



Town of Georgina

Parking and Loading Study

Workplan

. Transportation Solutions Limited

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1 Introduction

The Town's comprehensive zoning bylaw, Zoning Bylaw 500, was adopted by Town Council on July 7, 1994, and approved by the former Ontario Municipal Board on August 24, 1995. Zoning Bylaw 500 replaced the Town's first comprehensive zoning bylaw, Zoning Bylaw 911, which was passed on May 9, 1977. The Town updated their Official Plan in 2016 to bring it into compliance with various provincial policies. The Town Official Plan establishes an updated vision, growth management framework, land use plan and associated policies to appropriately guide growth and development, while protecting the Town's natural systems and resources.

In 2021, the Town initiated a comprehensive review of their zoning by-law in a two phase process, with Phase 1 focussing on the Countryside Areas in the Town which led to the Council adoption of Zoning By-Law 600 – which is pending final approval from the Ontario Land Tribunal.

Phase 2 of the Zoning By-Law update was initiated in 2025, to update the current Zoning By-law 500, and will focus on the Settlement Areas including Keswick, Sutton/Jacksons Point, Pefferlaw, and other urbanized residential areas in Georgina. At the end of Phase 2, the two by-laws will be consolidated into one by-law covering the entire municipality. As Part of the Phase 2 work, the Town initiated a review of the Parking and Loading Standards (common to both by-laws), which have not been comprehensively reviewed and updated since 1994.

As part of the review, a jurisdictional scan will be conducted to examine how other municipalities are approaching updating their parking and loading standards to account for changing policy contexts, housing affordability considerations, integration with broader transportation planning directions - combined with a review of opportunities to address current implementation issues with the current by-law, from clarifying language and definitions to proposing changes that take into consideration the changing nature of development in the community.

Engagement with the public, stakeholders and the development community will be critical to ensure that the proposed parking and loading standards in the new zoning by-law reflect community input, address issues being faced by the Town and the development community, and position the Town to achieve their broader Official Plan policy objectives.

The following sections describe the proposed workplan designed to achieve the Town's objectives for the review and update.

2 Current Context

2.1 Existing Parking and Loading Standards

This section of the Background Report provides a summary of the current parking and loading requirements as outlined in Zoning By-law 500 and Zoning By-law 600 for the Town of Georgina. Both by-laws have the same provisions include loading space requirements, parking supply and design standards, and associated access and location considerations. The objective of the current by-laws is to ensure that proposed developments provide sufficient and functional parking and loading facilities for a wide range of land uses, including residential, commercial, industrial, institutional, and recreational developments.

2.1.1 Loading Space Requirements

Section 5.25 of By-Law 500 (and Section 5.20 of By-law 600) provides the Loading Space requirements that apply to commercial, industrial, business park, and institutional uses. The number of required loading spaces increases with gross floor area, as summarized in **Table 2.1**.

TABLE 2.1: LOADING SPACE REQUIREMENTS BY NON-RESIDENTIAL FLOOR AREA

Gross Floor Area	Number of Loading Spaces	
	Commercial/ Industrial / Business Park	Institutional
<= 185 sq m	None	None
186 sq m – 550 sq m	1	1
551 sq m to 2300 sq m	2	1
2301 sq m to 7400 sq m	3	2
>= 7401 sq m	3 plus 1 per additional 9,200 sq m	3 plus 1 per additional 9,200 sq m

In addition to the number of spaces required, the by-laws establish design and location criteria. Loading spaces must be accessed by a driveway with a minimum aisle width of 4.0 metres, leading to a street or lane at least 6.0 metres wide. Spaces are generally required to be in the interior side or rear yard, unless they are set back at least 25 metres from the street line. A minimum setback of 1.5 metres from lot lines is also required.

Existing deficiencies in loading supply on a property are permitted to remain, although any additions or changes of use cannot increase the deficiency. Where the addition or change in use increases the requirements the development must meet the standards in the zoning by-law. For developments containing multiple uses, each use must independently satisfy its loading requirements.

2.1.2 Parking Space Design Standards

Section 5.28(a) of By-law 500 (Section 5.26(a) of By-law 600) specifies minimum parking space dimensions that apply to all land uses, except where noted. Standard angled parking spaces must measure 3.0 metres by 5.7 metres, while parallel spaces must measure 3.0 metres by 7.0 metres. For schools and public facilities, reduced dimensions apply:

- Angled spaces: 2.75 m x 5.7 m
- Parallel spaces: 2.5 m x 7.0 m

In low density residential zones, where private driveways serve individual units and are located in the front yard, a reduced driveway width of 2.5 metres is permitted.

2.1.3 Minimum Parking Supply Requirements

Section 5.28(b) of By-law 500 (Section 5.26(b) of By-Law 600) also specifies the minimum number of parking spaces that are required on a site, which vary for different land uses. Requirements for residential land uses are typically based on the number of units provided while non-residential uses are primarily based on gross floor area, although there are some uses requirements are based on other

criteria that link to potential demand. The current minimum parking requirements are summarized in **Table 2.2**.

