconvenient locations.

Staff recommend amending the exemptions allowed to Car Share Permit holders to allow parking in on-street paid parking spaces without requiring additional payment. If this amendment is adopted, staff intend to remove all spaces currently designated as "No Parking Except by Special Permit - Car Share Parking Only" and redesignate those spaces for other curb uses.

*Objective #8 – Change the annual cost of Car Share permits to better reflect the value provided to members*

Staff recommend increasing the per vehicle annual fee from \$40 to \$100 to reflect the increase in available spaces to permit holders and the ability to park at paid parking spaces. While staff recognize the importance of car share as an element of a healthy transportation network, car share companies are for-profit ventures and this pricing increase (while still well below market parking rates), better reflects the value extended to car share companies than the current fee and allows the Municipality to recover some construction and maintenance costs associated with providing on street parking.

### **Temporary Resident Parking Permits**

*Objective #9 – Change the Temporary Resident Parking Permit to a digital permit*

Temporary Resident Parking Permits are physically displayed permits provided to residents who lose access to their private driveway resulting from HRM construction. Staff recommend moving to a digital permit for ease of distribution and enforcement. The current parking technology can support this change easily.

Staff also recommend extending eligibility to those residents who lose access to their private driveway as a result of Halifax Water-related construction activity.

### **Contractor Parking Permits**

*Objective #10 – Discontinue the Contractor Parking Permit program*

The Contractor Parking Permit was created to allow tradespeople working in paid parking areas to be able to exceed the four-hour-per-zone time limit that was in place at the time that the new Paid Parking Technology was launched. That four-hour limit has since been removed, and the contractor permit has very low demand. Contractors looking to park in areas subject to time limit or permit restrictions will have the option to purchase a daily visitor permit. As there are now other, more cost-effective options available, staff recommend discontinuing the Contractor Parking Permit.

### **General Changes**

*Objective #11 – Repeal the replacement permit fee as described in Administrative Order 15*

Provided Halifax Regional Council accepts the proposed changes of the Visitor Parking Permit and the Temporary Resident Parking Permit, all parking permit offerings will be digital-only (i.e., no physical permits will be issued). As a result, staff recommend repealing the replacement permit fee of \$15 as indicated in Administrative Order 15.

*Objective #12 – Reduce the amount of personal information required to apply for a parking permit*

By-law P-1200 currently requires permit applications to submit vehicle permits, proof of address, and/or photo identification, depending on the type of permits requested. The digitization of permit processing has eliminated the need to collect, verify and store some personal information associated with permits. Staff has changed these requirements such that only the minimum required information is collected.

**FINANCIAL IMPLICATIONS**

Annual Resident Parking Permit

- Changing price to \$75 will result in an increase in revenue of \$41,000/yr based on 2021 permit sales

Visitor Parking Permits

- Annual visitor parking permit revenue was \$11,280 in 2021. The annual visitor permits will cease to exist with the introduction of P-1200 and a new, pay-as you-go visitor permit will be introduced in its place.
- If 23% of existing visitor permits convert to a second resident permit at \$175, this revenue will be recovered
- Revenue for new one-, two-, and seven-day visitor permits is difficult to forecast

Commuter/Student Commuter Permit

- Increase in revenue of \$3,200/mo (\$38,400/yr) based on sales in April and May 2022
- Does not factor in anticipated inventory increase as program expands to new areas

Car Share

- Loss of \$1,500/yr in paid parking revenue
- Increase of \$7,400/yr in permit revenue based on \$100/yr fee
- Net increase of \$5,900/yr

The 4-year Financial Implications are summarized as follows:

Fiscal Year	2023/24	2024/25	2025/26	2026/27
Operating – Parking Services Revenue	\$85,300	\$85,300	\$85,300	\$85,300

Total Revenue Increase from proposed changes is approximately \$85,300/yr (based on past sales), plus revenue from visitor permits, which is difficult to forecast.

**RISK CONSIDERATION**

There are no significant risks associated with the recommendations in this Report.

The risks considered rate low. To reach this conclusion, consideration was given to operational, financial, and reputational risks.

**COMMUNITY ENGAGEMENT**

Feedback was received from permit holders and community residents via service requests and direct contact with staff. This feedback informed the changes proposed in this report.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications associated with this report.

## **ALTERNATIVES**

Halifax Regional Council could choose to:

1. Adopt the proposed amendments subject to modifications. This may require a supplementary report.
2. Not adopt the proposed amendments, thereby not achieving the benefits or revenue opportunities identified within this report.

## **ATTACHMENTS**

Attachment A: Showing Proposed Changes By-law P-1200

Attachment B: Amending By-law P-1203

Attachment C: Amendments to Administrative Order 15

Attachment D: Schedule A Permit Zones

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

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**HALIFAX REGIONAL MUNICIPALITY  
BY-LAW NUMBER P-1200  
RESPECTING ON-STREET PARKING PERMITS**

**BE IT ENACTED** by the Council of the Halifax Regional Municipality under the authority of section 154 of the *Motor Vehicle Act*, R.S.N.S., 1989, c. 293, as amended, as follows:

**Short Title**

1. This By-law may be cited as the “*On-Street Parking Permits By-law*”.

**Interpretation**

2. In this By-law,

(a) “Annual Resident Parking Permit” means an annual permit that is issued to a resident for use only in the zone in which the resident resides, as set out in sections 10-15;

