



**Norfolk County**

# COMPREHENSIVE PARKING STUDY

March 2024

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# 1 PROJECT OVERVIEW

Norfolk County is comprised of several distinct communities, rural areas, and extensive lakefront land, each of which have context-specific parking needs and demands shaped by their function and location. Given the existing auto-oriented nature of the County, the adequate provision of sufficient vehicle parking is a key contributing factor to the social and economic vitality of the County's communities, the importance of which is recognized by the Norfolk County Official Plan.

Norfolk County has not previously undertaken a comprehensive, County-wide parking study. The provision of parking is currently governed through municipal policy. This Comprehensive Parking Study has therefore been undertaken for the County with the goal of developing effective parking strategies to meet the current and future needs of the local community.

The comprehensive parking study will be context-specific and tailor-made to focus on providing parking policy solutions to address parking demand issues identified within Norfolk County by local stakeholders, the community, and through a review of the existing context and policies in place today. The comprehensive parking study will be informed by best practices and public and stakeholder input while being consistent with achieving the relevant policy goals of the County's Official Plan.

## 1.1 STUDY PURPOSE AND BACKGROUND

As noted above, Norfolk County has not undertaken a comprehensive, County-wide parking study. However, the County does identify through its policies and Official Plan that an adequate supply of vehicle parking is vital to maintaining economic viability, particularly in the downtown Urban Areas delineated by the Official Plan, and the Official Plan encourages the provision of sufficient on-site parking through the development process.

The provision of adequate parking, particularly in downtown Urban Areas, can be characterized as a balancing act between meeting the needs of local residents and businesses, responding to fluctuating demand from visitors, and the physical and economic constraints unique to parking provision and particularly present in the downtown Urban Areas that limit the feasibility or desirability of providing parking on private property or within designated off-street parking lots.

These pressures continue to be of concern for the County, notably in some waterfront and downtown areas. Parking pressures have only been exacerbated since the COVID-19 pandemic as there has been a noted increase in visitor parking demand along with demand for shorter-term, pick-up activities in certain downtown Urban Area locations. As such, Norfolk County will need to contend with accommodating the parking demands of local residents and businesses as well as seasonal visitors in higher-demand areas, all within the limits placed on parking supply.

Historically, the County has established policies and undertaken exercises to reduce, manage, and mitigate parking demand, including cash-in-lieu, paid parking pilot projects, the implementation of temporary 15-minute loading zones in Port Dover and Simcoe, and a 48-hour parking pilot in select municipal parking lots. At the policy level, the County has undertaken a Growth Management Study and has developed, or is in the process of developing, a number of secondary plans and downtown action plans for the Simcoe and Delhi communities. Within this evolving policy context, a forward-thinking, comprehensive parking policy framework will be required to define the contributing factors producing parking pressures, identify potential solutions and recommend solutions to manage parking demand in Norfolk County.

This comprehensive, County-wide parking study has been developed to provide parking policy solutions with a focus on parking demand issues identified within the downtown Urban Areas, smaller lakefront communities, hamlets, and rural areas. The development of this policy framework has been informed by best practices and feedback from the public and stakeholder consultation, is context-sensitive and tailored to the specific parking management and enforcement needs of local communities and downtowns, and ensures consistency with the policy goals and directions of Norfolk County. In addition to the development of policy recommendations, design exercises will be undertaken for identified areas to explore opportunities to improve the functionality and parking supply of areas experiencing demand pressures.

The Comprehensive Parking Study for Norfolk County has been undertaken in two phases, as further detailed below.

### 1.1.1 Phase One: Objectives

Phase One laid the foundation to formulate a vision, guiding principles, and policy framework for the study. During Phase One, the following key tasks were undertaken:

- ▶ Municipal Best Practices Review
- ▶ Data Collection and Refinement of Issue Identification
- ▶ Public and Stakeholder Consultation

The Phase One tasks identified the context-specific challenges related to parking across the County, as well as opportunities for improvement. Through the identification of parking-related challenges and opportunities, a vision and a set of guiding principles will be developed to better-address challenges and manage parking demand. Following these works, a policy framework will be developed to formulate and develop key actionable policy options to address issues, informed by a best practices review, data collection and issue identification, and public and stakeholder feedback.

#### Municipal Best Practices Review

- ▶ Review of best practices in parking policy, management and enforcement strategies, and funding methods employed by comparable municipalities in Southern Ontario.

#### Data Collection and Refinement of Issue Identification

- ▶ Parking utilization survey of main downtown streets in Urban Areas, a review of loading feasibility for commercial buildings within the Urban Areas and their commercial downtowns, a review of accessible on-street parking inventory, an assessment of traffic flow operations with different on-street parking scenarios in select Urban Area locations, a review of parking asset management, and parking infractions hot spotting following the completion of paid parking pilot projects in 2022 and 2023.

#### Public and Stakeholder Consultation

- ▶ Public information session and online survey to gather input from various stakeholders, including individuals, community groups and organizations, County staff, and members of the public and County Council.

### Phase Two: Parking Management Options Formulation and Evaluation

Phase Two involved the formulation and evaluation of policy options to be implemented as part of a broader policy framework for the County. Phase Two included the review of a financial model for parking management and enforcement in the County for implementation of recommended parking policies and design exercises.

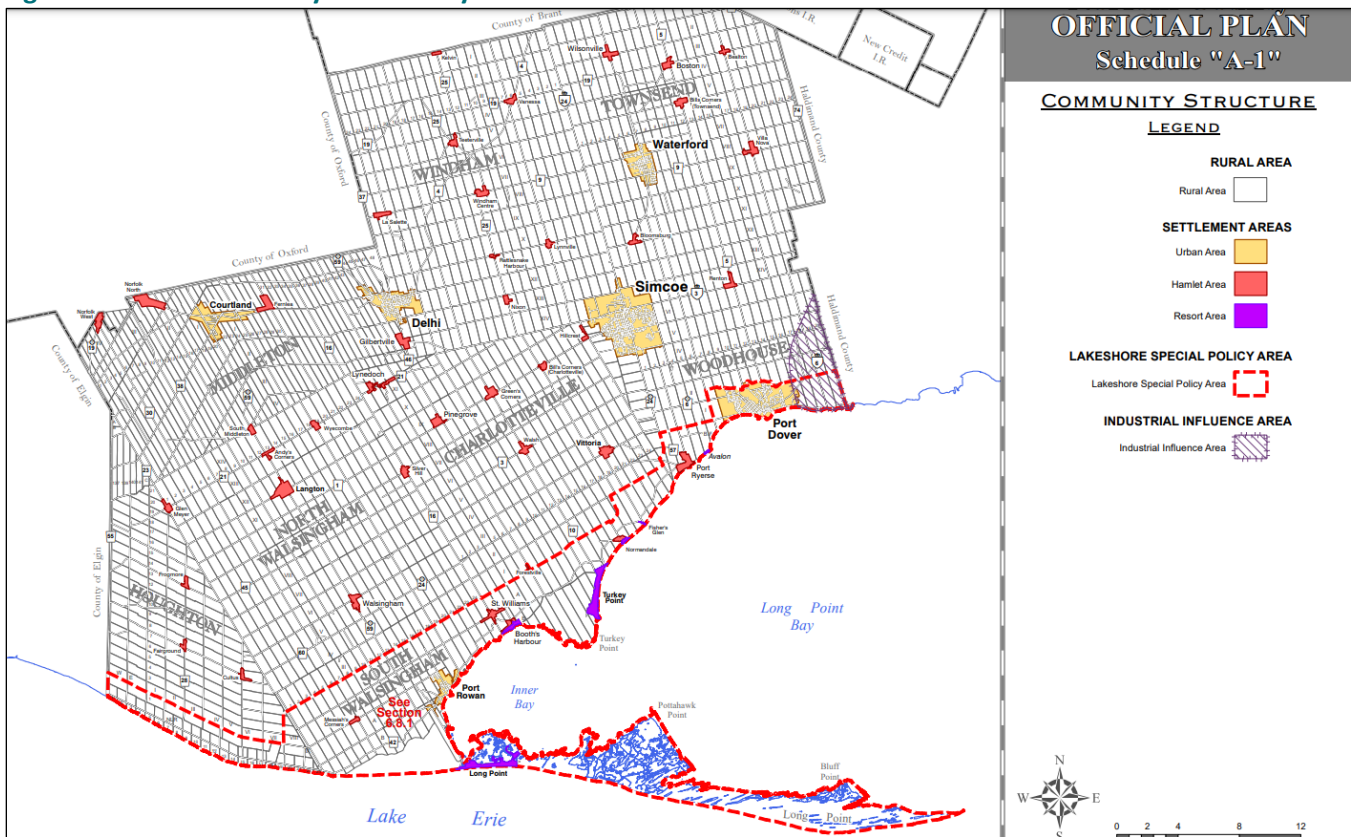


Specific parking policies were assessed based on a review of the current parking management strategies, policies, and regulations in place as well as best practices from comparable municipalities and community and stakeholder input. Phase Two also included the development of an implementation strategy that provides recommendations on timing of policy and project implementation for the County to establish the parking policy framework and implement recommended policies and design exercises over time.

## 1.2 STUDY AREA

The study area for the parking study is County-wide, though there is a focus on the Urban Areas, as shown in **Figure 1-1**. Key areas of interests that were examined in the parking study include the designated Urban Areas of Simcoe, Port Dover, Port Rowan, Delhi, and Waterford, and the Resort areas of Turkey Point and Long Point, as identified by Schedule A-1 of the County Official Plan.

**Figure 1-1: Norfolk County Community Structure**



## 2 BACKGROUND PLANNING & POLICY REVIEW

A review of provincial and municipal planning and policy documents was undertaken to provide a greater understanding of Norfolk County's transportation and parking context. This review identified general and area-specific transportation goals, parking policy directions, and parking requirements within Norfolk County.

The following review of the existing planning and policy context was subsequently used to identify current challenges facing the County, gaps in parking policy, and opportunities to improve the policies and infrastructure guiding the provision, management, and implementation of parking County-wide.

### 2.1 PROVINCIAL POLICY STATEMENT

The Provincial Policy Statement (PPS) outlines the Ontario government's policies on land use planning and provides direction in ensuring the development of healthy and sustainable communities with a thriving economy. Under Section 3 of the Planning Act, all decisions affecting land use planning matters "shall be consistent with" the PPS.

The PPS includes policies that guide the development of transportation systems within the province (Section 1.6.7). According to the PPS, transportation systems should be designed to address the existing and future needs of people through being safe, energy efficient, and effective in facilitating the movement of people and goods. This can be further supported through the use of transportation demand strategies to promote the efficient use of existing and planned transportation infrastructure.

Moreover, a land use pattern, density and mix of uses should be encouraged to minimize the length and number of vehicle trips and support the current and future use of transit and active transportation. Connectivity between transportation systems and modes including transit and active transportation is encouraged by the PPS to create an effective multimodal transportation system.

### 2.2 NORFOLK COUNTY OFFICIAL PLAN, 2021

#### Context-Specific Parking Policies

The Norfolk County Official Plan contains a number of parking policies specific to downtowns, waterfront areas, and Urban Areas in the County. Given that the automobile will continue to be the principal mode of transportation within the County, the provision of sufficient parking in terms of size, location and quantity is an important consideration in the Official Plan.

The Official Plan highlights that an adequate supply of vehicle parking in Norfolk County is important given that automobiles continue to be the principal mode of transportation within the County. The provision of on-site parking and loading spaces for new development and redevelopment is expected to follow the Norfolk County 1-Z-2014 By-law requirements.

That said, the Official Plan also recognizes that it may not be feasible or desirable to provide the on-site parking requirements in Downtown Areas (Section 9.2.3). Norfolk County delineates specific parking policies for Downtown Areas as it recognizes that parking must be provided with uniquely tailored provisions that are context specific. For example, the flow of traffic on arterial roads takes precedence over on-street parking aside from Downtown Areas where traffic and on-street parking needs are to be balanced (Section 8.2.2.3).

#### General Downtown

Parking provision in Downtowns can be characterized as a balancing act to meet the needs and demands of the communities while dealing with constraints unique to Downtown Areas. The Downtown Areas are denoted on

Schedule B of the County's Official Plan and generally include the main streets and mixed-use commercial areas located within the designated Urban Areas.

All new developments or redevelopments in Downtown Areas are encouraged to provide sufficient on-site parking based on its proposed land use, especially new residential developments. However, the Official Plan also indicates that the County may reduce or eliminate parking requirements for all developments or particular classes of development in any or all of the Downtown designations. Where the required parking cannot be provided on-site for a proposed development within the Downtown or Urban Waterfront Designations, the County may collect a cash-in-lieu payment which will be used to provide additional parking spaces in an appropriately defined area<sup>1</sup>. A proposed development may also provide off-site parking instead, provided that the off-site parking spaces are within convenient walking distance of the proposed development and are to the satisfaction of the County (Section 8.2.3).

Design regulations with respect to downtown parking are present through policies that ensure parking lots do not directly front onto and cannot be seen from 'major commercial streets' by encouraging lots to be located at the rear of buildings. Moreover, landscaping is encouraged to complement the Downtown streetscape to provide a more pleasant environment. On-street parking spaces are important to the economic vitality of Downtown Areas and will be maintained to the extent practical. The conversion of on-street parking spaces to pop-up uses, outdoor cafes, or eating areas may also be permitted subject to the decision of the County (Section 7.8.2).

#### **Downtown Simcoe**

Parking is an important component of the Downtown Area in the Town of Simcoe. In order to free up more land area for the expansion of the Downtown Area uses and built forms, the County may explore options to relocate some parking to perimeter locations convenient to the Downtown Area and/or to provide some structured parking as part of the Downtown Area policy (Section 6.5.1.3).

#### **Port Dover Waterfront Special Policy Area**

The Port Dover Waterfront Area is an important tourism and economic resource for the Town. Historically it has been a tourist destination and a commercial fishing port. The Port Dover Waterfront Special Policy Area speaks to design guidelines that are applicable specific to the Port Dover Waterfront Area. Parking policy for this area includes ensuring that parking should not consume frontage along the main commercial streets, and it should be designed and buffered from adjacent pedestrian routes and roads through landscaping (Section 6.5.2.2)

#### **Water Transportation**

Lake Erie provides an important opportunity for recreational transportation, goods movement, and ferrying services. The Official Plan indicates that the planning and development of port, docking, harbour and associated road facilities should consider matters such as parking (Section 8.6). There are currently no Zoning By-law parking provision requirements for marinas (Section 8.6).

### **2.3 PORT DOVER DRAFT SECONDARY PLAN**

A draft Secondary Plan was prepared in 2021 for Port Dover's waterfront, downtown, and future residential development within the urban boundary. Parking policies have been outlined within the draft Secondary Plan for different land use designations including "Downtown" and "Urban Waterfront". Recognizing the mixed-use context of Port Dover's "Downtown" and "Urban Waterfront", the County will promote a comprehensive parking strategy that considers reduced parking standards for urban mixed-use developments, or other classes of

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<sup>1</sup> Norfolk County is no longer collecting cash-in-lieu payments.

development, based on an understanding of opportunities for shared parking, on-street parking, and the availability of public parking facilities (Section 6.1.3 & 6.2.3).

### Alternatives to Required Parking Provision

The Port Dover Secondary Plan recognizes that it may not be feasible or desirable for all new developments within the “Downtown” and “Urban Waterfront” areas to provide on-site parking. The County may therefore collect a cash-in-lieu payment which will be used to provide additional parking spaces in an appropriately defined area<sup>1</sup>. Alternatively, the County may permit the provision of the required parking spaces on an alternative site, provided that it is within a convenient walking distance of the proposed development and the developer enters into an agreement with the municipality to ensure the continued availability of the alternative site as a parking area (Section 6.1.3 & 6.2.3).

### On-Street Parking

On-street parking spaces are important to the economic vitality of Downtown Areas and will be maintained to the extent practical. The conversion of on-street parking spaces to pop-up uses, outdoor cafes, or eating areas may also be permitted subject to the decision of the County (Section 6.1.3).

### Off-Street Parking

Parking lots within the “Downtown” and “Urban Waterfront” areas are not permitted between the right of way and the building face or within front yard setback areas. Side yard parking may be considered where site constraints are significant, although it is generally discouraged with preference for parking in designated lots in the rear yard (Section 6.1.4 & 6.2.4). In Downtown, private and public parking lots will be encouraged at locations convenient to Main Street in Port Dover to provide residents and visitors with nearby access to local businesses. These spaces shall not be visible from Main Street and should be placed at the rear of developments. (Section 6.1.4).

Pedestrian safety within the “Downtown” and “Urban Waterfront” areas is an important consideration with emphasis on parking lot safety techniques including maintaining clear sight lines, landscaping, and adding pedestrian-scaled lighting. Parking lots shall be organized to minimize the number of potential pedestrian-vehicle movement conflicts. Where possible, parking areas shall be coordinated between multiple properties to maximize connectivity, improve traffic flow, and increase the efficiency of parking (Section 6.1.4 & 6.2.4).

## 2.4 NORFOLK COUNTY PARKING ZONING BY-LAWS

### 2.4.1 Parking By-law 2011-189

Parking By-law 2011-189 regulates on-street and off-street parking in Norfolk County. The maximum time limit for on street and off-street parking within Norfolk County is described below.