TABLE 2.2: CURRENT MINIMUM PARKING REQUIREMENTS BY LAND USE

Land Use	Required Number of Spaces
Residential	
Single Dwelling, Semi Detached, Linked (2 units)	3 per unit (2 may be in private driveway)
Duplex or Non Residential Building with one or two units	2 per unit (1 may be in private driveway)
Townhouse fronting public street	2 per unit (1 may be in private driveway)
Townhouse or linked townhouse with fronting access to a street or common driveway	2 per unit (1 may be in private driveway) Plus 1 visitor space per 4 units
Building with 3 or more Residential Units (excluding townhouse or linked townhouse)	1.75 per unit
Single, semi, townhouse with Accessory Apartment	3 spaces must be on subject lot subject to: Only 1 space can be in a garage and 2 spaces must have direct driveway access to street
Non-Residential Uses - Commercial	
Restaurant	10 spaces / 95 sq m of non-residential floor space
Bakery, Garden Centre, Health Care clinic, retail store, laundromat, place of amusement, wholesale establishment	5.5 spaces / 95 sq m of non-residential floor space
Catering Establishment	3.5 spaces / 95 sq m of non-residential floor space
Multi-unit commercial centre	5.5 spaces / 95 sq m of non-residential floor space except where 50% is devoted to restaurant, auditorium, arena, church, funeral home, hall, commercial or private club Parking for these uses to be separate by use. Theatre use shall be based on 5.5 / 95 sq m of non-residential floor space.
Bank, Building Supply and Equipment, Business or Professional Office, bowling alley, convenience retail, personal or light service shop, dry cleaning outlet, equipment sales, mechanical garage, motor vehicle sales or rental, studio, taxi stand	3.5 spaces / 95 sq m of non-residential floor space

Land Use	Required Number of Spaces
Tourist Info Centre, Veterinary Clinic	3.5 spaces / 95 sq m of non-residential floor space
Driving Range or Mini Golf	1 per tee / hole
Golf course	3 per hole
Hawker or Peddler use	1 per hawker or peddler (except where license for fireworks issued – none req)
Home Occupation	3.5 spaces / 95 sq m of res floor space used for home occupation - where home contains an accessory apartment one space required for home occupation and are in addition to spaces required for residential uses – permitted in front or exterior side yard
Marina	1 per slip + spaces required for retail space based on use
Hotel, motel, motor hotel	1 per rental unit for first 20 units plus 1 per every 2 units over 20 units plus 10 per 95 sq m of non-residential floor area for public uses
Motor vehicle fuel bar or washing	2 spaces per establishment
RV Park or campground	1 per site plus 5 for visitors
Refreshment Vehicle	2 per vehicle
Schools (commercial or private)	5.5 per 95 sq m
Tennis Courts (commercial)	4 spaces / court
Temp structure/use commercial	none
Recreational Batting Cage	1 per batting station
Non-Residential Uses Industrial	
Warehouse of public storage building	1 per 95 sq m of non-residential space
All other industrial (excluding mechanical garage)	2 per 95 sq m of non-residential space
Communications Facility	2 per 95 sq m of non-residential space
Crematorium	2 per 95 sq m of non-residential space
Cannabis production facility, licensed	2 spaces plus 2 per 95 sq m of non-residential space
Cannabis production facility, designated	2 spaces plus 1 per 95 sq m of non-residential space
Research and Development Facility	2 per 95 sq m of non-residential space

Land Use	Required Number of Spaces
Non-Residential Uses - Place of Assembly	
Airport, Auditorium, Arena, Church, Funeral Home, Hall, Commercial or private club, theatre	1 per 5 seats (or per 3m of bench seats) or IF NO FIXED SEATING - 10 per 95 sq m of non-residential space (minimum 10)
Art Gallery	10 per 95 sq m of non-residential space for public use
Convention Centre	10 per 95 sq m of non-residential space for public use
Place of Worship	1 per 5 seats (or per 3m of bench seats) or IF NO FIXED SEATING - 10 per 95 sq m of non-residential space (minimum 10)
Non-Residential Uses - Institutional	
Hospital, nursing home	1 per bed
School, public - elementary	2 per teaching classroom or portable plus 5 for a day nursery
School, public - secondary	4 per teaching classroom or portable plus 10 for a day nursery
Day Nursery	2.5 per classroom None required for day nursery in a church or apartment dwelling

Where a site has multiple uses the minimum parking requirements must include the number of spaces for all uses individually, unless otherwise prescribed. Existing deficiencies in the number of required parking spaces on a property are permitted to remain, although any additions or changes must meet the standards in the zoning by-law. Parking is generally required to be located on the same lot as the building it serves, except where a cash-in-lieu arrangement is in place. Where a building contains both residential and commercial uses the parking areas shall be designated separately as part of the Site Plan, and where a home occupation use is permitted the parking for the home occupation shall not be located within the minimum front or side yard..

There are no restrictions in the parking and loading standards to outline the maximum number of parking spaces that can be provided on a site. The by-law also does not specify requirements for the number or design and configuration of Accessible Spaces to be provided (this section was deleted by By-Law 500-2011-0009), which refers to the Town's Traffic and Parking By-Law to provide regulation for accessible parking spaces.

2.1.4 Cash-in-Lieu of Parking

The Town has a cash-in-lieu of parking provision in section 5.28(d) of By-law 500 (Section 5.26c of By-Law 600) that allows for an applicant to provide fewer parking spaces than otherwise required under the zoning by-law subject to entering into a cash-in-lieu of parking agreement with the municipality. There are no restrictions or parameters on the number of spaces that can be eliminated through this mechanism, nor the cash payments that are to be provided to the municipality.

2.1.5 Use of Parking Spaces

Section 5.28(f) of By-law 500 (Section 5.26(e) of By-Law 600) restricts the use of parking spaces required under the by-law. No parking spaces may be used for unlicensed vehicles and there are also restrictions on the use of parking spaces by certain commercial vehicles in residential zones.

Parking spaces in residential zones cannot be used for parking tow trucks, commercial motor vehicles or commercial trailers (as defined in the Highway Traffic Act), except:

- Commercial motor vehicles or trailers up to 7 m in length, 2.5 m width, and 2.5 m height.
- One school bus is permitted per residential dwelling lot, provided the lot contains a dwelling.
- Large school buses (20 plus passengers) are permitted but are subject to the following set back requirements:
 - 1.5 m from interior side and rear lot lines
 - 4.0 m from front and exterior side lot lines

Parking of Leisure vehicles in residential zones is covered in section 5.27A of by-law 500 (section 5.25 of by-law 600), with extensive requirements outlining the conditions and locations where parking of leisure vehicles is permitted.