(b) “Annual Carshare Vehicle Permit” means an annual permit that is issued to a carshare vehicle organization for use in zones designated as set out in sections 45-49;

~~(c) “Annual Visitor Parking Permit” means an annual permit that is issued to a resident for use only in the zone in which the resident resides, as set out in sections 24-28;~~ **Repealed.**

~~(d) “building owner” means the owner or owners of a building containing not more than four (4) dwelling units;~~ **Repealed.**

(e) “CAO” means the Chief Administrative Officer of the Municipality;

(f) “carshare vehicle” means a four-wheeled automobile, van, or pick-up truck owned and operated by a carshare vehicle organization;

(g) “carshare vehicle organization” means a legal entity whose principal business is to provide its members, for a fee, with a vehicle-sharing service by which such members have access to a fleet of shared vehicles, numbering no fewer than ten, which they may reserve for use on an hourly basis and which the Parking Administrator has approved;

(h) “commercial motor vehicle” means a motor vehicle having attached thereto a truck or delivery body and includes an ambulance, hearse, casket wagon, fire apparatus, police patrol, motor bus, and other motor vehicles used for the transportation of goods;

(ha) “Commuter Parking Permit” means a monthly permit issued to any individual



for use only on a street or street block approved by the Parking Administrator, as set out in section 34-39;

(i) “day” means a calendar day;

(ia) ~~“Daily Contractor Parking Permit” means a daily permit issued to a company for use as set out in sections 49A – 49E;~~ Repealed.

(j) “dwelling unit” means living quarters that

(i) are accessible from a private entrance, either outside the building or in a common area within the building,

(ii) are occupied or, if unoccupied, are reasonably fit for occupancy,

(iii) contain kitchen facilities within the unit, and

(iv) have toilet facilities that are not shared with the occupants of other dwelling units;

(k) “employee” means an employee of the Municipality;

(l) “exemptible traffic sign” means a sign erected by the Traffic Authority:

(i) permitting one hour parking,

(ii) permitting two hour parking,

(ia) permitting three hour parking,

(iii) prohibiting parking for an hour in the morning or the afternoon,

(iv) prohibiting parking for an hour in both morning and afternoon, or

(v) prohibiting parking except by permit;

(m) “inspector” means a construction inspector of the Municipality, or such other persons as designated by the CAO;

(n) repealed;

(o) “Municipal Parking Permit” means a permit issued to the Municipality or an employee of the Municipality, as set out in sections 40-44;

(p) “Municipality” means the Halifax Regional Municipality;

(q) "Parking Administrator" means the person appointed by the CAO to be the Parking Administrator and includes a designate of the Parking Administrator;

(r) "parking meter" means a mechanical or electronic device that indicates that a period of time shall be purchased by payment during which parking is permitted in the parking space to which such meter relates;

(s) "pay station" means a mechanical or electronic device that indicates a period of time shall be purchased by payment during which parking is permitted in the pay parking zone to which such station relates, excluding a parking meter;

(t) "recreational vehicle" means a motor vehicle designed, constructed or reconstructed, equipped and used or intended to be used primarily for sleeping, eating and living quarters, and includes a motorized home or a bus converted for such purposes;

(ta) "Student Commuter Parking Permit" means a monthly permit issued to any student for use only on a street or street block approved by the Parking Administrator, as set out in sections 39A to 39D;

(u) "Temporary Resident Parking Permit" means a temporary permit that is issued to a resident for use only in the zone in which the resident resides, as set out in sections 16-23;

(v) repealed;

(w) "Traffic Authority" means the Traffic Authority of the Municipality appointed pursuant to section 321 of the *Halifax Regional Municipality Charter* and section 86 of the *Motor Vehicle Act*;

(x) "vehicle owner" means the person issued the vehicle's license plates, as indicated on the Vehicle Permit for the vehicle, and includes any other person who holds the legal title of the vehicle; ~~and~~;

(xa) "Visitor Parking Permit" means a permit that is issued to a resident for use only in the zone for which it is issued, as set out in sections 24-28; and,

(y) "zone" means a geographical area set out in Schedule A of this By-law in respect of which a permit may be issued.

### **Application of By-law**

3. The Municipality is divided into zones as set out in Schedule A.

4. A permit issued under this By-law shall be an exemption for the particular permit issued.

5. This By-law creates the following permits:

- (a) Annual Resident Parking Permit;
- (b) Temporary Resident Parking Permit;
- (c) **Annual** Visitor Parking Permit;
- (d) repealed;
- (e) Commuter Parking Permit;
- (ea) Student Commuter Parking Permit;
- (f) Municipal Parking Permit;
- (g) Annual Carshare Vehicle Parking Permit; and
- (h) ~~Daily Contractor Parking Permit.~~ Repealed.

6. For the Annual Resident Parking Permit, the Temporary Resident Parking Permit, and the Carshare Vehicle Parking Permit this By-law shall apply only to the following eligible vehicles:

- (a) a private passenger vehicle other than recreational vehicle;
- (b) a motorcycle; and
- (c) trucks of less than one ton capacity.

7. For the **Annual** Visitor Parking Permit, the Commuter Parking Permit, the Student Commuter Parking Permit, and the Municipal Parking Permit, this By-law shall apply to all vehicles:

- (a) private passenger vehicles other than recreational vehicles;
- (b) motorcycles; and
- (c) commercial motor vehicles.

