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Final Recommendations Report

Loyalist Township - Parking Review and Recommendations

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1.0 Executive Summary

Loyalist Township (“Loyalist” or the “Township”) retained J.L. Richards & Associates Limited to review parking standards and related parking provisions in the Township’s Zoning By-law and to recommend updates that reflect current best practices while remaining appropriate for a predominantly auto-oriented community. The review was informed by a scan of parking provisions in peer municipalities (City of Kingston, City of Belleville, City of Quinte West, Prince Edward County, and the Township of Woolwich), a technical comparison of key standards, and consideration of recurring parking-related matters encountered through development review and minor variance applications. A summary of additional policy pertinent to this report is included in **Appendix A**.

Overall, Loyalist’s parking provisions in the Zoning By-law are technically sound and generally consistent with regional norms; however, the By-law reflects a traditional minimum-standards approach that can be rigid for newer housing forms, mixed-use development, and current and future community needs for parking. Key issues identified through the review include: limited flexibility in minimum parking requirements for multi-unit residential development; outdated and potentially confusing terminology for accessible parking; the absence of clear visitor parking requirements for multi-unit residential formats; a lack of bicycle parking standards; concerns over sight triangle provisions; and a lack of stacking provisions for drive-thru facilities. In addition, several driveway and access provisions can be difficult to apply on constrained lots and have contributed to requests for relief through minor variances.

The recommendations in this report focus on targeted, implementable amendments to strengthen clarity, improve accessibility and site function, and support growth while maintaining predictable standards for applicants and staff. At a high level, the recommended Zoning By-law updates include:

- Update minimum parking requirements for selected uses, including reducing apartment/multi-unit residential minimums and incorporating visitor parking as a defined component.
- Replace “special vehicle parking” terminology with “accessible parking” and update accessible parking space types, dimensions, and required quantities to align with Accessibility for Ontarians with Disabilities Act (AODA) standards.
- Refine driveway, access, ingress and egress provisions to support safe, functional access while allowing limited flexibility on constrained lots (including clearer driveway width and separation provisions).
- Update loading space requirements to be use-specific while maintaining appropriate dimensional and location standards.
- Introduce minimum bicycle parking standards for key land uses to support secure bicycle storage and reduce operational conflicts on-site.
- Amend sight triangle provisions to better accommodate different types of developments in rural versus urban areas.
- Introduce Passenger Drop-Off or “Kiss and Ride” facilities for school sites.
- Introduce stacking provisions for drive-thru facilities.

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2.0 Introduction

Loyalist Township is a community in Eastern Ontario with a distinct settlement pattern that includes Bath, Odessa and Amherstview. The Township's proximity to the City of Kingston, waterfront setting, and mix of rural and urban environments influence how people travel and how development is accommodated. As Loyalist continues to evolve through intensification, infill, and new growth areas, land use planning and zoning will play an important role in balancing mobility needs, neighbourhood character, and efficient use of land and infrastructure.

Parking standards are a key implementation tool within the Zoning By-law as they affect development feasibility, site design, streetscape outcomes, accessibility, and the potential for spillover parking on public streets. This report provides context for how Loyalist's parking framework fits within regional practice and identifies targeted By-law updates to improve clarity and day-to-day application, while remaining appropriate for a Township where most trips are still made by private vehicle. The intent is to support a predictable development review process and ensure that parking, access, and loading requirements function well as the Township grows.

2.1 Loyalist Township Zoning By-law Parking Provisions

The Township Zoning By-law contains a comprehensive and detailed framework governing the provision, design, and location of parking across all land use categories. Parking standards are primarily set out in the General Provisions of the By-law and establish minimum off-street parking requirements for residential, commercial, institutional, and industrial uses based on dwelling unit counts, gross floor area (GFA), seating capacity, or occupancy. The By-law also includes detailed dimensional standards for parking spaces, driveways, aisles, and accessible parking, as well as requirements related to surface materials, drainage, sight triangles, and driveway access.

In addition, the By-law regulates the location of parking areas on a lot, with varying permissions and constraints depending on the applicable zone, and includes provisions addressing mixed-use developments, off-site parking, and changes of use or building expansions.

Further to general parking requirements, the By-law contains several related provisions that influence how parking shall be accommodated on sites. These include regulations for loading spaces, restrictions on the storage of special vehicles in residential zones, requirements for planting strips where parking areas abut residential uses, and limitations associated with floodplains and sight triangles. Parking is also addressed through zone-specific provisions and exception zones, some of which prescribe minimum parking space counts or permit parking lots as a principal or accessory use.

Collectively, these provisions reflect a traditional, minimum-standards approach to parking that prioritizes on-site supply and prescriptive design requirements. As Loyalist Township continues to plan for growth, housing diversity, and evolving development patterns, a review of these findings provides an opportunity to assess their ongoing appropriateness, flexibility, and alignment with contemporary planning objectives and best practices.

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3.0 Municipal Precedents and Best Practices

To inform parking standards and provisions proposed for the Township, this section examines how other municipalities have approached similar initiatives. This section outlines relevant precedents from comparable jurisdictions that have undertaken parking related projects, including Zoning By-law amendments. This review, though not explicitly outlined in this report, also included larger municipalities (e.g., Toronto), that is different compared to Loyalist but has forward-thinking parking provisions. There are limited resources available for municipalities of similar context, making the additional, albeit less comparable, examples still beneficial. By reviewing these examples, we can identify effective policy tools, implementation strategies, and lessons learned.

3.1 Comparison of Parking Provisions – Key Findings

A review of parking provisions in the Township, City of Kingston, City of Belleville, City of Quinte West, Prince Edward County, and the Township of Woolwich shows that Loyalist's Zoning By-law generally reflects a traditional, minimum-standards-based approach to parking regulation, consistent with most peer municipalities in the region.

The Zoning By-laws in Belleville, Quinte West, and Prince Edward County rely primarily on uniform minimum parking requirements applied on a municipality-wide basis, with standards typically tied to dwelling unit counts, gross floor area, or seating capacity. These municipalities generally maintain prescriptive standards for parking space dimensions, driveway access, and surface materials, and allow limited flexibility through off-site parking or site-specific zoning exceptions.

Prince Edward County's recently adopted Comprehensive Zoning By-law (2025) continues to apply county-wide minimum parking standards, with parking requirements consolidated into a dedicated parking and loading section. While the updated By-law improves clarity and organization, it largely maintains a conventional approach to parking supply and does not introduce area-based or context-sensitive parking frameworks.

The Township of Woolwich recently updated their Zoning By-law 26-2024 in February 2026. The By-law applies township-wide minimum parking standards, with provisions relating to parking, loading, and driveways consolidated into a dedicated Transportation Provisions section. In comparison to Loyalist, the Township of Woolwich's provisions are similar but slightly less restrictive. For example, they only require 1 parking space per dwelling unit for single detached residential dwellings. The By-law contains detailed subsections on accessible parking requirements, non-residential stacking provisions, and electric vehicle (EV) parking provisions.

Kingston's Zoning By-law represents a more advanced and flexible model, having implemented a system of defined parking areas that vary parking requirements based on location, transit access, and urban context. This approach allows for reduced minimums in downtown and transit-oriented areas, greater recognition of shared parking opportunities, and improved support for intensification and adaptive reuse.

Compared to Kingston, the Township's Zoning By-law provides limited mechanisms to differentiate parking requirements based on settlement context, land use mix, or proximity to services and transit. Parking requirements are generally cumulative across uses, and reductions

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or alternatives are typically addressed through site-specific exceptions rather than through a policy-driven framework.

