



AGENDA

COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING

December 19, 2017, 5:00 PM - 7:00 PM
Board Room, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Pages

1. CALL THE MEETING OF THE COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE TO ORDER:

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

4. ADOPTION OF MINUTES:

a. Minutes

3 - 7

Minutes of the Open Meeting of the Community Planning and Development Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2017-NOV-29, at 5:00 p.m.

5. PRESENTATIONS:

6. REPORTS:

a. Rezoning Application No. RA378 – 2560 Bowen Road

8 - 14

Purpose of Report: To present the Community Planning and Development Committee with an application to rezone a portion of 2560 Bowen Road to allow a site specific automobile sales, service and rental use in the Community Corridor (COR3) Zone.

Recommendation:

That the Committee receive the report and provide a recommendation.

Purpose of Report: The purpose of the report is to present to the Community Planning and Development Committee a draft bylaw to replace "DEVELOPMENT PARKING REGULATIONS BYLAW 2005 NO. 7013".

Recommendation:

That the Committee receive the report and support, in principle, the draft Off-Street Parking Regulations Bylaw generally as included within Attachment A and the draft Guidelines For the Consideration of a Parking Variance generally as included in Attachment B.

Presentation:

1. David Stewart, Planner

7. OTHER BUSINESS:

8. QUESTION PERIOD:

9. ADJOURNMENT:

MINUTES
OPEN COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2017-NOV-29, AT 5:00 P.M.

PRESENT: Members: Councillor Diane Brennan
 Daniel Appell
 Mercedes Beaudoin-Lobb
 Colin Brown
 Tyler Brown
 Anthony Griffin
 Patricia Reynes (vacated 6:37 p.m.)
 Richard Steele
 Councillor Ian Thorpe (alternate)

 Absent: Gail Adrienne
 Kyle Wardstrom
 Richard Finnegan

 Staff: Bruce Anderson, Manager, Community and Cultural Planning
 Bill Corsan, Deputy Director of Community Development (entered
 6:48 p.m.; vacated 6:57 p.m.; returned 7:09 p.m.)
 Brian Zurek, Planner (vacated 7:24 p.m.)
 Jamie Rose, Manager of Transportation (vacated 7:19 p.m.)
 Jim Hemstock, Transportation Engineer (vacated 7:19 p.m.)
 Peggi Humphreys, Recording Secretary

1. CALL THE COMMUNITY PLANNING AND DEVELOPMENT COMMITTEE MEETING TO ORDER:

The Open Community Planning and Development Committee Meeting was called to order at 5:01 p.m.

Councillor Brennan advised that she is the newly appointed Chair of the Community Planning and Development Committee.

2. INTRODUCTION OF LATE ITEMS

(a) Councillor Brennan requested that Agenda Item 6. (a) Official Community Plan Amendment Application No. OCP83 – 5260, 5280, and 5300 Tanya Drive be brought forward on the Agenda to precede Agenda Item 5 - Presentations.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Meeting of the Community Planning and Development Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2017-OCT-17 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

- (a) Official Community Plan Amendment Application No. OCP83 – 5260, 5280, and 5300 Tanya Drive

Councillor Brennan advised that the role of the Community Planning and Development Committee is to review and consider applications. Three neighbourhood association representatives may be invited to join Committee members at the table. Staff will introduce the application, and the applicant will make a presentation. Committee members can then ask questions of the presenter, followed by discussion that includes the neighbourhood representatives. The neighbourhood representatives will then be asked to return to the audience, and the standing committee members may then make a motion and vote; however, the neighbourhood association representatives may not vote. Members of the public are welcome to attend the meeting to observe, but comments from the public are not accepted by the Committee. Members of the public are provided the opportunity to make comments to Council at Public Hearings.

Brian Zurek, Planner, introduced Official Community Plan Amendment Application No. OCP83. He noted that a detailed review of environment and infrastructure should not be considered at this time as these will be considered during the rezoning process.

Jared Steingard of Westbrook Consulting Ltd., provided a presentation on behalf of the applicants (Broadview Developments Inc., Wallace Kurt Raynor and Lianne Ruth Raynor, and B.G.R. Holdings Inc.).

The presentation showed details of the proposed urban development that would require that these lands be removed from the Urban Reserve. Features of the development included a mix of single family homes and multi-family housing, as well as attainable/affordable housing. The neighbourhood would be a gateway to bordering parklands, with integrated trails and trailhead improvements provided by the developer. An analysis of traffic volumes noted drivers turning left from Vanderneuk Road on to Rutherford Road can experience delays.

Jared Steingard invited Thomas Roy, Biologist, to comment regarding water courses and environmentally sensitive areas, including owl/wildlife assessments and slope analysis, identified in an Environmental Constraints map.

The presentation concluded and Committee members proceeded to ask questions of the applicant. Clarification was provided regarding the following points:

- The land is currently zoned as Urban Reserve to allow five-acre (2-hectare) lots with a maximum of twelve homes.
- Steep Slope development permit guidelines would apply.
- Going through the Official Community Plan (OCP) Amendment process without first completing an Area Plan would bypass a robust process of public consultation.
- The contribution of park improvements and inclusion of affordable housing units could be secured through a covenant during the rezoning process.
- The property is designated Urban Reserve in the OCP. When the OCP was created, there was enough land outside the Urban Reserve area to allow for future residential growth to 2031.
- The current zoning allows for low density residential development which will remain in place until a rezoning.
- The City does not supply water and sewer services to rural land not already serviced.
- Statistics Canada's census population projections for Nanaimo today are lower than what was forecast when the OCP was established.
- OCP policies direct that Urban Reserve lands be considered for future urban development to meet housing demands upon population increases.
- Higher density developments can better amortize infrastructure costs which are mainly based on the land area rather than number of units built on the land.
- The next OCP review and update will begin in 2018.

The Lost Lake Neighbourhood Association representatives, Sherry Mauro, Brent Hargreaves and Art Dowswell, were invited to discuss the application. A publication of studies done on the property produced by the Save Linley's Hidden Ridge Campaign was distributed. Issues discussed included the following:

- Residents indicated they did not receive enough advance notice of the public meeting with the developers.
- The traffic count as part of the study was conducted in only one day and residents do not agree that it accurately reflects reality.
- Having an Area Plan study completed is important for considering the effects on residents of extra noise, traffic, subdivision of large lots, and maintaining the character of the neighbourhood.
- The neighbourhood association has received signatures from people across Nanaimo for a petition against the proposed development that they intend to present to Council.
- The neighbourhood association would prefer that this land be purchased by the City to be preserved as parkland.
- There are serious environmental concerns, including planned roads crossing wildlife corridors and the impact that construction will have on the adjoining parks.
- They identified six Official Community Plan objectives that the proposed development does not satisfy.

- Residents were concerned about an increase in traffic that could create dangerous conditions for school children and other pedestrians on narrow roads (there is no school bus service in this area).

Discussion amongst Committee members ensued and included the following points:

- Development decisions on the Tanya Drive lands in question will not affect other lands in the Urban Reserve.
- The OCP indicates there is sufficient land elsewhere for residential development without removing this land from the Urban Reserve.
- The current Census population is lower than originally forecast when OCP policy was established.
- Since an Area Plan has not been established for this particular area, it might be beneficial to wait for the overall OCP review planned for 2018 to get a thorough assessment before making rezoning decisions.
- Safety is a concern when walking on Lost Lake Road.
- There is no transit service available for residents of proposed affordable housing units to be built within this development; the Tanya Drive properties are too car dependent to be an affordable location for people with lower incomes.
- The area is an environmentally sensitive area that should be thoroughly analyzed in the OCP Review process before being considered for removal from the Urban Reserve.

It was moved and seconded that the Committee recommend to Council that Official Community Plan Amendment Application No. OCP83 – 5260, 5280, and 5300 Tanya Drive be rejected. The motion carried unanimously.

The Community Planning and Development Committee meeting recessed at 6:26 p.m.
The Community Planning and Development Committee meeting reconvened at 6:31 p.m.

6. PRESENTATIONS:

(a) Hospital Area Plan – Open House Materials Review

Brian Zurek, Planner, provided a presentation regarding the process, concepts and options being prepared for the Hospital Area Plan Open House taking place on Thursday, 2017-DEC-07.

Patricia Reynes vacated the Board Room at 6:37 p.m.

Three different land use options were compared, each of which portrayed different levels of density in the area.

Bill Corsan, Deputy Director of Community Development, entered the Board Room at 6:48 p.m.

Discussion took place regarding placement of sidewalks, cycling lanes, greenspaces, parking spaces, pedestrian paths, lighting and safety issues.

Bill Corsan, Deputy Director of Community Development, vacated the Board Room at 6:57 p.m.

It was moved and seconded that the Community Planning and Development Committee meeting proceed beyond two hours. The motion carried unanimously.

Bill Corsan, Deputy Director of Community Development, returned to the Board Room at 7:09 p.m.

Public feedback and a consultant's study regarding parking in the Hospital Area indicated that lack of street parking availability is a significant problem at certain times of the day. Time limits and restrictions (many with resident exempt conditions) are being considered to try to address the issue.

The next steps in the Hospital Area Plan process include two stakeholder meetings on 2017-DEC-05 and 2017-DEC-07, and a public Open House on 2017-DEC-07.

Jamie Rose, Manager of Transportation, and Jim Hemstock, Transportation Engineer, vacated the Board Room at 7:19 p.m.