7A. ~~For the Daily Contractor Parking Permits, this By-law shall apply only to the following eligible vehicles:~~

- ~~(a) private passenger vehicles other than recreational vehicles, and~~
- ~~(b) commercial motor vehicles.~~ Repealed.

8. Any permit issued pursuant to this By-law is an exemption from certain parking restrictions within the Municipality as set out in this By-law.

### **Required Information for Parking Permits**

9. An applicant for every permit shall provide the following information to the Parking Administrator:

- (a) the completed Application; and,
- (b) any fee prescribed by *Administrative Order 15*.

### **Annual Resident Parking Permit**

10. The purpose of the Annual Resident Parking Permit is to increase access to on-street parking for residents that own or lease vehicles.

11. A person is eligible for an Annual Resident Parking Permit if:

- (a) the person resides in the zone in which the Annual Resident Parking Permit will apply;
- (b) a valid Annual Resident Parking Permit has not already been issued for the dwelling unit where the applicant resides; and,
- (c) the person is a resident of a **property building** containing not more than four (4) dwelling units.

12. The Parking Administrator **shall not issue more than two (2) Annual Resident Parking Permits to each dwelling unit** ~~may only issue one (1) Annual Resident Parking Permit per dwelling unit.~~

13. An Annual Resident Parking Permit:

- (a) shall only be used in the zone for which it was issued;
- (b) may be registered to **a single** ~~two~~ licence plates;
- (c) ~~shall only be used by one registered licence plate at any one time;~~  
**Repealed.**
- (d) shall be immediately void if a permit holder changes his or her place of residence;
- (e) shall allow the operator of a vehicle to which the Annual Resident Parking Permit is assigned to park at exemptible traffic signs; and,
- (f) shall expire one (1) calendar year after the date of issue.

14. In addition to the information required pursuant to section 9, an applicant for an Annual Resident Parking Permit shall provide the Parking Administrator with the following information:

(a) written proof of the residential address of the applicant dated within thirty (30) days from the date of the application;

(b) a copy of the valid Vehicle Permit or Vehicle Permits to which the parking permit will apply; and,

(c) if the applicant is not the vehicle owner of one or both of the vehicles:

(i) a written authorization signed by the vehicle owner authorizing the applicant to use the vehicle; or,

(ii) a signed authorization by vehicle use contract.

15. If an Annual Resident Parking Permit is issued to a vehicle owner and that vehicle owner transfers his or her license plate to another vehicle:

(a) the Annual Resident Parking Permit shall not be used for the vehicle to which the license plate was transferred until the permit holder provides the Parking Administrator with a copy of the Vehicle Permit for the vehicle to which the plate was transferred; and,

(b) the Annual Resident Parking Permit shall not be used on the vehicle from which the plate was transferred.

#### **Temporary Resident Parking Permit**

16. The purpose of the Temporary Resident Parking Permit is to increase access to on-street parking for residents that have access to privately owned driveways substantially limited by municipal works.

17. An individual is eligible for a Temporary Resident Parking Permit if:

(a) the individual resides in the zone in which the Temporary Resident Parking Permit will apply;

(b) repealed;

(c) the individual has access to a private driveway; and,

(d) in the inspector's opinion, access to that private driveway is, or will be, substantially limited by the Municipality or its contractors in the course of completing work for the Municipality.

18. The Parking Administrator shall not issue more than two (2) Temporary Resident Parking Permits to each dwelling unit.

19. A Temporary Resident Parking Permit:

(a) shall only be used in the zone for which it was issued;

(b) shall be immediately void if a permit holder changes his or her place of residence;

(c) shall allow the operator of a vehicle to which the permit is assigned to park at exemptible traffic signs; and,

(d) shall expire on the date determined by the Parking Administrator as outlined in sections 20 or 21.

20. If an inspector determines that access to a private driveway is, or will be, substantially limited by the Municipality or its contractors in the course of completing work for the Municipality, the inspector shall request the Parking Administrator issue Temporary Resident Parking Permits and provide to the Parking Administrator the number of such permits required and how long the permits are needed.

21. Upon receiving the request from the Inspector, the Parking Administrator may:

(a) issue the Temporary Resident Parking Permits to the resident upon receipt of an application; and,

(b) set dates upon which the Temporary Resident Parking Permits will commence and expire, but the expiry date shall be no greater than ninety (90) days from the date of issue.

22. If the inspector determines that the work being conducted by the Municipality or its contractors will extend beyond the expiration date listed on the permit:

(a) the inspector shall inform the Parking Administrator of the need to extend the permit; and,

(b) the Parking Administrator may extend the expiration date of the permit to a date recommended by the inspector, but in no case shall any extension exceed ninety (90) days.

23. (1) For the purposes of the Temporary Resident Parking Permit, the Parking Administrator may appoint an inspector or inspectors to stand in the place and stead of the Parking Administrator.

(2) The Parking Administrator may set a period of time for which the appointment is valid and may rescind any appointment made pursuant to subsection 23(1).

(3) An inspector appointed pursuant to subsection 23(1) shall provide the Parking Administrator with any information the Parking Administrator requires.

### **Annual Visitor Parking Permit**

24. The purpose of the ~~Annual~~ Visitor Parking Permit is to increase access to on-street parking for:

- (a) residents that borrow or rent vehicles; and,
- (b) individuals that visit or provide services to residents.