Overall, the comparison indicates that Loyalist's parking provisions are consistent with most peer municipalities but are less flexible than Kingston's approach, and may have less detailed or missing subsections such as stacking requirements, EV parking and bicycle parking. This suggests an opportunity to update some provisions, while maintaining the understanding that the population, geographic area, and travel patterns in Loyalist cannot be directly compared with other municipal contexts.

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3.2 Comparison of Parking Provisions – Technical Review

Table 1 below outlines the technical review of key parking-related provisions in the Zoning By-law against those of the peer municipalities.

Table 1 Comparison of Key Parking Standards - Loyalist Township and Peer Municipalities

Technical Provision	Section in LT ZBL	Loyalist Township	City of Kingston	City of Belleville	City of Quinte West	Prince Edward County	Township of Woolwich
Low-Density Residential Parking	4.27a	2 spaces per dwelling unit	1 space per lot or dwelling unit depending on the location	1 space per dwelling unit	2 spaces per dwelling unit	2 spaces per dwelling unit	1 space per dwelling unit
Apartment / Multi-Unit Residential Parking	4.27a	1.5 spaces per dwelling unit	Varies from 0.4 to 1 space per dwelling unit depending on location; maximum of 1 per dwelling unit	0.75 spaces per dwelling unit or 0.5 space per dwelling unit in proximity to certain facilities	1.25 spaces per unit plus visitor parking	1.2 spaces per dwelling unit	1 space per dwelling unit plus 0.5 spaces per unit for the first 20 units and 0.25 spaces per unit each additional unit
Accessory Dwelling Unit Parking	4.27a	1 additional space required	1 space per dwelling unit for the first 2 dwelling units	1 space per dwelling unit; 0 spaces for first accessory dwelling in proximity to certain facilities	Typically 1 additional space	1 space per dwelling unit	1 space per unit; accessory dwelling unit parking may be stacked provided it does not encroach beyond the lot line
Commercial / Retail Parking	4.27a	Use-based (e.g., GFA, seating)	Use-based, with reduced minimums in central areas	Use based; generally, 3.4 spaces per 100 m ²	Use-based; similar to Loyalist	Use based: Retail – 1 space per 20m ² ; Shopping Center – 4 spaces per 100m ²	1 space for each 18.5 m ² (when sales based); or 1 space for each 30m ² (when not devoted to sales)
Industrial Parking	4.27a	Based on GFA	Based on GFA; some flexibility	Based on GFA; generally, 0.75	Based on GFA	Based on GFA	Based on GFA, uses quite general

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Technical Provision	Section in LT ZBL	Loyalist Township	City of Kingston	City of Belleville	City of Quinte West	Prince Edward County	Township of Woolwich
				space per 100m ²			
Institutional Parking	4.27a	Hospital - 1 space for every 2 beds or 38m² of gross floor area whichever is greater Elementary and Secondary Schools: - The greater of: a) 1.5 spaces per classroom; or b) 1 space per 9m² of floor area in the gymnasium; or c) 1 space per 9m² of floor area in the auditorium	2 spaces per classroom for elementary, secondary, and post-secondary	Differs by use: a) Loyalist College – 1 space per 100m²; b) Hospital – 1.2 spaces per 100m²; c) Secondary School – 3 spaces per 100m²; d) Other School – 1.5 spaces per 100m²	Hospital: 1 space per 21m²; School: 4 spaces per classroom	Differs by use: a) Hospital - 1 space per 100 m² or 1 space for every 2 patient beds (whichever is greater); b) Secondary School – 2 spaces per classroom c) Elementary School – 1.5 spaces per classroom	Differs by use: a) Hospital: 1 space for each 4 beds plus 1 space for each 4 employees; b) Elementary school – 1 space per classroom; c) Secondary School – 4 spaces per classroom
Parking Space Dimensions	4.27a	Min. 3m x 6m	~2.6–2.75 m x 5.5 m (some flexibility)	2.75m x 6m	Min. 2.7m x 6m	Min. 3m x 6m	Min 2.75m x 5.5m
Driveway Widths (residential driveways)	4.27h	7.5m max.	6m or 40% of the length of the applicable street line, provided the minimum width is 2.6m	50% of the width of the yard up to 9m	Min. width 3m; max. width equal to garage door width plus 1.5m or 6.1m, whichever is greater	6m along the lot line or 50% of the width of the lot, whichever is less	3.66m for single detached lot with a frontage less than 10m or for semi-detached and townhouse dwelling with an attached one-car garage Maximum driveway width on the lot

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Technical Provision	Section in LT ZBL	Loyalist Township	City of Kingston	City of Belleville	City of Quinte West	Prince Edward County	Township of Woolwich
							shall be 6m for any other permitted low-density residential use in zones other than R-1 and R-2 (maximum driveway width for R-1 and R-2 Zones shall be 10m) Maximum driveway width shall not exceed 60% of the lot width
Loading Space Requirements	4.22	Required once GFA exceeds 300m ² ; increased between 300 – 2500m ² ; 2500 – 7500m ² ; 7500m ² + For buildings or lots involving the receiving, shipping, loading or unloading of animals, goods, wares, merchandise or raw materials, exclusive of agricultural buildings and structures	Required for employment, commercial and residential uses; number of spaces broken down by GFA within use	Focused on Industrial and Commercial broken down by GFA; minimum of 1 loading space for mixed-use and multi-unit residential above 4 storeys	Required at similar GFA thresholds	Required at similar GFA thresholds but broken down by residential, commercial and industrial uses	1 off-street loading space shall be provided for each 2,300m ² or part thereof of building floor area

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Technical Provision	Section in LT ZBL	Loyalist Township	City of Kingston	City of Belleville	City of Quinte West	Prince Edward County	Township of Woolwich
Typical Loading Space Sizes	4.22	9m long x 3.5m wide x 4m vertical clearance	9m long x 3.5m wide x 4.2m vertical clearance	12m long x 3.6m wide x 4.5m vertical clearance	~3.5m x 9m	9m long x 3.7m wide x 4.3m vertical clearance	Each off-street loading space shall have a minimum dimension of 3.5m x 10.5m and a minimum overhead clearance of 4.5m
Sight Triangle – Local / Local Roads	Definitions	9m x 9m	4.5m x 4.5m	6 m x 6 m *Belleville has a clause that states any development that require site plan control (SPC) approval, the required sight triangle will be determined through the City's SPC and/or subdivision process	3m x 3m	9m x 9m	2m x 2m
Sight Triangle – Collector / Arterial Roads	Definitions	9m x 9m	9m x 9m (collector x collector) 15m x 15m (arterial x arterial)	6m x 6m	7m x 7m (collector x collector) 9m x 9m (arterial x arterial)	5m x 5m and 7m x 7m	2m x 2m
Unobstructed Views in Sight Triangle	4.34	Above 1m	Above 1m	Above 0.6m		Above 0.6m	No obstruction of buildings, structures, fencing, vegetation