### On-Street Parking

The maximum time limit for on-street parking where no signage is posted is 48 hours. However, there are some time limit restrictions for parking in Norfolk County. These include 1-hour, 2-hour, 4-hour, and 15-minute parking zones.

A 1-hour on-street parking zone is found on one street in downtown Port Rowan. The 2-hour time limit parking zones primarily located along Downtown streets in the urban centres of Port Dover, Delhi, Simcoe, Waterford, and Langton. The 4-hour time limit parking zones are located within Long Point while the 15-minute parking zones are located along some main streets in Downtown Port Dover and in one location in Downtown Simcoe. These restricted on-street parking time limits can be found during certain times of the day, certain days of the week, or in force all times and all days.

### Off-Street Parking

There are municipal and privately owned off-street parking facilities in Norfolk County. Parking for over 48 consecutive hours is not allowed in any municipal off-street parking facilities. Several 48-hour parking zones are located across the County. There are 2-hour parking zones in municipal parking lots located within Downtown Simcoe. The majority of privately owned off-street parking facilities do not have a time limit, although some of the residential parking lots are restricted to tenants only. A 15-minute parking zone is located at the Norfolk General Hospital parking lot in addition to the regular parking spaces.

#### 2.4.2 Zoning By-law 1-Z-2014

Zoning By-law 1-Z-2014 was developed to incorporate the policy direction of the Norfolk County Official Plan. Off-street parking policies are provided in this By-law and include policies regarding the required supply and design of parking spaces.

#### Central Business District (CBD) Zone Parking Requirements

Developments located within Norfolk County’s Central Business District (CBD) Zone do not require the provision of parking spaces (Section 4.11.1). This zone is found within several communities in Norfolk County including Waterford, Courtland, Delhi, Simcoe, Port Dover, Port Rowan, and Langton. Off-street parking spaces are prohibited in the front yard of developments within the Central Business District (Section 4.11.2). This aligns with the Norfolk County Official Plan which encourages parking lots to be located away from major commercial streets to maintain Downtown’s vibrant streetscape.

#### Electric Vehicle Charging Spaces/Stations

Zoning By-law 1-Z-2014 currently does not contain provisions for electric vehicle charging stations to be located within both public and private parking locations.

#### Residential Parking Requirements

The minimum number of residential parking spaces required for developments is indicated in Zoning By-law 1-Z-2014. The parking requirements for different types of residential developments are shown in **Table 2-1**. An exhaustive list of the required number of parking spaces for all residential land uses is shown in Section 4.9 of Zoning By-law 1-Z-2014.

Table 2-1: Zoning By-law Parking Requirements – Residential Uses

Residential Land Use	Minimum Parking Spaces Required
Single Detached	2 spaces/unit
Semi-Detached	2 spaces/unit
Townhouse	2 spaces/unit
Apartment	1.5 spaces/unit
Accessory Residential Dwelling Unit	1 space/unit
Visitor Parking	1 space/3 units (applies to townhouses, apartments, single-detached or semi-detached dwellings as part of a condominium development)

#### Non-Residential Parking Requirements

The minimum number of non-residential parking spaces required for developments is indicated in Zoning By-law 1-Z-2014. The parking requirements for different types of non-residential developments are shown in **Table 2-2** and are based off of Usable Floor Area (UFA). An exhaustive list of the required number of parking spaces for all non-residential land uses is shown in Section 4.9 of Zoning By-law 1-Z-2014.

Table 2-2: Zoning By-law Parking Requirements – Residential Uses

Non-Residential Land Use	Minimum Parking Spaces Required
Restaurant	1 space/10m <sup>2</sup> (UFA)
Retail	1 space/30m <sup>2</sup> (UFA)
Bank	1 space/15m <sup>2</sup> (UFA)

### Accessible Parking Requirements

The minimum number of accessible parking spaces required for developments is outlined in Section 4.3 of Zoning By-law 1-Z-2014. There are two types of accessible parking spaces that are provided in Norfolk County, which are Type A and Type B spaces. These spaces are in accordance with AODA’s standards for Accessible Parking in Ontario.

The Type A spaces have a minimum width of 3.4m with a signage that clearly identifies the space as “van accessible” and an appropriate access aisle. The Type B spaces have a minimum width of 2.4m and an appropriate access aisle. The minimum number of accessible parking spaces required for developments are based on the total number of parking spaces as indicated in Section 4.3.3 of Zoning By-law 1-Z-2014.

### Loading Space Requirements

The number of loading spaces required for developments is based on the number of loading docks available on a lot. Where loading docks are provided on a lot, a loading space is required for each loading dock, with sufficient space provided for vehicle maneuvering. The loading spaces need to be provided with a minimum width of 3m and depth of 10m.

### 3 EXISTING PARKING AND CURBSIDE LOADING CONDITIONS

To provide an understanding of the existing conditions and potential challenges for parking and loading operations County-wide, a review has been undertaken of the parking management and enforcement strategies employed by the County, parking demand along the main streets of the downtown Urban Areas, on-site and curbside loading feasibility, and an inventory of on-street and off-street parking in the County.

The following review of existing parking and loading conditions established the base condition for parking and loading with the existing policy framework in place and helped to confirm the challenges and opportunities to be addressed by this study.

#### 3.1 PARKING ASSET MANAGEMENT REVIEW

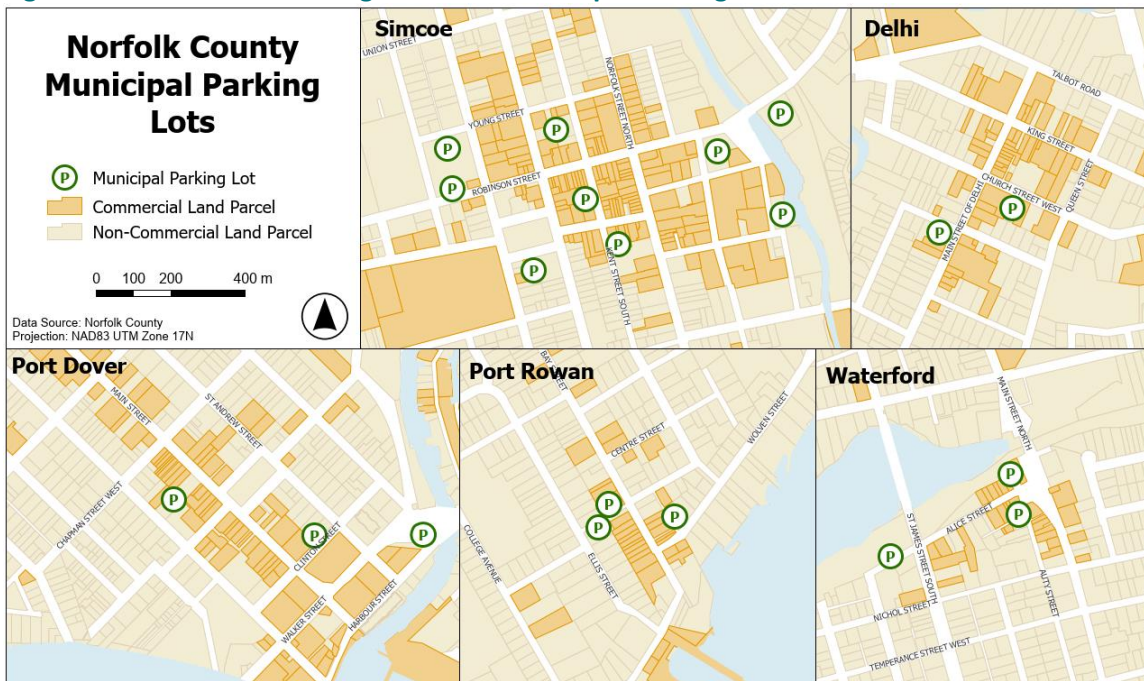
Parking owned, operated, and managed by the County is predominantly located within the downtown Urban Areas through a mixture of on-street parking and off-street municipal parking lots. Parking is also generally permitted on-street throughout the County with a general 48-hour time limit where no signage is posted.

A review of the existing inventory of off- and on-street parking owned and operated by the County has been undertaken to provide an understanding of the existing supply in the areas facing parking pressures and limitations to increasing the supply.

##### 3.1.1 Municipal Off-Street Parking

The locations of municipal off-street parking lots were identified based on a review of the Norfolk County Community Web Map online mapping tool and confirmed with County staff. The majority of municipal parking lots are located in the Urban Areas, with one lot located in the Resort Area of Long Point. No municipal parking lots were identified in the County’s Hamlet and rural areas, which experience less parking demand and pressure from outside of the local community. Similarly, there are no municipal lots located in the Courtland Urban Area. An inventory of the municipal parking lots is provided in **Appendix A**, with the locations shown in **Figure 3-1**.

**Figure 3-1: Location of Existing Off-Street Municipal Parking Lots**



While the locations of the municipal parking lots are documented and publicly available, there is a gap in information regarding the approximate capacity and state of repair of these lots, as well as key information for prospective users such as time limits and whether the lots are free or paid. Further, it is understood that the County has undertaken pilot projects to assess whether certain restrictions, such as time limits, paid parking, or permit parking could be viable.

There is an opportunity to build upon the existing database mapping the locations of these lots to establish a consolidated location of information for the County. Such a database could be used to inform future capital and state-of-repair projects, identify areas where there is excess or insufficient capacity, and assist with enforcement and management of each lot.

### 3.1.2 Municipal On-Street Parking

The location and estimated supply of on-street parking was documented for the main commercial and downtown streets within the Urban Areas. A summary of the approximate supply of these main streets based on a desktop review is provided in **Appendix B**. An inventory of the on-street parking located within the downtown Urban Areas is provided in Schedule A of Zoning By-law 2011-189.

### 3.1.3 Municipal Accessible Parking

Currently, the number of required accessible parking spaces for private properties and developments is based on the total number of parking spaces that are provided, as indicated in Section 4.3.3 of Zoning By-law 1-Z-2014. An expansion of the accessible parking supply is recommended since there were public comments from the Norfolk County Comprehensive Parking Study Online Survey that noted that there is a lack of accessible parking spaces near the beaches and in residential on-street parking areas.

On-street accessible spaces are currently approved and implemented on an ad-hoc, by-request basis, and following consultation with the County's Manager – Accessibility and Special Projects. Development of a system to receive new requests and evaluate the location of accessible parking spaces could be implemented to ensure accessible parking is available on-street in commercial areas County-wide. This would further support curbside management in the County as there are a number of parking and loading uses and demands competing for curbside space, including public on-street parking, accessible parking, loading, and pick-up/drop-off activity.

## 3.2 PARKING UTILIZATION SURVEY

Parking utilization surveys were conducted along high traffic areas within Waterford, Simcoe, Port Dover, Turkey Point, and Long Point on Saturday July 8<sup>th</sup>, 2023, and Tuesday July 11<sup>th</sup>, 2023, from 10:00AM to 10:00PM, with parking counts recorded every 30-minutes. Parking demand rates were observed in segments along major streets to identify whether the existing parking space provision meets the parking demand. The surveys were undertaken to capture historical peak demand observed during the summer months.

A parking occupancy rate exceeding 85% of supply is typically when users experience difficulty locating available parking spaces and is therefore considered high. A parking occupancy rate above 1.00, or 100% of the supply, is possible when vehicles are parked illegally or in unofficial spaces. The peak demand rate for each of the examined street segments and waterfront communities were calculated. Peak demand rates for the waterfront communities were calculated using the peak number of occupied spaces across all the examined street segments within the examined community.

### 3.2.1 Waterford

The parking utilization survey results for Waterford are indicated in **Table 3-1**. All segments have a peak parking demand rate below 0.85, which indicates that the existing parking supply is sufficient.



Table 3-1: Waterford Parking Survey Results

Street Name	Segment	Supply	Observed Peak Demand Period	No. of Occupied Spaces	Surplus Spaces	Peak Demand Rate
Alice St.	Wellington St. to St. James St. S	51	Saturday July 8 <sup>th</sup> , 2023, at 11:30AM	39	12	0.76
	St. James St. S to Auty St.	26	Saturday July 8 <sup>th</sup> , 2023, at 1:00PM	16	10	0.62
	Auty St. to Main St.	5	Saturday July 8 <sup>th</sup> , 2023, at 11:00AM-11:30AM	3	2	0.60
Main St.	Alice St. to Nichol St. W	23	Tuesday July 11 <sup>th</sup> , 2023, at 3:30PM	14	9	0.61
<b>Waterford Peak Demand</b>		<b>105</b>	<b>Saturday July 8<sup>th</sup>, 2023, at 1:00PM &amp; 2:00PM</b>	<b>60</b>	<b>45</b>	<b>0.57</b>

### 3.2.2 Simcoe

The parking utilization survey results for Simcoe are indicated in **Table 3-2**. Street segments that have a peak demand rate between 0.85 and 0.99 approaching capacity include the following locations:

- ▶ Norfolk Street South between Robinson Street/Argyle Street and Peel Street;
- ▶ Robinson Street between Colborne Street and Kent Street South; and
- ▶ Robinson Street between Kent Street South and Norfolk Street South.

Street segments that have a peak demand rate of 1.00 or above, exceeding the functional capacity, include the following location:

- ▶ Norfolk Street South between Peel Street and Water Street.

There is insufficient parking along Norfolk Street South as indicated by the Peel Street to Water Street segment, which has a parking demand rate above 1.00. Robinson Street also experiences high demand approaching capacity between Colborne Street and Norfolk Street South. It is noted that these street segments comprise the main streets of downtown Simcoe and thus experience higher parking demand.

Table 3-2: Simcoe Parking Survey Results

Street Name	Segment	Supply	Observed Peak Demand Period	No. of Occupied Spaces	Surplus Spaces	Peak Demand Rate
Norfolk St. S	Yonge St. to Robinson St./Argyle St.	13	Tuesday July 11 <sup>th</sup> , 2023, at 10:00AM	10	3	0.77
	Robinson St./Argyle St. to Peel St.	17	Tuesday July 11 <sup>th</sup> , 2023, at 10:30AM	16	1	0.94
	Peel St. to Water St.	8	Saturday July 8 <sup>th</sup> , 2023, from 1:30PM – 2:00PM	9	-1	1.13
Robinson St.	Colborne St. to Kent St. S	15	Tuesday July 11 <sup>th</sup> , 2023, at 3:00PM & 8:00PM-8:30PM	14	1	0.93
	Kent St. S to Norfolk St. S	15	Saturday July 8 <sup>th</sup> , 2023, at 11:00AM & 1:30PM	14	1	0.93
Argyle St.	Norfolk St. S to Culver St.	22	Tuesday July 11 <sup>th</sup> , 2023, at 5:30PM	18	4	0.82
<b>Simcoe Peak Demand</b>		<b>90</b>	<b>Tuesday July 11<sup>th</sup>, 2023, at 10:00AM</b>	<b>67</b>	<b>23</b>	<b>0.74</b>

### 3.2.3 Port Dover

The parking utilization survey results for Port Dover are indicated in **Table 3-3**. Street segments that have a peak demand rate between 0.85 and 0.99 approaching capacity include the following locations:

- ▶ Main Street between Chapman Street and Market Street;
- ▶ Main Street between Market Street and Clinton Street; and
- ▶ Harbour Street between Main Street and St. Andrew Street.

Street segments that have a peak demand rate of 1.00 or above, exceeding the functional capacity, include the following locations:

- ▶ St. George Street between Walker Street and Harbour Street;
- ▶ Walker Street between the south end of the street and St. George Street;
- ▶ Walker Street between St. George Street and Main Street;
- ▶ Harbour Street between the south end of the street and St. George Street;
- ▶ Harbour Street between St. George Street and Main Street; and
- ▶ Harbour Street between St. Andrew Street and the Parking Lot adjacent to Lynn River.

There is insufficient parking along St. George Street, Walker Street, and Harbour Street, as indicated by the segments within the streets having a peak demand rate of 1.00 or above. Further, all street segments surveyed experience high parking demand of 0.88 or more. The overall peak demand rate of the examined street segments of Port Dover is above 0.85, which indicates that users likely experience difficulty finding parking spaces in the lakefront community.