- For lots equal to or greater than 4,000 m² (1 acre) a maximum of 6 leisure vehicles can be parked, with a maximum of two parked in front or side yard driveway. For lots between 270 m² and 4,000 m² a maximum of 3 leisure vehicles can be parked, with a maximum of one parked in front or side yard driveway. The permission for both lot sizes are subject to the following requirements:
 - 6.0 m set back from front lot line and 1.2 m set back from interior or rear lot line.
 - Maximum vehicle height of 4.0 m and maximum length of 13.0 m.
 - There are some exceptions in the by-law for set back requirements in front or side yard locations for seasonal parking of leisure vehicles.
 - The driveway width must be 5.0 m width and not more than 55% of the lot frontage
 - Leisure vehicle storage should not restrict access to 3 required vehicle parking spaces.
 - No storage permitted on the municipal road allowance including the boulevard areas
 - Where two or more Leisure vehicles are stored on a single trailer this counts as one vehicle
 - Where a leisure vehicle is stored on the roof or rear portion of a vehicle and does not exceed the maximum 4.0 m height restriction this does not count towards the maximum number of leisure vehicles permitted.
 - For lots less than 260 m² – leisure vehicles must be stored in the rear yard and are subject to a maximum height of 3.0 m, a maximum length of 7.0 m and must have a minimum rear lot line setback of 1.2 m.

2.1.6 Access Aisles and Driveways

Section 5.28(i) of By-law 500 (Section 5.26(h) of By-Law 600) provides design requirements and restrictions for Access Driveways and Aisles for various types of land uses.

For Single Family, semi-detached, and linked dwellings or townhouses in Low Density Urban Residential Zones, driveway in the front yard shall be a minimum of 3 m in width and not exceed 55% of lot frontage. Access to parking areas shall have unobstructed driveways of at least 3 m in width (one way) and 6.0 m in width for two-way traffic flow – up to maximum of 9.0 m wide. Access streets shall have a minimum width of 6.0 m except where the street serves as parking aisle, where required width of aisle shall govern. The minimum distance between a driveway and the intersecting street line shall be minimum of 9.0 m for residential zones and 15 m for all other zones and the angle of a driveway entering a street shall be 60 degrees or greater. For parking areas, minimum aisle widths vary by the configuration of the parking spaces and aisles as summarized in **Table 2.3**.

TABLE 2.3: REQUIREMENTS FOR AISLES

Angle of Parking Space to Aisle	Aisle Width	Traffic Direction
Parallel	3.0 m	One-way
Parallel	6.0 m	Two-way
30 degrees	3.5 m (3.0 m) ¹	One-way
45 degrees	4.0 m	One-way
60 degrees	5.0 m	One-way
90 degrees	7.0 m	Two-way

Note: 1) The aisle width requirement in Zoning By-Law 600 is 3.0 m for a parking space on a 30 degree angle to the aisle.

2.1.7 Stacking Space Requirements

Section 5.36(A) of By-law 500 (Section 5.36 of By-Law 600) requires restaurants with a drive thru to provide a minimum of 7 motor vehicle stacking spaces, to be provided within a curbed aisle designed to only serve the drive thru, and specifies that each stacking space shall be a minimum of 3m wide and 7.0 m in length.

2.2 Planning Context

Many policies and legislation from all levels of government play a role in how the Town plans. From the Planning Act to the Region of York Official Plan, to the Town of Georgina Official Plan and the Zoning By-law, each policy informs the next and each policy build upon the direction of higher-level plans to provide more detail and location specific rules and requirements for how land is used and the process by which those decisions are made.

2.2.1 Provincial Policy Direction

The Planning Act

The Planning Act of Ontario is the Provincial law that establishes the framework around how land use planning in Ontario should happen. It establishes the approval process for land development, outlines requirements for public consultation in land use decision making, clarifies the role and responsibilities of

municipal Councils in making land use planning decisions, and provides the ability to appeal local land use decisions through the Ontario Land Tribunal.

The Planning Act requires municipalities to develop Official Plans that integrate matters of provincial interest into the local land use planning and decision making process.

While details regarding the provision of off street parking for developments is generally deferred to municipal zoning by-laws there are some exceptions.

Section 16 (3) of the Planning Act provides approval for up to 3 dwelling units on a parcel of urban residential land. Section 16 (3.1) of the Act requires a maximum of one parking space can be required for any additional dwelling unit on a property, other than the primary residential unit. While a municipality can determine the number of parking spaces to be provided for each regular residential dwelling unit, any additional units on the property can only be required to provide one additional space.

Section 16(22) of the Act prohibits policies in Official Plans that would require a property owner to provide and maintain parking facilities (other than facilities for bicycles) in protected major transit station areas, and certain other areas delineated as surrounding a high order transit station or stop.

In Part V of the Act, Section 34 provides authority for municipalities to pass Zoning by-laws to enact restrictions on the use of land, regulating the types of land uses that may be operated on lands, regulating the construction of building or structures on lands (including the size, height, design elements, setbacks from property lines, and many other aspects of the site), and to regulate the number of parking and loading spaces to be provided (subject to the above noted restrictions in transit station areas). The parking and loading requirements outlined current Town Zoning by-law (and summarized in Section 2.1) will be the focus of the update work being completed in this study.