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Technical Provision	Section in LT ZBL	Loyalist Township	City of Kingston	City of Belleville	City of Quinte West	Prince Edward County	Township of Woolwich
Accessible Parking – Minimum	4.27 a	Referred to as “special vehicle parking”; scales by total parking spaces and use type	Same (AODA-aligned)	Same	Same	Same	Same
Accessible Parking Ratios	4.27 a	Scales by total parking spaces and use type	1 space per dwelling unit (residential uses); ratio increases based on use and size for other uses	Same	Same	Same	Scaled by a percentage of total parking spaces, starting with 1 accessible space for 12 spaces
Accessible Parking Space Dimensions	4.27 a	3.7m x 6m	Width: Type A – 3.4m Type B – 2.7m	Type A: 3.4m x 5.5m Type B: 2.75m x 5.5m	Type A: 3.4m x 6m Type B: 2.75m x 6m	Type A: 3.4m x 5.5m Type B: 2.75m x 5.5m	Specific requirements not broken down by Type classification.
Parking Surface Requirements	4.27g	Stable, dust-free surface required.	Asphalt/concrete in urban areas	Stable surface required	Stable surface required	Stable surface required	

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4.0 Key Issues Identified

Based on the municipal precedents and technical review summarized in Section 3.0 and informed by recurring items encountered through development review and minor variance applications, several parking-related issues were identified in the Township Zoning By-law. The key issues summarized below are intended to highlight where the existing provisions may be unclear, outdated, lacking, or overly rigid in practice, and to provide context for the detailed By-law amendment recommendations in Section 5.0 of this report:

- Limited flexibility in minimum parking requirements for multi-unit residential development: The current minimums can be difficult to achieve on constrained sites and may discourage apartments and other “missing-middle” housing forms (including additional residential units), which is contributing to requests for parking relief through minor variances.
- Outdated and potentially confusing accessible parking terminology and standards: The Zoning By-law’s use of the term “special vehicle parking” (also used elsewhere for non-accessible vehicle types) can create confusion and does not clearly reflect the intent of providing accessible parking spaces aligned with AODA-based practice.
- Absence of clear visitor parking requirements for multi-unit residential formats: Without defined visitor parking standards, developments can experience spillover parking, operational conflicts, accessibility impacts, and enforcement challenges over time.
- Lack of bicycle parking standards: The Zoning By-law does not currently require bicycle parking, limiting the Township’s ability to support secure bicycle storage, encourage active transportation, and reduce ad hoc bicycle parking at building entrances and pedestrian routes.
- Driveway and access provisions can be difficult to apply on constrained lots: Certain provisions regarding driveway widths, separation distances, and access standards can be challenging to meet or interpret consistently on narrow or irregular lots, which is contributing to variance requests as well as site design and development constraints.
- Strict provisions relating to sight triangles that are not supported through clear engineering reasoning and often cause unnecessary issues and added work for developments.
- Parking size requirements are larger than generally required in other Ontario municipalities.
- Lack of stacking requirements for drive-thru facilities and lack of passenger drop-off provisions for school sites.

5.0 Detailed Zoning By-law Amendment Recommendations

5.1 Section 4.27(a) – Minimum Parking Requirements

Issue

The Township Zoning By-law generally reflects a traditional, minimum-standards-based approach to parking counts. Many municipalities are updating these requirements to provide more flexibility, or parking maximums, or both. Based on the local context, it is understood that applying parking maximums in Loyalist would not be a sound approach. Given its functional links to the broader

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Kingston regional economy, the Township is still largely reliant on private vehicles for mobility, and there is not sufficient transit or cycling infrastructure at this time.

Recommendation

The recommendations in Table 3 below offer updates to the existing parking minimums that align with best practices specific to the Loyalist context.

Table 2 Parking Requirement Recommendations

Use	Current Requirement	Recommendation
Residential Uses	Minimum Off-Street Parking Requirement	
Apartment buildings	1.5 parking spaces for each dwelling unit	This is generally consistent with industry standard and the peer review research; no change
Triplex and Fourplex	1.5 parking spaces for each dwelling unit	This is generally consistent with industry standard and the peer review research; no change
Boarding or lodging house	1 parking space per dwelling unit plus 1 parking space per guest room	This is generally consistent with industry standard and the peer review research; no change
Single unit, Semi-Detached and Duplex Dwelling houses, Townhouses and Rowhouses	2 parking spaces per dwelling unit	This is generally consistent with industry standard and the peer review research; no change
Stacked Townhouses and Back-to-Back Townhouses	1.5 parking spaces per dwelling unit	1.5 spaces per dwelling unit plus 0.2 spaces per dwelling unit for visitor parking
Mixed Use Apartment (Commercial Ground Floor)		1 space per dwelling unit plus required parking for commercial use
Other Residential uses permitted by this by-law including Additional Residential Units	1 parking space per dwelling unit	This is generally consistent with industry standard and the peer review research; no change
Non- Residential Uses	Minimum Off-street Parking Requirement	
Automobile Service Garage		3 spaces per 100m ² of GFA
Assembly Hall, Auditorium, Arena, Community Centre, Place of Worship, Private Club or other similar places	The greater of: a) 1 parking space per 5 fixed seats or 3m of bench seating or portion thereof; or,	This is generally consistent with industry standard and the peer review research; no change

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Use	Current Requirement	Recommendation
of assembly not otherwise specified herein	b) 1 parking space per 9 m ² of GFA; or c) 1 parking space for each 4 persons that may be legally accommodated at any one time	
Bed and Breakfast Establishment	1 parking space per guest room plus 2 parking spaces for single housekeeping unit	This is generally consistent with industry standard and the peer review research; no change
Business and/or Professional Office including Home occupations and Home Industry	1 parking space for each 28 m ² of GFA and 1 parking space per each home occupation employee exceeding 1 employee not resident of the dwelling unit	This is generally consistent with industry standard and the peer review research; no change
Car Washing Establishment		2 spaces, but not including spaces required for stacking or spaces used to vacuum a vehicle
Convenience Store		4 spaces per 100m ² of GFA
Curling Rink	2 parking spaces for each curling sheet plus such additional parking as is required for a lounge licensed in accordance with the Liquor Licence Act	This is generally consistent with industry standard and the peer review research; no change
Dry Cleaners Establishment	1 parking space for each 9m ² (or fraction thereof) of GFA with a minimum requirement of 4 parking spaces	This is generally consistent with industry standard and the peer review research; no change
Eating Establishment, exclusive of a take out eating establishment	The greater of: a) 1 parking space for each 9m ² of GFA; or b) 1 parking space for each 4 persons legally accommodated at any one time within the premises The parking space requirements shall not apply to the area associated with an outdoor café or patio where such use is ancillary to and associated with an eating establishment or liquor licensed premises	This is generally consistent with industry standard and the peer review research; no change

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Use	Current Requirement	Recommendation
Eating Establishment – Take Out	6 parking spaces for each 100m ² of GFA	This is generally consistent with industry standard and the peer review research; no change
General Industrial Use, Information Industry or Light Manufacturing	1 parking space per 75m ² of GFA or portion thereof	1 space per 100m ² of GFA
Golf Course	24 parking spaces for each 9 holes of golfing facilities	1 space per golf course hole plus 3 spaces per 100m ² of GFA for club house or accessory uses
Grocery Store/ Food Store		5 spaces per 100m ² of GFA
Health or Fitness Centre		2 spaces per 100m ² of GFA
Day Nursery / Daycare		3 spaces per 100m ² of GFA
Home for the Aged, Nursing Home	1 parking space for each 4 beds or fraction thereof	This is generally consistent with industry standard and the peer review research; no change
Hospital	1 parking space for every 2 beds or 38 m ² of GFA, whichever is greater	This is generally consistent with industry standard and the peer review research; no change
Hotel, Motel, Motor Hotel or Resort Establishment	1 parking space for each guest room, cottage or cabin plus such parking facilities as are required for an eating establishment or entertainment lounge licensed in accordance with the Liquor License Act	1 space per guest room, plus 1 space for every 10m ² of GFA for public use (restaurant, lounge, conference room), but not including the lobby
Marina	1 parking space for each 20m ² of total retail floor area plus one parking space for each boat slip provided	This is generally consistent with industry standard and the peer review research; no change
Liquor Licensed Premises exclusive of an Eating Establishment but including an Entertainment Lounge, Public House or Lounge licensed in accordance with the Liquor License Act	1 parking space for each 4 persons that may be legally accommodated at any one time	This is generally consistent with industry standard and the peer review research; no change
Medical or Dental Clinic, or Offices of a Drugless Practitioner	5 parking spaces per 100m ² of GFA	4 parking spaces per 100m ² of GFA
Veterinary Clinic		4 spaces per 100m ² of GFA