Table 3-3: Port Dover Parking Survey Results

Street Name	Segment	Supply	Observed Peak Demand Period	No. of Occupied Spaces	Surplus Spaces	Peak Demand Rate
Main St.	Chapman St. to Market St.	28	Tuesday July 11 <sup>th</sup> , 2023, at 10:00AM-10:30AM	25	3	0.89
	Market St. to Clinton St.	25	Saturday July 8 <sup>th</sup> , 2023, at 5:30PM	23	2	0.92
St. George St.	Walker St. to Harbour St.	22	Saturday July 8 <sup>th</sup> , 2023, at 5:30PM	24	-2	1.09
Walker St.	Dead end to St. George St.	19	Saturday July 8 <sup>th</sup> , 2023, at 3:00PM; Tuesday July 11 <sup>th</sup> , 2023, at 5:00PM	23	-4	1.21
	St. George St. to Main St.	21	Saturday July 8 <sup>th</sup> , 2023, from 11:30AM-12:00PM; Tuesday July 11 <sup>th</sup> , 2023, at 2:30PM	23	-2	1.10
Harbour St.	Dead end to St. George St.	39	Saturday July 8 <sup>th</sup> , 2023, at 2:30PM	39	0	1.00
	St. George St. to Main St.	13	Saturday July 8 <sup>th</sup> , 2023, at 12:30PM	16	-3	1.23
	Main St. to St. Andrew St.	25	Saturday July 8 <sup>th</sup> , 2023, at 3:00PM	22	3	0.88
	St. Andrew St. to Parking Lot	10	Saturday July 8 <sup>th</sup> , 2023 at 1:00PM	10	0	1.00

Street Name	Segment	Supply	Observed Peak Demand Period	No. of Occupied Spaces	Surplus Spaces	Peak Demand Rate
Parking Lot	Lift Bridge Parking Lot	25	Saturday July 8 <sup>th</sup> , 2023, at 3:30PM	22	3	0.88
Port Dover Peak Demand		227	Saturday July 8 <sup>th</sup> , 2023, at 3:00PM	199	28	0.88

### 3.2.4 Turkey Point

The parking utilization survey results for Turkey Point are indicated in **Table 3-4**. Street segments that have a peak demand rate between 0.85 and 0.99 approaching capacity include the following locations:

- ▶ Ordinance Street between Reserve Street and Ferris Street; and
- ▶ Cedar Drive between Harold Street and Old Hill Road.

Street segments that have a peak demand rate of 1.00 or above, exceeding the functional capacity, include the following locations:

- ▶ Ordinance Street between Ferris Street and Cedar Drive;
- ▶ Cedar Drive between Turkey Point Beach Access and Head Street; and
- ▶ Cedar Drive between Isabel Street and Harold Street.

There is insufficient parking along Ordinance Street and Cedar Drive, as indicated by the segments within the streets having a peak demand rate of 1.00 or above. The overall peak demand rate of the examined street segments of Turkey Point is above 0.85, which indicates that users likely experience difficulty finding parking spaces in the lakefront community during the peak summer months.

Table 3-4: Turkey Point Parking Survey Results

Street Name	Segment	Supply	Observed Peak Demand Period	No. of Occupied Spaces	Surplus Spaces	Peak Demand Rate
Ordinance St.	Reserve St. to Ferris St.	42	Saturday July 8 <sup>th</sup> , 2023, at 2:00PM	40	-2	0.95
	Ferris St. to Cedar Dr.	24	Saturday July 8 <sup>th</sup> , 2023, at 1:00PM	25	-1	1.04
Cedar Dr.	Turkey Point Beach Access to Head St.	68	Saturday July 8 <sup>th</sup> , 2023, at 1:00PM	73	-5	1.07
	Head St. to Isabel St.	23	Saturday July 8 <sup>th</sup> , 2023, at 12:00PM	17	6	0.74
	Isabel St. to Harold St.	9	Saturday July 8 <sup>th</sup> , 2023, at 1:30PM	10	-1	1.11
	Harold St. to Old Hill Rd.	15	Saturday July 8 <sup>th</sup> , 2023, at 1:30PM & 2:30PM	13	2	0.87
Turkey Point Peak Demand		181	Saturday July 8 <sup>th</sup> , 2023, at 1:30PM	173	8	0.96

### 3.2.5 Long Point

The parking utilization survey results for Long Point are indicated in **Table 3-5**. The Erie Boulevard to Beach Avenue segment of Abigail Becker Parkway is at capacity with a peak demand rate of 1.00. However, this segment only has six (6) parking spaces, and there is a large surplus of nearby parking spaces along Erie Boulevard between

Howey Avenue and Austin Parkway. Those unable to find a parking space along Abigail Becker Parkway can therefore park nearby along Erie Boulevard.

The overall peak demand rate of the examined segments of Long Point is 0.37 which indicates that users likely do not experience difficulty finding parking spaces in the lakefront community.

Table 3-5: Long Point Parking Survey Results

Street Name	Segment	Supply	Observed Peak Demand Period	No. of Occupied Spaces	Surplus Spaces	Peak Demand Rate
Erie Blvd.	Pike Lane to Long Point Birding Trail	19	Saturday July 8 <sup>th</sup> , 2023, from 1:00PM-1:30PM; Tuesday July 11 <sup>th</sup> , 2023, from 3:00PM-3:30PM	6	13	0.32
	Long Point Birding Trail Access to Buck Lane	109	Saturday July 8 <sup>th</sup> , 2023, at 2:30PM	37	72	0.34
	Howey Ave. to Austin Parkway	34	Saturday July 8 <sup>th</sup> , 2023, from 1:00PM – 1:30PM	17	17	0.50
Abigail Becker Parkway	Erie Blvd. to Beach Ave.	6	Saturday July 8 <sup>th</sup> , 2023, from 12:30-1:00PM & 2:00PM - 3:00PM; Tuesday July 11 <sup>th</sup> , 2023, from 1:00PM-4:00PM	6	0	1.00
<b>Long Point Peak Demand</b>		<b>168</b>	<b>Saturday July 8<sup>th</sup>, 2023, at 2:30PM</b>	<b>62</b>	<b>106</b>	<b>0.37</b>

### 3.2.6 Summary of Results

The parking utilization surveys indicate that Norfolk County experiences parking demand issues in its urban areas. Out of the examined communities, Port Dover and Turkey Point have an overall high peak demand rate of 0.88 and 0.96 respectively. Simcoe and Long Point have street segments with peak demand rates greater than 0.85, but the overall peak demand rate for these communities is less than 0.85. Waterford does not experience parking demand issues as all the street segments have peak demand rates that are less than 0.85.

Norfolk County experiences parking demand issues based on the parking utilization surveys, especially in the urban areas of Port Dover and Turkey Point. This comprehensive parking study will provide recommendations on how to increase parking availability in these areas as shown in **Section 6**.

## 3.3 PARKING MANAGEMENT AND ENFORCEMENT STRATEGIES

Norfolk County has undertaken a variety of parking management and enforcement strategies, including year-round enforcement, paid parking pilots, and a 48-hour parking study.

### 3.3.1 Year-Round Parking Enforcement

Although parking enforcement occurs year-round in Norfolk County, there is more parking enforcement that occurs during the peak parking season compared to the off-peak period. Outside of the peak parking season, between September and April, four full-time By-law officers conduct ad-hoc and reactive, complaint-driven parking enforcement in their respective zones. There is significantly less parking enforcement during the off-peak season, especially when it comes to parking over the permitted time limit. Instead, enforcement during the off-peak parking season focuses on other parking violations including parking on the wrong side of the road, parking too close to driveways and fire hydrants, and parking in accessible spaces without an MTO permit. During the off-peak parking season, By-law officers dedicate most of their time to tasks outside of parking enforcement given their workload for regular By-law investigations.

During the peak parking season, which occurs between May and August, the By-law department hires approximately three to four post-secondary students for full-time parking enforcement. In past years, students have issued an average of 500 parking tickets each during the peak parking seasons. Between May and June, parking enforcement mainly occurs in the urban areas of Simcoe, Port Dover, and Waterford. Between July and August, there is a heavier enforcement presence in the waterfront areas of Port Dover, Turkey Point, and Long Point given the increased seasonal summer parking demand from tourists in these areas.

### 3.3.2 Norfolk County 2022 & 2023 Paid Parking Pilot

For the 2022 and 2023 summer season, Norfolk County has undertaken a paid parking pilot to assess the efficacy of paid parking to regulate demand and generate revenue in high-demand areas. Specifically, the areas of Long Point and Turkey Point, defined as Resort Areas, and Port Dover, and Urban Area, all located within the Lakeshore Special Policy Area under the County's Official Plan Schedule A-1, were included in the pilot project. These areas historically experience high parking demand during the summer months, driven by local demand as well as tourism due to their lakefront locations.

Details of the paid parking pilot and findings from the 2022 and 2023 parking pilot projects are detailed below.

#### 2022 Paid Parking Pilot

The first season of a 2-year paid parking pilot project was conducted by Norfolk County for 3 months in 2022 between June 15 to September 15, in the communities of Long Point and Port Dover. Turkey Point was added in 2023 for the 2<sup>nd</sup> season of the 2-year project. The purpose of the parking pilot was to increase parking turnover and availability.

As part of the pilot, paid parking rates were implemented for Long Point and Port Dover between 10:00AM and 7:00PM. The parking rates were \$3/hour for Long Point, \$5/hour with the 1<sup>st</sup> hour free for Port Dover, and no paid parking for Turkey Point. The seasonal parking pilot also included increased parking fines for Long Point, Turkey Point and Port Dover from \$75 to \$100 for parking in a 'no parking' area and parking for longer than the time limits.

Parking payment methods included using the HotSpot online payment system and pay stations. The HotSpot online payment system could be accessed through a mobile application or through scanning a QR code using a "Tap Sign" to register their license plate and a paid parking session. The usage of Tap Signs was found to be the preferred method for digital users. Pay stations accounted for just over half of all transactions during the pilot project and were typically used by those who are more comfortable with using traditional payment systems over cell phone technology.

The average dwell time, or turnover time for parked vehicles, observed ranged from about 2 hours to 2 hours and 40 minutes across the four months included in the pilot, with an overall average of about 2 hours and 12 minutes for the full pilot period. The average dwell times were largely consistent across the days of the week as well, with Saturday and Sunday experiencing the highest dwell/turnover times.

Based on the staff report prepared for Council, the revenue and costs of the 2022 Seasonal Parking Pilot Project were \$158,303 and \$121,111, respectively, with a net surplus of \$51,613 from the paid parking component of the project. When factoring in the revenue and expenditures related to the issuance of parking fines, the net surplus of the 2022 Seasonal Parking Pilot Project was \$57,463. A total of approximately \$54,000 in parking fines were issued, with approximately \$33,000 paid and \$21,000 outstanding as of February 2023. The net surplus of \$57,463 excluded the \$21,000 in outstanding fees in its calculation of revenue gained from parking fines.

Results from the 2022 Seasonal Parking Pilot Project indicate the project was successful in providing an additional source of funding, increasing the parking turnover rate for the lakefront communities, and reducing some of the pain points related to visitors parking illegally on private and public properties. The pilot project also provided

data on parking usage. Issues with the project that were identified by the public include the lack of payment methods that can be used for the pay stations (only credit card was accepted as the debit card readers were not received in time for the pilot project and cash was not available due to operational considerations regarding cash collection and remittance), misunderstandings on how to use the online parking app and pay stations, and uncertainty on the location of the paid parking zones.

### 2023 Paid Parking Pilot

A 2023 Seasonal Parking Pilot Project was conducted following the success of the 2022 Seasonal Parking Pilot Project with some modifications from the previous year. Similar to the 2022 Seasonal Parking Pilot Project, the purpose of the parking pilot was to increase parking turnover and availability. The 2023 Seasonal Parking Pilot Project was in effect from June 15<sup>th</sup> to September 4<sup>th</sup>, 2023, in the communities of Port Dover and Long Point, which were previously examined in the 2022 Paid Parking Pilot, along with the addition of Turkey Point.

Paid parking was in effect for 8 hours per day from 10:00AM to 6:00PM every day at a rate of \$4/hour. Parking in all other areas of Norfolk County continued to be free while having the same signed parking restrictions, if any, in place for those areas year-round. Similar to the 2022 Paid Parking Pilot, parking fines remained at \$75 for parking in a 'no parking' area and parking for longer than the time limits.

Residential permits were also available for the 2023 Paid Parking Pilot which was not previously implemented in the 2022 Paid Parking Pilot. Seasonal residential permits were available at a cost of \$20 each. These permits exempted users from paying the \$4/hour parking rate for the first 4 hours of parking each day; however, the hourly parking rate would apply after this allotted time. A total of 158 permits were sold during the 2023 Paid Parking Pilot. Of these 158 permits, 5 were refunded and only 87 were found to be used during the pilot period.

Similar to the 2023 Paid Parking Pilot, the parking payment methods included using the HotSpot online payment system and pay stations. The HotSpot online payment system could be accessed through a mobile application or through scanning a QR code using a "Tap Sign" to register their license plate and a paid parking session. Based on the feedback received from the 2022 Paid Parking pilot, debit cards were included as an additional form of payment in addition to credit cards for the physical pay terminals.

The 2023 Paid Parking Pilot program addressed other issues identified in the 2022 Paid Parking Pilot, including misunderstandings on how to use the online parking app and pay stations, and uncertainty on the location of the paid parking zones. A Frequently Asked Questions webpage was included in the Norfolk County website to prevent the misunderstandings and uncertainty experienced in the 2022 Paid Parking Pilot. This webpage provided information regarding the paid parking rates, payment options, residential permits, location of the paid parking areas, and the fines and payment options for parking tickets. To better indicate where paid parking areas are for the 2023 Paid Parking pilot program, paid parking areas were identified with HotSpot parking signage and the parking stalls were outlined with green paint lines in paid parking areas for easier identification. Maps of all paid parking areas were also available on the Norfolk County website.

The total revenue for the 2023 Paid Parking Pilot from the paid parking component was \$288,598 with 31,002 transactions recorded across the pilot period. Similar to the 2022 Pilot, the average dwell time, or turnover time for parked vehicles, ranged from about 2 hours to 2 hours and 40 minutes across the four months included in the pilot, with an overall average of about 2 hours and 20 minutes for the full pilot period. The average dwell times were largely consistent across the days of the week as well, with Saturday and Sunday experiencing the highest dwell/turnover times.

### 3.3.3 Downtown Simcoe 48-Hour Parking Study

A Downtown Simcoe 48-hour Parking Pilot was conducted in 2021 from October 1<sup>st</sup> to December 31<sup>st</sup>. The parking pilot replaced the 2-hour maximum parking limit for three Downtown Simcoe Parking Lots with a 48-hour parking

limit. Norfolk County staff encouraged those who required extended parking times, including Downtown employees and residents, to use the three parking lots.

The purpose of the pilot was to assess the demand for 48-hour parking spots, as well as to identify whether providing 48-hour limits in parking lots will free up on-street parking spaces near businesses. The findings from the pilot indicated that there is demand for longer parking limits and that the inclusion of 48-hour limits in parking lots does alleviate on-street parking issues in commercial areas, including the lack of parking spaces for customers of nearby businesses.

Following the completion of the pilot, it was noted in a December 2022 Committee-in-Council meeting, with support from the Simcoe BIA, that the parking lots will continue to have a 48-hour limit until the implementation of the Countywide Parking Plan based on the positive feedback and outcomes received from the Pilot.

### 3.4 CURBSIDE MANAGEMENT STRATEGIES

In addition to on-street parking, curbside space is also used to accommodate shorter-term parking and loading demand, such as for pick-up and drop-off activity, as well as for loading by commercial uses in the downtown Urban Areas that cannot or do not undertake loading activities on-site. The following sections detail a review of the existing conditions with respect to 15-minute loading zones and commercial loading in the downtown and entire Urban Areas.

#### 3.4.1 Port Dover and Simcoe 15-Minute Loading Zones

In December 2021, Norfolk County Council approved several 15-minute loading zones in Port Dover as a temporary measure, driven by the COVID-19 pandemic and shifts in behaviour towards shorter-term, pick-up activity in place of parking for longer periods to conduct in-person shopping and dining. These zones provided dedicated spaces to accommodate curbside pick-up and drop-off activity and were initially approved on a temporary basis until June 2022.

In response to support from businesses and the Port Dover Board of Trade, a total of 17 spaces were made permanent in Port Dover's main downtown and waterfront areas. Similarly, a 15-minute loading zone in Simcoe, located along the east side of Norfolk Street North, approximately 30m north of Argyle Street, was approved and established in 2021 for shorter-term, pick-up activity. There is potential to adjust, add, or remove spaces following completion of this present comprehensive parking study.

While support for the continuation of these zones has been expressed strongly in Port Dover and moderately in Simcoe, the implementation of 15-minute zones has not yet expanded to the other Urban Areas of Delhi, Waterford, Courtland, or Port Rowan, as designated under the Norfolk County Official Plan Schedule A-1. Further, the County does not currently have a framework for determining the approval or removal of these spaces, nor do businesses have a clear, established process to request a 15-minute zone be implemented by County staff.

As a result, the current 15-minute loading zones have been approved on an ad-hoc basis, driven by individual requests and support from the local Board of Trade in the case of Port Dover. This presents a challenge for the County to determine where 15-minute loading zones should be located and how to manage the approval and removal of spaces in the future. There is an opportunity to develop a framework and establish a process for individuals and businesses to request new spaces, and to assist the County in managing the use of curbside space in the Urban Areas.

The locations of the existing 15-minute loading zones in Simcoe and Port Dover are shown in **Figure 3-2** and **Figure 3-3**, respectively.