Section 40 of the Act authorizes municipal Councils to enter into agreements with property owners wanting to develop or redevelop their properties from the requirements in the Zoning by-law requiring them to provide parking spaces on the site. These are known as cash-in-lieu of parking agreements, where the municipality can establish the cash payment to be provided in lieu of providing all or a portion of the required parking spaces on a site. The cash must be held in a special reserve fund, and the agreement can be registered on the title of the property until all monies have been paid.

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS), is a province-wide land use planning policy framework that replaces both the Provincial Policy Statement, 2020 and A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019. The PPS was issued under section 3 of the Planning Act and came into effect October 20, 2024. The Provincial Planning Statement provides policy direction on matters of provincial interest related to land use planning and development. Section 3 of the Planning Act requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act.

The PPS establishes the land use planning framework for the province which includes policies to support the provision of a range and mix of housing options for residents, the achievement of complete communities (that offer access to the range of residential, commercial, institutional and public service land uses that contribute the overall quality of life for all residents), and the provision of infrastructure and services that residents use on a daily basis.

The PPS promotes intensification of land uses to ensure that land is used efficiently, in a way that optimizes existing infrastructure and services, supports active transportation and transit use, and supports the movement goods that the provincial economy relies upon. The policy directions in the PPS

are required to be incorporated into Regional and Local Municipal Official Plans to guide the land use planning decisions made at the local level.

The PPS also defines land use areas that are featured in many municipal Official Plans, including Settlement Areas, Strategic Growth Areas, Major Transit Station Areas, Employment Areas, Rural Areas, and various types of Natural Heritage Areas and Resources. The Transportation and Infrastructure section of the PPS primarily deals with Infrastructure Corridors and Airports Rail and Marine Facilities, but the need to consider parking in support of transit is recognized in Transit Station Areas, for example.

Bill 23, More Homes Built Faster Act, 2022

Bill 23, also known as the More Homes Built Faster Act, was introduced by the Ontario government to implement changes to various statutes and regulations to support the government's plans to construct 1.5 million new homes by 2032. Bill 23 implements many of the recommendations from the Ontario Housing Affordability Task Force Report.

Bill 23 made fundamental changes to the land use planning system in Ontario through changes to the Development Charges Act, Planning Act, Municipal Act, Conservation Authorities Act, and others.

While the scope and breadth of changes implemented through passage of Bill 23 are extensive, the key changes impacting the review of the parking section of the zoning by-law include:

- ▶ Modifying the Planning Act to allow (as of right) up to three residential units per lot for any parcel of urban residential land with full municipal services. Additional residential units are also exempt from paying Development Charges.
- ▶ Modifying the Planning Act to limit the number of required parking spaces to 1 space per unit for an additional residential unit on a lot.
- ▶ Removal of Site Plan Control for residential development proposals with up to 10 units, except under certain conditions.
- ▶ Requiring mandatory delegation of authority to municipal staff (as opposed to Council) to approve Site Plans.
- ▶ Changes to the way Community Benefit Charges (used to fund infrastructure and services not eligible for Development Charges) are calculated and applied.

Bill 23 was approved by the Provincial government and received Royal Assent in November of 2022, and the provisions are now incorporated into the respective Acts.

2.2.2 York Region Official Plan

The Regional Municipality of York is the upper tier municipality for the Town of Georgina. The York Region Official Plan was last updated in 2022 and provides planning direction for all lower tier municipalities in the region.

As of June 2024 the Provincial Government passed Bill 185 which, amended portions of the Planning Act and designate the Region of York as an Upper Tier Municipality without planning authority. As such the Region no longer is an approval authority for local municipal Official Plans. The policy direction contained in the Region of York Official Plan still applies, and becomes policies of the Town of Georgina, until such time as the lower tier municipality adopts their own Official Plan amendment to incorporate the provisions of the Regional Official Plan.

While no longer an approval authority, the Region of York continues to support local municipal planning processes by commenting on development applications in relation to Regional interests like roads, transit and infrastructure; collaborating to maintain up-to-date growth estimates to ensure Regional infrastructure can be planned and delivered in a coordinated and financially sustainable manner, and sharing data including monitoring and reporting on growth and infrastructure needs.

The Regional Official Plan describes how York Region will accommodate 810,000 residents and 325,000 jobs by 2051. A strategic approach to growth management and aligning land use, financial sustainability, infrastructure and phasing has been integrated into the Plan to manage this magnitude of growth while maintaining York Region's commitment to building strong, caring, safe communities, in alignment with four areas of focus: Economic Vitality, Healthy and Complete Communities, Sustainable Environment and Good Government.

The Regional Official Plan designates much of the land area within the Town of Georgina as Agricultural and Regional Greenlands Systems, although the built up areas with Keswick are designated as an Urban Area and Sutton and Pefferlaw are designated as Towns / Villages and these areas are the focus for growth and development. Growth forecasts for the Town of Georgina identify a 2051 population of 70,500 residents and 20,700 jobs to be used as the basis for planning.

In support of the objective of creating complete communities in the Region, the Official Plan adopts a number of policies that target the creation of compact, mixed use communities that are pedestrian friendly and have a built form that is supportive of transit. The Official Plan directs that local municipal official plans shall require appropriate facilities in new developments to increase the mode share of trips using active transportation, including features such as covered bicycle storage, lockers, and shower facilities. The Plan also requires local municipalities to incorporate parking management policies and standards that:

- Reduce minimum and maximum parking requirements that reflect walking distance to transit and complementary uses, where appropriate;
- Promote shared parking, where possible, to reflect variances in parking demand between complementary uses on a time of day, weekday/weekend, and monthly basis;
- Requires site designs that orients the main building entrance to face the public street and provides a pedestrian friendly urban form, where appropriate;
- Anticipates the adaptive reuse of surface parking to above grade structure or underground parking over time;
- Provides for preferential locations of carpool parking, car sharing spaces, electric vehicle charging stations, and bicycle storage requirements; and
- Accommodates designated parking for on-demand deliveries and vehicles.