(b) Waterfront Walkway

Bill Corsan, Deputy Director of Community Development, provided a presentation detailing an overview of the Waterfront Walkway Project.

Brian Zurek, Planner, vacated at 7:24 p.m.

Discussion took place regarding riparian rights, lighting requirements and the need for City staff to work collaboratively with property owners to expand the connectivity of the walkway as expressed as a priority through public feedback.

It was moved and seconded that the Community Planning and Development Committee receive the Waterfront Walkway presentation for information. The motion carried unanimously.

7. QUESTION PERIOD:

No one in attendance wished to ask questions.

8. ADJOURNMENT:

It was moved and seconded at 7:43 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

DATE OF MEETING December 19, 2017

AUTHORED BY TAMERA ROGERS, PLANNER, CURRENT PLANNING AND
SUBDIVISION

SUBJECT REZONING APPLICATION NO. RA378 – 2560 BOWEN ROAD

OVERVIEW

Purpose of Report

To present the Community Planning and Development Committee with an application to rezone a portion of 2560 Bowen Road to allow a site specific automobile sales, service and rental use in the Community Corridor (COR3) Zone.

Recommendation

That the Committee receive the report and provide a recommendation.

BACKGROUND

A rezoning application (RA378) for a portion of 2560 Bowen Road was received from Island West Coast Developments Ltd. (Mr. Patrick Brandreth) on behalf of the property owner Bowen Road Developments Ltd. The applicant is proposing to rezone a portion of the subject property to allow a site specific automobile sales, service and rental use in the Community Corridor (COR3) Zone.

On 2017-NOV-06, the subject property received Council approval for an Official Community Plan amendment (OCP66) to change the future land use designation from Industrial to Corridor. The property was also rezoned (RA288) at the same meeting from High Tech Industrial (I3) to Community Corridor (COR3) to allow a commercial and residential development on six proposed lots to be created through a future subdivision.

Through the OCP/zoning amendment, significant roadworks were required to support residential or commercial development including the extension of Kenworth Road to Labieux Road and the construction of a roundabout at the Kenworth/Labieux intersection. The uses on the subject property were restricted by a covenant registered on title to limit the permitted uses to ensure traffic demand would not exceed the capacity of the road network. The uses were limited to the following:

- Proposed Lots 2 and 3: Automobile Sales and Service
- Proposed Lot 4 (subject of this application): Furniture and Appliance Sales
- Proposed Lot 5: Retail store, seniors congregate housing and multiple family
- Proposed Lot 6: Office and multiple family
- Proposed Lot 7: Office

Subject Property

<i>Location</i>	The subject property is located between the Island Highway/Bowen Road intersection and Labieux Road.
<i>Total Lot Area</i>	2560 Bowen Road: 22,861m ²
<i>Proposed Lot Area to be Rezoned</i>	4,270m ²
<i>Current Zone</i>	COR3 – Community Corridor
<i>Proposed Zone</i>	COR3 – Community Corridor with site specific automobile sales, service and rental use.
<i>Official Community Plan Designation</i>	Corridor

The subject property is now vacant as the buildings onsite were recently demolished. Beban Park is located to the southeast on the other side of Labieux Road, and the City's pump house station is directly northeast of the site. Adjacent businesses include the Laird Wheaton GM car dealership (2590 Bowen Road) and St. John's Ambulance (2250 Labieux Road).

Only a small portion of the proposed Lot 4 has frontage on the Island Highway. Site access is from Kenworth Road. Connection across the Island Highway is limited to the intersection at Bowen Road.

DISCUSSION

Proposed Development

This portion of the subject property at 2560 Bowen Road (proposed Lot 4) only permits the use Furniture and Appliance Sales. The applicant is proposing to rezone proposed Lot 4 to add a site-specific Automobile Sales, Service and Rental use in the COR3 zone.

The previous rezoning application (RA288) allowed Automobile Sales, Service and Rental as a site-specific use on proposed Lots 2 and 3 directly west of proposed Lot 4, fronting the Island Highway.

As part of the current rezoning application, the applicant submitted an updated traffic impact assessment that supports the change in use on proposed Lot 4. No additional road works are required; however, the restrictive covenant must be amended to add Automobile Sales, Service and Rental as a permitted use.

Official Community Plan

A mix of residential, commercial, professional, and service uses, with medium density residential development, characterizes the Corridor designation. The original rezoning application (RA288) rezoned 2560 Bowen Road to create a comprehensive development with a mix of residential and commercial uses. The proposed lots fronting the Island Highway were zoned for commercial uses, and the southern lots were zoned to allow for mixed-use.

The Automobile Sales, Service and Rental use on proposed Lot 4 would add to the auto-oriented uses already supported for proposed Lots 2 and 3 creating a cluster with highway

exposure in an area of Nanaimo already characterized as an automobile precinct. In accordance with OCP policy, the required works and services for this development will include sidewalks, ensuring pedestrian connectivity through the subdivision and to adjacent properties.

Community Contribution

As outlined in Section 7.3 of the OCP, in exchange for value conferred on land through a rezoning, the applicant should provide a community contribution. In the previous rezoning application (RA288), a \$191,569 community contribution was secured to fund improvements to Beban Park. Staff recommends that no additional community contribution be required through this subsequent rezoning application.

ATTACHMENTS

ATTACHMENT A: Location Plan
ATTACHMENT B: Proposed Subdivision Plan
ATTACHMENT C: Conceptual Context Plan
ATTACHMENT D: Aerial Photo

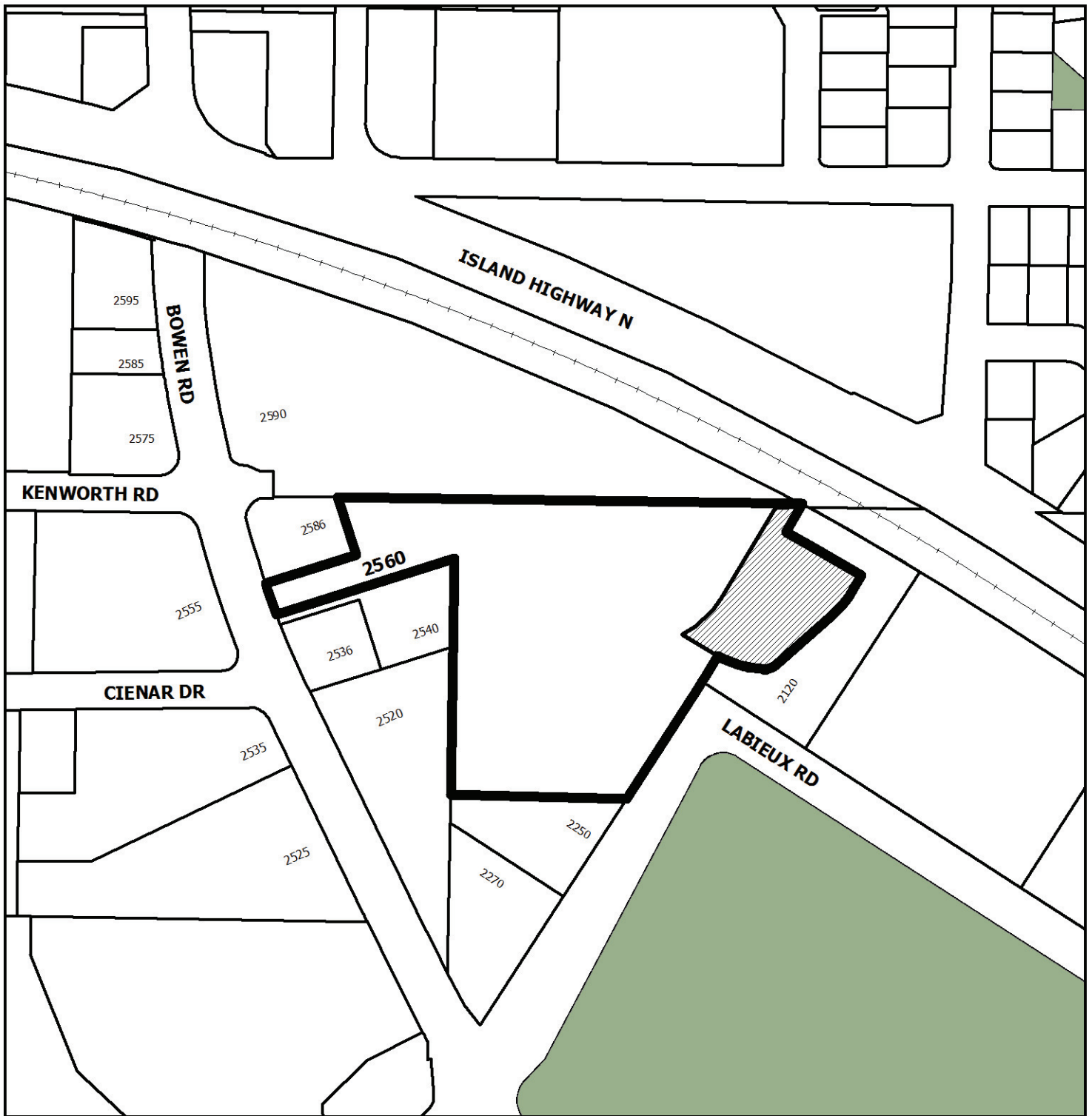
Submitted by:

T. Rogers
Planner, Current Planning & Subdivision

Concurrence by:

L. Rowett
Manager, Current Planning & Subdivision

ATTACHMENT A



REZONING APPLICATION NO. RA000378

LOCATION PLAN

Civic : 2560 Bowen Road
 Lot 1, Section 20, Ranges 6 and 7,
 Mountain District, Plan EPP67724



-  Subject Properties
-  Portion to be Rezoned
-  Parks & Open Spaces

CITY OF NANAIMO
PRELIMINARY LAYOUT
ACCEPTANCE

ACCEPTANCE

E & N RAILWAY PLAN 38 RW

2017-NOV-17 *Tim Allen*

Date

2018-NOV-17

Expiry Date

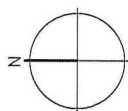


TABLE OF NEW LOT AREAS		AREA (A-3)
LEGAL DESCRIPTION		
PHOTO LOT 1		1.417
PHOTO LOT 2		0.650
PHOTO LOT 3		0.601
PHOTO LOT 4		0.437
PHOTO LOT 5		0.112
PHOTO LOT 6		0.395
PHOTO LOT 7		0.237
PHOTO LOT 8		0.373
PHOTO NEW ROAD DEVELOPMENT		0.647
TOTAL AREA		5.711

TABLE OF PARENT LOT AREAS		AREA (A.C.)
CHIC ACRES	LEGAL DESCRIPTION	
2539 NORTH 1540	LOT 4, SECTION 18, TOWNSHIP 12 NORTH, RANGE 27 EAST, HUNTER TOWNSHIP, PLYMOUTH COUNTY, IOWA	3.287
2153 BOWEN ROAD	LOT 4, SECTION 18, TOWNSHIP 12 NORTH, RANGE 27 EAST, HUNTER TOWNSHIP, PLYMOUTH COUNTY, IOWA	2.943
2153 LAMSON ROAD	LOT 4, SECTION 18, TOWNSHIP 12 NORTH, RANGE 27 EAST, HUNTER TOWNSHIP, PLYMOUTH COUNTY, IOWA	8.511
1424041-1520	PART OF LAMSON ROAD (SECTION 18 TO 20) TO BE CLOSED	2.022
TOTAL AREA		8.511

:531

DISTANCES ARE IN METRES.

PLAN PURPORTS TO POSITION ONLY THE ACTUAL AND / OR PROPOSED
 POINT(S) SHOWN RELATIVE TO ONLY THE BOUNDARIES SHOWN OF OR
 ADJACENT TO THE SUBJECT PARCEL(S).

PLAN PROVIDES NO WARRANTY OR REPRESENTATION WHATSOEVER WITH RESPECT TO THE LOCATION OF ANY OTHER ACTUAL OR PROPOSED IMPROVEMENT(S) ADJACENT TO ANY BOUNDARY OF OR APPURTENANT TO THE SUBJECT PARCEL(S).

ALIGNMENT AND AREAS ARE PRELIMINARY AND DERIVED FROM REGISTERED PLANS. THESE PARCELS MAY BE SUBJECT TO THE REGISTERED NOTATIONS, CHARGES & EASEMENTS NOTED ON THEIR TITLES. THIS PLAN DOES NOT PRELUD TO ANY

CONFORMANCE WITH THE RESTRICTIONS THEREON.

DATE	REVISION
DEC. 15, 2015	FIRST ISSUE
MAY 9, 2017	NEW TRAFFIC CIRCLE ALIGNMENT, 2 m FRONTAGE DEDICATION OUT OF LOT 7 AND REVERSE WEST END OF KENNETH ROAD 2015 FRONTAGE PROPOSED SIDEWALKS AND BAY ALIAS
MAY 15, 2017	

PROJECT: MADILL CITY CENTER

COMMERCIAL SUBDIVISION

ENT: ISLAND WEST COAST DEVELOPMENTS LTD.

PRELIMINARY LOT LAYOUT

621	1:59	W	5480124
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WILLIAMSON & ASSOCIATES

162024 FLA
PAGE PLAN 1522

10F1	CRAN. MARSWILLOUSE
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A378 - 2560 Bowen Road

Delinea.

PROJECT #:	d1328.09.14
ISSUED:	14 DEC 2016
REVISED:	17 MAR 2017

DRAWING #:

PR2

RECEIVED
RA000378
2017-APR-12
Current Biology & Biochemistry





ATTACHMENT D



REZONING APPLICATION NO. RA000378



-  Subject Property
-  Portion to be Rezoned

DATE OF MEETING December 19, 2017

AUTHORED BY DAVE STEWART, PLANNER

SUBJECT OFF-STREET PARKING BYLAW REVIEW

OVERVIEW

Purpose of Report

The purpose of the report is to present to the Community Planning and Development Committee a draft bylaw to replace "DEVELOPMENT PARKING REGULATIONS BYLAW 2005 NO. 7013".

Recommendation

That the Committee receive the report and support, in principle, the draft Off-Street Parking Regulations Bylaw generally as included within Attachment A and the draft *Guidelines For the Consideration of a Parking Variance* generally as included in Attachment B.

BACKGROUND

The City of Nanaimo has begun a comprehensive review of the "Development Parking Regulations Bylaw 2005 No. 7013" (Parking Bylaw). The Parking Bylaw regulates off-street parking within the City of Nanaimo, including the number of parking spaces required for different land uses and the dimensions and design of parking areas. The existing Parking Bylaw is more than twelve years old and, since its inception, a new Official Community Plan (OCP) and a Transportation Master Plan (TMP) have been adopted in 2008 and 2014 respectively. The current parking bylaw does not align with the goals of the OCP and TMP to support a walkable urban form with limited parking required for future developments. A review of the parking standards is also included as a short term goal within the OCP work plan.

Parking requirements play a fundamental role in urban development. Large parking areas impact urban form by creating areas with little activity that are often unwelcoming for pedestrians. During the parking bylaw review and consultation it was noted by a number of architects and developers that parking limits their development potential more than any other land use regulation. Developments are often unable to achieve the density desired within the OCP or Neighbourhood Plans as they are unable to accommodate the required parking onsite. As a result, Staff undertook a comprehensive review of the Parking Bylaw in the context of the City policies and current best practices.

The overall vision of the Parking Bylaw review is to create user friendly off-street parking regulations that reinforce the goals of the OCP and TMP while requiring parking that meets a broader range of user needs. Some of the goals within the OCP and TMP that guide the Parking Bylaw review include:

- limit parking supply within future developments;
- encourage developments within mobility hubs to provide shared and preferential parking resources;
- incorporate bicycle parking requirements within the bylaw;
- consolidate parking areas in urban nodes;
- consider reductions to off-street parking requirements, as determined by a parking assessment by up to 25% in urban nodes;
- assess parking needs within urban nodes and corridors and recommend appropriate parking ratios;
- designate cash-in-lieu areas within mobility hubs; and
- set occupancy targets for high demand areas at 85% during peak hours to balance parking availability and excessive parking supply

The Parking Bylaw review included an evaluation of existing parking ratio's and technical specifications including, stall dimensions. The process included researching municipal best practices and parking rates, reviewing past City approved parking variances, and conducting on-site observations and parking counts. As part of the review process, Staff solicited feedback from frequent users of the Parking Bylaw including developers, architects, planning consultants and engineers. Feedback received during these meetings has informed the proposed bylaw. The Parking Bylaw review was also discussed at the 2015-JUN-16 meeting of the Planning and Transportation Advisory Committee at which time feedback was received from the Committee and incorporated into the draft bylaw.

Highlights of the proposed changes to the Parking Bylaw include:

1. **Offsite Parking (Section 1.5):** The proposed bylaw may allows a property owner or business to provide the required parking on a separate property provided that the offsite parking area:
 - a. is located on a lot within 50m of the subject property, as measured lot line to lot line
 - b. is protected by a restrictive covenant in favour of the City of Nanaimo, that requires the parking area to remain and ensures full compliance with the Parking Bylaw requirements. The covenant must also be signed by the owners of the subject property and off-site parking property;
 - c. is not located across from a Provincial Highway, Urban Arterial or Major Collector from the subject property;
 - d. does not contain of the the required accessible parking spaces for the subject property;
 - e. is not located on a lot zoned for residential use or used to support a residential use parking requirement

The intent of this proposed change is allow property owners and businesses with more flexibility in meeting their parking requirement both on and off-site. This is particularly beneficial where it is impractical to accommodate all of the required parking on existing smaller urban lots.
2. **Retail Trade and Services Centre Floor Area (Section 2):** The minimum floor area requirement for a retail trade and services centre has been eliminated; as such parking for any building that contains two or more commercial uses will be calculated at the retail trade and services centre/ shopping mall rate regardless of the size of

the development. This change will enable more commercial developments to supply parking based on a blended rate that better reflects a shared parking arrangement and more flexibility to enable future changes of uses.