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Use	Current Requirement	Recommendation
Post Office, Museum, or Public Library	1 parking space for each 18.5m ² of GFA	3 spaces per 100m ² of GFA
Personal Service Shop or Merchandise Shop	1 parking space per 18.5m ² of GFA	3 spaces per 100m ² of GFA
Pharmacy / Drug Store		4 spaces per 100m ² of GFA
Retail Shop		4 spaces per 100m ² of GFA
Self-Storage Facilities		1 space per 250m ² of GFA
Shopping Centre	1 parking space for each 18.5m ² of GFA	4 spaces per 100m ² of GFA
Undertaking Establishment	The greater of: a) 10 parking spaces; or b) 5.25 parking spaces per 100 m ² of GFA	7.5 spaces per 100m ² of GFA
Warehouse or wholesale establishment	1 parking space per 150m ² of GFA or portion thereof	This is generally consistent with industry standard and the peer review research; no change
Workshop	1 parking space per 38m ² of GFA	This is generally consistent with industry standard and the peer review research; no change
Uses permitted in this By-law other than those listed in this table	1 parking space per 18.5m ² of GFA	This is generally consistent with industry standard and the peer review research; no change
All other commercial uses		3 spaces per 100m ² of GFA
Schools	Minimum Off-street Parking Requirement	
Elementary Schools and Secondary Schools	The greater of: a) 1.5 parking spaces per classroom; or b) 1 parking space per 9m ² of floor area in the gym; or c) 1 parking space per 9m ² of floor area in the auditorium	Elementary School (public or private): 1.5 parking spaces per classroom Secondary School (public or private): 2 parking spaces per classroom

Rationale

The recommended updates to minimum parking requirements are intended to modernize the parking framework in Loyalist while remaining appropriate for a primarily auto-oriented community. The peer research shows that Loyalist's current standards are generally consistent with other municipalities that apply conventional minimums, but also demonstrates that more flexible, context-sensitive standards can better support intensification, mixed-use development, and housing diversity without compromising site functionality. Furthermore, reducing multi-unit residential parking minimums and clarifying visitor parking requirements can: remove a common

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barrier to accommodating apartments and other missing-middle housing forms; better align with the 2024 Provincial Planning Statement direction to increase housing supply and enable efficient use of land and infrastructure; and mitigate the number of minor variance applications due to the rigidity of the current standards.

Required parking for additional residential units has been identified as a particular topic of interest, especially regarding the requirement for one parking space per unit. While there has been pressure to reduce this requirement in serviced areas such as Amherstview (where limited transit is available), maintaining the current standard remains appropriate in the Township context. Loyalist continues to be largely auto dependent, and existing transit services are not sufficient to support a reduced reliance on private vehicles. Eliminating or reducing the parking requirement for additional residential units could result in increased on-street parking demand and related conflicts within established neighbourhoods that are not designed for higher parking volumes. Maintaining one parking space per additional residential unit helps ensure that incremental intensification can occur without adversely affecting neighbourhood function or local road networks. Given current conditions, a reduction in parking requirements for additional residential units would be premature.

5.2 Section 4.27(b) – Accessible Parking

Issue

The current provisions for accessible parking in the Township Zoning By-law are defined as “special vehicle parking”. This term is also used in reference to boats, motor homes, snowmobiles or trailers, which are not accessible vehicles and should not be mis-used or mis-applied as such, especially in regards to determining compliance with the AODA. The more widely recognized and approved terms in Ontario are ‘Accessible Parking’ or ‘Barrier-Free Parking’. In addition, the parking counts associated with accessible parking spaces in the Zoning By-law are also not compliant with AODA recommendations and should be updated as such.

Recommendation

The recommendations in Table 4 and Table 5 below include defined terms and parking space amendments to better align the Zoning By-law with AODA standards.

Table 3 General Accessible Parking Recommendations

Existing	Recommendation
Term “special vehicle parking”.	Replace all with “accessible parking”
Size of spaces: the special vehicle parking spaces shall have minimum rectangular dimensions of 3.7m width by 6.0m in length, and if two adjacent spaces are designated for the disabled, then the total width of both spaces together may be 6.4m if a 1.5m wide access aisle separates the two spaces. If no access aisle separates the	The accessible parking spaces shall fall under Type A and Type B in alignment with AODA. Type A has a wider parking space and has signage that identifies the space as “van accessible”. These spaces are for people using larger mobility devices, such as wheelchairs or scooters, who need more space to enter or exit vehicles. Type B has a standard parking space. These spaces are

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Existing	Recommendation
spaces, the total width of the two spaces shall be 7.4m.	for people who do not need extra space because they do not use mobility devices or they use smaller devices, such as canes or crutches. Type A: 3.4m wide x 6m long Type B: 2.7m wide x 6m long Where only 1 accessible parking space is required, it must be Type A. If more than 1 accessible parking space is required, the remaining spaces may be split between Type A and Type B. If an odd number of accessible parking spaces is required, the amount may be split, with the additional parking space required to be Type A (i.e. if 5 accessible spaces are required, 3 will be Type A and 2 will be Type B).
It is recommended to update text regarding special vehicle parking.	Accessible parking spaces shall: a) Be clearly identified by signage and/or pavement markings in accordance with the Highway Traffic Act and the AODA, as amended; b) Be clearly signed and, where necessary, include directional signage to assist with locating accessible parking spaces; c) Be located as close as practicable to the principal accessible entrance(s) of a building and be directly connected to a continuous barrier-free path of travel; d) Be located on the ground or main level, or in close proximity to an elevator serving an accessible entrance where provided within a multi-level parking facility; e) Be designed and arranged to ensure unobstructed access to and from the vehicle, including sufficient clearance from adjacent features such as curbs, light standards, waste receptacles, and other physical barriers; f) Not obstruct or conflict with fire routes, driveways, intersections, pedestrian connections, or barrier-free paths of travel; and g) Be designed in accordance with applicable provincial accessibility standards, including O. Reg. 191/11, as amended.