These policy directions are to be applied in the designated Urban Areas and Towns / Villages in Georgina, along with Protected Major Transit Station Areas and along designated Regional Corridors, which primarily apply to the larger more urbanized municipalities in the Region.

2.2.3 Town of Georgina Official Plan

The Town of Georgina Official Plan was last updated and approved by the Region of York and the Province in 2016, although there have been minor amendments to the Official plan since the last approval date. The Official Plan sets out the land use policy to guide future development in the community and manage growth.

The Official Plan is guided by a vision for the Town which is translated into policies that describe how lands should be used and how changes to land use the community should be assessed, evaluated and implemented. Policies outlining where new housing, industry and commercial businesses should be located are provided, and are supported by plans for required servicing including roads, sewers, watermains, parks, and schools.

Given the mix of rural and urban areas contained within the Town, four Secondary Plans have been developed to outline in greater detail the land use and infrastructure planning policies for the urbanized areas of Keswick, Sutton/Jackson's Point, Pefferlaw and the Keswick Business Park area.

The Official Plan is guided by a vision that strives - "To be a well-balanced and vibrant community that preserves and protects Georgina's natural environment and rural character, while providing for a high quality of life, growth and economic development in a sustainable manner."

The Transportation section in the Official Plan includes policies that emphasize:

- Road Network Classification - which outlines a hierarchy of various roads and their role in serving mobility needs of the community along with functional and design requirements for each class of roadway;
- Encouraging Multi-Modal Transportation – which aims to encourage the development of an integrated transportation system that accommodates all modes of transportation including pedestrians, cyclists, transit, automobiles and good movement, while reducing reliance on private automobiles;
- Transit Oriented Development – where new development applications must be designed to support transit use and reduction in automobile trip making through measures that incorporate transportation demand management;
- Parking Management – which aims to ensure adequate off-street parking and loading facilities for new development while supporting on-street parking to support businesses where it does not interfere with traffic flow; and
- Active Transportation – that include the development of a comprehensive trails and active transportation network to enhance connectivity and support tourism and recreational activities.

Within the area of Parking Management the Official Plan emphasizes the need to provide adequate off-street parking for land uses while promoting on-street parking in certain areas; ensuring that parking areas are designed to be accessible for all users, safe, and compatible with adjacent land uses; using parking management plans in certain areas to manage the supply and management of parking; and incorporating design elements that improve esthetics, promote walkability, reduce impervious surfaces, provide adequate snow storage and minimize environment and safety risks.

2.2.4 Local Secondary Plans

As noted previously, four Secondary Plans have been developed to outline in greater detail the land use and infrastructure planning policies for the urbanized areas of Keswick, Sutton/Jackson's Point, Pefferlaw and the Keswick Business Park area. While each Secondary Plan has various Transportation policies identified, the Keswick Secondary Plan is the only plan that provides specific policy direction for parking. Key policy directions outlined in the Parking Management Section of the Keswick Secondary Plan include:

- Requirement to provide context sensitive on-site parking for vehicles and bicycles, as required in the Zoning By-law (at the current time the zoning by-law does not identify any bicycle parking requirements – so this was included in anticipation of future updates);

- Requirement to consider the appropriate placement of surface parking lots or above grade parking structures in a way that complements Urban Design considerations, incorporates Active Transportation users, and directs access points out to local roads;
- Policies that would enable the Town to consider partnerships for the provision of off street parking and the use of shared parking spaces between public parks and public service facilities; and
- Policies that support the need to consider reduced parking space requirements in proximity to existing transit, or in high density mixed use locations along with shared parking between complimentary uses, and the need for carpooling and/or car-sharing spaces.

2.3 Local Issues and Challenges

To support the development of the workplan for the review and update of the parking loading standards in the Zoning By-Law, Town staff in the planning and zoning by-law review teams identified the following key issues and considerations that should be investigated and addressed as part of the review:

- Updating Terminology and definitions – there is a need to provide improved clarity and consistency in the definitions of common terms used in the by-law including what constitutes a parking space, a garage, stacking spaces, warehouses, and other types of developments.
- Review and Update Parking Rates – there is need to review the minimum parking rate requirements across all land uses to better align them with needs, provide consistency with other jurisdictions that are similar in nature to Georgina, and assess the need for increased or reduced parking requirements to better reflect actual usage and demand patterns
- Clarifying Residential Parking Requirements – there is need to review a number of items related to residential parking requirements, including:
 - minimum parking requirements for all residential land use types considering current trends, auto ownership patterns, new provincial policy directions regarding Additional Dwelling Units, and how this may relate to on street parking issues.
 - The need to clarify the requirements for residential garage dimensions and obstructions within the garage to ensure that these spaces can actually be used for parking.
 - Clarifying and standardizing parking space dimensions where appropriate
 - Considering the need for designated visitor parking spaces and establishing the number of visitor spaces that should be provided for various land uses and how they should be provided for in site plans.
 - Considering the need for a broader range of multi-unit residential land uses and establishing parking requirements appropriate to each category to provide clear standards and reduce the need for parking justification studies where the requirements are not clear.
- Updating Industrial and Commercial Parking Requirements – a number of issues are emerging in the provision and interpretation of parking requirements for industrial and commercial lands in the Town, including:
 - Establishing minimum parking requirements for large format warehouses and commercial warehouses that occupy large Gross Floor Areas.
 - Considering the viability of parking requirements that have different rates based on the size of the site
 - Re-evaluating the number of loading spaces required for commercial and industrial land uses of different sizes along with the need for different types of loading spaces.