3. **Change of Use (Section 1.6 (ii)):** The percentage in which a change use can which would otherwise result in a parking increase is exempt from the parking requirements has been increased from 10% to 20%. This allows more flexibility
4. **Parking Stall Dimensions/ Composition and Off Street Loading (Sections 4.1 and 6.1/6.3):** As part of the review process Staff retained Watt Consulting group to review the Off Street Parking stall and aisle width dimensions as well as loading bay requirements. Changes to the percentage of small car spaces permitted, large car parking dimensions and loading requirements are included as a result of the consultant's recommendations.
5. **Excess Parking (Section 5.4 (iii)):** Any at-grade parking spaces provided beyond the minimum bylaw requirement must be surfaced with permeable materials.
6. **Variable Multiple Family Parking Rate (Section 7.1):** The proposed bylaw replaces the 1.66 parking spaces per unit multiple family that currently applies to all multiple family developments outside of the downtown within the City regardless of the size of units or location. The proposed bylaw will include a table of different rates based on the location of the property and the number of bedrooms included within the development. For example, a three bedroom unit would require more parking than a one bedroom or studio apartment in the same area. It is expected residents within a three bedroom unit are more likely to own multiple vehicles than a resident within a one bedroom unit. In regards to location, the proposed bylaw will include a map identifying varying parking reductions. These areas will be based on the OCP and TMP land use designation, walkability (walk score), employment density and access to transit.
7. **Amended Parking Rates (Section 7.2):** the required parking rate has been changed for a number of uses including but not limited to the following:

Use	Current Rate (spaces)	Proposed Rate (spaces)
Shopping Centres and Retail Trade and Service Centres	4.3 per 100m ² of net floor area, where the centre has a net floor area of less than 35,000m ² but more than 500m ² 5.4 per 100m ² of net floor area where the centre has a net floor area of 35,000m ² or more	1 per 30m ² of gross floor area.
Retail store, personal service establishment, liquor store	1 per 20m ² of gross floor area	1 per 25m ² of gross floor area
Retail Warehouse	1 per 18m ² of net floor area	1 per 20m ² of net floor area
Mobile Home, Park Model Trailer	2 per unit	1 per unit

Assembly Hall, Gymnasium, Health Clubs	1 per 12m ² of gross floor area Plus 1 space for each 3 seats for bars, lounges, or restaurants (gymnasiums, health clubs only)	1 per 15m ² of gross floor area
Boarding Kennels	1 per 8.5 dog enclosures	1 per 9 dog enclosures or one per 80m ² of gross floor area where no runs, pens or cages are provided
Lumber and Building Supply	1 per 20m ² of GFA or 8 spaces whichever is greater	1 per 30m ² of net floor area- merged with Home Centre

8. **New Parking Uses (Section 7.2):** Parking use rates have been added for a number of uses including auction, student housing, rooming house, supportive housing and float homes as these uses are currently not included within the Parking Bylaw
9. **Multiple Family Rental Reduction (Section 7.3 (i)):** The proposed bylaw includes a 10% reduction in the number of required parking spaces for a purpose built rental property which is secured through a housing agreement. Staff observations, developer feedback and research has revealed that rental housing generates less parking demand than strata ownership.
10. **Shared Parking (Section 7.3 (ii)):** The proposed bylaw will allow for a reduction in the required parking where two or more uses exist on a lot and have different peak parking periods. Shared parking must be accessible and unassigned to specific users or property owners.
11. **Expand Downtown Exempt Area (Section 7.3 (iii)):** The downtown exempt area in which commercial parking is not required will be expanded so that the boundaries better align with the TMP downtown mobility hub.
12. **Mobility Scooter Parking (Section 7.3 (iv)):** Where a designated space is available for the parking and storage of mobility scooters, that space shall be included towards one of parking spaces. This change will encourage developments to include storage space for accessibility scooters.
13. **Bicycle Parking (Section 7.4):** The current Parking Bylaw does not require developments to provide parking or storage for bicycles. The proposed bylaw will add requirements for short and long term bicycle parking. Short term bicycle parking generally means outdoor parking designated for short term visitors; long term parking refers to covered and secured bicycle storage for employees or residents. The bicycle parking requirements will also include size and accessibility requirements.

Collectively the proposed bylaw changes represent a shift to more flexible parking requirements with a general trend towards requiring less parking while supporting actual (observed) parking demands. The proposed changes have been guided by the goals and objectives of the OCP and TMP and current best practices to achieve a more compact, walkable urban form that is less reliant on the automobile.

In addition to a revised parking bylaw, Staff propose to adopt guidelines (Attachment B) for the consideration of a parking variance. The guidelines will include criteria to assist Staff and Council in evaluating parking variance requests. It is anticipated that the proposed parking bylaw changes will result in fewer variance requests; however, there may be situations where a variance can be supported based on one or more of the proposed elevation criteria:

- Development rationale
- Location
- Parking Study
- Car Share (membership or vehicle purchase)

The guidelines will provide direction for where a car share vehicle or memberships are offered as rationale for a parking variance. The guidelines will also provide direction for when a parking study is required, which locational criteria is to be considered and what should be included within the applicants' rationale.

OPTIONS

1. That the Community Planning and Development Committee support, in principle, the draft Off Street Parking Regulations Bylaw generally as included in Attachment A and the draft *Guidelines For Consideration of a Parking Variance generally* as included in Attachment B.
 - **Legal Implication:** A legal review will be required by the City solicitor prior to presenting the bylaw to Council for adoption.
 - **Policy Implication:** A review of the parking standards is included as a short term goal within the OCP work plan. The proposed bylaw and guidelines implement the objectives of the OCP and TMP.
 - **Engagement Implication:** Staff have met with frequent users (developers, architects, engineers) of the Parking Bylaw on a number of occasions. The parking bylaw review was discussed during the 2015-JUN-16 PTAC meeting. Further stakeholder engagement and a public open house are planned for prior to the bylaw and guidelines proceeding to Council for adoption.
2. That the Community Planning and Development Committee receive the report for information and direct Staff to return to a future Community Planning and Development Committee following further public engagement.

SUMMARY POINTS

- The proposed Off Street Parking Regulations Bylaw will replace the existing "DEVELOPMENT PARKING REGULATIONS BYLAW 2005 NO. 7013" which regulates required off-street parking within the City.

- The proposed bylaw changes have been guided by policy direction within the Official Community Plan and Transportation Master Plan, observed parking demand, and current best practices.
- In addition to a revised Parking Bylaw Staff is proposing to adopt guidelines for the consideration of a parking variance.

ATTACHMENTS

ATTACHMENT A	Draft Off Street Parking Regulations Bylaw
ATTACHMENT B	Draft <i>Guidelines For Consideration of a Parking Variance</i>

Submitted by:

L. Rowett
Manager, Current Planning and Subdivision

CITY OF NANAIMO

BYLAW NO. #####

PART 1- Title and Application

This Part is intended to provide clarity regarding how the bylaw is to be interpreted.

1.1 Title: This bylaw may be cited for all purposes as “CITY OF NANAIMO OFF-STREET PARKING REGULATIONS BYLAW 2017 NO. #####”

1.2 Severability: If any portion of this Bylaw is held to be invalid by a Court of competent jurisdiction, the validity of the remaining portions of this Bylaw shall not be affected.

1.3 Conflict Between this Bylaw and the Zoning Bylaw: In the event of a conflict between this Bylaw and the Zoning Bylaw, the requirements of this Bylaw shall prevail.

1.4 Application: When any development takes place on any lot within the boundaries of the City of Nanaimo, off-street parking for each use shall be provided and maintained in accordance with the regulations of this Bylaw where a use is not specifically mentioned, the required number of off-street parking spaces shall be the same for as for similar use.

1.5 Off-Site Parking: Unless otherwise specified, all required parking within this bylaw must be located on the same lot as the use or building for which the parking is required or on a *lot* located within 50m, as measured lot line to lot line, from the lot on which the permitted *use exists*, as long as the *accessory off-site parking*:

- i. Is not located on a *lot* zoned as residential within Part 7 of the “City of Nanaimo Zoning Bylaw 2011 NO. 4500” or used to support a residential use parking requirement;
- ii. Is protected by a restrictive covenant in favour of the *City of Nanaimo* that ensures full compliance with all provisions of this Bylaw;
- iii. Is not located across a road designated as an Urban Arterial or Major Collector within the City’s Official Community Plan or highway under the jurisdiction of the Provincial Ministry of Transportation.
- iv. Does not include required accessible parking, all required accessible parking is to be provided on the subject property.

1.6 Change of Use: The regulations contained within this Bylaw shall not apply to buildings, structures or uses existing at the time of adoption of this Bylaw, except:

- i. Where any building or structure undergoes a cumulative increase in gross floor area over a five year period of time due to addition or external renovation, and such an increase results in an expansion of the building(s) or structure(s) floor area beyond 10% or 100 m² (whichever is lesser), such off-street parking shall be increased to equal or exceed the off-street parking requirements resulting from application of the provisions of this Bylaw to the entire building, structure or lot as modified in size.
- ii. Where any building or structure undergoes a change of use and the change in use results in an increase in the parking requirements beyond 10% of the required parking

complement, such off-street parking shall be increased to equal or exceed the off-street parking requirements resulting from application of the provisions of this Bylaw to the entire building, structure or lot as modified in use.

- 1.7 **Existing Parking:** Off-street parking existing at the time of adoption of this Bylaw shall not be reduced below the applicable off-street parking regulations of this Section.
- 1.8 **Bylaw Amendments:** Any amendment to this Bylaw shall be given a public hearing prior to final adoption.
- 1.9 **Fractional Rounding:** Where the calculation for parking requirements results in a fractional parking space being part of the total parking spaces required, such fractional parking space shall be rounded up where the fractional components equals or exceeds 0.50.
- 1.10 **Benches, Pews, Booths:** Where seating accommodation is used as a unit of measurement, and such accommodation consists of benches, pews, booths, and the like, each 0.5 metres of width of such seating accommodation shall be counted as one seat.
- 1.11 **Multiple Uses:** Where there is more than one use on a lot, parking shall be provided for each use with the exception of:
- i. Where parking space requirements apply to shopping centres or retail trade and service centres these requirements shall apply regardless of uses within the retail trade and service centre or shopping centre
 - ii. Where parking is included within a Comprehensive Development District Zone, parking shall be required as specified within the zone.