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Table 4 Accessible Parking Ratio Recommendations

Total Required Off-Street Parking Spaces	Required Accessible Parking Spaces
12 or less	1 (type A)
13-100	4% of total required parking spaces
101-200	1+3% of total parking spaces
201-1,000	2+2% of total parking spaces
Over 1,000	11+1% of total required parking spaces
*Despite the above, accessible parking spaces are not required for 1 unit, 2 unit, 3 unit and 4 unit residential dwellings, except condominium developments. *If the above parking counts are in relation to an off-street non-residential building, then the required accessible parking spaces may be included in the total parking count (i.e. if 100 spaces are required for a commercial building, then 4 of those 100 may be accessible). *Where an even number of parking spaces for the use of persons with disabilities are provided, an equal number of parking spaces that meet the requirements of a Type A parking space and a Type B parking space must be provided. *Where an odd number of parking spaces for the use of persons with disabilities are provided, the number of parking spaces must be divided equally between parking spaces that meet the requirements of a Type A parking space and a Type B parking space, but the additional parking space (i.e., the odd-numbered space) may be a Type B parking space.	

Rationale

Updating the accessible parking provisions improves clarity, compliance, and usability by aligning the Zoning By-law with the AODA:

- Replacing the term “special vehicle parking” with “accessible parking” more accurately reflects that these spaces are reserved for people with disabilities (not specific vehicle types) and supports consistent interpretation.
- Introducing Type A and Type B spaces recognizes that not all users have the same space needs (by ensuring that larger, van-accessible spaces are provided where required), while allowing more efficient site design through a mix of standard accessible spaces.
- Updating the minimum number of accessible spaces based on the total parking supply helps ensure an appropriate level of accessible parking are provided across different site sizes and land uses, reducing the likelihood of site-specific requests for relief and supporting equitable access to housing, services, and community facilities as the Township grows.

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5.3 Section 4.27(c)(d)(h) – Parking Layout, Driveways, Access, Ingress and Egress Regulations

Issue

The provisions for driveways, parking space design, access, ingress and egress in the Township Zoning By-law have frequently been the focus of minor variance applications. It is also recommended that a new Subsection 4.27(i) is added to address Stacking Requirements.

Recommendation

As shown in Table 6 below, several provisions in the Zoning By-law for driveways, access, parking space size, ingress and egress are proposed to be amended to better align with best practices, safety, accessibility, and functionality.

Table 5 Recommendations for Parking Layout, Design, Driveways, Access, Ingress and Egress and New Stacking Provisions

Current Requirement	Proposed		
Access to the required parking spaces and parking areas shall be provided by means of an unobstructed driveway or passageway at least 3m, but not more than 9m in width.	This is generally consistent with industry standard and the peer review research; no change		
The aisles between parking spaces within a parking area shall have a minimum width of 6m.	This is generally consistent with industry standard and the peer review research; no change		
The minimum width of parking spaces shall be 3m and the minimum length shall be 6m.	The minimum width of parking spaces shall be 2.7m and the minimum length shall be 6m.		
- Where a parking space has a parking angle of 30 degrees or less, such parking space shall be at least 7m in length where the aisle width is at least 4m; - Where a parking angle is less than 50 degrees, the minimum aisle width shall be at least 4m; - Where the parking angle is equal to or greater than 50 degrees, but less than 70 degrees, the minimum aisle width shall be at least 5.5m; and - where the parking angle is equal to or greater than 70 degrees but less than or equal to 90 degrees, the minimum aisle width shall be at least 7m.	Parking Configuration	Minimum Aisle Width (One-Way)	Minimum Aisle Width (Two-Way)
	Parallel (0 degrees)	3.6m	6m
	45 degrees	4m	6m
	60 degrees	5.5m	6m
	90 degrees (perpendicular)	6m	6m

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Current Requirement	Proposed
The minimum distance between two separate driveways on one lot, measured along the street line, shall be 9m.	The minimum distance between two separate driveways on the same lot, measured along the street line, shall be 9m.
A mutual driveway is permitted for semi-detached dwellings, row and townhouse dwellings.	This is generally consistent with industry standard and the peer review research; no change
The minimum distance between a driveway and an intersection of street lines, measured along the street line intersected by such driveway, shall be 9m for all residential uses and 15m for all other uses.	This is generally consistent with industry standard and the peer review research; no change
The minimum distance between an interior side lot line and any driveway shall be 1.2m of an interior side lot line. This standard was implemented so that water shut off valves could be protected	This is generally consistent with industry standard and the peer review research; no change
The minimum angle of intersection between a driveway and a street line shall be 60 degrees.	This is generally consistent with industry standard and the peer review research; no change
Every lot shall be limited to the following number of driveways: a) up to the first 15m of frontage – not more than 1 driveway; (b) greater than 15m of frontage but less than 30m of frontage – not more than 2 driveways, with a combined width not exceeding 30% of the lot frontage; c) 1 additional driveway for each additional 30m of lot frontage.	Lots with less than 15m of frontage shall be limited to one driveway. One additional driveway is permitted where the lot frontage is greater than 15m, with a maximum of two driveways permitted.
Residential zones: Parking spaces and areas shall be permitted within a required front, interior side or rear yard provided that no part of any parking area, other than a driveway, is located closer than 3m to any street line or within a sight triangle. The maximum width of parking areas or driveways within the front yard shall be 7.5m.	Residential Zones: Parking spaces and areas shall be permitted within a required front, exterior side, interior side or rear yard. A parking space must be located entirely on the lot, but may also be located on the street provided that there is no sidewalk adjacent to the street and that the parking space is behind the curb line. The maximum width of the driveway or parking area within the front yard and/or exterior side yard and the street line shall be 55% of the frontage of the lot, up to a maximum of 7.5m. Where there are

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Current Requirement	Proposed
	multiple driveways, the combined width shall not exceed 55% of the lot frontage up to a maximum of 7.5m at the street line. The minimum width of a driveway at the street line shall be 3m.
Number of Residential Driveways	Lots with less than 15m of frontage shall be limited to one driveway. One additional driveway may be permitted where the lot frontage is greater than 15m, with a maximum of two driveways permitted. Despite the driveway limits above, if a lot has an entrance at the front yard and exterior side yard, one driveway is permitted from each entrance. The total driveway width requirements still apply.
Requirements for Non-Residential Stacking Spaces (to be added under definitions and as new subsection 4.27(I))	Definition: "Stacking space" means an on-site space for a motor vehicle waiting to be serviced by a drive-through facility, car wash, or similar use. Stacking Space Size: minimum of 2.7m wide and 6m in length per stacking space. Stacking lanes must be located entirely on the site for which the use is located and must be unobstructed and not interfere with parking or circulation. Stacking lanes and spaces must not interfere with traffic on a public street.

Rationale

The proposed refinements to driveway, access, ingress, and egress provisions are intended to improve safety, functionality, and consistency in the application of the Zoning By-law, while providing reasonable flexibility for infill, intensification, smaller lots, and corner lots. In practice, rigid driveway and access standards can be difficult to apply where lots have narrow frontages, irregular configurations, or multiple street frontages. Clarifying how driveway width is measured, limiting the number of driveways based on frontage, and tying maximum residential driveway width to a proportion of lot frontage will help manage excessive front-yard paving, support stormwater infiltration and streetscape character, and maintain appropriate vehicle access for typical residential needs. For non-residential uses, the updated access provisions also support appropriate access management by allowing additional driveways only where spacing, width, and intersection-clearance requirements can be met, thereby balancing development flexibility with safe and orderly operation of the road network.

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The recommended updates to parking space dimensions, parking angles, and aisle width requirements are intended to align the Township's standards more closely with contemporary parking lot design practice while maintaining safe and functional vehicle manoeuvring. Loyalist's current minimum parking space size of 3m by 6m is larger than the standards used in many comparable municipalities and can result in inefficient site layouts, particularly for smaller commercial sites, multi-unit residential developments, and constrained infill properties. Reducing the standard parking space size to 2.7m by 6m recognizes the typical dimensions of passenger vehicles while allowing parking areas to be designed more efficiently, reducing unnecessary hard surface area, and supporting better stormwater, landscaping, and pedestrian design outcomes.