Figure 3-2: Existing 15-Minute Loading Zones – Simcoe

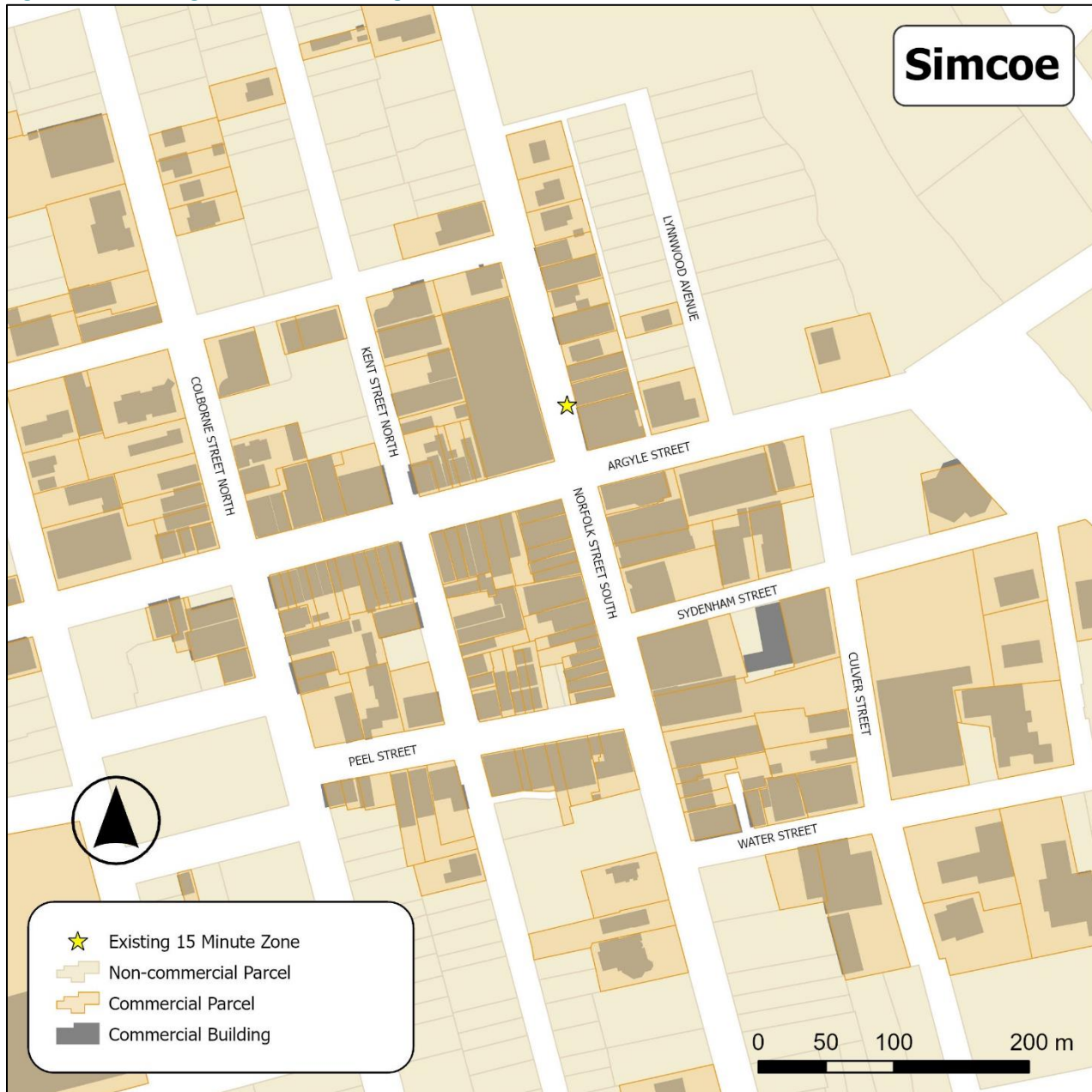
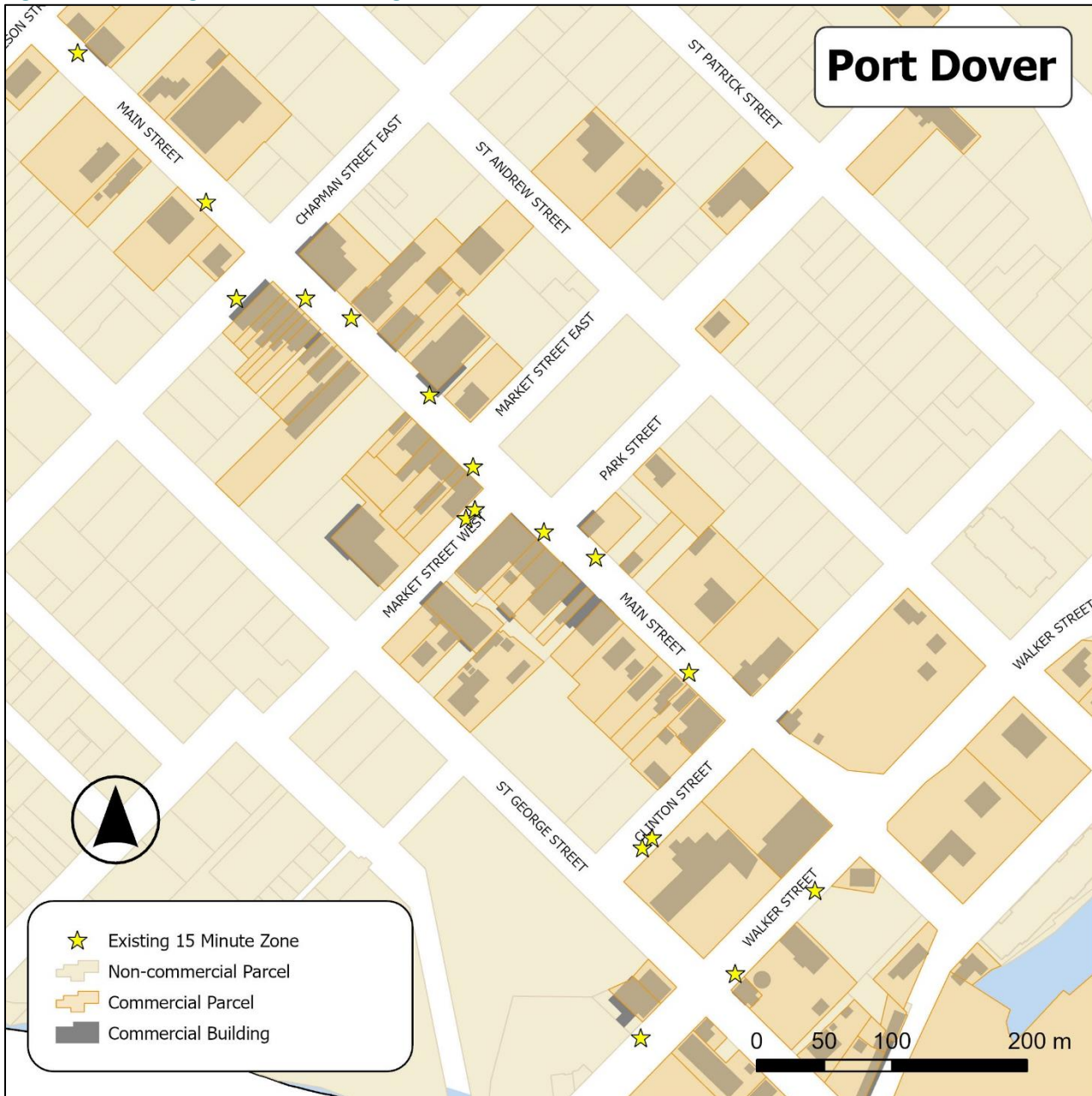




Figure 3-3: Existing 15-Minute Loading Zones – Port Dover



### 3.4.2 Commercial Loading Review

A loading review was conducted to identify where loading spaces could feasibly be provided on-site for commercial properties in the Norfolk County Urban Areas. Many commercial buildings within Norfolk County are either too small or occupy too much space proportionate to the property, making it difficult to provide on-site loading spaces and accommodate loading activity within the site. A loading review was conducted by identifying commercial properties based on the following criteria:

- ▶ Commercial properties with buildings that have a building footprint of less than 1,000 m<sup>2</sup>; or,
- ▶ Commercial properties where the building occupies more than 75% of the parcel.

The above exercises were undertaken to identify what percentage of commercial properties likely experience constraints to accommodating loading spaces/activity on-site and for which there are loading concerns. A summary of the properties within the Urban Areas that meet these criteria are shown in **Table 3-6**, with additional details provided in **Appendix C**. In the larger Urban Areas, a review of the downtown area was also conducted as these areas generally experience a higher proportion of constraints due to the age of the buildings and smaller parcel sizes.

Table 3-6: Proportion of Commercial Parcels with Loading Concerns

Urban Area	Entire Urban Area			Downtown Only		
	Commercial Parcels with Loading Concerns	Total # of Commercial Parcels	% of Parcels with Loading Concerns	Commercial Parcels with Loading Concerns	Total # of Commercial Parcels	% of Parcels with Loading Concerns
Simcoe	176	324	54%	143	176	81%
Port Dover	63	120	53%	50	80	63%
Delhi	73	125	58%	55	78	71%
Waterford	30	55	55%	-	-	n/a
Courtland	4	22	18%	-	-	n/a
Port Rowan	24	56	43%	-	-	n/a

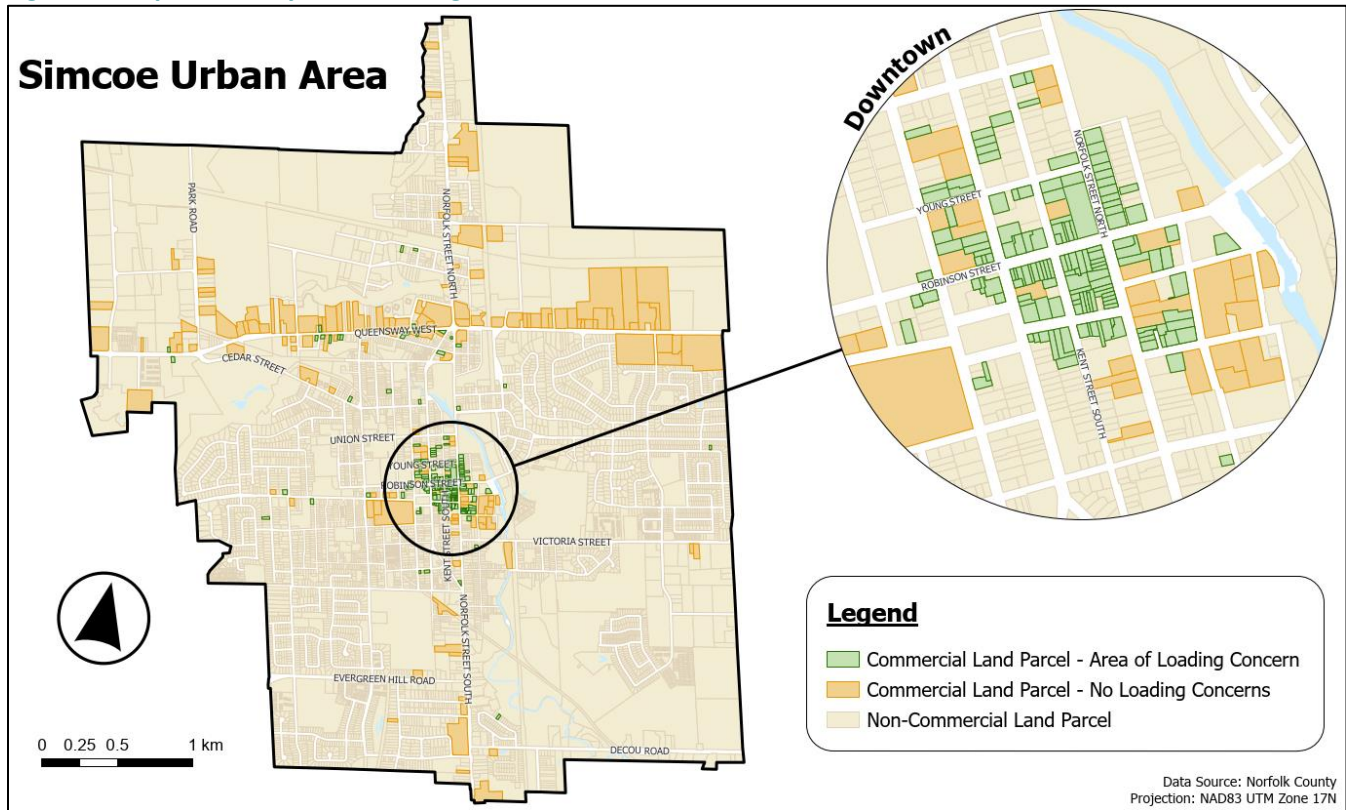
A minimum area of 1,000 m<sup>2</sup> was used as this is typically the minimum threshold amount of space for a typical loading vehicle (e.g. a delivery truck) to enter a site, turn around, and exit in a forward motion. For smaller buildings, a loading vehicle would typically have to reverse either in or out of the space. This is not desired in the majority of cases, particularly where loading occurs along main streets, as larger vehicles reversing presents the opportunity for vehicle-to-vehicle and vehicle-to-pedestrian conflicts and is disruptive for traffic operations and the pedestrian realm along busier streets.

Commercial properties where the building occupies more than 75% of the parcel were also identified as these sites have limited space external to the building to accommodate loading. Buildings where the building footprint is smaller could potentially accommodate loading on-site within a side or rear yard or driveway.

The loading review indicated that just over half of all commercial properties in the Urban Areas, except for Courtland and Port Rowan, experience challenges to accommodating loading activity on-site. Simcoe was found to have the highest proportion of commercial properties exhibiting loading concerns, based on the data available.

A snapshot of the loading concerns across the Simcoe Urban Area compared to the central downtown area is shown in **Figure 3-4**. While some properties throughout Simcoe are likely to experience constraints to accommodate commercial loading activity on-site, the downtown area has the highest concentration of these properties. Many of the commercial parcels are smaller in size, with buildings built out towards the lot line and located closely together. Outside of the main commercial streets, larger land parcels and buildings taking up less of the available property are less likely to experience constraints. A spatial analysis of each Urban Area is provided in **Appendix D**.

Figure 3-4: Spatial Analysis of Loading Concerns in Simcoe



### 3.5 TRAFFIC FLOW OPERATIONS ASSESSMENT FOR DOWNTOWN ANGLED PARKING EXPANSION

A traffic flow operations assessment for key interest areas within Norfolk County was conducted to identify whether angled parking can be implemented elsewhere in the County including Simcoe, Port Dover, and Port Rowan. Angled parking in Simcoe was examined along the east side of Norfolk Street between Union Street and Water Street, and along the south side of Robinson Street between Colborne Street and Norfolk Street South. Angled parking in Port Dover was examined along the south side of St. George Street between Walker Street and Harbour Street, while angled parking in Port Rowan was examined along both sides of Bay Street between Centre Street and the south end of Bay Street.

The results of the traffic flow operations assessment showed that replacing the existing parking area with angled parking in Simcoe would result in a net gain of six (6) parking spaces along Norfolk Street between Union Street and Water Street and a net loss of seven (7) spaces along Robinson Street between Colborne Street and Norfolk Street South. Replacing the existing parallel parking area with angled parking along St. George Street between Walker Street and Harbour Street in Port Dover would result in a net loss of 10 spaces. Due to the right-of-way width, angled parking could only be provided along one side of Bay Street between Centre Street and the south end of Bay Street in Port Rowan. This street segment would experience a net loss of 19 spaces if angled parking was implemented exclusively on the east side, and a net loss of 23 spaces if angled parking was implemented exclusively on the west side.

In addition to the overall loss of parking spaces, implementing angled parking would require changes to the curb design and lane configuration which would have significant impacts on the road network. Therefore, it is not recommended to replace the examined areas with angled parking. Instead, new 90 degree and parallel parking

spaces can be added to increase parking capacity. Details of the design review undertaken for the traffic flow operations assessment can be found in **Section 7**.

### 3.6 EMERGING CHALLENGES AND OPPORTUNITIES

The Norfolk County Comprehensive Parking Study aims to develop effective parking strategies to meet the current and future needs of the local community. A review of the existing conditions with respect to parking and curbside loading has highlighted a number of emerging challenges and opportunities to be addressed by this study. Based on the existing conditions review, the following challenges and opportunities have been identified to improve the County's current and future parking needs:

- ▶ **Municipal Off-Street Parking:** There is a gap in information regarding the approximate capacity and state of repair of municipal parking lots, as well as key information for prospective users such as time limits and whether the lots are free or paid. There is an opportunity to build upon the existing geo database to establish a consolidated location of information for the County, which could be used to inform future capital and state-of-repair projects, identify areas where there is excess or insufficient capacity, and assist with enforcement and management. In addition, there is the opportunity to expand off-street parking where possible to mitigate pressures on the on-street parking supplies and provide a potential revenue generator.
- ▶ **Municipal On-Street Parking:** On-street parking is currently permitted throughout the County. There are constraints to increasing the on-street parking supply in high-demand areas observed in the downtown Urban Areas and select waterfront areas which will present a challenge for asset management if demand continues to grow, as observed following the Covid-19 pandemic. Areas where on-street parking could be implemented or increased will need to be explored on a case-by-case basis via a design review.
- ▶ **Municipal Accessible Parking:** Accessible parking spaces on-street are currently located on an ad-hoc basis based on requests. Development of a system to receive requests, evaluate potential new locations, and implement an accessible on-street parking supply County-wide should be considered as part of this study to ensure accessible parking is available and improve the County's curbside management.
- ▶ **Parking Demand and Utilization:** During the peak summer season, high parking demand and utilization was observed to approach and, at times, exceed capacity along main streets in downtown Simcoe, Port Dover, and Turkey Point, as well as Abigail Becker Parkway in Long Point. Parking management and enforcement of on-street parking presents a challenge, particularly during summer months.
- ▶ **Paid-Parking Pilots:** The paid parking pilot undertaken in 2022 was found to be a net-positive revenue generator for the County. The paid parking pilot was expanded in 2023, with the preliminary results indicating a similar positive result. Based on the outcomes of the study, there is the opportunity to expand paid parking permanently in areas of high demand to help alleviate parking pressures and generate revenue.
- ▶ **15-Minute Loading Zones:** The 15-minute loading zones implemented in Port Dover present an opportunity to expand to other downtown Urban Areas in the County to provide a dedicated space for shorter-term parking demand to facilitate pick-up and/or drop-off activity. There is the opportunity to develop a consistent framework for determining the location of new zones, reviewing the need for existing zones, and consolidating existing zones to avoid duplication and erosion of the on-street parking supply.