25. Any individual is eligible for an ~~Annual~~ Visitor Parking Permit, if:

(a) ~~the individual resides in the zone in which the Annual Visitor Parking Permit will apply;~~ Repealed.

(b) ~~a valid Annual Visitor Parking Permit has not already been issued for the dwelling unit where the applicant resides; and,~~ Repealed.

(c) ~~the individual is a resident of a building containing not more than four (4) dwelling units.~~ Repealed.

(d) Repealed.

26. ~~The Parking Administrator may only issue one (1) Annual Visitor Parking Permit per dwelling unit.~~ Repealed.

27. An ~~Annual~~ Visitor Parking Permit:

(a) ~~shall be registered to a single licence plate is transferrable between vehicles;~~

(b) shall only be used in the zone for which it was issued;

(c) ~~shall only be used:~~

(i) ~~by an operator of a vehicle who:~~

(A) ~~does not reside at the residence of the permit holder; and,~~

(B) ~~is visiting the permit holder at their place of residence; or,~~

(ii) ~~by a permit holder if the permit holder is not the vehicle owner of~~

~~the vehicle to which the permit is affixed;~~ Repealed.

(d) shall only be used by a commercial vehicle when that vehicle is being used to support the provision of a service to the resident to whom the **Annual** Visitor Parking Permit was issued;

~~(e) shall be immediately void if a permit holder changes his or her place of residence, but the Parking Administrator may issue a new Annual Visitor Parking Permit to the permit holder without an additional charge for the remainder of the term of the voided permit;~~ Repealed.

(f) shall allow the operator of a vehicle to which the permit is affixed to park at exemptible traffic signs; and,

(g) may be valid for a period of one (1), two (2), or seven (7) days, and shall expire at 11:59PM on the designated expiry date ~~one (1) calendar year after the date of issue.~~

28. ~~In addition to the information required pursuant to section 8, an applicant for an Annual Visitor Parking Permit shall provide the Parking Administrator with written proof of the residential address of the applicant dated within thirty (30) days from the date of the application.~~ Repealed.

29. Repealed.

30. Repealed.

31. Repealed.

32. Repealed.

33. Repealed.

### **Commuter Parking Permits**

34. The purpose of the Commuter Parking Permit is to increase access to on-street parking.

35. All individuals are eligible for a Commuter Parking Permit.

36. The Parking Administrator shall issue no more than one (1) Commuter Parking Permit to any individual.

37. A Commuter Parking Permit:

(a) shall set the street block;



- (b) shall only be used on the street or street block for which it was issued;
- (c) shall enable the permit holder to park only in an area designated by the Traffic Authority as parking by permit only;
- (d) may be registered to two licence plates;
- (e) shall only be used by one registered licence plate at any given time; and,
- (f) shall expire at 11:59 pm on the last day of the month for which the permit was issued.

38. ~~In addition to the information required pursuant to section 9, an applicant for a Commuter Parking Permit shall provide the Parking Administrator with the following information:~~

~~(a) a copy of the valid Vehicle Permit or Vehicle Permits to which the parking permit will apply; and,~~

~~(b) if the applicant is not the vehicle owner of one or both of the vehicles:~~

~~(i) a written authorization signed by the vehicle owner authorizing the applicant to use the vehicle; or~~

~~(ii) a signed authorization by vehicle use contract. Repealed.~~

39. Repealed.

### **Student Commuter Parking Permits**

39A. The purpose of the Student Commuter Parking Permit is to increase on street parking access to students close to post-secondary educational institutions.

39B. The Parking Administrator shall issue no more than one (1) Student Commuter Parking Permit to an individual.

39C. A Student Commuter Parking Permit:

- (a) shall set the street block;
- (b) shall only be used on the street or street block for which it was issued;
- (c) shall enable the permit holder to park only in an area designated by the Traffic Authority as parking by permit only;
- (d) may be registered to two licence plates;

(e) shall only be used by one registered licence plate at any given time;

(f) shall expire at 11:59 pm on the last day of the month for which the permit was issued.

39D. In addition to the information required pursuant to section 8, an applicant for a Student Commuter Parking Permit shall provide the Parking Administrator with the following:

~~(a) a copy of the valid Vehicle Permit or Vehicle Permits to which the parking permit will apply;~~ Repealed.

~~(b) if the applicant is not the vehicle owner of one or both of the vehicles:~~

~~(i) a written authorization signed by the vehicle owner authorizing the applicant to use the vehicle; or~~

~~(ii) a signed authorization by vehicle use contract; and~~ Repealed.

(c) proof of valid student identification.

### **Municipal Parking Permit**

40. The purpose of the Municipal Parking Permit is to increase access to on-street parking for the Municipality and for municipal employees in order to promote the efficient operation of the Municipality.

41. A Municipal Parking permit may be issued by the Parking Administrator:

(a) to an applicant

(i) only if the applicant is an employee of the Municipality, and

(ii) the position of the applicant requires a Municipal Parking Permit; or,

(b) to the Municipality for use on a vehicle owned by the Municipality.

42. The Parking Administrator shall issue no more than one (1) Municipal Parking Permit per eligible vehicle.

43. A Municipal Parking Permit:

(a) shall, if issued to an employee, only be used in the course of employment with the Municipality;

(b) shall allow the operator of a vehicle to which the permit is assigned to park at exemptible traffic signs;

(c) shall exempt the operator of a vehicle to which the permit is assigned from payment at parking meters or pay stations;

(ca) subject to clauses (b) and (c), shall only exempt the vehicle to which the permit is assigned for the posted time limit;

(d) may be used in any zone;

(e) shall, if issued to an employee, expire on the earlier of:

(i) repealed;

(ii) at 11:59 pm on the day the employee ceases employment with the Municipality.