Updating aisle width requirements by parking configuration provides clearer and more practical direction for applicants and staff. Angled parking generally requires less manoeuvring space than perpendicular parking, particularly where aisles operate one-way, while two-way aisles and 90-degree parking require greater width to accommodate opposing vehicle movements and turning manoeuvres. Establishing specific minimum aisle widths for parallel, 45-degree, 60-degree, and 90-degree parking configurations will improve consistency in site plan review, reduce interpretation issues, and help ensure that parking areas are designed to function safely without requiring unnecessarily large drive aisles.

Finally, introducing stacking space provisions will help ensure that vehicle queuing associated with drive-thru facilities, car washes, and similar uses is accommodated entirely on-site. This reduces the potential for spillback onto public roads, supports efficient internal circulation, and minimizes conflicts between vehicles, pedestrians, parking areas, and other on-site functions.

5.4 Section 4.22 – Loading Spaces

Issue

The loading space regulations set out in section 4.22 of the Township Zoning By-law pertain to any building or a lot involving the receiving, shipping, loading or unloading of animals, goods, wares, merchandise or raw materials, exclusive of agricultural buildings and structures. The By-law breaks down the number of loading spaces required only by GFA. Based on the peer review research, municipalities further break down these requirements by use type, understanding that residential, commercial, and industrial uses all have varying shipping, receiving, loading and unloading needs. The Zoning By-law's general approach to loading provisions is that it risks under-or-over accounting for the number of required spaces in relation to a specific use.

Recommendation

The recommendations in Table 7 below focus on applying loading space ratios based on specific uses. Note there are no proposed changes to Zoning By-law provisions regarding the location and size of loading spaces, as these are generally consistent with industry standards and the peer review research. It is recommended that a provision be added stating that loading space requirements are calculated per building and structure, to provide added clarity for lots that may contain more than one building or structure.

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Table 6 Recommendations for Loading Space Requirements

Loading Space Requirements	
Use	Minimum Number of Loading Spaces
Residential Uses	
0 – 4	0
5-100 dwelling units	1
101 or more dwelling units	2
Commercial Uses	
Less than 300m ²	0
300m ² – 2,500m ²	2
Greater than 2,500m ²	3
Industrial Uses	
Less than 300m ²	1
300m ² – 7,500m ²	2
Greater than 7,500m ² plus one (1) additional loading space for each additional 10,000m ² of GFA or fractional part thereof in excess of 7,500m ²	3

Further, where a use involves school bus pick-up and drop-off, sufficient on-site space shall be provided to accommodate school bus loading, unloading, and queuing in a safe and efficient manner. The number, location, and design of such areas shall be determined through Site Plan Control and/or a Transportation Impact Study, as required by the Township. It is recommended that language similar to the below be added into the Zoning By-law Section 4.22 g):

4.22 g) School Bus Loading Requirements

Where a use requires school bus pick-up and drop-off, dedicated on-site loading areas shall be provided to accommodate the safe loading and unloading of passengers.

Rationale

Updating loading space requirements to be use-specific improves functionality and reduces unintended impacts on site design. Different land uses generate different loading demands (e.g., delivery frequency, vehicle type, idle time, and peak periods), so a single GFA-based standard can under-supply loading for high-turnover commercial uses or overstate loading requirements for lower-intensity uses, both of which can create avoidable conflicts within parking areas and internal aisle-ways. The proposed approach better matches loading supply to expected operational need, which helps keep loading activity out of accessible parking spaces, fire routes, and customer parking aisles, improving safety and circulation for all users. Aligning thresholds by broad land use category is also generally consistent with industry standard and the peer review research, which affords clearer expectations for applicants during site plan review, less reliance on site-specific exceptions, and supports efficient, well-functioning development as the Township grows. In addition, introducing school bus loading requirements for uses where bus pick-up and drop-off is expected helps ensure that bus movements, passenger loading, and queuing can be accommodated safely and efficiently on-site. This supports better separation between buses, passenger vehicles, pedestrians, and general parking functions, and provides the Township with

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a clearer basis to address school site circulation through Site Plan Control and supporting transportation review where appropriate.

5.5 Section 4.34 – Sight Triangles

Issue

The Township's current approach requires a uniform 9m × 9m sight triangle for all development, regardless of road classification or site context. This blanket provision has created consistent challenges for both the Township and development community.

Based on stakeholder feedback and technical review, the current requirement is considered overly restrictive and does not adequately reflect variations in roadway geometry, traffic conditions, or intersection design.

Recommendation

Based on the technical analysis summarized below, it is recommended that the Township amend the provision to include a sight triangle of 3m x 3m for urban areas and 9m x 9m for rural areas.

Rationale

A clear sightline assessment was undertaken to evaluate intersection sight triangle requirements within Loyalist Township standard cross sections found with the Subdivision Technical Design Guidelines. The analysis was based on the methodology set out in the Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads, specifically the intersection sight distance criteria for a left-turn movement from a stop-controlled minor road (TAC Case B1 conditions).

Key assumptions included:

- A driver decision point located approximately 6.5m from the edge of the major roadway, accounting for the stop bar, crosswalk, and driver eye position; and
- A posted speed of 50km/h, corresponding to a required intersection sight distance of 105m under TAC guidance.

The results of multiple iterations demonstrate that:

- The required sightlines are generally accommodated entirely within the existing municipal right-of-way; and
- Under typical roadway configurations reviewed (e.g., two-lane local and collector roads), no additional setbacks into adjacent private lots are required to meet TAC sight distance requirements.

These findings indicate that the current zoning requirement for a singular fixed triangular setback on corner lots is not supported by the technical analysis for typical intersection conditions in the Township. It is noted that this conclusion is based on standardized assumptions representing straight, unobstructed roadway conditions, with no vertical or horizontal curvature, additional access points, or visual obstructions (e.g., vegetation, grade changes, or built form). Where such

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constraints exist, site-specific engineering review may be required to confirm appropriate sightline protection measures.

Overall, the addition of a smaller sight triangle provision for urban areas reflects a shift toward a more defensible, performance-based approach to intersection design that aligns with TAC guidance and current engineering practice. This approach ensures that sightline requirements are determined based on actual roadway conditions and safety needs, rather than uniform standards, while still allowing the Township to require site-specific analysis in situations where constraints or higher-order road classifications warrant additional consideration.

The rural zoning sight triangle has not been adjusted, reflecting the varied conditions that exist within rural rights-of-way. Varying speeds, approach angles, etc. all make creating a uniform smaller sight triangle a site-specific task.

5.6 Section 4.27(m) – Visitor Parking

Issue

The Township Zoning By-law does not have provisions for visitor parking, which can result in a cascading of issues, including overflow parking onto the street, residents losing their own parking, accessibility impacts, difficulty enforcing parking regulations, and other operational issues. For multi-unit housing, visitor parking is a necessity to avoid such problems.

Recommendation

As mentioned in subsection 5.1 above, it is recommended that 0.2 visitor parking spaces per unit should be required for apartment buildings. In addition, and as shown in Table 7 below, the following visitor parking requirements are also recommended in Section 4.27 of the By-law.

