Parking Analysis/Study

PURPOSE:

This document provides guidance for the preparation of a Parking Analysis/Study which may be required for the submission of an application under the *Planning Act*. All Parking Analyses/Studies shall follow the guidelines referenced in this document.

A Parking Analysis/Study provides information to determine the parking supply required to support a proposed development as per the City of Hamilton Zoning By-laws.

The need for a Parking Analysis/Study is a proposal based requirement within the Urban Hamilton Official Plan and Rural Hamilton Official Plan checklist for the submission of an Official Plan Amendment, Zoning By-law Amendment, Plan of Subdivision, and Site Plan Control Application.

A Parking Analysis/Study may be required to justify any requested variance from the required parking supply identified by the Zoning By-law and to provide alternative strategies to offset the impacts of the variance.

PREPARED BY:

The Parking Analysis or Study must be prepared by a consultant registered as a Professional Engineer in the province of Ontario. The consultant must affix their stamp and seal and specifically identify the engineer who prepared the work. The consultant is expected to be a qualified transportation consultant experienced in transportation planning or traffic engineering.

CONTENTS:

The need for a Parking Analysis/Study and the terms of reference are to be confirmed through a pre-study consultation with Transportation Planning staff prior to commencing work. The Parking Analysis/Study may be provided as a standalone document or as a separate section within a broader document containing the required transportation studies.

The Parking Analysis/Study may be required to:

- Provide an overview of the development proposal;
- Outline the parking required under the applicable Zoning By-law for each proposed land use;
- State the proposed parking supply for each land use and identify any surplus or deficiency;
- Identify opportunities for shared parking onsite;
- Identify adjacent on-street parking supply;
- Outline study area posted parking restrictions;
- Provide sound justification for any oversupply of parking;
- Include a site plan that:
    - Identifies the location and number of proposed parking spaces, including accessible spaces and small car spaces;
    - Dimensions all parking spaces, aisles, and ramps;
    - Illustrates ramp and transition lengths and grades;
    - Identifies the location and number of proposed bicycle parking spaces for both long-term and short-term bicycle parking;
    - Dimensions and types of bicycle parking spaces;
    - Illustrates the access points/routes to long-term and short-term bicycle parking spaces;
    - Identifies location and dimensions of loading areas;

    - Illustrates and dimensions proposed lay-by areas; and,
    - Identifies pedestrian routes linking parking areas to building entrances.
- Outline the existing study area alternative as well as active transportation facilities and infrastructure, including direct connections to other sustainable travel modes (e.g., pedestrian and cycling routes, transit stops or stations);
- Collect parking demand and/or turnover data at set intervals at City-approved proxy sites to support the proposed parking supply; and,
- Provide a parking mitigation strategy to offset the impacts of a reduced parking supply.

OTHER INFORMATION:

Cash-in-Lieu of Parking

Where a proponent is required, under the Zoning By-law, to provide and/or maintain parking facilities, the Urban Hamilton Official Plan authorizes the City to require a cash payment in lieu of all or part of the parking requirements, in accordance with the City's Cash-in-Lieu of Parking Policy, as amended from time to time. The proponent is encouraged to discuss the feasibility of cash-in-lieu of parking with Planning Division staff via pdgening@hamilton.ca if contemplated, prior to preparation of the Parking Analysis/Study. If a development proposal contemplates cash-in-lieu of parking, information relevant to the evaluation of cash-in-lieu of parking must be included in the Parking Analysis/Study. The City is authorized, but not obligated, to consider cash-in-lieu of parking.

REVIEWED AND APPROVED BY:

Transportation Planning and Parking Division, Planning and Economic Development Department.

CONTACT:

Transportation Planning and Parking Division, Planning and Economic Development Department

Transportation.Planning@hamilton.ca