(f) repealed; and,

(g) shall only be used on the vehicle displaying the license plate number as shown on the copy of the valid Vehicle Permit provided to the Parking Administrator pursuant to section 43.

44. In addition to the information required pursuant to section 9, an applicant who applies for a Municipal Parking Permit shall provide the Parking Administrator with the following information:

(a) if the applicant is the Municipality, a copy of the valid Vehicle Permit for the vehicle to which the Municipal Parking Permit will apply; or

(b) if the applicant is an employee:

(i) a copy of the valid Vehicle Permit for the vehicle to which the Municipal Parking Permit will apply; and,

(ii) confirmation from the CAO or a designate of the CAO:

(A) that the applicant is an employee of the Municipality; and,

(B) that the employee requires the Municipal Parking Permit for the purposes of their employment.

#### **Annual Carshare Vehicle Parking Permit**

45. The purpose of the Annual Carshare Vehicle Parking Permit is to increase access to on-street parking for carshare vehicles.

46. An Annual Carshare Vehicle Parking Permit may be issued by the Parking

Administrator to an approved carshare vehicle organization.

47. The Parking Administrator shall issue no more than one (1) Annual Carshare Vehicle Parking Permit per eligible carshare vehicle.

48. The applicant must provide the Parking Administrator the license plate number and valid Vehicle Permit for which the Annual Carshare Vehicle Parking Permit is to be issued.

49. An Annual Carshare Vehicle Parking Permit shall:

(a) allow the driver or operator of a vehicle to which the permit is affixed to park in areas marked as “No Parking Except with Carshare Permit”;

(b) allow the operator of a vehicle to which the permit is affixed to park at exemptible traffic signs in any zone;

(ba) exempt the operator of a vehicle to which the permit is affixed from payment at parking meters or pay stations;

(c) expire one (1) calendar year after the date of issue; and,

(d) only be used on the vehicle displaying the license plate number as shown on the copy of the valid Vehicle Permit provided to the Parking Administrator.

#### Daily Contractor Parking Permit

~~49A. The purpose of the Daily Contractor Parking Permit is to increase access to on-street parking for contractors working in areas with paid parking and time-controlled parking restrictions.~~ Repealed.

~~49B. The total number of Daily Contractor Parking Permits in each Parking Pay Zone should not exceed ten (10) permits, or 10% of the available parking inventory, whichever is greater.~~ Repealed.

~~49C. The Parking Administrator shall issue no more than five (5) Daily Contractor Parking Permits to a company per day.~~ Repealed.

~~49D. A Daily Contractor Parking Permit:~~

~~(a) shall only be used in the course of performing work at a location other than the business' regular operating address;~~

~~(b) shall exempt the operator of a vehicle to which the permit is assigned from payment at parking meters or pay stations only in the Pay Parking Zone for which the permit is issued;~~

~~(c) shall expire at 11:59 pm on the day for which it was issued;~~

~~(d) shall only be used on the vehicle displaying the license plate number as shown on the copy of the valid vehicle permit provided to the Parking Administrator; and~~

~~(e) shall be available exclusively through the municipality's permit management portal and shall be issued on a first come, first served basis.~~  
**Repealed.**

49E. ~~In addition to the information required pursuant to section 9, an applicant for a Daily Contractor Parking Permit shall provide the Parking Administrator with the following:~~

~~— (a) a copy of the valid vehicle permit to which the parking permit will apply;~~

~~— (b) if the applicant is not the owner of the vehicle:~~

~~(i) a written authorization signed by the vehicle owner authorizing the applicant to use the vehicle; or~~

~~(ii) a signed authorization by vehicle use contract;~~

~~— (c) proof that the company is legally entitled to conduct business in Nova Scotia, and~~

~~— (d) has provided any other information required by the Parking Administrator for the purpose of issuing the permit.~~ **Repealed.**

## GENERAL CONDITIONS

### Issuance of Parking Permit

50. (1) The Parking Administrator may only issue a permit under this By-law if:

(a) all the information required to be provided to the Parking Administrator has been so provided;

(b) the prescribed fee, if any, has been paid; and,

(c) the requirements for the particular permit as outlined in this By-law have been met.

(2) Notwithstanding subsection (1), the Parking Administrator may refuse to grant a permit to an applicant if, in the Parking Administrator's opinion, there is insufficient availability of on-street parking on any street, street block, or in any zone, as the case may be.

### **Evidence of Permits**

51. Unless otherwise specified, a permit issued pursuant to this By-law shall be assigned digitally and tied to a licence plate as specified in the application.

(a) repealed.

(b) repealed.

~~51A. The Annual Visitor Parking Permit shall be displayed in the front windshield on the passenger side dashboard of the vehicle with the permit number clearly visible from the exterior of the vehicle.~~ Repealed.

~~51B. The Temporary Resident Parking Permit shall be displayed in the front windshield on the passenger side dashboard of the vehicle with the permit number clearly visible from the exterior of the vehicle.~~ Repealed.

