

# Development application guidelines

## Parking study

### What is the purpose of this?

A *parking study* outlines the issues and overall parking concept for a proposed development. The study should estimate the parking demand generated by a proposed development and determine the number of on-site parking spaces that should be provided, recognizing the parking policies, site constraints, and local conditions. Additionally, a parking strategy could be developed to identify how the parking demands for the project can be satisfied.

### Who should prepare this?

A *parking study* should be prepared by a qualified transportation consultant. The report must be stamped, dated and signed by a Professional Engineer.

### When is this required?

A *parking study* may be required as part of the following types of applications:

- Zoning By-law Amendment seeking to amend parking requirements
- Draft Plan of Condominium for a rental conversion
- Minor Variance

### Why do we need this?

A *parking study* is undertaken to provide details and inform decisions regarding the provision of a sufficient supply of parking for a proposed development.

A *parking study* should be based on established policies and parking rates and supplemented by available local survey data. A parking study should recognize the general principle that the parking demand generated by a proposed development should be accommodated on-site and not rely on on-street parking or off-street parking facilities to satisfy the demand. This work may include provisions for shared parking facilities.

The objective of a parking study is to:

- determine the appropriate parking requirements for a proposed development
- justify any deviation between the proposed parking supply and the parking requirements (number and size of parking spaces) of the applicable Zoning By-law
- ensure that the parking requirements are adequate for each phase of development including the ultimate development scenario
- explore alternative strategies to satisfy the parking requirements of the development (i.e. shared parking opportunities, payment-in-lieu, off-site parking, etc.)

### How should this be prepared?

A *parking study* should include, but is not limited to:

- location plan of the subject property with parking
- property description
- owner/consultant contact information
- inventory of parking facilities in the area including:
  - on-site parking
  - on-street parking
  - off-street public parking
- utilization rates of existing facilities or proposed use during peak periods of parking demand

- estimate of the parking demand generated by each component of the development including:
  - residents
  - employees
  - visitors/customers/patrons
- assessment of the feasibility and appropriateness of shared parking on the site.

The study should be presented in a written report format together with a plan component.

Discussion with Town Development Engineering staff is required prior to the commencement of the *parking study*. Applicants and/or their consultants are required to submit a full scope of study proposal for review and approval by Development Engineering staff.

**What else should we know?**

Additional content not listed here may also be necessary to meet the unique requirements of a specific planning application.

**What other resources are available?**

Town of Oakville - North Oakville Parking Strategy, Phase A, Parking Management Principles and On-street Parking Policies, November 2009:  
<http://www.oakville.ca/assets/2011%20planning/nco-parkingstrategy-09nov09.pdf>