- ▶ **Commercial Loading:** The existing built form of the downtown Urban Areas presents a challenge to accommodating commercial loading off-site, with a majority of properties either too small or occupied almost entirely by the existing building. The demand for commercial loading places additional pressures on the on-street parking supply and curbside management. In tandem with the development of a framework for 15-minute loading zones and on-street accessible parking, a framework for designating commercial loading zones should be considered to support overall curbside management in the Urban Areas.
- ▶ **Angled Parking Expansion:** The expansion of angled parking in favour of parallel parking in select on-street locations was identified as a potential way to increase the on-street parking supply in select locations within the downtown Urban Areas, based on a successful case study implemented adjacent to the Norfolk County Public Library – Simcoe Branch along Court Street and Lot Street. Challenges to the expansion of angled parking include impacts to traffic flow, two-way traffic operations, and street design and potential opportunities to expand angled parking will need to be explored on a case-by-case basis.

## 4 PUBLIC & STAKEHOLDER CONSULTATION

Public and stakeholder consultation was conducted during Phase One of the study following commencement of the policy and best practices review and data collection processes. This provided an opportunity to introduce members of the public to the study goals and objectives and for community members to provide feedback on the preliminary vision statement, guiding principles, and emerging challenges and opportunities to be addressed through the Study.

The following sections provide an overview of the consultation undertaken and feedback received, and how comments were incorporated into the Study. Public consultation undertaken included an in-person public meeting and online survey.

### 4.1 CONSULTATION OBJECTIVES AND DESIGN

The goal of conducting public and stakeholder consultation sessions is to create a more equitable decision-making process that reflects the ideas of stakeholders, community members, and the public. Consultation for the parking study consisted of an in-person public meeting, an online feedback form, and an online survey.

Both an in-person and online component was included for the consultation process to provide different options and greater accessibility for the public and stakeholders to engage. The feedback received from the public and stakeholder consultation process was gathered, analyzed, and summarized to identify the key findings. The findings from the consultation process were then used to inform the key recommendations for the Comprehensive Parking Study.

### 4.2 IN-PERSON PUBLIC MEETING

An in-person public consultation event was held in Norfolk County at the Vittoria & District Community Centre between 6:00PM and 8:00PM on Wednesday, May 17<sup>th</sup>, 2023. The in-person consultation consisted of information boards to inform stakeholders, community members, and the public of the vision, guiding principles, goals, and progress of the Comprehensive Parking Study.

A mapping activity was included as part of the consultation to allow participants to identify areas with parking-related problems within Norfolk County. Areas with parking issues were indicated with stickers, with different colours corresponding to different issues. Participants could also elaborate on the parking issues through writing on Post-it notes.

Norfolk County and LEA Consulting staff were present during the consultation event to answer any inquiries and provide further information for the participants. A feedback form was available during the consultation event for participants to provide comments and/or concerns regarding the draft Vision Statement and Guiding Principles. A digital copy of the information boards and feedback form were also uploaded on the Engage Norfolk website to allow those who were unable to attend the in-person public consultation to provide their feedback.

#### 4.2.1 Results

The in-person consultation was attended by 16 people including business owners, BIA representatives, County staff and members of the general public, while the Norfolk County Comprehensive Parking Study webpage received 190 visitors. A total of 17 and 3 responses were gathered from the in-person interactive mapping activity and feedback forms respectively. The responses were summarized and categorized into eight different topics as shown in **Figure 4-1**, which also indicates the number of comments received per topic.

Figure 4-1: Number of Comments Received by Topic



Suggestions from the in-person mapping activity and feedback forms include reducing parking time limits, increasing parking enforcement, introducing parking permits, and increasing parking rates/fees. A concern that was raised amongst participants was illegal parking in areas that are prohibited. These responses were used to inform the Comprehensive Parking Study’s parking management and policy recommendations.

### 4.3 ONLINE SURVEY

An online survey with open-ended and closed-ended questions was posted on Engage Norfolk between July 4<sup>th</sup> and July 31<sup>st</sup>, 2023, to gather stakeholder and public feedback. The online survey aimed to identify parking challenges in Norfolk County and gauge public interest in various parking initiatives. Topics discussed in the online survey are shown in **Table 4-1**.

Table 4-1: Online Survey Topics

Parking Challenges	Parking Initiatives
<ul style="list-style-type: none"> <li>Lack of Parking Enforcement</li> <li>Lack of EV Charging Stations</li> <li>Unclear Signage/Lack of Signage</li> <li>Unsafe Parking Lots</li> <li>Difficulty in Navigating the Paid Parking System</li> <li>Concerns with Snow Removal and/or Emergency Vehicle Access due to On-Street Parking</li> </ul>	<ul style="list-style-type: none"> <li>Additional 15-Minute Loading Zones</li> <li>Angled Parking Spaces</li> <li>Residential Parking Permits</li> <li>Increased Parking Enforcement</li> <li>Changes to On-Street and Off-Street Parking Time Restrictions</li> </ul>

The online survey had a total of 360 participants. Responses to the closed-ended survey questions were populated through an online engagement platform known as EngagementHQ to determine how many people clicked on each of the survey options. Similar to the feedback gathered from the in-person interactive mapping activity and feedback forms, the responses to the open-ended survey questions were summarized and categorized into different topics. The survey also included questions for business owners to identify their user specific needs and issues.

#### 4.3.1 Results

The majority of survey respondents were from Port Dover (27%), Simcoe, (24%), or Long Point (15%). The results of the survey are indicated below.

- ▶ **Parking Issues:** The top three most prominent parking challenges experienced in Norfolk County include the lack of available parking spaces (208 responses), lack of parking enforcement (110 responses), and unclear signage/lack of signage regarding parking restrictions (77 responses). These issues were most commonly experienced in Port Dover, Simcoe, Long Point and Turkey Point.
- ▶ **Paid Parking Pilot Project:** The majority of people have not used paid parking in Norfolk County during the 2022 and 2023 pilot project. For those that did use paid parking, the top issues include being unable to access the mobile application due to cellular reception issues (69 responses), difficulty in using the paid parking mobile application (68 responses), and the lack of payment methods such as no cash payments (65 responses).
- ▶ **Paid Parking Rates:** The majority of survey respondents are highly unsupportive of increasing paid parking rates as a strategy to increase parking turnover rates (192 responses)
- ▶ **15-Minute Loading Zones:** In regard to the expansion of 15-minute loading zones in other Norfolk County communities, most survey respondents were either unsure if they wanted an expansion (149 responses) or were opposed to the expansion (136 responses).
- ▶ **Angled Parking:** The majority of survey respondents were not in favour of having angled parking spaces on major commercial streets if that meant roadways were changed to one-way streets (60%).
- ▶ **Residential Parking Permit:** The majority of survey respondents would rather pay-as-they-go rather than purchasing a residential parking permit (58%). The majority of those that do support a residential parking permit indicated that they would like it to be less than \$30/month (77%). Many respondents have indicated that parking should be free for residents and property owners since the tax they pay should cover the cost of it, but that tourists and visitors should pay for parking.
- ▶ **Residential On-Street Parking:** The majority of survey respondents have encountered challenges with residential on-street parking (68.6%). The top issues include a lack of parking spaces (12%), narrow road spaces due to on-street parking taking up both sides of the street (8%), and safety issues including obstructed sight lines and vehicles encroaching on the pedestrian walkway (7%).
- ▶ **Snow Removal:** The majority of survey respondents do not have concerns with snow removal or emergency vehicle access due to on-street parking (55%). The top issues for those that did have concerns include parked cars blocking snow plows (11%), unsatisfactory snow removal (10%), and safety issues including inconveniences for pedestrians due to snow banks on the sidewalk and streets (7%).
- ▶ **Summer Parking Enforcement:** When asked about parking enforcement in residential areas located near the beaches during the summer months, 25% of survey respondents indicated that there is sufficient parking enforcement, while 33% indicated that there is insufficient parking enforcement. The rest of the respondents indicated that they were unsure if there is sufficient parking enforcement. The majority of survey respondents are highly unsupportive of increasing parking enforcement as a strategy to discourage illegal parking activity (114 responses).



- ▶ **Non-Summer Parking Enforcement:** When asked about parking enforcement in residential areas located near the beaches during the fall, winter and spring months, 30% of survey respondents indicated that there is sufficient parking enforcement, while 21% indicated that there is insufficient parking enforcement. The rest of the respondents indicated that they were unsure if there is sufficient parking enforcement. The majority of survey respondents are highly unsupportive of increasing parking enforcement as a strategy to discourage illegal parking activity (114 responses).
- ▶ **Time Limits:** The majority of survey respondents believe that the maximum time limit for on-street parking and off-street municipal parking lots should be 48 hours (52.5% for on-street and 54.2% for off-street). The majority of survey respondents are highly unsupportive of implementing more on-street time restrictions for parking (192 responses).
- ▶ **Loading Spaces:** The majority of survey respondents were neutral about designating more areas as curbside loading spaces on commercial streets.
- ▶ **Bicycle Parking:** The majority of survey respondents are neutral about creating more bicycle parking spaces in downtown areas (121 responses).

## 5 BEST PRACTICES REVIEW

A review of municipal best practices for parking management and enforcement strategies, and funding methods for comparable municipalities have been conducted to identify key takeaways for Norfolk County. The following municipalities were examined for the best practices review:

- ▶ The Municipality of Central Elgin;
- ▶ The County of Haldimand;
- ▶ The Municipality of Lambton Shores;
- ▶ The Town of South Bruce Peninsula,
- ▶ The Town of Wasaga Beach;
- ▶ The County of Prince Edward; and
- ▶ The Town of Kingsville.

The municipalities included in the best practices review were selected based on their similar geographical contexts, population size, and built form compared to Norfolk County. The chosen municipalities are also similar to Norfolk County in that they are primarily rural with urban centers and have high tourism in the summer which leads to parking demand pressures.

### 5.1 PARKING SUPPLY

#### 5.1.1 Parking Provision Rates

The Zoning By-law requirements for parking provision rates were examined across all comparable municipalities except for Central Elgin. Parking provision rates refers to the ratio of parking spaces required for different land uses. Zoning by-laws governing parking for the Municipality of Central Elgin are contained within three (3) separate by-laws, for the former Township of Yarmouth (By-law 1998), the former Village of Belmont (By-law 91-21) and the former Village of Port Stanley (By-law 1507). These by-laws predate the amalgamation of the municipality and thus contain outdated parking requirements. An update to develop a consolidated zoning by-law for the Municipality of Central Elgin is currently under development. Given these circumstances, the existing in-force zoning by-laws of the former separate Villages and Township have not been reviewed.

The examination of the Zoning By-law requirements of comparable municipalities is a benchmarking exercise that will assess the appropriateness of Norfolk County's Zoning By-law parking rates. The residential and non-residential parking rate comparisons between the comparable municipalities and Norfolk County are shown in **Table 5-1** and **Table 5-2** respectively. The 'other areas' rate for the Town of Wasaga Beach and County of Prince Edward were used to calculate the average of the comparable municipalities. The County of Haldimand's restaurant rates and the Municipality of Lambton Shores' office rates were excluded in the calculation of the comparable municipality average because their detailed provisions do not facilitate easy comparisons with other jurisdictions. This includes using seats instead of GFA for restaurant use for the County of Haldimand and having different rates for the ground floor area compared to the other floors for office use for the Municipality of Lambton Shores.

It is also important to note that the non-residential parking rates between the comparable municipalities are calculated inconsistently as municipalities vary in their use of Gross Floor Area (GFA), Gross Leasable Floor Area (GLFA), Publicly Accessible Floor Area (PAFA), and Usable Floor Area (UFA). The calculated average has therefore been generalized as GFA for the purpose of this benchmarking exercise.

Table 5-1: Zoning By-law Requirements for Comparable Municipalities – Residential Uses

Land Use	Haldimand	Lambton Shores	Prince Edward	Wasaga Beach	South Bruce Peninsula	Kingsville	Average of Comparable Municipalities	Norfolk County
<b>Single-Detached</b>	2 sp./unit	1 sp./unit	2 sp./unit	2 sp./unit	1 sp./unit	2 sp./unit	1.7 sp./unit	2 sp./unit
<b>Semi-Detached</b>	2 sp./unit	1 sp./unit	2 sp./unit	1.5 sp./unit for Downtown; 2 sp./unit for other areas	1 sp./unit	2 sp./unit	1.7 sp./unit	2 sp./unit
<b>Townhouse</b>	2 sp./unit	1.5 sp./unit	1.5 sp./unit	1.5 sp./unit; 2 sp./unit for other areas	1.25 sp./unit	2 sp./unit	1.7 sp./unit	2 sp./unit
<b>Apartment</b>	1.25 sp./unit	1.5 sp./unit	1.25 sp./unit within Picton Ward; 1.5 sp./unit in other areas	1.25 sp./unit for Downtown; 1.1 sp./unit for DC1 and DG1 Zone; 1.75 sp./unit in other areas	1.25 sp./unit	1.25 sp./unit	1.4 sp./unit	1.5 sp./unit
<b>Visitor Parking</b>	0.1 sp./unit (applies to apartments and townhouses)	N/A	N/A	0.15 sp./unit of the required spaces for apartments in Downtown will be designated as visitor parking	N/A	0.25 sp./unit of the required spaces for apartments will be designated as visitor parking	0.16 sp./unit	1 sp./3 units (applies to townhouses, apartments, single- or semi-detached as part of condo dev.)

Table 5-2: Zoning By-law Requirements for Comparable Municipalities – Non-residential Uses

Land Use	Haldimand	Lambton Shores	Prince Edward	Wasaga Beach	South Bruce Peninsula	Kingsville	Average for Comparable Municipalities	Norfolk County
<b>Restaurant</b>	0.25 sp./seat + 0.13 sp./exterior patio seat	1 sp./4m <sup>2</sup> (PAFA)	1 sp./9m <sup>2</sup> (GFA)	1 sp./18m <sup>2</sup> (GFA) with a min. of 5 sp. for Downtown (min. of 4 sp. for other areas)	1 sp./7.5m <sup>2</sup> (GFA)	1 sp./9m <sup>2</sup> (GFA)	1 sp./9.5m <sup>2</sup> (GFA)	1 sp./10m <sup>2</sup> (UFA)
<b>Retail</b>	1 sp./37m <sup>2</sup> (GLFA)	1 sp./37m <sup>2</sup> of ground floor area	1 sp./18m <sup>2</sup> (GFA)	1 sp./20m <sup>2</sup> for Downtown; 1 sp./18m <sup>2</sup> (GFA) with a min. of 4 sp. for other areas	1 sp./16.5m <sup>2</sup> (GFA)	1 sp./22.5m <sup>2</sup> (GFA)	1 sp./25m <sup>2</sup> (GFA)	1 sp./30m <sup>2</sup> (UFA)
<b>Bank</b>	1 sp./20m <sup>2</sup> (GLFA)	1 sp./37m <sup>2</sup> (GFA)	1 sp./23m <sup>2</sup> (GFA)	1 sp./18m <sup>2</sup> (GFA) with no min. sp. for Downtown; with a min. of 4 sp. outside of Downtown	1 sp./28m <sup>2</sup> (GFA)	1 sp./18m <sup>2</sup> (GFA)	1 sp./24m <sup>2</sup> (GFA)	1 sp./15m <sup>2</sup> (UFA)
<b>Office</b>	1 sp./30m <sup>2</sup> (GLFA)	1 sp./37m <sup>2</sup> of ground floor area + 1 sp./70m <sup>2</sup> of remaining GFA	1 sp./33m <sup>2</sup> (GFA)	1 sp./28m <sup>2</sup> on first storey + 1 sp. per 50m <sup>2</sup> above or below first storey for Downtown; 1 sp./18m <sup>2</sup> (GFA) with a min. of 4 sp. for other areas	1 sp./28m <sup>2</sup> (GFA)	1 sp./20m <sup>2</sup> (GFA)	1 sp./25.8m <sup>2</sup> (GFA)	1 sp./30m <sup>2</sup> (UFA)
<b>Marina</b>	1 sp./2 boat slips	1 sp./boat slip	N/A	N/A	N/A	1 sp./3 boat slips	1 sp./2 boat slips	N/A

Based on the benchmarking exercise, Norfolk County has similar residential parking rates compared to the other municipalities, though they are on the higher side and are above the average rates. The residential visitor parking rate for Norfolk County is significantly higher than the other municipalities and is more than double the average rate. A reduced visitor parking rate from the existing rate of 1 space per 3 units can therefore be considered for Norfolk County to be aligned with the comparable municipalities. This parking ratio reduction to reduce the number of visitor parking spaces required based on the number of residential units will also minimize the number of underutilized visitor parking spaces.