### **Use of Parking Permit**

52. The issuance, receipt, or use of a parking permit shall not guarantee a permit holder a parking space.

53. A parking permit shall only be used in respect of one vehicle at a time.

### **Compliance with Regulations**

54. A vehicle owner or a driver or an operator of a vehicle in respect of which any permit has been issued pursuant to this By-law or the driver or operator or person using any permit issued pursuant to this By-law shall:

(a) comply with all the terms and conditions of the permit;

(b) comply with all the terms and conditions of the sign with respect to the date and time parking is permitted by permit;

(c) except to the extent this By-law provides otherwise, comply with any parking regulations including parking meters, pay stations, winter parking regulations, and any other temporary parking controls established by the Traffic Authority; and

(d) comply with all other parking signs and requirements pursuant to:

(i) the *Motor Vehicle Act*;

(ii) any rules or regulations made pursuant to the *Motor Vehicle Act*; and

(iii) any other By-law, except to the extent this By-law provides otherwise.

### **Transferability**

55. (1) Any permit issued pursuant to this By-law shall not:

(a) be sold; or

(b) used for purposes other than the purposes for which such permit was issued.

(2) Unless otherwise authorized by this By-law, any permit issued pursuant to this By-law shall not be transferred or assigned from:

(a) one person to another; or

(b) from one vehicle to another.

### **Powers of Parking Administrator**

56. The Parking Administrator is authorized and empowered to:

(a) grant a permit;

(b) refuse to grant a permit;

(c) revoke a permit; and

(d) approve a carshare vehicle organization to purchase Annual Carshare Vehicle Parking Permits.

57. The Parking Administrator may, at their sole discretion, revoke any permit issued pursuant to this By-law that is misused or abused, including if:

(a) the permit holder fails to comply with any term or condition of the permit or this By-law, including contravening section 54;

(b) the permit holder is convicted of an offence under this By-law; or

(c) the continued use of the permit would unreasonably interfere with the ability of Municipality, or any utility or service commission, to have access to or maintain a street.

### **Replacement Permit**

58. ~~A replacement fee may be charged by the Municipality to replace a permit that is lost or stolen.~~ Repealed.

59. ~~Any fee pursuant to section 57 shall be set out in Administrative Order 15.~~ Repealed.

### **Offence and Penalty**

60. A person who:

(a) violates any provision of this By-law;

- (b) fails to do anything required by this By-law;
- (c) permits anything to be done in violation of this By-law;
- (d) obstructs or hinders any person in the performance of their duties under this by-law;
- (e) provides false information to the Parking Administrator; or,
- (f) violates any provision of any permit issued under this By-law,

is guilty of an offence.

61. A person who commits an offence is liable, upon summary conviction, to a penalty of not less than one hundred dollars (\$100) and not more than five hundred dollars (\$500).

62. Every day during which an offence pursuant to section 60 59 continues is a separate offence.

63. In addition to a fine imposed for contravening a provision of this By-law, a judge may order the person to comply with the By-law.

#### **Schedule**

64. Schedules A attached hereto shall form part of this By-law.

#### **Repeal**

65. By-law P-1000, The *On-Street Parking Exemptions and Permits By-law*, is repealed.

#### **Effective Date**

66. This By-law shall come into force on November 5, 2018.

#### **Transition**

67. Any permit issued under By-law P-1000 prior to the coming into force of this By-law shall remain valid until the expiry date of that permit.

68. Any permit issued before March 31, 2023, shall remain valid until the date of expiry of that permit.

Done and passed in Council this 2<sup>nd</sup> day of October 2018.

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Mayor



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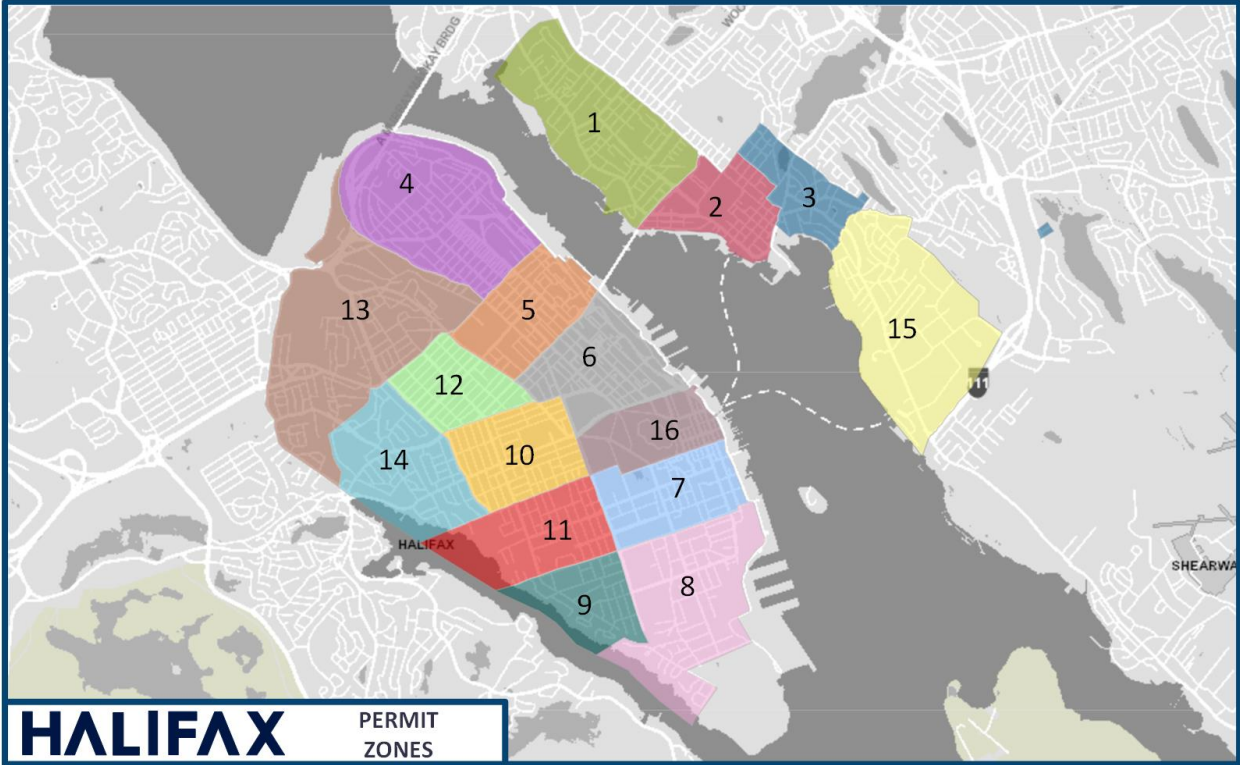
Municipal Clerk