- Drive Thrus – Parking and stacking spaces for drive thrus need to be reviewed to ensure that the requirements are appropriate for the range of different uses that now employ the use of drive thru windows. There review should also consider the need for stacking spaces located after the pick up window.
- Mixed Use Considerations - there is a need to consider and clarify the parking requirements for properties with a mix of land uses and multi-unit commercial centres. This should also consider the need for establishing ratios for shared use of parking for land uses that do not have peak parking demands at the same time of day.
- Special Generators – there is a need to consider the need for additional commercial land uses to address unique land uses that tend to generate much higher parking demands (such as Places of Worship, Event Venues, and Medical Offices – separate from General Offices).
- Multi-modal Integration - with the focus on supporting Active Transportation and new technologies there is need to review the by-law and update requirements for bicycle parking (minimum requirements and design considerations), Electric Vehicle parking and charging requirements and space allocation for all land use categories.
- Other items – other miscellaneous items identified include:
 - Consider the need to establish standards for boat slip parking
 - Review approaches to allowing off site parking and if this should be incorporated into the by-law
 - Design requirements for parking lots considering large vehicle access and turning radii (waste collection)
 - Height requirements in parking structures or covered parking areas

It is anticipated that additional local issues will be identified as part of the planned public consultation process and any concerns identified will be reviewed in the context of the study objectives, best practices, and industry standards.

3 Project Workplan

The project workplan identifies 11 separate tasks to complete this project. The workplan should be read in conjunction with the **Project Schedule** in **Figure 1**.

Task 1: Work Plan and Background Report

The Work Plan and Background Report establishes the overall planning context and scope of work for the Parking and Loading Study. As summarized in Section 2 of this document, a review of the Town's current Zoning By-Laws 500 and 600 have been undertaken and the current parking and loading requirements have been summarized, along with current parking design standards for loading spaces and parking stall orientation, stall size, aisle width, accessible parking, and other relevant elements.

The Planning Context governing updates to the Zoning By-Law were reviewed in the context of Provincial Policy direction, policies with the York Region Official Plan and local policy directions contained in the Town Official Plan and relevant Secondary Plans.

Through feedback from Town Planning staff key issues to be addressed as part of the review have been identified based on ongoing issues that arise when reviewing new planning applications or through implementation and monitoring of compliance.

Task 2: Phase 1 – Benchmarking and Analysis – Best Practice Review

A comprehensive "best practices" review of six comparable municipalities will be completed to obtain information on required parking ratios and loading requirements including use of new approaches like, parking maximums, area-based approaches to setting requirements, and other policy provisions that allow applicants to reduce parking requirements by providing cash-in-lieu, TDM programs, or other measures.

At least three municipalities used for this review will be like Georgina in terms of size and current context, while the other three will be chosen based on various factors that offer different approaches to parking including policies that emphasize mode shift, parking reductions, parking maximums, or other emerging trends. As part of the peer review, information about parking design standards (aisle widths, parking and loading space dimensions, requirements for EV charging, accessible parking requirements, parking requirements for additional dwelling units, shared parking for mixed use developments, bicycle parking, drive-thru design and stacking requirements, and any other measures that are applicable to the review will be obtained.

The initial list of peer municipalities are summarized in **Table 3.1**. Additional municipalities may be reviewed for certain aspects of the technical work program particularly where existing by-laws have not incorporated newer provisions related to items such as Electric Vehicle Charging Stations or bicycle parking and storage, for example.

TABLE 3.1: PEER REVIEW MUNICIPALITIES

Municipality	Population (2021)	Land Area (km ²)	Density (people/km ²)	Vehicle Ownership Rate	Transit Availability	By-Law	By-law Adopted
Town of Georgina	47,642	287.7	165.6	87.2%	Limited	Zoning By-Law 500	1994
Town of Aurora	62,057	50.0	1,241.1	84.7%	Yes	Zoning By-Law 6000-17	2017
East Gwillimbury	34,637	244.9	141.4	86.6%	Limited	Zoning By-Law 2018-043	2018
Town of Innisfil	43,326	262.4	165.1	88.7%	On-Demand/Infrequent Service	Zoning By-Law 080-13	2013
Town of Newmarket	87,942	38.5	2,284.1	85.9%	Yes	Zoning By-Law 2010-40	2010
Township of King	27,333	337.1	72.4	89.2%	Limited	Zoning By-Law 2017-66	2017
City of Kawartha Lakes	79,247	3,033.7	26.1	89.1%	Limited	Lindsay Zoning By-Law 2000-75	2000

Industry standard publications such as the ITE *Parking Generation Manual* (5th Edition) will also be reviewed to provide context for the assessment of proposed parking ratios.

The peer review will examine different approaches to determining shared parking requirements to eliminate ad hoc analysis processes used in parking justification studies along with how other municipalities have incorporated potential parking incentive measures (such as allowable parking reductions for implementing TDM plans or providing car share spaces in multi-unit buildings) to achieve policy objectives.

The review will assess cash-in-lieu policies used in other municipalities to compare to the cash-in-lieu policy in Georgina. In many municipalities the cash-in-lieu rate has been set to reflect the costs to provide municipal parking (in surface lots or in structures). There are a number of policy considerations associated with updating the Cash-in-Lieu policy, including how to increase the rate annually to reflect inflation, the merit of extending cash-in-lieu to accessible spaces, how to apply the policy in areas where there are no municipal parking lots, and suitability of programs that exempt or refund the cash-in-lieu contributions as an incentive for development, or certain types of development. Some municipalities that have waived minimum parking requirements in intensification areas have found that they no longer have a planning rationale for cash-in-lieu policies – undermining the ability to collect funds to bolster the municipal parking supply to support urban development.