SECTION 2 - DEFINITIONS

In this Bylaw, the following words, terms, phrases or expressions shall have the respective meaning hereinafter assigned to them:

“BYLAW ENFORCEMENT OFFICER”	means the person or his/her delegate appointed by the City of Nanaimo to enforce regulatory bylaws of the municipality.
“BEDROOM”	means a room used or designed for use for sleeping persons in which there is no kitchen or cooking facility.
“DRIVEWAY”	means a vehicle path of egress or ingress used for access to or from any parking area.
“LANE”	means a public thoroughfare or any way which affords a secondary means of access to a lot, at the side or rear.
“OFF-STREET PARKING”	means the on-site parking allotment required for a given property based on a specific use or uses carried out there.
“PARKING LOT”	means an area of land used for the parking of motor vehicles.
“PARKING SPACE”	means a space within a building or a parking area for the parking of one vehicle, excluding driveways, ramps, columns, office and work areas.
“RETAIL TRADE AND SERVICES CENTRE”	means one or more buildings containing two or more retail, office or service-related uses, which share common services and parking on a lot, and which have a net floor area greater than 500 m ² (5382 ft ²)
“ZONING BYLAW”	means City of Nanaimo “ZONING BYLAW 2011 NO. 4500” and amendments thereto.

Notwithstanding the definitions above, where a definition is not included within this Bylaw but is included within the City of Nanaimo “ZONING BYLAW 2011 NO. 4500,” the definition within the Zoning Bylaw shall be applicable for the purposes of this Bylaw.

PART 3 - COMPLIANCE AND ENFORCEMENT

This section identifies off-street parking uses which are specifically prohibited by this bylaw, and identifies compliance requirements and enforcement procedures.

3.1 Unlawful Uses

- i. It shall be unlawful to use any required off-street parking or loading facility for motor vehicle repair work, service, display or sales of any kind except as expressly permitted in the Zoning Bylaw.
- ii. No area designated as a required accessory parking area in connection with any designated building or use shall be operated as a commercial or public parking lot providing parking spaces for the general public or for the occupants, tenants, customers, clients, or residents of any other use or activity for a fee or other compensation.

3.2 Compliance

- i. No land, water, building or structure shall be used by the owner, occupier or any other person for any use unless the off-street parking and off-street loading requirements for that use have been provided in accordance with this Bylaw.
- ii. The required paving shall be completed in compliance with the approved plan. Where seasonal conditions prevent compliance or if the applicant requests occupancy prior to completion of the paving, the applicant will provide security to the City in the form of a Standby Irrevocable Letter of Credit, cash or certified cheque in the amount of the estimated cost of the outstanding work, and shall fix a completion date satisfactory to the City. If the required paving has not been completed by the completion date the City of Nanaimo may use the security for the purpose of entering onto the property and completing the paving.
- iii. Where off-street parking is provided that is not required, the location, design and operation of such facilities shall comply with all of the regulations of this Bylaw.

3.3 Inspection: The Bylaw Enforcement Officer and his/her delegates are hereby authorized to enter at all reasonable times upon any property, subject to the regulations of this Bylaw, to ascertain whether the regulations of this Bylaw are being or have been observed

3.4 Violation: Any person who violates any of the provisions of this Bylaw or who suffers or permits any act in contravention of this Bylaw or who neglects to do or refrains from doing any act or thing to be done or thing which is required to be done by any of the provisions of this Bylaw, commits an offence against this Bylaw and is liable to the penalties hereby imposed. Each day that a violation is permitted to exist shall constitute a separate offence.

- 3.5 Penalty:** Any person who contravenes any provision of the Bylaw commits an offence punishable upon summary conviction and is liable to a fine not exceeding Two Thousand Dollars (\$2,000.00).

PART 4 – PARKING SPACE DIMENSIONS AND DESIGN

This part includes the minimum parking and aisle width size and parking location.

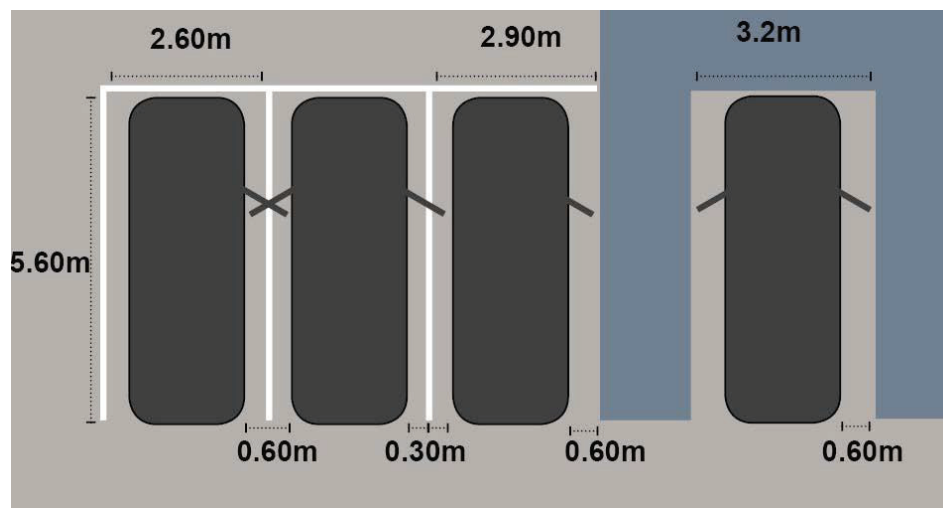
- 4.1 Parking Stall Dimensions:** The following table establishes the minimum dimensions and designs that shall be used for off-street parking spaces and off-street parking areas as required in this Bylaw:

Table 1- Parking Stall Dimensions

Angle of Parking Spaces		45	60	90	Parallel	Accessible Parking
Dimension	Symbol as shown on Figure 2	Metres	Metres	Metres	Metres	Metres
Stall Width	A	2.75m	2.75m	2.75m	2.5m	3.7m
Stall Length	B	5.6m	5.6m	5.6m	6.71m	5.6m
Stall Depth to Curb	C	6.05m	6.4m	5.6m	2.5m	N/A
Aisle Width	D	3.9m	5.5m	7.0m	3.96m	N/A
Module	E	16.0m	18.3m	18.2m	N/A	N/A
		1 way aisle	1 way aisle	2 way aisle	1 way aisle	N/A

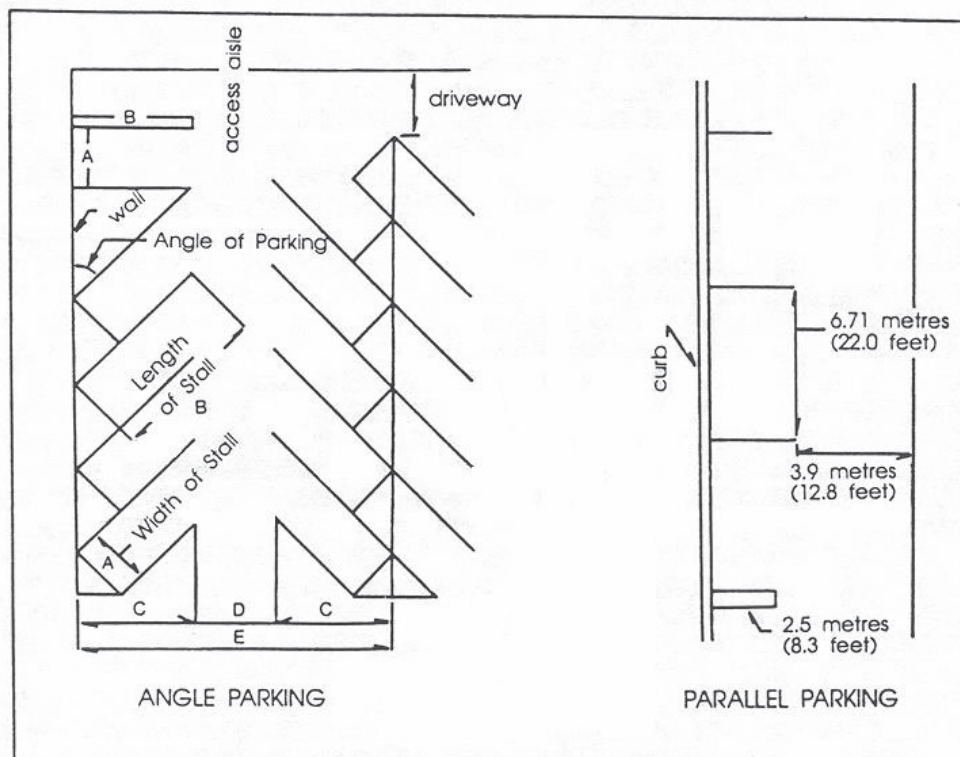
- i. In addition to Section 4.1, Table 1- Parking Stall Dimensions, where a parking space abuts an obstruction (including but not limited to columns, property lines, curbs, walls and fences) the parking space shall:
 - a. Be an additional 0.3m wider where the parking space abuts an obstruction on one side; or
 - b. Be an additional 0.6m wider where the parking space abuts an obstruction on both sides; or
 - c. Be an additional 0.8m wider where the parking space abuts a doorway; and
 - d. The parking space shall be measured to the edge of the obstruction closest to the parking space.