I, Kevin Arjoon, Municipal Clerk for the Halifax Regional Municipality, hereby certify that the above-noted By-law was passed at a meeting of the Halifax Regional Council held on October 2, 2018.

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Kevin Arjoon, Municipal Clerk

SCHEDULE A – PARKING PERMIT ZONES



**Attachment B  
(Amending By-Law)**

**HALIFAX REGIONAL MUNICIPALITY  
BY-LAW NUMBER P-1203  
BY-LAW P-1200 RESPECTING ON-STREET PARKING PERMITS**

**BE IT ENACTED** by the Council of the Halifax Regional Municipality that By-law P-1200, the On-Street Parking Permits By-law, is amended as follows:

1. Amend section 2 by:
  - (a) Repealing clauses 2(c), 2(d) and 2(ia); and
  - (b) Striking out the word and comma “and,” after the semi colon in clause 2(x); and
  - (c) Inserting the following clause immediately after clause 2(x):
    - (xa) “Visitor Parking Permit” means a permit that is issued to a resident for use only in the zone for which it is issued, as set out in sections 24-28; and,
2. Amend section 5 by:
  - (a) Striking out the word “Annual” before the word “Visitor” in clause 5(c); and
  - (b) Repealing clause 5(h).
3. Amend section 7 by striking out the word “Annual” after the word “the” and before the word “Visitor”.
4. Repealing section 7A.
5. Amend section 11 by striking out the word “building” after the word “a” and before the word “containing” and replacing it with the word “property” in clause 11(c).
6. Amend section 12 by striking out the words, number and brackets “may only issue one (1) Annual Resident Parking Permit per dwelling unit” after the word “Administrator” and replacing it with the words, number and brackets “shall not issue more than two (2) Annual Resident Parking Permits to each dwelling unit”.
7. Amend section 13 by:
  - (a) Striking out the word “two” after the word “to” and before the word “licence” and replacing it the words “a single” in cause 13(b);

- (b) Striking out the “s” in the word “plates” in clause 13(b); and
  - (c) Repealing clause 13(c).
8. Striking out the word “Annual” in the header “Annual Visitor Parking Permit” immediately before section 24.
9. Amend section 24 by striking out the word “Annual” after the word “the” and before the word “Visitor”.
10. Amend section 25 by:
- (a) Adding the letter “y” to the end of the word “An” before the word “individual”;
  - (b) Striking out the letter “n” in the word “an” after the word “for” and before the word “Annual”;
  - (c) Striking out the word “Annual” after the new word “a” and before the word “Visitor”;
  - (d) Striking out the word and colon “if:” after the word “Permit” and replacing it with a period; and
  - (e) Repealing clauses 25(a), 25(b) and 25(c).
11. Repealing section 26.
12. Amend section 27 by:
- (a) Striking out the letter “n” in the word “An” and the word “Annual” before the word “Visitor”;
  - (b) Striking out the words “is transferrable between vehicles” and replacing it with the words “shall be registered to a single licence plate” in clause 27(a);
  - (c) Repealing clause 27(c);
  - (d) Striking out the word “Annual” after the word “the” and before the word “Visitor” in clause 27(d);
  - (e) Repealing clause 27(e);
  - (f) Adding in the words, numbers, brackets and commas “may be valid for a period of one (1), two (2), or seven (7) days, and” before the word “shall” in clause 27(g); and

(g) Striking out the words, number and brackets “one (1) calendar year after the date of issue” after the word “expire” and replacing them with the words, numbers and colon “at 11:59PM on the designated expiry date” in clause 27(g).

13. Repealing section 28.

14. Repealing section 38.

15. Amend section 39D by repealing clauses 39D(a) and 39D(b).

16. Amend section 49 by adding the following as clause 49(ba) immediately after clause 49(b) and before clause 49(c):

(ba) exempt the operator of a vehicle to which the permit is affixed from payment at parking meters or pay stations;

17. Repealing sections 49A, 49B, 49C, 49D, 49E, 51A, 51B, 58 and 59.

18. Amend section 62 by striking out the number “59” after the word “section” and before the word “continues” and replacing it with the number “60”.