Table 7 Recommendations for Visitor Parking

Visitor Parking Rates for Permitted Residential Uses	
Land Use	Minimum Number of Visitor Parking Spaces
Apartment Dwelling	0.2 spaces per dwelling unit
Dwelling units in a mixed-use building	0.2 spaces per dwelling unit
Stacked Townhouse Dwelling	0.2 spaces per unit
*Amount of visitor spaces are to be round up or down to the nearest whole number.	

Rationale

Introducing minimum visitor parking requirements provides a clear baseline to accommodate short-term parking demands from guests, service providers (e.g., home care, deliveries, maintenance), and additional household vehicles. In multi-unit formats where residents typically rely on assigned spaces, limited private driveways or shared lots, unplanned visitor demand often shifts onto internal aisles, accessible spaces, fire routes, or adjacent streets, creating avoidable safety and enforcement issues and reducing accessibility for people who need to park close to an entrance.

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The recommended rates provide a modest, predictable supply that reflects typical visitor demand without materially increasing overall parking burden, supporting more efficient site design and helping minimize spillover impacts on neighbourhood streets. Establishing these standards in the Zoning By-law also improves consistency in development review and reduces reliance on ad hoc conditions or site-specific exceptions to address visitor parking needs.

5.7 Bicycle Parking

Issue

The Township Zoning By-law does not have provisions for bicycle parking. While Loyalist is mainly an auto-oriented community, it is important to provide bicycle parking for those who choose it as a mode of transportation, and to encourage more active and sustainable transportation options in the community.

Recommendation

As shown in Table 8 below, the following bicycle parking provisions are recommended.

Table 8 Recommendations for Bicycle Parking

Minimum Bicycle Parking Space Requirements	
Use	Minimum Number of Spaces Provided
Residential Uses: any type of dwelling unit where there is no associated private garage	0.5 spaces per dwelling unit
Retirement Home	0.1 per bed
School (elementary or secondary)	2 per classroom
Restaurant Library Public Use (where there is a building associated with the use) Retail store Personal Service Shop	1 per 250m ² of GFA
Hospital Hotel	1 per 1,000m ² of GFA
Use	Minimum Number of Spaces Provided
Medical Office or Other Office	0.2 per 100m ² of GFA
All other non-residential uses	1 per 1,500m ² of GFA

In addition:

- Each bicycle parking space shall be 0.6m by 1.8m in size.
- Each bicycle parking space shall be surfaced and have a bicycle lock fixture.

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Rationale

Adding bicycle parking standards ensures that development more consistently supports safe, practical, and theft-resistant bicycle storage for residents, employees, and visitors, even in an auto-oriented community such as the Township. Providing a modest minimum supply helps remove a basic barrier to cycling (lack of a secure place to leave a bicycle) and supports gradual shifts toward active and sustainable transportation modes as new residential growth and mixed-use areas evolve, consistent with broader provincial direction to use infrastructure and land more efficiently. Furthermore, having clear and dedicated bicycle parking requirements in the Zoning By-law also improves site functionality by reducing ad hoc bicycle parking on railings, landscaping, and building entrances as well as conflicts with pedestrian circulation, accessible parking, or loading logistics.

5.8 Passenger Drop-Off Facilities

Issue

School sites generate concentrated peak-period pick-up and drop-off activity, which is not adequately addressed through standard parking requirements alone. In the absence of dedicated on-site “kiss and ride” facilities, this demand is often accommodated within parking areas or on adjacent municipal streets, leading to congestion, circulation conflicts, and potential safety concerns for pedestrians.

Recommendation

It is recommended that the Township Zoning By-law be updated to include provisions for passenger pick-up and drop-off (“kiss and ride”) facilities for elementary and secondary schools, on the same lot as the primary use (school). This recommendation should be included in the Zoning By-law by including a definition and provisions similar to the below:

Definition to be added:

Passenger Pick-Up and Drop-Off Facility (Kiss and Ride)

Means an on-site area designated for the temporary stopping of vehicles for the purpose of picking up or dropping off passengers, which may include a circulation loop, lay-by lane, or designated stacking spaces.

Provision to be added under new subsection within Section 4 of the by-law:

4.27 (p) Passenger Pick-Up and Drop-off Facility (Kiss and Ride)

(i) Applicability

A passenger pick-up and drop-off facility shall be provided on the same lot as the primary use for the following uses:

- Elementary School
- Secondary School

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The requirements of this Section shall apply in addition to any required off-street parking spaces.

Rationale

“Kiss and ride” activity represents a distinct transportation function that is not captured through traditional parking supply standards. Providing clear zoning provisions ensures that this demand is accommodated through purpose-built facilities, rather than within parking areas or along public streets, which can create operational and safety challenges.

A design-focused approach, rather than a fixed minimum parking rate, allows the Township to respond to varying school sizes, locations, and travel patterns. This is particularly important in the Township context, where auto-oriented travel remains the predominant mode and peak demand can be highly concentrated. Integrating these facilities into site design through zoning and Site Plan Control will help ensure safe, efficient circulation and minimize impacts on adjacent roads and neighbourhoods.

6.0 Conclusion

This report reviews the Township’s parking standards and related provisions and provides targeted Zoning By-law amendments to improve clarity, support accessibility, and better accommodate current and future needs related to parking. The recommended updates maintain a minimum-standards approach appropriate for an auto-oriented community such as the Township, while introducing targeted modernization to support evolving development patterns, improve day-to-day administration, and reduce the frequency of parking-related minor variance applications. Key recommendations include:

- Updating minimum parking requirements for selected uses, including reduced minimums for apartments and mixed-use residential formats, maintaining current standards for additional residential units, and incorporating defined visitor parking requirements.
- Replacing “special vehicle parking” terminology with “accessible parking” and updating accessible parking space types, dimensions, location expectations, and required quantities to align with AODA standards.
- Refining parking space dimensions, driveway, access, ingress and egress provisions, and introducing stacking space requirements to support safer and more functional site design while improving flexibility for smaller, constrained, and corner lots.
- Updating loading space requirements to be use-specific, clarifying that requirements are calculated per building or structure, and recommending additional provisions for school bus loading where appropriate.
- Removing the prescriptive sight triangle requirement from the Zoning By-law in favour of a more context-sensitive, performance-based approach informed by roadway conditions and engineering review.
- Introducing bicycle parking and passenger pick-up and drop-off facility provisions to better support evolving transportation needs and school site operations.

Together, these targeted amendments will help ensure Loyalist Township’s parking framework remains clear, accessible, and responsive to evolving development patterns, while better aligning the Zoning By-law with current practice and supporting more efficient, functional, and context-appropriate site design across the Township.

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This report has been prepared by J.L. Richards & Associates Limited for Loyalist Township's exclusive use. Its discussions and conclusions are summary in nature and cannot properly be used, interpreted or extended to other purposes without a detailed understanding and discussions with the client as to its mandated purpose, scope and limitations. This report is based on information, drawings, data, or reports provided by the named client, its agents, and certain other suppliers or third parties, as applicable, and relies upon the accuracy and completeness of such information. Any inaccuracy or omissions in information provided, or changes to applications, designs, or materials may have a significant impact on the accuracy, reliability, findings, or conclusions of this report.

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An aerial photograph of a suburban neighborhood. A wide, curved asphalt road runs through the center of the image. On the left side of the road, there are several houses with grey roofs and green lawns. One house has a swimming pool and a patio area. A white car is parked on a driveway. On the right side of the road, there are more houses with grey roofs and green lawns. A black car is parked on a driveway. The overall scene is a typical suburban residential area.