Figure 1- Parking Dimensions Abutting an Obstruction



- ii. The follow diagram includes a depiction of the dimensions included in the tables 1 and 2 shown above and below.

Figure 2- Parking Dimension Areas



- 4.2 Small Cars** Notwithstanding Section 4.1, the following table displayed below establishes the minimum dimensions and design for small car off-street parking spaces as required within this Bylaw:

Table 2- Small Car Parking Dimensions

Angle of Parking		45	60	90	Parallel
Dimension	Symbol	Metres	Metres	Metres	Metres
Stall Width	A	2.5m	2.5m	2.5m	2.5m
Stall Length	B	4.6m	4.6m	4.6m	4.6m
Stall Depth to Curb	C	5.0m	5.3m	4.6m	2.5m
Aisle Width	D	3.9m	5.5m	7.0m	3.96m
Module	E	14.3m	16.1m	15.9m	N/A
		1 way aisle	1 way aisle	2 way aisle	1 way aisle

A maximum of 40 of the required off-street parking spaces may be reduced in size to accommodate small cars in accordance with the dimension requirements of this section. Each off-street parking space and each off-street parking area for small cars shall be clearly identified.

4.3 Location of Parking

- i. Where parking is being provided for multiple family residential developments comprised of 5 or more dwelling units per lot, such off-street parking shall be located only on that part of the lot lying to the rear of the front line of the building
- ii. Where lots are serviced by a lane, driveway access shall be from the lane

PART 5 – DEVELOPMENT AND MAINTENANCE STANDARDS

This Part includes the minimum standards required for the development and maintenance of an off-street parking and loading area.

5.1 Grade

- i. The maximum grade and cross slope for a parking space or parking lot which is required by this Bylaw shall not exceed 8%.
- ii. That portion of any lot used as a driveway from the property line to a required parking area/garage/carport shall not exceed a grade of 20%.
 - a. Notwithstanding Subsection 4.3 where a driveway slopes downward from a highway, the change of grade between the lot line and a perpendicular point 3.5 metres into the lot shall not exceed 6%.
 - b. Where the highway right-of-way contiguous to the lot line has a change of grade equal to or less than 6% between the highway pavement edge and lot line, that portion of the highway may be used toward satisfying the foregoing perpendicular distance requirement.

5.2 Curbs and Wheel Stops

- i. All parking areas shall be provided with adequate curbs to retain all vehicles within such permitted parking area, and to ensure that required fences, screens, walls, hedges or landscape areas, as well as any buildings, are protected from parked vehicles.
- ii. All parking areas abutting a landscape area, building or pedestrian pathway shall have wheel stops no less than one metre from the end of each parking space, except where parking is parallel or underground.
- iii. Where continuous curbs are used as wheel stops, the measured site of parking spaces shall be reduced one metre in length than otherwise required. In such instances, the parking layout should allow for the vehicle to overhang the curb by 1m and such overhang area must be clear of all obstructions (signs, shrubs, trees, etc.), must be distinguished from the pedestrian travel way through different paving treatment or a physical barrier and may not be regarded as a required landscape area.

5.3 Drainage and Grading

- i. All parking and loading areas shall be so graded and drained as to dispose of all surface water. In no case shall drainage be allowed to flow across sidewalks. Drainage shall be subject to the approval of the City of Nanaimo and shall be directed to prevent damage or inconvenience to abutting properties and/or public streets
- ii. Pedestrian sidewalk ramps shall be provided, giving access from parking areas to the building served, for accessibility at a grade not exceeding 8%.

5.4 Paving

- i. All off-street parking and loading areas, except those accessory to single family dwellings, shall be surfaced with an asphalt, concrete, pavers or similar pavement so as to provide a surface that is durable and dust-free.
- ii. Notwithstanding Subsection 5.4(i), the requirements to pave a parking lot shall not apply where the cumulative value of the building permit for external renovations or additions over a five year period of time has a value less than \$150,000.00 or less than 25% of the assessed value of the building or structure, whichever is greater.

5.5 Lighting

- i. All lighting used to illuminate any parking area or parking garage shall be so arranged and installed that all direct rays of light are reflected upon such parking area or parking garage, and not on any adjoining premises.

5.6 Driveway

- i. Unless otherwise provided by this bylaw, driveway widths shall maintain a clear, unobstructed width of not less than 5.5 metres for double lane driveways (6.0 metres if the driveway is required for fire access), and not less than 2.74 metres for single lane driveways (3.66 metres if the driveway is required for fire access).

5.7 Signs and Markings

- i. All signs, markers, or any other method used to indicate direction of traffic movement and location of parking spaces shall be maintained in a neat and legible condition.

- ii. All parking spaces shall be marked by durable painted lines at least 100 mm wide and extending the length of the space or, by curbs or other means approved to indicate individual spaces.
- iii. Signs or other markers located within a parking lot shall be utilized to ensure efficient and safe traffic operation.

5.8 Stacking Lanes

- i. Where the use on a lot requires a stacking lane for drive-through services, adequate length of the stacking lane shall be provided so that congestion is not created by motor vehicles waiting for service.

PART 6 - LOADING REQUIREMENTS

This part includes standards regarding the requirement for loading vehicle spaces.

6.1 Required Number of Loading Spaces

- i. In addition to the requirements for off-street parking, a building for commercial, industrial, institutional or other similar use involving the movement of goods, materials or items by truck shall provide the required number of off-street loading spaces specified below:

- a. On every site used as a retail store, industry, warehouse or other similar use involving the movement of goods, materials or items by truck, the minimum number of off-street loading spaces shall be as follows:

Total Gross Floor Area of Building(s) Spaces Required

Less than 465 m ²	1
465 m ² to 2,325 m ²	2
2,325 m ² to 4,650 m ²	3
Each additional 4,650 m ² or fraction thereof in excess of 2,325 m ²	1 additional

- b. On every site used as an office building, place of public assembly, hospital, institution, personal care facility, seniors congregate housing, student housing, hotel, club or lodge, auditorium, public utility, school or other similar use involving the movement of goods, materials or items by truck, the minimum number of off-street loading spaces shall be as follows:

Total Gross Floor Area of Building(s) Spaces Required

Less than 2,800 m ²	1
2,800 m ² to 5,600 m ²	2
Each additional 5,600 m ² or fraction thereof (in excess of 2,800 m ²)	1 additional

6.2 Location and Screening

- i. A required off-street loading space shall not encroach onto any street or onto any off-street parking space, parking area, driveway aisle, or landscape buffer. Access and egress for a loading space shall not interfere with adjacent street traffic.

- ii. Truck docks shall be located away from areas of pedestrian movement and screened from view from parking areas, adjacent properties, or adjacent streets.
- iii. Unobstructed access and egress from a street must be provided for each required loading space

6.3 Dimensions and Design

- i. Each off-street loading space shall be of adequate size and accessibility to accommodate the vehicles expected to load and unload, but in no case shall a loading space be less than 10m in length, 3m in width or have an over height clearance of less than 4.2m.
- ii. All loading spaces must clearly be marked with signage as loading areas.
- iii. Loading space

PART 7 - REQUIRED NUMBER OF OFF-STREET STREET PARKING SPACES

This Part identifies the number of off-street parking spaces required for a specified building use. In the case of a use not specifically mentioned, the required number of off-street parking spaces shall be the same as a similar use.

7.1 Multiple Family Parking Table

This subsection includes the minimum number of off-street vehicle parking spaces required, for a multiple family dwelling. The required parking rate per unit for a multiple family dwelling varies based on number of bedrooms and the location of the property within Areas 1 to 5 the specified boundaries as shown on Schedule 'A'

Table 3- Multiple Family Parking Requirement

# of Bedrooms	Location Score Area/ Required Parking				
	Area 1	Area 2	Area 3	Area 4	Area 5
3+	2.00	1.84	1.68	1.52	1.20
2	1.80	1.62	1.44	1.26	0.90
1	1.45	1.26	1.07	0.88	0.50
Studio	1.20	1.05	0.90	0.75	0.45

7.2 All other uses Parking Table

This Subsection identifies the minimum number of off-street parking spaces required for all other uses, exclusive of reductions identified within Subsection C

Table 4- All Other Uses Parking Requirement

Use	Required Parking
RESIDENTIAL	
Accessory Dwelling Unit	1 space
Duplex or Two Detached Dwelling	4 spaces
Mobile Home/ Park Model Trailer	1.5 spaces per unit
Multiple Family	As required within Subsection 7.1 (Table 3)
Personal Care Facility	0.2 spaces per sleeping unit
Recreational Vehicle (RV) Park	2 spaces per RV park space
Rooming House	0.5 spaces per sleeping unit
Row House	2 spaces per dwelling unit
Secondary Suite	1 space
Seniors Congregate Housing	0.3 spaces per dwelling or sleeping unit
Single Residential Dwelling	2 spaces
Student Housing	The required parking rate for student housing varies based on location as shown on Schedule B. Area 1- 0.2 spaces per bed Area 2- 0.4 spaces per bed Rest of the City- 0.65 spaces per bed
Supportive Housing	0.2 spaces per bed
INSTITUTIONAL	
Commercial, trade, technical, vocational schools and colleges	1 space per 20m ² of gross floor area
Daycare Facility (commercial)	2 spaces plus 1 space for every 30m ² of gross floor area or portion thereof used by the daycare facility
Hospitals	1 space per 56m ² of gross floor area
Laboratory, research centre or similar facility	1 space per 20m ² of gross floor area
School, Elementary, Primary, or Junior High School.	2.3 spaces for each classroom, library, cafeteria, gymnasium, multi-purpose room, and special education room
School, Senior High School	3.3 spaces for each classroom, library, cafeteria, gymnasium, multi-purpose room, and special education room
ASSEMBLY, CULTURAL, AND RECREATIONAL	
Amusement Centre, Arcades, Billard Halls	1 space per 30m ² of gross floor area
Assembly Hall, Community Centre, Gymnasium, Health Club	1 space per 15m ² of gross floor area
Auction	1 space per 20m ² of gross floor area
Billiard Halls	1 space per 30m ² of gross floor area
Bingo Halls and Casinos	1 space for every 3 seats
Clubs or Lodges	1 space per 12m ² of gross floor area or 1.5 spaces per 4 seats, whichever is greater.