In terms of the non-residential parking rates, Norfolk County has similar restaurant and retail parking rates compared to the other municipalities. However, the bank parking rate is significantly higher than all the comparable municipalities. Similar to the visitor parking rate, a reduced bank parking rate can be considered for Norfolk County to be aligned with the comparable municipalities while also reducing the number of underutilized spaces.

No parking rates are provided under the Norfolk County Zoning By-law 1-Z-2014 for marina land uses, however, the by-law does include a general rate for “other non-residential uses” of 1 space per 35m<sup>2</sup> UFA. Half of the comparable municipalities (County of Haldimand, Municipality of Lambton Shores, and Town of Kingsville) have parking rates for a marina land use. It is recommended that a minimum parking rate be considered for marinas. The lack of parking spaces near the marina in Norfolk County often results in people parking in non-designated areas. Having a minimum marina parking rate will create sufficient parking spaces to deter people from parking in non-designated areas.

## 5.2 PARKING MANAGEMENT & ENFORCEMENT

### 5.2.1 Time Limits

Implementing parking time limits promotes parking turnover by encouraging people to leave their parking space within the designated time limit. The parking time limits of comparable municipalities were examined to identify what time limits are most commonly used in commercial cores. The parking time limits in the commercial core areas of the comparative municipalities are shown in **Table 5-3**.

Table 5-3: On-Street Parking Time Limits

Parking Time Limits	Central Elgin	Haldimand	Lambton Shores	Prince Edward	Wasaga Beach	South Bruce Peninsula	Kingsville	Norfolk County
15-Min.	N/A	✓	N/A	✓	N/A	✓	✓	✓
1 Hour	N/A	N/A	N/A	✓	N/A	N/A	N/A	✓
2 Hour	✓	✓	✓	✓	N/A	✓	✓	✓
4 Hour	N/A	N/A	N/A	N/A	N/A	N/A	N/A	✓
48 Hour	N/A	N/A	N/A	N/A	N/A	N/A	N/A	✓

In terms of on-street parking signage, a parking time limit of 2 hours was common amongst the other municipalities. Central Elgin and Haldimand have a maximum on-street parking time limit of 5 hours and 48 hours, respectively, when signage indicating parking time limits is unavailable.

Enforcing time limits for on-street parking that are shorter compared to off-street parking facilities in commercial areas can benefit both business owners and customers. In commercial areas, on-street parking spaces are typically used by customers visiting nearby businesses.

During the public and stakeholder consultation, as further discussed in **Section 4**, business owners indicated that there were not enough nearby parking spaces for their customers. This may also be due to employees parking on-

street for a half or full day during their working shift. As documented in **Section 3.2**, there is high parking demand observed on many commercial streets in the downtown Urban Areas.

Encouraging a higher turnover rate for on-street parking spaces through the implementation of parking time limits and increased enforcement, such as the addition of a full or part-time parking enforcement officer, will therefore create more parking availability for customers of nearby businesses.

### 5.2.2 Winter Overnight Parking Restrictions

On-street parking in Norfolk County is not permitted during snow removal as per **Section 8.5(h)** of Parking By-law 2011-189 which states that “no person shall park or stand a vehicle or permit a vehicle to remain parked or standing on a highway where ice and snow is being, or is to be, removed”. This By-law is challenging for the public and enforcement officers to interpret as there is no set date and time when on-street parking is considered a violation.

The implementation of winter overnight parking restrictions will provide greater clarity on when on-street parking is prohibited. The restrictions will discourage overnight on-street parking which will provide space for snow removal, while also increasing parking availability for commuters when they arrive in the morning. Winter overnight parking restrictions were examined across the comparative municipalities to identify when vehicles are prohibited from parking on-street. Restrictions for winter overnight on-street parking are summarized in **Table 5-4**.

Table 5-4: Winter Overnight On-Street Parking Restrictions

Time	Central Elgin	Haldimand	Lambton Shores	Prince Edward	Wasaga Beach	South Bruce Peninsula	Kingsville
11PM – 12AM	N/A	N/A	N/A	N/A	N/A	N/A	Conducted ad-hoc – Parking prohibited for 72 hours upon declaration of on-street parking ban
12AM – 1AM	N/A	N/A	N/A	✓	N/A	N/A	
1AM – 2AM	N/A	N/A	N/A	✓	✓	✓	
2AM – 3AM	N/A	✓	✓	✓	✓	✓	
3AM – 4AM	✓	✓	✓	✓	✓	✓	
4AM – 5AM	✓	✓	✓	✓	✓	✓	
5AM – 6AM	N/A	✓	✓	✓	✓	✓	
6AM – 7AM	N/A	✓	N/A	N/A	✓	N/A	
7AM – 8AM	N/A	✓	N/A	N/A	N/A	N/A	
8AM – 9AM	N/A	N/A	N/A	N/A	N/A	N/A	

The comparative municipalities have overnight parking hour restrictions ranging from a start time of 12:00AM to 3:00AM and an end time ranging from 5:00AM to 8:00AM. It is recommended for Norfolk County to include overnight parking restrictions to provide more clarity on when winter overnight on-street parking is prohibited so that snow removal can be conducted more safely and efficiently.

### 5.2.3 Electric Vehicle Charging Stations

Although Norfolk County does not have electric vehicle charging station requirements in their Zoning By-law, the Port Dover Draft Urban Design Guidelines encourages charging stations to be included in draft plans and site plans. The guidelines indicate that charging stations should be located in mixed-use or industrial use parking areas or parking garages. Within Norfolk County, electric vehicle stations are concentrated in Simcoe but are also found in Nixon, Turkey Point, and Port Dover. The provision of electric vehicle charging stations for new developments will

promote electric vehicle usage which reduces greenhouse gas emissions and air pollution compared to gasoline-powered vehicles.

The Municipality of Central Elgin has electric vehicle charging station regulations under Zoning By-law 2697. This By-law indicates that only electric vehicles attached to the charging equipment associated with the parking space shall be allowed to park in spaces on lands owned or leased by the Municipality and *“only after purchasing a quantity of electric power from and by the associated electric vehicle charging equipment”*. Parking the electric vehicle in the charging space is prohibited after the time allotted for purchasing electric power from the charging equipment.

Electric vehicle charging stations are also located within the Municipality of Lambton Shores, County of Prince Edward, Town of Wasaga Beach, Town of South Bruce Peninsula, and Town of Kingsville despite not having requirements for the provision of electric vehicle charging stations under their respective Zoning By-laws.

### 5.2.4 Number of Parking Enforcement Officers

Norfolk County had 3 summer students hired for the purpose of parking enforcement during the 2022 Seasonal Paid Pilot Project. Increased parking enforcement can increase parking revenues through the issuance of parking tickets. The number of full-time officers and summer seasonal officers involved in parking enforcement has been examined across the comparative municipalities to identify how parking enforcement is conducted and is summarized in **Table 5-5**.

Table 5-5: Parking Enforcement Staff by Municipality

Parking Enforcement	Central Elgin	Haldimand	Lambton Shores	Prince Edward	Wasaga Beach	South Bruce Peninsula
# of Full-Time Officers	1	5	2	6	5	1
# of Summer Seasonal officers	4	2	12	1-5	10	Varies

All the examined comparative municipalities had full time officers and summer seasonal officers involved in parking enforcement. The number of full-time officers involved in parking enforcement ranges from one (1) to six (6) across the municipalities though they are not hired exclusively for parking enforcement. The number of summer seasonal officers involved in parking enforcement varies across the municipalities. Summer seasonal officers in Haldimand County are hired exclusively for parking enforcement similar to Norfolk County. Other comparative municipalities including the Municipality of Lambton Shores and the Town of Wasaga Beach have their summer seasonal officers spend the majority of their time enforcing parking though they are not exclusively hired for parking enforcement.

## 5.3 FUNDING METHODS

### 5.3.1 Paid Parking Rates

User fees from paid parking can be used for the recovery of capital and operating costs associated with on-street and off-street public parking. The paid parking rates for the comparative municipalities are indicated in **Table 5-6**.

Table 5-6: Paid Parking User Fees by Municipality

Type	Central Elgin	Haldimand	Lambton Shores	Prince Edward	Wasaga Beach	South Bruce Peninsula	Kingsville
On-Street	Free (Max. 2-3 hours in commercial areas)	Free	\$7/hour for a max. of 2 hours in Downtown Grand Bend	\$1.5/ hour for Downtown Picton	\$2/30min.	\$7/hour and \$30/day in Sauble Beach	Free
Off-Street	\$4/hour and \$20/day	Free	\$7/ hour for a max. of \$30/day in Downtown Grand Bend	\$0.50/ hour for a max. of \$4/day for Downtown Picton	\$6/ hour at Premium Beach Area; \$3.00/ hour in other areas		Free

Across the comparative municipalities, parking rates range from \$1.50/hour to \$7.00/hour for on-street parking and \$0.50/hour to \$7.00/hour for off-street parking. By comparison, the 2023 paid parking pilot rates for Norfolk County were a rate of \$4/hour for parking in Port Dover, Turkey Point and Long Point. In terms of daily rates, South Bruce Peninsula provides on-street parking at a rate of \$30/day, while off-street parking ranges from \$4/day to \$30/day across the comparative municipalities.

It is recommended that Norfolk County implements permanent paid parking in the commercial core areas to receive funds from visitors and relieve pressure on Norfolk County residents who are currently funding municipal parking projects through taxes. Community feedback from the 2023 Paid Parking Pilot project should be examined to determine the appropriate parking rates for the different Lakefront communities following the pilot project. A daily parking rate is not recommended for Norfolk County as it may lead to a decrease in parking turnover rates.

### 5.3.2 Parking Payment Technologies

Parking payments through mobile applications are convenient as users can periodically check how long their parking space is valid for and make additional payments to extend their length of stay without having to go to a physical pay station. All the comparative municipalities, aside from the County of Haldimand and the Town of Kingsville, have mobile applications in addition to physical pay stations and parking meters that can be used for parking payments. The names of the mobile applications used by the comparative municipalities are shown in **Table 5-7**.

Table 5-7: Mobile Applications for Parking Payments by Municipality

Central Elgin	Lambton Shores	Prince Edward	Wasaga Beach	South Bruce Peninsula	Norfolk County
Honk	Hotspot	McKay Pay	Passport Parking	Passport Parking Canada	Hotspot

It is recommended that Norfolk County continue to use a mobile application for parking payments as it is reflective of the consumer trends towards mobile payment usage. Parking stations should however still be included in Norfolk County to mitigate possible cellular connectivity issues as well as to accommodate those who do not have access to the online system.



### 5.3.3 Cash-in-Lieu

Cash-in-lieu allows developers who do not meet the parking requirements to pay a value to the municipality to offset the construction of municipal parking projects to balance parking deficiencies. All the comparative municipalities have a cash-in-lieu policy within their planning documents that state that cash-in-lieu may be accepted when the minimum parking requirements cannot be met. A cash in-lieu policy is included in the Official Plan for all the comparative municipalities except for Prince Edward County, which has cash in-lieu policies within its secondary plans instead.

The Norfolk County Official Plan states that cash-in-lieu payments may be accepted when the required number of parking spaces cannot be provided on site for a proposed development within the Downtown or Urban Waterfront Designations, pursuant to Section 40 of the Planning Act. However, it is understood that cash-in-lieu payments for new developments and redevelopments are no longer being collected by the County as of 2017. The reason for this is that there were very few private developments within Norfolk County that provided cash-in-lieu of parking spaces. Moreover, there is limited land for Norfolk County to purchase and use as parking, making it difficult for municipal parking to accommodate a reduced number of parking spaces within private developments. Therefore, it is recommended that Norfolk County does not resume their cash-in-lieu policies.

### 5.3.4 Seasonal Parking Permits

The provision of seasonal parking permits is a revenue source for municipalities since they are sold to residents and/or visitors. The revenue gained from the sale of seasonal parking passes can be used to cover the costs for maintaining public parking facilities. Seasonal parking permits are provided in the Municipality of Central Elgin, Municipality of Lambton Shores, County of Prince Edward, County of Wasaga Beach, and Town of South Bruce Peninsula. Information regarding seasonal parking permits for the comparative municipalities is shown in **Table 5-8**. Seasonal parking can be a more affordable parking option than hourly or daily parking if passholders frequent the designated parking zones often. Parking areas can also be reserved for seasonal parking permit holders only which can help manage parking demand.

Table 5-8: Seasonal Parking Permits

Category	Central Elgin	Lambton Shores	Prince Edward	Wasaga Beach	South Bruce Peninsula
Price	\$100/vehicle; \$120/vehicle with boat trailer	\$150/permit	Free	Free	\$50/vehicle for residents; \$200/vehicle for visitors
Date of Validity	May 1 <sup>st</sup> to Oct 1 <sup>st</sup>	May 15 <sup>th</sup> to September 15 <sup>th</sup>	May 1 <sup>st</sup> to Oct. 31 <sup>st</sup>	May 16 <sup>th</sup> to Oct. 10 <sup>th</sup>	June 1 <sup>st</sup> to Labour Day each year
Max. Number of Permits	1 per license plate	10 per email address	1 per vehicle	2 per municipal address	1 per vehicle

### 5.3.5 Overnight Parking Permits

Similar to seasonal parking permits, the provision of overnight parking permits is a revenue source for municipalities. The provision of overnight parking permits will provide additional funds in areas that are not currently being utilized. Although the Municipality of Lambton Shores does not offer overnight parking permits, it has an overnight parking pass that can be used in certain municipal parking lots between the hours of 2:00AM and

6:00AM at a cost of \$10 a night per vehicle. The Municipality of Central Elgin offers overnight parking permits as shown in **Table 5-9**.

Table 5-9: Overnight Parking Permits

Category	Central Elgin
Price	\$100/permit for Category 1; \$200/permit for Category 2
Date of Validity	Oct 1 <sup>st</sup> to April 30 <sup>th</sup>
Maximum Number of Permits	Unknown

*Note 1: Category 1 permits may be issued to property owners who have less than two on-site parking spaces and do not have the potential for the creation of two or more on-site parking spaces. The property must also not be located within 250m of a municipal parking lot maintained between the dates for which the Residential Overnight Parking Permit will be issued (accessible parking permit holders exempt from this condition).*

*Note 2: Category 2 permits may be issued to property owners who are not eligible for Category 1 permits.*

## 5.4 RECOMMENDATIONS

Norfolk County Comprehensive Parking Study aims to develop effective parking strategies to meet the current and future needs of the local community. A review of parking supply policies, parking management and enforcement strategies, and funding methods from comparative municipalities was conducted to identify best practices that Norfolk County can implement. Based on the best practices review, the following recommendations have been provided to assist with the County’s current and future parking needs:

- ▶ **Time Limits:** On-street parking should have reduced time limits compared to off-street parking (e.g. parking lots) in commercial cores. On-street parking spaces are generally located close to businesses, so having a high turnover rate facilitated by reduced time limits will increase parking availability for customers. Meanwhile, those that will be parking for an extended period of time, such as employees who are working that day, should be encouraged and able to park in off-street parking facilities to alleviate on-street parking availability issues.
- ▶ **Permanent Paid Parking:** Permanent paid parking should be implemented in commercial core areas to help increase parking turnover. To accommodate residents, free parking spaces should continue to be available in the lakefront communities near the paid parking areas where there is less traffic and parking demand so that residents can continue to have free parking options while visitors pay for parking within the commercial areas.
- ▶ **Paid Parking Hours:** Paid parking was implemented in Norfolk County between 10:00AM – 6:00PM as part of the 2023 Paid Parking Pilot Project in the summer. It is recommended that these hours be maintained given the success outcomes associated with the pilot project.
- ▶ **Paid Parking Payment Methods:** Norfolk County should continue to use a mobile application for parking payments as it is reflective of the consumer trends towards mobile payment usage. However, pay parking stations should still be included in Norfolk County to mitigate possible cellular connectivity issues as well as to accommodate those who do not have access to the online system.
- ▶ **Parking Enforcement:** Norfolk County should consider leveraging emerging technologies with respect to parking enforcement, such as license plate readers, to assist with enforcement year-round. This would further support enforcement County-wide by enabling a smoother enforcement process. Norfolk County should also consider instating a dedicated parking enforcement officer, either full or part-time, to assist with parking enforcement and turnover in commercial areas.