19. Inserting the following section after section 67:

68. Any permit issued before March 31, 2023, shall remain valid until the date of expiry of that permit.

20. Repealing the map in Schedule A Residential Parking Zones.

21. Adding the map as attached to this amending By-law as Attachment 1 to Schedule A.

22. This amending By-law shall come into effect April 1, 2023.

Done and passed in Council this        day of                                2023.

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Mayor

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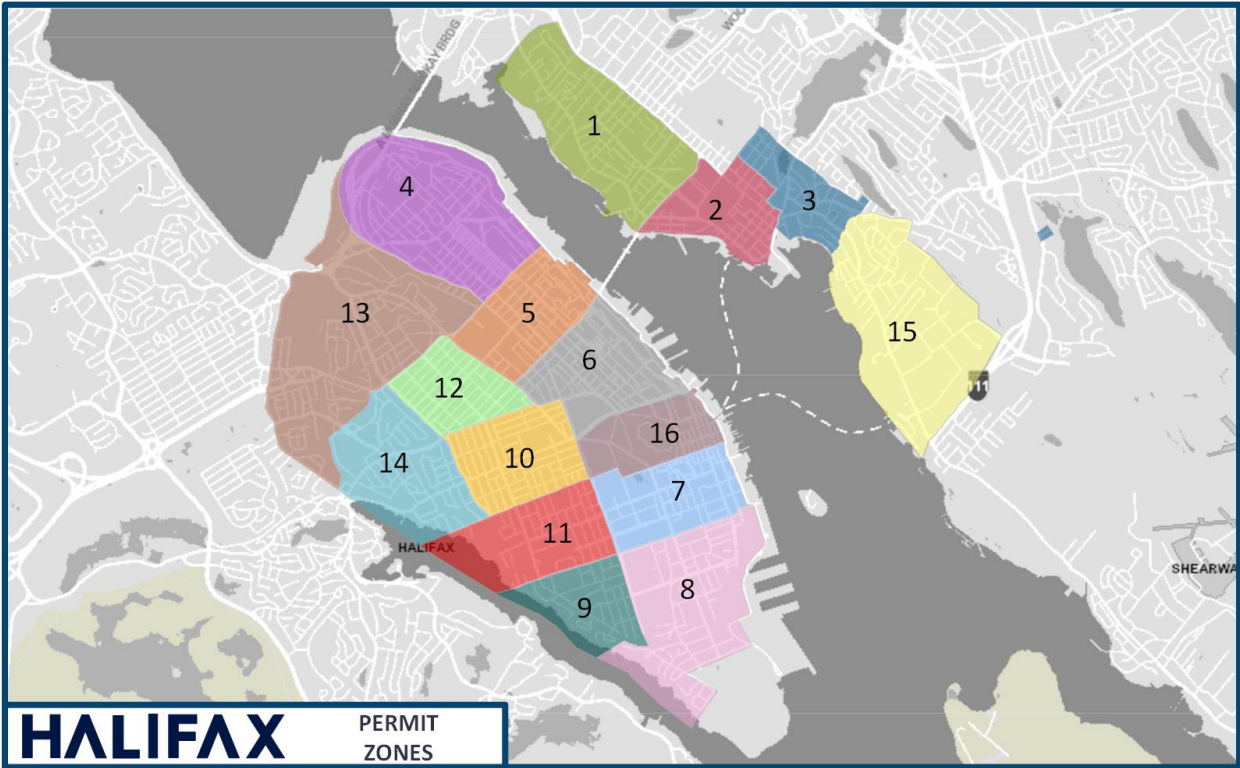
Municipal Clerk

I, Iain MacLean, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above-noted By-law was passed at a meeting of Halifax Regional Council held on  
, 2023.

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Iain, MacLean, Municipal Clerk

SCHEDULE A – PARKING PERMIT ZONES



**\*REVISED – FEBRUARY 3, 2023\***

**Attachment C  
(Amending Administrative Order)**

**HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER NUMBER 15  
Respecting License, Permit and Processing Fees**

**BE IT RESOLVED** by the Council of the Halifax Regional Municipality that Administrative Order 15, the License, Permits and Processing Fees Administrative Order, is amended as follows:

1. Section 9A is repealed and replaced as follows:

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Permit</b>	<b>Fee</b>
<b>P-1200</b>	<b><i>On-Street Parking Permits By-law</i></b>			
		5(a)	Annual Resident Parking Permit First permit Second Permit	\$75.00/year \$1275.00/year
		5(b)	Temporary Resident Parking Permit	\$0.00
		5(c)	Visitor Parking Permit One (1) day Two (2) days Seven (7) days	\$15.00 \$25.00 \$35.00
		5(e)	Commuter Parking Permit: Zone 7, 8, 9, 10 Zone 2, 5, 6 Zone 1, 3, 4, 11, 12, 13, 14, 15	\$70.00/month \$55.00/month \$35.00/month
		5(ea)	Student Commuter Parking Permit Zone 7, 8, 9, 10 Zone 2, 5, 6 Zone 1, 3, 4, 11, 12, 13, 14, 15	\$30.00/month \$60.00/month \$45.00/month \$25.00/month
		5(f)	Municipal Parking Permit	\$0.00
		5(g)	Annual Carshare Vehicle Parking Permit	\$100.00/year



2. This amending Administrative Order shall come into effect April 1, 2023.

Done and passed in Council this      day of                      2023.

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Mayor

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Municipal Clerk

SCHEDULE A – PARKING PERMIT ZONES