Appendix A

Planning Policy Review

Appendix A – Planning Policy Review

Loyalist Township Parking Recommendations Report

Purpose of this Appendix

This Appendix provides a planning policy review to support the Loyalist Township Parking Recommendations Report. The review considers relevant provincial, County, and local policy documents, including the Provincial Planning Statement, 2024, the County of Lennox and Addington Official Plan, the Loyalist Township Official Plan, and the Loyalist Township Zoning By-law No. 2001-38. The purpose of the review is to identify the policy basis for updating parking standards in Loyalist Township and to ensure that recommended zoning provisions are consistent with broader planning policies and objectives.

Provincial Planning Statement, 2024 (PPS)

The PPS does not prescribe municipal parking rates; several PPS policy directions are directly relevant to the review of parking standards. In particular, the PPS supports complete communities by encouraging a mix of land uses, housing options, transportation options with multimodal access, public service facilities, parks and open spaces, and other uses necessary to meet long-term community needs. This direction supports a parking framework that does not treat automobile parking demand as static or uniform across all contexts, but instead considers site context, transportation choice, development form, and opportunities to support more efficient land use.

The PPS also directs planning authorities to provide for an appropriate range and mix of housing options and densities, including by permitting and facilitating various forms of residential intensification and redevelopment. Overly rigid or outdated parking standards can function as a barrier to intensification, adaptive reuse, smaller-scale infill, additional dwelling units, mixed-use development, and compact built form. Accordingly, updated parking standards should support housing supply and intensification while continuing to ensure that parking impacts are assessed in a transparent and defensible manner.

Relevant Policies from the PPS include:

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

- **2.1 Planning for People and Homes**

6. Planning authorities should support the achievement of complete communities by:

a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, longterm care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;

b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and

c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

- 2.3 Settlement Areas and Settlement Area Boundary Expansions

- 2.3.1 General Policies for Settlement Areas

1. Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.

2. Land use patterns within settlement areas should be based on densities and a mix of land uses which:

a) efficiently use land and resources;

b) optimize existing and planned infrastructure and public service facilities;

c) support active transportation;

d) are transit-supportive, as appropriate; and

e) are freight-supportive.

3. Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

- Chapter 6: Implementation and Interpretation

6.1 General Policies for Implementation and Interpretation

5. Official plans shall identify provincial interests and set out appropriate land use designations and policies. Official plans shall provide clear, reasonable and attainable policies to protect provincial interests and facilitate development in suitable areas.

In order to protect provincial interests, planning authorities shall keep their official plans up-to-date with the Provincial Planning Statement. The policies of the Provincial Planning Statement continue to apply after adoption and approval of an official plan.

6. Planning authorities shall keep their zoning and development permit by-laws up-to-date with their official plans and the Provincial Planning Statement by establishing permitted uses, minimum densities, heights and other development standards to accommodate growth and development.

The County Official Plan does not prescribe requirements for parking down to the lower tiers. However, there are some policies included in the Official Plan that are relevant to policies and regulations implemented at the Township level. Relevant policies include:

- A2.2 Guiding Principles

It is recognized that the County's long-term prosperity, environmental health and social well-being depends on wisely managing change and promoting efficient land use and development patterns. On this basis of the above, below are a series of guiding principles that are intended to establish the basis for making planning decisions in the future, as set out below:

6. To establish an integrated, active and sustainable transportation system that safely and efficiently accommodates various modes of transportation including trains, automobiles, and trucks, cycling and walking.

- B2 Complete Communities

It is the goal of the County that the Urban Areas and Rural Settlement Areas continue to evolve into complete communities where there is:

i) An integrated transportation system that facilitates all modes of travel including active transportation.

- B9.1 Excellence in Community Living

It is the intent of this Plan to support excellence in community living in greenfield areas that is based on the application of the following principles that result in:

Efficient transportation links that provide for all modes of travel through and in and out of new development areas and which are planned with strong active transportation connections.

- E2 Transportation

- E2.1 Objectives

It is the objective of this Plan to:

c) Develop a transportation system that will encourage unity within the County and will satisfy local municipal transportation demands;

d) Protect County transportation corridors to facilitate the development of a transportation system that is compatible with and supportive of existing and future land uses;

e) Ensure that appropriate right-of-way widths for all existing and proposed County roads are provided in accordance with the Planning Act;

g) Establish an integrated transportation system that safely and efficiently accommodates various modes of transportation including trains, automobiles, trucks, air, public transit and active transportation;

The Official Plan has other policies related to roads and transportation but are not seen to directly impact the recommendations in this study.

Loyalist Township Official Plan

Part 9, Infrastructure Policies of the Township's Official Plan sets out policies related to the development of services and utilities which are essential to the proper functioning and well being of the municipality. Infrastructure includes land, buildings, and structures devoted to providing recreational opportunities, piped water and sanitary sewer services, stormwater management facilities, transportation facilities, and other similar services and facilities which support the land use fabric. Infrastructure shall be provided in a coordinated, efficient and cost-effective manner that considers impacts from climate change while accommodating projected needs.

9.4 sets out policies related to the Township's transportation system:

The Township's transportation system will be strengthened and broadened by:

- a) promoting a safe, integrated, accessible transportation system consisting of a network of roads, parking facilities and pedestrian pathways to accommodate various modes of transport such as automobiles, public transit, bicycles, and walking;
- b) ongoing monitoring of the existing ferry service from the mainland to Amherst Island to ensure a safe, cost effective transportation system consistent with the needs of Island residents;
- c) encouraging land use patterns which support the viability of public transit; and
- d) ensuring that the design or redesign of roadways safely accommodates automobiles, public transit, cyclists, and pedestrians alike. The Township may participate in joint area studies related to transportation and, where appropriate, the relevant findings of such studies may be incorporated into this Plan by amendment.

9.4.5 sets out policies related to Parking:

- a) Parking shall be provided for any land use in the Township in the quantity and subject to the provisions of the implementing Zoning By-law.
- b) Shared use parking arrangements may be considered where uses are compatible and peak parking demand characteristics are complementary, so as to provide for more efficient use of parking facilities. Such arrangements are restricted to cases

where the uses are located on roadways designated as arterial roads or collector roads, or the business requesting shared use parking arrangements are located on the same side of the street.

c) Requests to amend the Zoning By-law to permit shared use parking arrangements shall be supported by appropriate site-specific parking analyses which demonstrate the complementary nature of parking demands for existing and proposed uses on-site and the ability to provide safe movement of pedestrians between uses.

d) Parking for persons with disabilities is encouraged at locations close to the building entrances. Such spaces should be clearly signed.

f) The provisions of vehicular and pedestrian interconnections between adjacent uses is encouraged where it is suitable and where zoning is compatible, both to facilitate walking between sites and to discourage unnecessary vehicle turning movements to and from the adjoining roadways.

g) The buffering of parking areas shall be encouraged, so as to help screen and visually enhance these facilities.

Section 10.2 sets out policies related to Conformity to the Official Plan:

No public works shall be undertaken, and no by-law under the Planning Act or any other general or special Act shall be passed, unless such public work or by-law conforms to this Official Plan except as provided for in subsections 24(2), 24(3), and 24(4) of the Planning Act.

Loyalist Township Zoning By-law 2001-38

The basis of the Recommendations Report is a review and recommendation for updates to the Zoning By-law. The by-law contains several provisions related to parking and transportation which are identified and reviewed in the document directly.

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