Curling Rinks	8 spaces for each ice sheet or lane plus 1 space for each 3 3 seats for bars, lounges or viewing areas.
Funeral parlors and similar facilities	1 space for each 3 seats
Golf Course	4 spaces for each hole, plus the required number of spaces for each accessory use
Golf Driving Range	1 space for each tee
Injury Management Centre	1 space per 30m ² of gross floor area
Library, gallery, museum, court of law, nature sanctuary or similar place of public assembly	1 space per 40m ² of gross floor area
Mini Golf Course	1 space for each hole
Religious Institution	1 space for each 4 seats in an area used for religious worship or 1 space for each 10 m ² of gross floor area used for assembly, whichever is greater
Stadium, arena, rink, swimming pool or similar use	1 space for every 5 seats and 1 spaces per 10m ² of playing surface and/or water surface area.
Theatre and Cinema	1 space for every 10 seats
MARINE (Parking to be located on upland property)	
Aquariums, marine museums	1 space for each 40m ² of gross floor area
Boat sales, service and repair	1 space per 70m ² of sales floor or 5 spaces, whichever is lesser
Float Home	1 space per float home
Marinas, commercial mooring facilities, power boat rentals and similar uses	1 space for each 3 berths
Canoe/Kayak/Paddle Board Rentals and other marine uses which are not otherwise classified in this section	1 space for each 40m ² of gross floor area
Passenger Ferry Terminal, water taxi, seaplane terminal	1 space per 10m ² of waiting area or lobby.
Yacht Clubs	1 space for each 3 berths plus 1 space for each 15 m ² of gross floor area in the clubhouse
AGRICULTURE	
Accessory retail of agriculture products (commercial produce stands)	4 spaces
Boarding Kennels	1 space for each 9 dog enclosures (runs, cages, pens) or one space per 80m ² where no runs, pens or cages are provided
Urban Food Garden Roadside Stand	No parking required
INDUSTRIAL	
Auto Salvage and Wrecking Yard	1 space per 100m ² of gross floor area
Custom workshop	1 space per 100m ² of gross floor area
Manufacturing and industrial uses, including food and beverage processing	1 space per 100m ² of gross floor area
Machinery and equipment sales and service	1 space per 100m ² of gross floor area
Production Studio	1 space per 100m ² of gross floor area

Service Industry, Repair (excluding appliance and automotive) and similar uses	1 space per 100m ² of gross floor area
Sign Shop	1 space per 40m ² of gross floor area
Trucks, trailers and heavy equipment sales, service and rentals	1 space per 100 m ² of sales floor area plus 1 space per service bay plus 5 spaces
Warehousing, storage, mini-storage, wholesale and similar uses	1 space per 200m ² of gross floor area
COMMERCIAL	
Administration Building for Strata Corporation	1 space per 22m ² of net floor area
Animal grooming, training and pet daycare	1 space per 20m ² of gross floor area
Appliance Repair Shop	1 per 20m ² of gross floor area
Automotive sales, service, rentals and repair shops and autobody shops	1 per 10m ² of sales floor area plus 1 space per service bay
Auto Part Sales	1 per 20m ² of gross floor area
Bed and Breakfast	1 space per sleeping unit used as a bed and breakfast
Campground	1 space per camping space
Dry cleaner	1 per 20m ² of gross floor area
Fast food restaurant	1 space per 3 seats plus 15 additional spaces
Financial Institution	1 space per 20m ² of net floor area
Furniture and Appliance Store	1 space per 200m ² of sales floor area
Gas station or car wash	1 space per 5m ² of sales floor area plus 2 spaces per service bay or car wash bay
Home Based Business	1 space per principal dwelling
Home Centre/ Garden Centre/ Nursery/ Lumber Supply	1 space per 30m ² of net floor area
Hotel	1 space per sleeping unit
Laundromat	1 space per 20m ² of gross floor area
Neighbourhood Pub, Lounge, Nightclub, Convention Centre	1 space per 3 seats
Medical or Dental office	1 space per 18m ² of net floor area
Office	1 parking space per 22 m ² net floor area for the first 1,000 m ² of net floor area and 1 space per 25 m ² of net floor area for the remainder
Restaurant	1 space per 3 seats, plus 1 space for every 2 seats of lounge area
Retail store, personal service establishments and liquor store	1 space per 25m ² of gross floor area
Retail Warehouse	1 space per 20m ² of net floor area
Shopping Centres, Retail Trade and Service Centres	1 space per 30m ² of gross floor area
Take-out restaurant	1 space per 25 m ² of gross floor area with a minimum of 3 spaces for any use with a gross floor area less than 100 m ²

Transportation terminal, depot and facilities.	1 space per 10m ² of waiting or lobby area
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7.3 Reduced Parking Conditions:

This Subsection identifies conditions where the minimum parking requirement can be reduced. Notwithstanding Subsections 8 (A) and 8 (B), the minimum off-street parking requirement may be reduced as follows:

- i. **Multiple Family Dwelling Rental Housing:** Where the developer agrees to enter into a Housing Agreement with the City of Nanaimo which prohibits all units from being subdivided under the Strata Property Act or sold the number of required onsite parking spaces shall be reduced by 10% from that which is required within Subsection 8 (A).
- ii. **Shared Parking:** Where more than one of the uses listed in Sections 8 (A) and (B) are located on the same lot, parking spaces may be shared between the uses, and the cumulative total of parking spaces required for all the uses on the lot may be reduced from that required in Sections (B) and (E) to the amount calculated using the following 'Shared Parking Table':

The number of parking spaces required for the lot under this section is calculated as follows:

- a) multiply the number of parking spaces required for the land use in Sections 8 (B) and (E) by the percentages shown in the shared parking table for that use in each of the six time periods
- b) repeat for each of the uses on the lot
- c) for each time period add the parking space calculations for all the uses to arrive at a cumulative total; and
- d) the largest cumulative total for all the uses in any time period is the number of parking spaces required for the lot

This Subsection does not apply to a shopping centre or retail trade or service centre.

Table 5- Shared Parking Reduction

Land Use	Time period					
	Weekday			Weekend		
	Morning	Afternoon	Evening	Morning	Afternoon	Evening
Office	90%	90%	15%	20%	20%	5%
Hotel	85%	70%	90%	90%	80%	90%
Retail Store	75%	85%	70%	60%	90%	50%
Restaurant/ Pub	30%	80%	90%	30%	80%	90%

Religious Institution	40%	30%	40%	90%	90%	70%
Theatre	40%	60%	85%	40%	80%	90%
Commercial School	90%	90%	70%	80%	80%	30%
Visitor Parking required for residential uses	50%	60%	90%	90%	90%	90%

- iii. **Downtown Specified Area:** Off-street parking is not required for the first 100 parking spaces that would otherwise be required under Section 8 (B) for buildings or structures located within the area identified as the Downtown Specified area (shown on Schedule C), except where the use is residential wherein the regulations of this Bylaw shall apply

7.4 Bicycle parking This Subsection identifies the required number of, size, location and access to bicycle parking spaces that must be provided in accordance with the following table. Where a use is not listed no bicycle parking spaces are required.