- ▶ **Winter Overnight Parking Restrictions:** Norfolk County should consider implementing time restrictions, similar to the restrictions and approach demonstrated by comparable municipalities, to provide more clarity on when winter overnight on-street parking is prohibited so that snow removal can be conducted more efficiently.
- ▶ **Seasonal Parking Permits:** Seasonal parking permits should be considered to help manage parking demand during higher demand periods and from non-residents. Different rates could be considered for residents and visitors to prioritize local resident use. The HotSpot paid parking system, which was used in the 2022 and 2023 Norfolk Seasonal Paid Parking Pilot, can also be used for the payment of parking permits to centralize parking related payments.
- ▶ **Overnight Parking Permits:** Overnight parking permits should not be considered in the near future as it can make snow clearing difficult during the winter months. It is recommended that overnight parking continue to be allowed in municipal off-street parking lots and on-street roads during times outside of the winter overnight parking restrictions.
- ▶ **Parking Rates:** Affordable hourly parking rates should be provided for those who will use a parking space for an extended period of time to reduce the number of long-term users that occupy on-street parking spaces. Community feedback from the 2023 Paid Parking Pilot project should be examined to determine the appropriate parking rates for the different Lakefront communities following the pilot project. The HotSpot paid parking system, which was used in the 2022 and 2023 Norfolk Seasonal Paid Parking Pilot, can be continuously used for Norfolk County's permanent paid parking.

## 6 DEVELOPMENT OF A PARKING POLICY FRAMEWORK

The goal for the parking policy framework is to identify effective parking strategies to meet the current and future needs of the local community. Based on a review of the existing planning and policy context, existing parking conditions throughout the County, best practices review of comparable municipalities, and public consultation, a number of challenges and opportunities were identified. A Vision Statement was subsequently developed to capture the existing characteristics of Norfolk County and identify opportunities to guide the development of a parking policy framework for the County.

From the Vision Statement, a number of Guiding Principles emerge. The Parking Policy Framework should support people by providing viable travel options that are safe, comfortable, and improve connectivity and access to sustainable modes beyond what is offered by the existing network. Further, the Parking Policy Framework must support new development while recognizing established neighbourhood structure and character. The policy framework must also be viable for the County to build, operate and maintain and support growth for the neighbourhood and broader County Planning goals identified in **Section 3**.

### 6.1 VISION STATEMENT & GUIDING PRINCIPLES

A vision and set of guiding principles have been established for the development of a comprehensive parking policy for Norfolk County. The vision and guiding principles have guided the identification and development of solutions to address the parking issues identified through the first phase of the study. The vision and guiding principles emphasize the need for context-specific solutions based on the characteristics of Norfolk County and the urban, rural, and lakefront communities within it.

#### 6.1.1 Vision Statement

Based on a review of the existing context and conditions with respect to parking in Norfolk County, as well as public and stakeholder consultation undertaken, a Vision Statement was developed. A Draft Vision Statement was presented for feedback at the PIC and has been expanded on to reflect specific community groups and desired outcomes for the study.

The **Vision Statement** is as follows:

*The Norfolk County Comprehensive Parking Study will guide parking operations to meet the existing and future parking demands of the community, which includes the County's residents, visitors, and businesses, while addressing parking issues to support the County's vibrancy and growth by providing an affordable, accessible, and reliable parking system.*

The Vision Statement establishes the vision for the parking policy framework and will inform the guiding principles for this study. These guiding principles will in turn guide the development and evaluation of alternative parking policy and design options to ultimately identify a preferred policy framework for implementation.

#### 6.1.2 Guiding Principles

Expanding upon the Vision Statement, the following Guiding Principles have been identified to inform the development of a parking policy framework for Norfolk County:

- ▶ Creating an accessible and inclusive environment for all;
- ▶ Developing a seamless, efficient and reliable parking system; and,
- ▶ Collaborating with community members to support an equitable planning process.

### Creating An Accessible and Inclusive Environment for All

The development of a parking policy framework should consider all users, including local residents and businesses, visitor and tourists, and individuals with mobility challenges.

### Developing A Seamless, Efficient and Reliable Parking System

Through a review of the existing context, existing parking policies, paid parking pilot programs, and feedback from community and stakeholder engagement, it is apparent that the current parking framework and system faces challenges in providing a supply that is adequate, reliable, and consistent throughout the County.

### Collaborating With Community Members to Support an Equitable Planning Process

It is critical to the success of the future parking policy framework for the County to reflect the needs of the community it will serve. The study involves input and two-way communication with County staff and local area stakeholders. Additionally, members of the public have had multiple opportunities to provide input, including through in-person and virtual consultation by way of a public meeting and online survey.

## 6.2 CHALLENGES AND OPPORTUNITIES

Through a review of the existing conditions with respect to parking and curbside loading activity in Norfolk County, there are a number of challenges and opportunities identified.

### 6.2.1 Challenges

- ▶ Lack of parking availability due to low parking turnover rates
- ▶ Inconsistent right-of-way (ROW) width in residential areas makes it difficult for emergency vehicles and city maintenance vehicles (e.g. snow plows) to navigate when vehicles are parked on the roadway
- ▶ Inadequate on-site residential parking spaces leads to on-street parking spillover
- ▶ Illegal parking on public and private properties due to lack of enforcement

### 6.2.2 Opportunities

- ▶ Develop a Parking Permit Program to provide flexible parking solutions in residential areas
- ▶ Include paid parking in commercial areas to create a higher turnover rate to support local business activity
- ▶ Update parking policies, by-laws, and regulations to reflect future parking demand and travel behaviours
- ▶ Improve and expand parking enforcement to ensure compliance with parking regulations

The following sections discussion the development of a parking policy framework and recommended outcomes for the supply, management, and enforcement of parking and loading in Norfolk County, building upon the review of existing conditions and best practices and public, stakeholder, and agency consultation and input.

## 6.3 PARKING SUPPLY AND ASSET MANAGEMENT

Parking is an important asset within Norfolk County. The following sections detail the recommendations for the supply and management of public parking within Norfolk County to support the provision of a parking supply that is adequate to accommodate demand, is in a state of good repair, and documented by the County.

### 6.3.1 Parking Database

#### Existing Conditions

Municipal off-street parking lots are listed in the Norfolk County Community Web Map and Schedule B of By-law 2011-189. While the locations of the municipal parking lots are documented and publicly available, there is a gap in information regarding the approximate capacity and state of repair of these lots, as well as key information for prospective users such as time limits and whether the lots are free or paid.

There is an opportunity to build upon the existing database mapping the locations of these lots to establish a consolidated location of information for the County. Such a database could be used to inform future capital and state-of-repair projects, identify areas where there is excess or insufficient parking capacity, and assist with enforcement and management of each lot.

#### Options

The following options were considered with respect to the supply and management of municipal parking assets:

- Option #1 – Business as Usual: Maintain documentation of lot locations in Norfolk County Community Web Map Schedule B of By-law 2011-189.
- Option #2 – Develop a Comprehensive Database for Parking Supply & Asset Management: Expand upon the current system to include information related to the age, capacity, state of repair, enforcement and/or restrictions in a database that is updated at regular intervals.

#### Recommendation

##### ***Option #2: Develop a Comprehensive Database for Parking Supply & Asset Management***

It is recommended that a comprehensive database be developed to document the parking assets within Norfolk County. This will provide a consolidated location and inventory of existing parking to enable the efficient management of these assets, identify potential surplus or shortfall in supply, and plan for maintenance, repair, and replacement of parking spaces/lots in advance. The database can be updated on a regular schedule, as maintenance activities occur, new lots are added, or changes to enforcement occur.

The database can be built upon the existing Norfolk County Community Web Map and GIS database to leverage existing information and maintain the geospatial nature of the database.

### 6.3.2 Off-Street Parking Expansion

#### Existing Conditions

Several municipal parking lots are located throughout the County's Urban Areas as noted in **Section 3.1.1**. Three (3) case study locations were also selected for a design review to determine whether the existing supply could be increased and confirm whether the implementation of a new lot was viable (**Section 7**). These exercises looked at two lots that are already owned and operated by the County, as well as the conversion of surplus County lands into a new parking lot. Otherwise, it is understood that the majority of municipal parking lots are located within the County's Urban Areas to accommodate higher parking demand observed near waterfront areas and in the downtown Urban Areas. These areas also tend to face constraints to expanding the available supply, due to a lack of available land, high costs to expansion, and/or limited potential for new development.

#### Options

- Option #1 – Business as Usual: Maintain existing number of municipal parking lots within the County.
- Option #2 – Prioritize Expansion of Municipal Parking Lots: Expand the number of municipal parking lots.

- Option #3 – Prioritize Improvements to and the Efficient Use of Existing Municipal Lots and Land: Identify areas of improvement through design to maximize capacity of existing lots before identifying additional lots for off-street parking expansion.

### Recommendation

#### ***Option #3: Prioritize Improvements to and the Efficient Use of Existing Municipal Lots and Land***

It is recommended that the County prioritizes efficient use of existing parking lots and curbside space before identifying additional lots for off-street parking expansion. Where new lots are warranted, it is recommended that a flexible design and materials that can permit expansion (e.g. Case Study #6 in **Section 7**) be selected to avoid oversupply and incurring unnecessary costs at the time, maintain flexibility for alternate programming of the lot, and protect for future expansion when necessary.

## 6.4 PARKING MANAGEMENT, ENFORCEMENT & FUNDING METHODS

It is well-documented that the County experiences challenges with managing and enforcing parking requirements, regulations, and infractions. The County has also experienced success in expanding its source of funding and revenue through the implementation of seasonal paid parking pilots, where the cost of expanding parking enforcement through personal, technology, and programs has been offset by the revenue generated. The following sections detail the recommendations for parking management, enforcement, and funding.

### 6.4.1 Zoning By-law Parking Requirements

#### Existing Conditions

A review of the Norfolk County Zoning By-law and a best practices review of the by-laws in place for comparable municipalities was undertaken to understand the current requirements in Norfolk and how they compare to the provision, regulation, design, and approval of parking compared to similar municipalities in southern Ontario. While the Norfolk County parking requirements were generally found to be on the higher end, specific rates varied in terms of rate and how they were applied or non-residential uses (e.g. based on UFA vs. GFA) and it is evident that parking demands, pressures, and availability vary throughout the County based on a number of factors.

In general, it was noted that, while Norfolk's parking requirements are generally on the higher side, there are limited transportation options such as public transit to support alternatives to vehicle ownership for existing and prospective residents. Additionally, parking constraints, particularly within the Urban Areas and downtowns, are well documented.

Further, it is understood that parking reductions are sometimes sought for new development in the County to support the creation of new housing. In the absence of standards or guidelines for development applicants to support a reduction in parking for their site, approvals tend to occur on an ad-hoc basis and are not always reflective of the anticipated parking demand and alternatives available, such as off-site parking opportunities.

#### Options

- Option #1 – Business as Usual: Maintain existing zoning by-law requirements and approach to development approvals.
- Option #2 – Zoning By-law Review: Recommend updates to the by-law requirements for residential and non-residential uses.
- Option #3 – Development of Parking Study Standards and Guidelines for New Development: Implement a Terms of Reference-style guide for applicants to follow when seeking relief from the by-law requirements.

## Recommendation

### ***Option #3: Development of Parking Study Standards and Guidelines for New Development***

It is recommended that the County implement standardized Parking Study Guidelines in a Terms of Reference format for applicants to follow in order to support proposals where a reduction from the applicable by-law standards is being sought. This will provide a more consistent approach to approvals and support the municipality in leveraging contributions to the overall parking system to support reductions in supply on-site, such as electric vehicle charging technology or funding for the maintenance of parking off-site. Option #3 will also maintain the flexibility of the current approach by allowing other factors specific to the development application and/or location to be considered by County Staff and Council when reviewing applications.

As the County continues to review development applications and monitor parking, the rates in the zoning by-law can be updated through the typical zoning by-law review process to reflect trends in development, parking demand, and transportation behaviour as a longer-term strategy and policy recommendation.

## 6.4.2 Paid Parking

### Existing Conditions

There was no paid parking in Norfolk County prior to the Seasonal Paid Parking Pilot undertaken in 2022 and 2023, contributing to high parking demand and low turnover rates observed during the summer months particularly in the County's lakefront communities.

The Seasonal Paid Parking Pilot was found to have been successful in increasing parking turnover rates and providing an additional source of funding for the County in 2022 and 2023. Further, an expansion of the areas included in the pilot in 2023 found increased revenue despite a slight reduction in the rates (from \$5 to \$4) for most areas.

### Options

- Option #1 – Seasonal Paid Parking: Implement Paid Parking During Summer Months
- Option #2 – Year-Round Paid Parking: Implement Year-Round Paid Parking

## Recommendation

### ***Option #1 – Seasonal Paid Parking***

Seasonal paid parking is recommended to help increase parking turnover rates during the summer months, which is when parking demand issues are most apparent. Seasonal paid parking will require fewer parking enforcers compared to year-round paid parking. There will also likely be more public support for seasonal paid parking compared to yearly paid parking since the majority of survey participants during the public and stakeholder consultation indicated that they were against having to pay for parking.

To accommodate residents, free parking spaces should continue to be available in the lakefront communities near the paid parking areas where there is less traffic and parking demand so that residents can continue to have free parking options. Rates for the permanent paid parking should be aligned with the comparable municipalities examined in the best practices review, as shown in **Table 5-6**, as well as the outcomes of the 2022 and 2023 Paid Parking Pilots. The hours in which seasonal paid parking is in effect can be from 10:00AM to 6:00PM, as was successfully implemented in the 2023 Seasonal Paid Parking Pilot project.

Year-round paid parking can be considered in the future if Norfolk County experiences parking demand issues outside of the summer months. However, seasonal paid parking is appropriate based on the existing conditions.



### 6.4.3 On-Street and Off-Street Time Limits

#### Existing Conditions

Implementing parking time limits in areas with free parking promotes parking turnover by encouraging people to leave their parking space within the designated time limit. This has been demonstrated through a review of paid parking requirements in comparable municipalities, as well as through the outcomes of the Seasonal Paid Parking Pilots undertaken in 2022 and 2023.

The maximum time limit for on-street parking where no signage is posted is currently 48 hours. However, there are some time limit restrictions for parking in Norfolk County. These include 1-hour, 2-hour, 4-hour, and 15-minute parking/stopping zones.

The maximum time limit for parking in a municipal lot where no signage is posted is 48 hours. Several 48-hour parking zones are located across the County. There are also 2-hour parking zones in municipal parking lots located within Downtown Simcoe.

#### Options

- Option #1 – Business as Usual: Same Parking Time Limits as Existing Conditions
- Option #2 – Reduced Time Limits: Reduced Parking Time Limits Compared to Existing Conditions

#### Recommendation

***Option #2 – Reduced Time Limits for on-street parking and either Option #1 – Business as Usual or Option #2 – Reduced Time Limits for off-street parking as long as the time limit can accommodate longer-term parking and is generally longer than the on-street parking time limit.***

Implementing reduced time limits for on-street parking is recommended as it would benefit both business owners and customers. This is because on-street parking spaces are generally located close to businesses, so having a high turnover rate facilitated by shorter time limits will increase parking availability for customers.

The best practices review indicated that most of the comparable municipalities have a shorter on-street parking time limit compared to Norfolk County. For example, the Municipality of Central Elgin has a maximum on-street parking time limit of 5 hours compared to Norfolk County, which is 48 hours. Having more short-term parking time limits in Norfolk County, including 15-minute, 1-hour, and 2-hour spaces in high traffic commercial streets would therefore be more aligned with the other municipalities examined in the best practices review.

During the public and stakeholder consultation, the majority of survey respondents wanted the maximum time limit for on-street parking and off-street municipal parking lots to remain at 48 hours. However, as discussed in **Section 4**, several business owners indicated that there are not enough vacant on-street parking spaces for their customers. This may be due to employees and residential visitors parking on-street for a half or full day, as mentioned by a participant during the in-person public meeting. Moreover, participants of the Public Information Centre expressed support for increased parking enforcement in Port Dover to ensure that users parked in areas with time limits do not overextend their stay.

An example of a location where a review of the on-street parking time limits is recommended is Colborne Street in Simcoe, where time limits could be reduced to encourage higher turnover of on-street parking where businesses and commercial uses are located. It is also recommended that off-street parking time limits be greater than on-street parking time limits in high traffic commercial areas. Off-street parking time limits can remain the same or be reduced as well but should be able to accommodate at least full-day parking. This will encourage those who will park a half or full day to park in municipal lots, thereby freeing up on-street parking spaces for those with shorter-term parking needs such as customers of nearby businesses.

#### 6.4.4 Seasonal Parking Permits

##### Existing Conditions

There were no seasonal parking permits sold in Norfolk County prior to the 2023 Seasonal Paid Parking Pilot. During the pilot, seasonal residential parking permits were available at a cost of \$20 each. These permits exempted users from paying the \$4/hour parking rate for the first 4 hours of parking each day; however, the hourly parking rate would apply after this allotted time.

##### Options

- Option #1 – Business as Usual: Do Not Issue Seasonal Parking Permits
- Option #2 – Seasonal Parking Permits: Issue Seasonal Parking Permits

##### Recommendation

###### ***Option #2 – Seasonal Parking Permits***

It is recommended that Norfolk County issues seasonal parking permits to provide residents and visitors with an alternative payment structure compared to hourly or daily rates. Seasonal parking permits will benefit residents and visitors who frequent the paid parking zones in the summer as it can be a more affordable option. The revenue gained from the sale of seasonal parking passes can also be used towards the cost of maintaining public parking facilities. As well, the HotSpot paid parking system, which was used in the 2022 and 2023 Seasonal Paid Parking Pilots, can also be used for the payment of parking permits to centralize parking related payments.

