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**CC:** "City Manager's Correspondence Group - DL" <CMCG@vancouver.ca>  
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"Darwent, Christopher" <Christopher.Darwent@vancouver.ca>  
**Date:** 2/8/2018 8:27:06 AM  
**Subject:** Memo - Updates to Residential Permit Parking Survey Process  
**Attachments:** ENG - PMB - Memo to Mayor and Council - Updates to Residential Permit Pa....pdf

Dear Mayor and Council,

Please see the attached memo from Jerry Dobrovolny with regard to updates to the residential permit parking survey process. A short summary of the memo is as follows:

- The City Engineer, who is authorized by the Street and Traffic By-law to administer the Residential Permit Parking (RPP) program, will be making some minor changes to the survey process to establish new RPP zones to improve the efficiency
- These two changes are:
  1. Reducing the threshold for a survey to be successful from two thirds (67%) to a simple majority (50% + 1 vote)
  2. Blocks in which a low number of responses are received (i.e. if more than 50% of residents do not respond) will not be immediately resurveyed - staff will first conduct surveys for other blocks that are in the request queue
- Should you have any follow-up questions regarding the RPP program or the planned changes to the RPP survey process, please feel free to contact Christopher Darwent at 604.873.7340 / [christopher.darwent@vancouver.ca](mailto:christopher.darwent@vancouver.ca).

Best,  
Sadhu

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## MEMORANDUM

February 7, 2018

TO: Mayor and Council

CC: Sadhu Johnston, City Manager  
Paul Mochrie, Deputy City Manager  
Janice MacKenzie, City Clerk  
Lynda Graves, Manager, Administration Services, City Manager's Office  
Rena Kendall-Craden, Director, Communications  
Kevin Quinlan, Chief of Staff, Mayor's Office  
Naveen Girn, Director of Community Relations, Mayor's Office  
Lon LaClaire, Director of Transportation

FROM: Jerry Dobrovolny, General Manager of Engineering Services

SUBJECT: Updates to the Residential Permit Parking Survey Process

The purpose of this memo is to inform Mayor and Council of a minor change to the Residential Permit Parking (RPP) program that will simplify and improve the efficiency of the process to establish new RPP zones.

The Street and Traffic By-law authorizes the City Engineer to administer the Residential Permit Parking (RPP) program. In general, the purpose of the RPP program is to provide priority parking to residents while still accommodating residential visitor and service provider vehicles. For locations that have commercial uses at street level, the RPP program is not applicable as this curb space is primarily used to support business activity.

There are 23 larger RPP zones in the City and 80 smaller block-based zones. In 2017, over 28,000 permits were issued to residents, visitors, and service providers.

To introduce a permit parking zone on a block, the City conducts a two-stage survey process upon resident request. The first survey gauges the interest of the block and currently requires two thirds of block households to be in favour in order for the process to advance to a second, design-based survey. In the design-based survey, households are asked to vote again on a detailed layout provided by the City. Should the second survey be supported by two thirds of the households, the proposed regulations are installed on the block.

When calculating the percentage of households in favour of a survey, staff compares household responses to the total number of households on a block, not the number of households that participated. For example, if there was a block that had ten households with three voting in favour, one voting against, and six not voting at all, the percentage of households in favour would be calculated as 30%. Calculating the results in this manner ensures that a change is genuinely wanted by the neighbourhood. As a consequence, however, when surveys fail, staff are routinely asked to re-conduct the survey. This has contributed toward increased wait times for the RPP survey process City-wide.

In order to simplify and improve the efficiency of the survey process, staff will be introducing two changes:

- Reducing the threshold for a survey to be successful from two thirds (67%) to a simple majority (50% + one vote). Percentages of responses will still be calculated using the total number of households on the block to ensure that the majority of the block is indeed in favour of the change. In 2017, approximately 10% of preliminary surveys fell between 50% and 67% - they would have passed under this new threshold; and,
- If more than 50% of residents do not respond to a survey, staff will not immediately re-conduct a survey for this block. Staff will first conduct surveys for other blocks that are in the request queue. In 2017, approximately 35% of preliminary surveys had a non-response rate greater than 50%.

As parking pressures on Vancouver's residential streets continue to grow, staff recognize the need to further improve the RPP program to better meet the needs of all residents. Accordingly, staff will be starting a dedicated research and exploration process to determine the best path forward this year. However, these minor amendments to the survey process are expected to result in less survey failure, reduced requests for repeated surveys and improved efficiency in delivering the RPP program.

Should you have any follow up questions regarding the RPP program or the planned changes to the RPP survey process, please feel free to contact Christopher Darwent at [christopher.darwent@vancouver.ca](mailto:christopher.darwent@vancouver.ca)



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