Task 3: Phase 1 – Benchmarking and Analysis –Review of Current By-Law and Issue Identification

Section of 2.3 of the workplan document provides an initial assessment of current issues with the parking and loading requirements in the Zoning By-Law based on input provided by the Town Planning department.

In many cases site specific parking justification studies are used by developers to rationalize different (primarily lower) parking requirements for their specific developments using a mixture of industry standard parking supply rates used in other jurisdictions or parking demand surveys for proxy sites, or both. The frequency of this type of site specific application to amend the zoning by-law requirements

will often point to the need to review the requirements for that land use type to ensure alignment with industry best practices.

In other cases, parking provisions related to front yard parking, side yard parking, or parking of commercial or recreational vehicles on small lots can be a cause for concern and result in numerous complaints by residents.

A review of feedback received from the public and development industry representatives will provide a second perspective on issues and concerns with the current zoning by-law. These issues will be identified through consultation with stakeholders as part of the Engagement Plan (see Section 3.X).

The review will also assess and review the terminology and definitions used in the Zoning By-law to be consistent with other standards or guidelines (such as the Ontario Building Code) or provide a section in the by-law to properly define terms that are unique to the by-law or are subject to conflicting interpretations.

Task 4: Phase 1 – Benchmarking and Analysis –Parking Demand and Supply Analysis

Based on the background review and the best practices from peer municipalities a series of base parking ratios for various residential and non-residential uses will be established to replace the requirements listed in the current by-law.

Opportunities to implement a new categorization approach for residential land uses will be explored to better reflect the current types of products being proposed in planning applications, particularly in urban centres. This could include different types of multi-unit residential uses such as stacked townhouses, or other medium, and high-density developments, and long term care facilities and retirement homes. Based on approaches used in other municipalities the need for additional categories of residential uses will be assessed to better reflect emerging land uses, particularly mixed-use residential developments.

To support the review findings, parking occupancy data will be collected at 6 different representative development sites in the community to compare observed patterns with industry-standard guidelines and requirements in other municipal zoning by-laws to benchmark local conditions.

The sites will be finalized in consultation with Town staff but will include a sample of medium to high-density residential sites and commercial mixed use sites to observe typical demands and calculate supply rates specific to Georgina.

There may be a number of policy reasons for including adjustments to the base parking ratios that would allow lower parking ratios to be used for mixed use developments (reflecting shared parking) or for development applications that support TDM or Transit use through the use of incentives (provision of transit passes), infrastructure (bike parking), or programs (on site car share) to reduce the need for residents to own vehicles. Establishing the minimum levels of parking in these cases would require a consideration of the amount of accessible parking required, the need to accommodate visitor parking, parking for service vehicles, and the potential overflow of site related parking during peak times to adjacent properties or on-street parking. Emerging best practices will be reviewed along with standards for the provision of bicycle parking for consideration in recommending standards to incorporate into the updated by-law requirements for the Town.

Determining requirements for electric vehicle (EV) charging Infrastructure for all land uses will be informed by the best practice review of the standards in use in other municipalities, combined with the policy directions in the various plans approved by the Federal and Provincial governments and by the Town. Care will need to be taken to ensure that requirements in the new zoning by-law are balanced and defendable.

We will review the EV requirements in the six municipalities selected for the peer review, which may be expanded to include one or two additional municipalities if EV standards are not specified in the by-laws of the selected peer municipalities. This part of the review will focus on how EV requirements are reflected in other zoning by-laws, the specific requirements for auto versus other charging infrastructure (like e-bikes and scooters), and any locational or design requirements for EV charging infrastructure.

Policy direction on incorporating accessibility into EV infrastructure design will also be reviewed, particularly related to the accessibility standards for infrastructure, but also related to legal matters such as impacts on parking by-laws and enforcement.

Task 5: Benchmarking and Analysis – Draft Report

A draft report that summarizes the work completed on the benchmarking and analysis phase of the project will be prepared to summarize the findings of the peer review, the key issues and recommended directions for the zoning by-law update – including preliminary requirements for parking and loading standards, design requirements and potential incentive or parking reduction programs that fit with the Town's policy context. The draft report will be used as a discussion paper to solicit feedback from stakeholder groups and the public prior to developing final recommendations for consideration by Town Council.

Task 6: Final Draft Report

The stakeholder and public feedback received on the Draft Benchmarking and Analysis Report will be summarized, and key issues, and any items requiring additional analysis will be addressed through additional research, discussions with Town staff, or additional technical review.

After finalizing the recommendations, in consultation with Town staff, a final draft report will be prepared summarizing the technical work program and key findings, the recommended parking and loading zone ratios and design standards, and the recommended policy initiatives (such as Bicycle parking, EV Charging, Parking incentive programs, etc.) recommended for consideration in the new zoning by-law. An Implementation Strategy (see task 7) will be developed as a chapter in the final draft report. The final draft report will be prepared in digital format for posting on the Town website.

The report will summarize the consultation program and feedback received, and how the feedback was used to shape the final recommendations and the Consultation Summary Report (see task 10) will be included as an appendix.

Task 7: Implementation Strategy

An implementation plan outlining action items and timeframes for implementation will be developed in consultation with the Town project team. Where appropriate a phasing plan for the recommendations will be provided, considering the progress of the overall Zoning By-Law update project, provisions that may have financial or staffing impacts that may be subject to Council / budget approval, and considering any items or recommendations that may require additional work or approvals.

The implementation strategy will outline key steps required to implement the new provisions in the zoning by-law and any supporting policy or program area implement requirements (i.e. supporting communication program, Development Industry meetings, etc.).