Table 6- Bicycle Parking Requirement

Use	Number of Short Term Bicycle¹ Parking Spaces Required	Number of Long Term Bicycle² Parking Spaces Required
Multiple Family Dwelling/ Student Housing	0.1 space per dwelling	0.5 per dwelling unit
Hotel	1 per 20 rooms or units	1 per 30 rooms or units
Hospital	4 space rack at each public entrance	0.2 spaces per 100m ² of gross floor area
Elementary or Primary School	2 per classroom, gymnasium, cafeteria, library, special education, or multipurpose room.	0.25 per classroom
High School (junior or senior)	3 per classroom, gymnasium, cafeteria, library, special education, or multipurpose room.	0.25 per classroom
Commercial, Trade, Technical, Vocational Schools and Colleges.	1 spaces per 100m ² of gross floor area	0.2 spaces per 100m ² of gross floor area
Recreation Centre, Assembly Hall, Billiard Hall, Gymnasium, Bowling Alley	6 space rack at each public entrance	None required
Marina, Yacht Club	1 space per 20 berths for the first 120 berths	None required

		Plus 1 space per 40 berths for additional berths	
Custom Manufacturing and Industrial Uses	Workshop, and Industrial	None required	0.1 per 100m ² of gross floor area
Shopping Centre or Retail Trade or Service Centre		0.2 spaces per 100m ² for the first 5000m ² (with a minimum of 6 spaces required) Plus 0.04 spaces for each additional 100m ²	0.1 space per 100m ² gross floor area for the first 5000m ² plus 0.02 spaces for each additional 100m ²
Retail		0.6 spaces per 100m ² of gross floor area	0.2 spaces per 100m ² of gross floor area
Office		0.1 spaces per 100m ² of gross floor area	0.35 spaces per 100m ² of gross floor area
Office (medical/ dental)		0.2 spaces per 100m ² of gross floor area	0.25 spaces per 100m ² of gross floor area
Restaurant/ Pub	Neighbourhood	1 space per 15 seats	None Required

¹“Short Term Bicycle Parking” means a short term bicycle parking facility that is accessible to visitors, located near the building entrance so as not to interfere with pedestrians, separated from car parking and may be partially protected from the weather.

²“Long Term Bicycle Parking” means a secure, weather-protected bicycle parking facility used to accommodate long term parking such as for residents or employees within a building or covered compound with lockable doors.

- i. All short term bicycle parking spaces must be included within racks or bicycle lockers which provide a minimum width of 0.3 metre for each bicycle, are accessible with a minimum aisle width of 1.2 metres and are provided in a convenient well-lit location.
- ii. All long term bicycle parking spaces shall have a minimum vertical clearance of 1.9m, be a minimum of 0.6m in width and shall be a minimum of 1.8m in length if bicycles are to be placed horizontally or 1.0m in length if bicycles are to be placed vertically. Bicycles shall be accessible by a 1.2m dedicated aisle width.

7.5 Visitor parking: In addition to the parking required within Table 3 where a lot is developed for multiple family residential use, designated visitor parking shall be assigned and identified for this purpose at the ratio of 1 space for every 22 required parking spaces or portion thereof.

- i. Notwithstanding Subsection 7.5 visitor parking shall not be required for properties located within the ‘Downtown Area’ as shown on Schedule A.

7.6 Accessible Parking: Parking spaces for the use of persons with a physical disability shall be provided according to the following cumulative ratios:

Table 7- Accessible Parking Requirement

No. of Required Parking Spaces	No. of Accessible Parking Spaces
1-10	0
11-20	1
21-100	2
101-1000	2 per 100 required spaces or part thereof
1001+	1 per 100 required spaces or part thereof

- i. In addition to the requirements of Subsection 19.1., one accessible parking space shall be provided for every residential dwelling unit used, designed or intended to be used by a person with a physical disability.
- ii. Notwithstanding the foregoing, the number of accessible parking spaces count towards the overall number of parking spaces required.
- iii. Each accessible parking space shall be:
 1. A minimum of 3.7 metres in width and a minimum of 5.6m in depth
 2. Clearly identified as being for use only by disabled persons
 3. Located within the convenient access of an accessible building entrance or in a central location where a parking lot serves several buildings.
 4. Notwithstanding Subsection 19.2.1., a minimum 2.75 metres in width provided an additional 1.2 metres wide loading zone is included and is shared with an adjacent disabled person's parking space. The minimum functional width for each disabled persons parking space shall be 3.7 metres
 5. The maximum grade of the parking space and access to a building or structure shall not exceed 8%.



DRAFT GUIDELINES FOR THE CONSIDERATION OF A PARKING VARIANCE

Where a development permit applicant wishes to provide less parking than the amount of parking required by the City of Nanaimo Off Street Parking Bylaw #####, the following guidelines shall be used to evaluate the variance request.

SECTION 1- DEFINITIONS

Definitions

Car Share Organization – means a legal entity whose principal business objective is to provide its members, for a fee, with a car-sharing service by which such members have access to a fleet of car share vehicles which they may reserve for use on an hourly basis, and does not include a car rental agency or a developer/strata owned car share.

Car Share Vehicle - means a four-wheeled automobile owned and operated by a car share organization and available at a pre-determined location.

SECTION 2- VARIANCE EVALUATION CRITERIA

1. Proposed Development Rationale

The application should demonstrate the proposed variance is supported by the following land use justifications:

- a. Compliance with the bylaw requirements would unreasonably constrain or hinder development which is otherwise permitted on the property. The applicant should demonstrate unique site conditions, such as property size, location, shape, natural features or topography on the property and how strict application of the parking bylaw requirements would result in unreasonable constraint.
- b. There is a net benefit to the community, environment and/ or immediate area that would be achieved through the variance approval. The applicant should demonstrate the proposed variance would benefit the community and meets the goals and objectives of the Official Community Plan (OCP) and Nanaimo Transportation Master Plan (NTMP).
- c. The proposed variance will result in a development that is consistent with the City's development guidelines, any applicable neighbourhood plan and meets the character of surrounding land uses.

2. Location

The following location criteria should be used to evaluate parking variance requests:

- a. The subject property is located within a mobility hub or mobility hub buffer as included within the NMTP.
- b. The subject property located immediately adjacent to a Frequent Transit Network (Short Term) or Rapid Bus Transit Corridor (Short Term) as identified within the NMTP.
- c. On-street parking is available immediately adjacent or within 200m of the subject property.
- d. There other opportunities for parking on adjacent properties. The developer entered into a shared parking agreement (covenant and easement) which permits additional parking for the proposed development on a nearby lot.
- e. The proposed development is mixed use and there are opportunities to share parking between two or more uses on the property that have different peak parking hours.

3. Parking Study

Where the proposed development is requesting a parking variance greater than 15% of the proposed parking variance or 8 more parking spaces, whichever is greater, a parking study must be prepared by a professional traffic consultant. The study will be referred to the Manager of Transportation engineering for review.

4. Car Share

If a parking variance is required and the applicant is proposing to support car share as part of the variance rationale, the applicant must provide evidence that the proposal will result in a satisfactory parking scenario. The applicant may choose to support a car share organization through the purchase of a car share vehicle and/or subsidizing car memberships for tenants within the proposed development. Any proposal to support a car share organization in exchange for a parking variance must be accepted by a recognized car share organization. A copy of a formal written agreement between the property owner and the car share organization will be required as part of the variance application. All funds will be directed to a recognized car share organization as approved by the applicant and the City of Nanaimo.

The following options to support a car share organization may be considered:

A – Subsidized Car Share Memberships.

Where the applicant purchases a membership share(s) to a recognized car share at a cost of \$750 per individual membership for the exclusive use of tenants of the subject property a parking reduction will be available as described in 'Table 1- Parking Reduction per Subsidized Membership'. The developer and car share provider shall enter into a covenant requiring that the memberships be made exclusively available to building tenants for a minimum period of ten years. No variance will be supported where no vehicle is within 800m of the subject property.

Table 1 - Parking Reduction per Subsidized Membership

Distance to Nearest Car Share Vehicle	Required Parking Reductions
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Less than 400m	0.10 spaces/membership
400 - 600m	0.08 spaces/membership
600 - 800m	0.06 spaces/membership
Greater than 800m	Variance application not supported.

B – Vehicle Purchase.

Where a vehicle is desired within the area by recognized car share organization and a car share vehicle is made available within a multiple family development, the vehicle and associated parking space (on or off site) may be substituted for up to 3 off-street multiple family residential parking spaces, provided the following conditions are met:

- i. The proposed development includes at-least 60 multi-family dwelling units for each proposed car share vehicle. Where developments are phased; units from previous phases may be considered as part of the total.
- ii. The applicant provides a contribution to an approved car share provider covering the initial vehicle purchase and initial 5 year operating costs as described within Table 2 – Vehicle Purchase Costs. Operating expenses (marketing, repair, insurance) vary by the zone with a greater subsidy required in areas of lower car share potential.
- iii. The car share operator and developer agree by covenant to locate a car within the development site for a minimum of 5 years. The City of Nanaimo must be party to this covenant.
- iv. The applicant provides a publicly accessible parking space with way finding signage from the public street.
- v. Notwithstanding the above, where on street parking is available the vehicle may be located within an on-street location within 100m of the subject property, where approved by the City of Nanaimo Transportation Engineering Department.
- vi. The parking requirements for the site will be reduced at a rate of 3 parking spaces inclusive of the carshare parking space if provided on site.
- vii. The car share operator provides 35 subsidized memberships for residents of the site for 5 years, based on the price of \$750 per membership

Table 2 - Vehicle Purchase Costs

The following table includes the vehicle purchase cost and operating subsidy required based on the location of the subject property with respect to the City of Nanaimo Off Street Parking Bylaw Multiple Family Parking Requirement Map (Schedule A of the Off Street Parking Bylaw)

Multiple Family Parking Area	Vehicle Purchase Cost	Operating Subsidy (for first 5 years)	Total Vehicle Cost
5	\$25,000	\$4,500 (30%)	\$29,500
4	\$25,000	\$6,000 (40%)	\$31,000
3	\$25,000	\$8,250 (55%)	\$33,250
2	Not Supported		
1	Not Supported		

Recommended Action:

The applicant is encouraged to discuss the variance with surrounding property owners, residents and the applicable neighbourhood association