The implementation framework will be base based on a version of the SMART goals process that emphasizes actions that are:

- ▶ **Specific** – What is the specific recommendation and desired outcome, who should take the lead and participate, etc.
- ▶ **Measurable** – Targets that can be measured and monitored - this could be an annual target or over a longer term horizon.
- ▶ **Achievable** – Setting targets that can be achieved recognizing staff or funding constraints or prerequisite activities that need to occur.
- ▶ **Resourced** – What are the required resources (staff, funding, etc.), when is the most appropriate time to start, and what is the expected duration to implement
- ▶ **Time-based** – Implementation target, including potential phasing opportunities.

This work will need to consider current resource capabilities and needs to implement various elements of the Parking and Loading components of Zoning By-Law update. This will lead to the development of a responsibility matrix for implementing the various recommendations.

Task 8: Community and Stakeholder Engagement and Communications Plan

Public and stakeholder engagement during the study will be guided by the Engagement Plan, which will be developed early in the Work Plan and Background Report Task (Task 1). The Engagement Plan will will outline and guide the outreach activities with the specific techniques tailored to meet the specific needs at each stage of the project.

Task 9: Consultation Summary Report

At the completion of each engagement event, a 'What We Heard' summary memo will be prepared to document feedback received from all engagement participants. The document will be provided as a PDF file and will be posted on the project webpage.

Following these engagements, a Final "What We Heard" Report will be prepared detailing the full consultation and engagement process, participation metrics, key insights, and how public feedback has been incorporated into the final recommendations. The findings will be presented to Town Council, ensuring transparency and accountability in decision-making. The Consultation Summary Report will be included an appendix to the final Draft Report for the project.

Task 10: Stakeholder / Public Meetings

Two separate Stakeholder / Public meetings have been included in the workplan to be held during the course of the study. One of these meetings is assumed to be held virtually and participants will be asked to pre-register for the event. Key stakeholders (developers, home builder organizations, etc.) will be invited to ensure the opportunity to discuss issues and concerns with the current parking and loading requirements in the zoning by-law, the results of the best practice review, and the potential changes to parking requirements, standards and other parking policy measures being contemplated in the zoning by-law review and update.

The second public meeting would be structured as a more traditional in-person public open house, where members of the public and stakeholder groups can preview the preliminary recommendations and provide comments prior to the study team finalizing the final recommendations.

Notices for the meetings will be prepared and posted on the Town website and through Town information channels such as Facebook or Instagram accounts.

Task 11: Council Presentation

Town staff will prepare a staff report to Council to summarize the work undertaken in the study and the key findings and recommendations. A presentation summarizing the study process, key findings, and recommendations will be prepared for Council to support their review and consideration of the staff report and study recommendations.

4.0 Stakeholder Engagement Strategy

The Consultation Plan will outline and guide the outreach activities with the specific techniques tailored to meet the specific needs at each stage of the project. During the early phases of the project the consultation approach will focus on involving the public and stakeholders to seek their opinions and ideas and collaborate with them to identify issues and opportunities for change. As the project evolves, the consultation approach will emphasize sharing preliminary recommendations with the community to obtain feedback prior to finalizing the recommendations.

We will work closely with the Town to carry out the Consultation Plan. The proposed stakeholder and engagement plan includes the following key elements:

- ▶ Preparing a Notice of Study to post on the Town website and for distribution to other agencies and stakeholder groups.
- ▶ Setting up and maintaining an email address and mailing list of stakeholders, property owners, local businesses, agencies and individuals interacted with during the project.
- ▶ Conducting two public workshops / open house meetings with the public to collect information, share interim findings and preliminary recommendations and seek feedback. The purpose and content for the meetings will be as follows:
 - The first open house be organized as virtual event, to be held during the Benchmarking and Analysis phase of the project. This initial workshop would target the development industry, interested residents, and other stakeholder groups that will have a direct interest in the study recommendations. The engagement meeting will allow the project team to provide an overview of the scope of the review, a summary of the early results from the best practice review, and a preliminary assessment of opportunities to explore as the Town looks to update the parking and loading requirements in the by-law.
 - The second open house would be a more traditional open house session, held in person, and would be scheduled to coincide with the release of the Final Draft Report. At this point the preliminary recommendations can be presented to the public and stakeholders to solicit feedback prior to finalizing the plan and preparing the final report. Our approach to the consultation process will allow the public to provide input before decisions are made.
- ▶ Preparing webpage and social media content for posting on the Municipal website to share information about the project and opportunities to participate in engagement activities.
- ▶ Preparing invitations and notices to inform the community, stakeholders and agencies of the project and any public consultation events. Notices will be issued at study commencement, prior to the public open houses, and at project completion by email/mail to participants on the mailing list. The Town will arrange to post these in the local newspaper, at municipal facilities, on the project webpage, and over social media channels.
- ▶ Preparation of agendas and materials and a “What We Heard” summary for engagement events plus a Consultation Summary report to summarize the activities undertaken and the input received.

5.0 Project Schedule

The **Project Schedule** illustrated in **Figure 1** shows the anticipated start and completion dates for each study task and milestone identified in the work plan in Gantt Chart format. The figure denotes preliminary milestones for engagement events, and deliverables.

In order meet the schedule and incorporate public engagement the first engagement event (virtual) will occur in early December and be organized with residents, invited developers, and stakeholders to review the project scope, identify existing issues and concerns with the current parking and loading requirements and to discuss some of the findings of the best practice review.

The second engagement event will present the Draft Benchmarking and Analysis Report to the public and stakeholders to solicit feedback on the potential changes to the parking and loading requirements. It is anticipated that this public event will be scheduled in mid February.

It is anticipated that the final report will be completed and presented to Town Council in April 2026.

FIGURE 1: Project Schedule

November, 2025

Town of Georgina - Parking and Loading Study - Project Schedule