Although the majority of survey respondents in the public and stakeholder consultation indicated that they would rather pay-as-they-go instead of purchasing a residential parking permit, there was still considerable support for a parking permit program. Many respondents indicated that visitors should pay more for parking compared to residents and property owners. Therefore, it is recommended that residents and visitors pay different rates for a seasonal parking permit.

Seasonal parking permits are provided in the Municipality of Central Elgin, Municipality of Lambton Shores, County of Prince Edward, County of Wasaga Beach, and Town of South Bruce Peninsula based on the best practices review. South Bruce Peninsula issues seasonal parking permits at different costs for residents and visitors, with visitors paying significantly more for permits. This strategy can be adopted for Norfolk County to ensure that parking remains affordable for residents.

#### 6.4.5 Winter Overnight Parking Restrictions

##### Existing Conditions

There are currently winter overnight parking restrictions under **Section 8.5(h)** of Parking By-law 2011-189 which states that “no person shall park or stand a vehicle or permit a vehicle to remain parked or standing on a highway where ice and snow is being, or is to be, removed”. However, this By-law is challenging for the public and enforcement officers to interpret as there is no set date and time when on-street parking is considered a violation.

##### Options

- Option #1 – Business as Usual: Maintain the Existing Overnight Parking Restrictions
- Option #2 – Winter Overnight Parking Time Restrictions: Include Time Restrictions to the Overnight Parking Restrictions

## Recommendation

### ***Option #2 – Overnight Parking Time Restrictions***

It is recommended that Norfolk County issues overnight parking time restrictions to provide greater clarity on when on-street parking is prohibited. The restrictions will discourage overnight on-street parking which will provide space for snow removal, while also increasing parking availability for commuters when they arrive in the morning.

Approximately half of survey respondents in the public and stakeholder consultation indicated that they do not have concerns with snow removal or emergency vehicle access due to on-street parking. Amongst the survey participants that did have concerns with snow removal or emergency vehicle access, the top issues included parked cars blocking snowplows and unsatisfactory snow removal. The implementation of set overnight parking time restrictions in the winter and increased enforcement will discourage users from parking their vehicles overnight which can improve the quality of snow removal.

Winter overnight parking restrictions were examined across the comparative municipalities to identify when vehicles are prohibited from parking on-street. The comparative municipalities have overnight parking hour restrictions ranging from a start time of 12:00AM to 3:00AM and an end time ranging from 5:00AM to 8:00AM. It is recommended for Norfolk County to include set overnight parking restrictions within this range so that snow removal can be conducted more efficiently.

## 6.4.6 Parking Enforcement Personnel

### **Existing Conditions**

During the off-peak season between September to April, four full-time By-law officers conduct ad-hoc and typically reactive, complaint-driven parking enforcement in their respective zones. By-law officers split their time during the off-peak parking season, with a focus on other parking violations such as parking on the wrong side of the road, parking too close to driveways and fire hydrants, and parking in accessible spaces without a permit.

During the peak parking season, between May and August, the By-law department hires three to four post-secondary students for full-time parking enforcement, which greatly increases the level of enforcement during this period compared to the off-peak period.

Through a review of comparable municipalities, it was noted that each of the examined municipalities had full time officers as well as summer seasonal officers involved in parking enforcement. The number of full-time officers involved in parking enforcement ranges from one (1) to six (6) across the municipalities, though the officers are not hired exclusively for parking enforcement. The number of summer seasonal officers involved in parking enforcement was found to vary across the municipalities, with most hiring additional support during the peak summer season.

Overall, having additional enforcement year-round would provide a more consistent approach for the County and could help to either alleviate pressures on parking demand year-round or increase revenue through ticketing to help offset the cost of additional enforcement.

### **Options**

- **Option #1 – Business as Usual:** Maintain year-round enforcement on an ad-hoc basis while hiring exclusive parking enforcement officers during the summer months.
- **Option #2 – Increase Focus on Enforcement Year-Round:** Hire additional officers or allocate an existing officer dedicated to parking enforcement year-round on either a full- or part-time basis.

## Recommendation

### **Option #2 – Increase Focus on Enforcement Year-Round**

It is recommended that the County increase enforcement year-round through either hiring an additional by-law officer or reallocating existing personnel to focus exclusively on parking enforcement on either a full- or part-time basis. If maintaining existing staff levels is preferred, by-law officers could be assigned to focus exclusively on parking enforcement on select days to provide a more consistent and effective approach compared to the existing approach, where parking enforcement is not prioritized.

This recommended approach could help to alleviate parking pressures in high demand areas, as well as discourage the problem from occurring in other areas where residents and visitors expect parking violations to go unenforced. The cost of either hiring additional officers or diverting efforts to enforcement from other tasks would be offset from the increased revenue generated by issuing tickets or fines.

The County could also leverage existing technologies to assist with enforcement while keeping staffing levels similar to existing, such as electronic parking meters and ticketing apps like those employed during the 2022 and 2023 Seasonal Paid Parking Pilot through the use of physical pay stations and the HotSpot app. Areas that are recommended for increased enforcement include Colborne Street in Simcoe and Downtown Port Dover.

## 6.4.7 Electric Vehicle Charging Stations

### Existing Conditions

Although Norfolk County currently does not have electric vehicle charging station requirements in their Zoning By-law, the Port Dover Draft Urban Design Guidelines encourages charging stations to be included in draft plans and site plans. The guidelines indicate that charging stations should be located in mixed-use or industrial use parking areas or parking garages.

Within Norfolk County, electric vehicle stations are concentrated in Simcoe but are also found in Nixon, Turkey Point, and Port Dover. The provision of electric vehicle charging stations for new developments will promote electric vehicle usage which reduces greenhouse gas emissions and air pollution compared to traditional gasoline-powered vehicles.

### Options

- Option #1 – Business as Usual: Encourage Charging Stations in Draft Plans and Site Plans
- Option #2 – Encourage and Provide Rough-Ins for EV Charging: Support the Future Installation of Charging Stations

## Recommendation

### **Recommendation: Option #2 – Encourage and Provide Rough-Ins for EV Charging**

It is recommended that new developments provide rough-in conduits to support the future installation of EV charging stations. Upon asking survey participants what the biggest parking challenges are within Norfolk County, the lack of charging stations for electric vehicles was the least chosen amongst the different options. The best practices review also indicated that none of the comparative municipalities have required electric vehicle charging stations for new developments. Despite this, at the time of this study, the federal government has a national target of 100% zero-emission vehicle sales for light-duty vehicles by 2035. It is therefore recommended that Norfolk County prepares for the future installation of charging stations to accommodate the rise in electric vehicle sales.

The provision of rough-in conduits is therefore recommended. Requirements for electric vehicle charging stations in Zoning By-law 1-Z-2014 can be considered once demand for electric vehicle parking spaces increases. Norfolk County can also implement public EV charging stations in the future while leveraging government incentive programs. In 2023, the Province of Ontario ran an incentive program called EV ChargeON to provide funding for the installation of public EV chargers in Ontario communities outside of major cities, including Norfolk County. While applications for this program are currently closed, it is indicative of commitments of the provincial government to help small and medium-sized communities become a part of Ontario's electric vehicle charging network.

## 6.5 CURBSIDE MANAGEMENT

Curbside space in Norfolk County is an important component of the parking and transportation networks. Curbside space is used for on-street parking, including accessible parking, short-term parking and loading activity such as pick-up and drop-off activity, loading for commercial uses that cannot or do not undertake loading activities on-site, and also must be managed to accommodate snow clearing activities and emergency vehicle access.

The following sections detail the recommendations for curbside management with respect to 15-minute zones, accessible on-street parking, and commercial loading zones, particularly within the Urban Areas where demand for curbside space is generally highest due to limited potential to increase on-site parking and loading capabilities for private properties.

### 6.5.1 15-Minute Loading Zones

#### Existing Conditions

There are currently 15-minute zones located within Norfolk County with 17 spaces located in Port Dover and 1 space located in Simcoe. These 15-minute loading zones were approved as a temporary measure, driven by the COVID-19 pandemic and shifts in behaviour towards shorter-term, pick-up activity in place of parking for longer periods to conduct in-person shopping and dining.

The designation of 15-minute loading zones have been previously approved on an ad-hoc basis, driven by individual requests and support. This presents a challenge for the County to determine where 15-minute loading zones should be located and how to manage the approval and removal of spaces in the future.

#### Options

- Option #1 – Business as Usual: Designation of 15-Minute Loading Zones on an Ad-Hoc Basis
- Option #2 – 15-Minute Loading Zone Framework: Designation of 15-Minute Loading Zones Using a Framework

#### Recommendation

##### ***Option #2 – 15-Minute Loading Zone Framework***

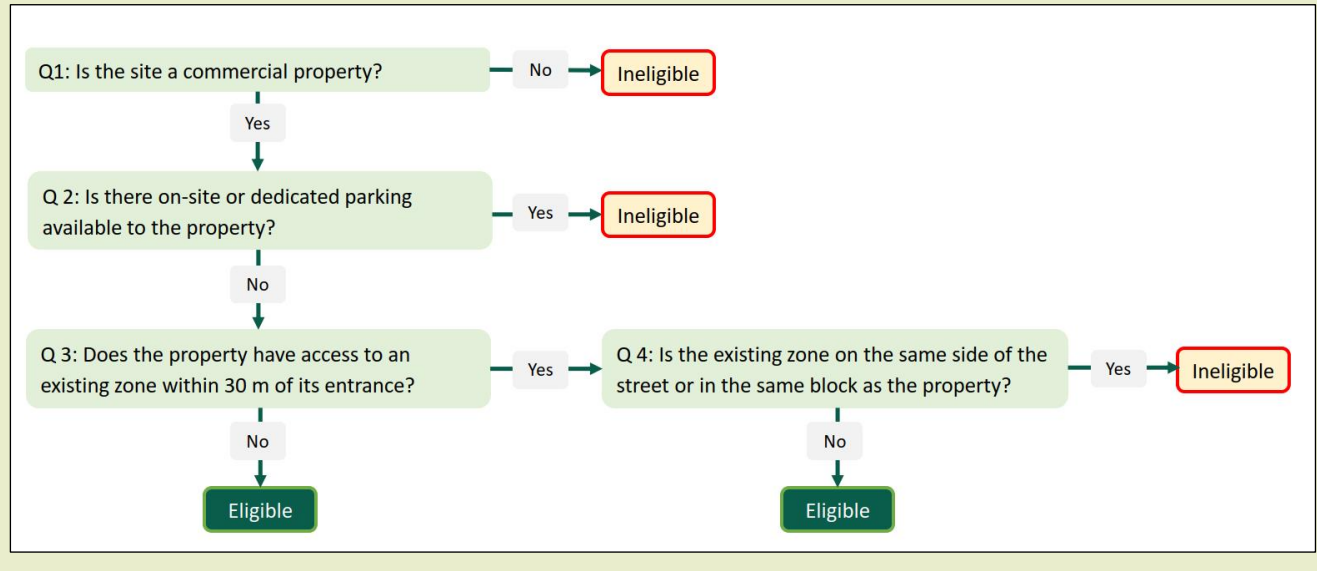
It is recommended that a 15-minute loading zone framework be implemented to provide a more streamlined approval process on the addition of 15-minute loading spaces. The majority of survey respondents in the public and stakeholder consultation indicated they were unsure about whether they want an expansion of 15-minute loading zones. However, the expansion of 15-minute loading zones would benefit those requiring short-term, pick-up activities in commercial areas such as take-out from dining establishments.

LEA has developed a framework that can be used to determine a commercial property’s eligibility to receive a nearby 15-minute loading zone as shown in **Figure 6-1**.

Based on the framework, a commercial property is eligible for a 15-minute loading zone if there are no on-site or dedicated parking available for the property and one of the two requirements are satisfied: 1) There is no existing 15-minute parking zone within 30m of the property’s entrance or 2) There is an existing 15-minute parking zone within 30m of the commercial property’s entrance but it is either located on the opposite side of the street or in a different block.

Having a 15-minute loading zone framework will establish a process for individuals and businesses to request new spaces, while assisting the County in managing the use of curbside space in the Urban Areas.

**Figure 6-1: Process for Determining 15-Minute Loading Zone Eligibility**



### 6.5.2 On-Street Accessible Parking

#### Existing Conditions

On-street accessible spaces are currently approved and implemented on an ad-hoc, by-request basis, and following consultation with the Manager – Accessibility and Special Projects. This presents a challenge for the County to determine the demand for on-street accessible parking spaces and how to manage the approval of spaces in the future.

Development of a system to receive new requests and evaluate the location of accessible parking spaces could be implemented to ensure accessible parking is available on-street in commercial areas County-wide. This would further support curbside management in the County as there are a number of parking and loading uses and demands competing for curbside space, including public on-street parking, accessible parking, loading, and pick-up/drop-off activity.

#### Options

- Option #1 – Business as Usual: Implementation of On-Street Accessible Parking Spaces on a Request-Driven Basis
- Option #2 – On-Street Accessible Parking Framework: Designation of Accessible On-Street Parking Spaces Using a Framework

Recommendation

**Option #2 – Accessible Parking Framework**

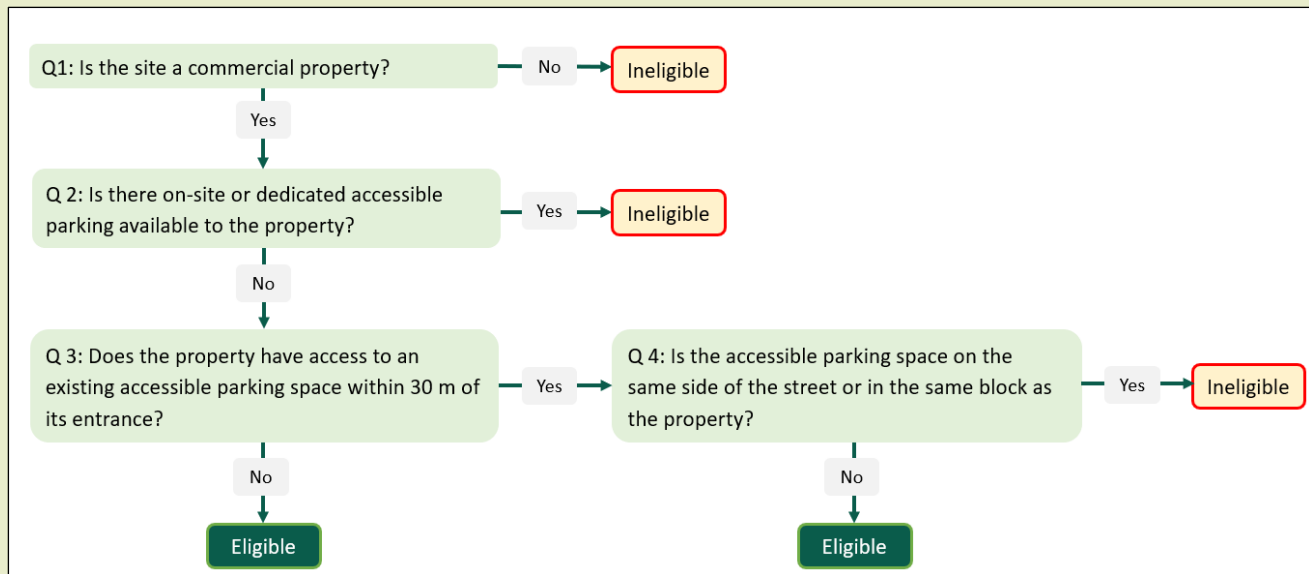
It is recommended that an accessible parking zone framework be implemented (Option #2) to provide a more streamlined approval process on the addition of on-street accessible parking spaces in commercial areas. There were a few survey responses from the public and stakeholder consultation that indicated a need for more accessible parking spaces in Norfolk County. The implementation of an accessible parking framework is an inclusive practice that will help meet the County’s accessible parking needs.

LEA has developed a framework that can be used to determine the location of on-street accessible parking spaces in commercial areas, as shown in **Figure 6-2**.

Based on the framework, an accessible parking space is eligible adjacent to a commercial property if there are no on-site or dedicated accessible parking available for the property and one of the two requirements are satisfied: 1) There is no existing accessible parking space within 30m of the property’s entrance or 2) There is an existing accessible parking space within 30m of the commercial property’s entrance but it is either located on the opposite side of the street or in a different block.

Having an accessible parking framework will establish a process for individuals and businesses to request new spaces, while assisting the County in managing the use of curbside space in the Urban Areas.

**Figure 6-2: Process for Determining 15-Minute Loading Zone Eligibility**



6.5.3 Commercial Loading Zones

Existing Conditions

Loading for private commercial properties is currently permitted based on the existing lot condition. Under By-law 1-Z-2014, the number of loading spaces required for developments is based on the number of loading docks available on a lot. Where loading docks are provided on a lot, a loading space is required for each loading dock, with sufficient space provided for vehicle maneuvering. The loading spaces need to be provided with a minimum width of 3m and depth of 10m.

**Options**

- Option #1 – Business as Usual:
- Option #2 – Loading Zone Framework:

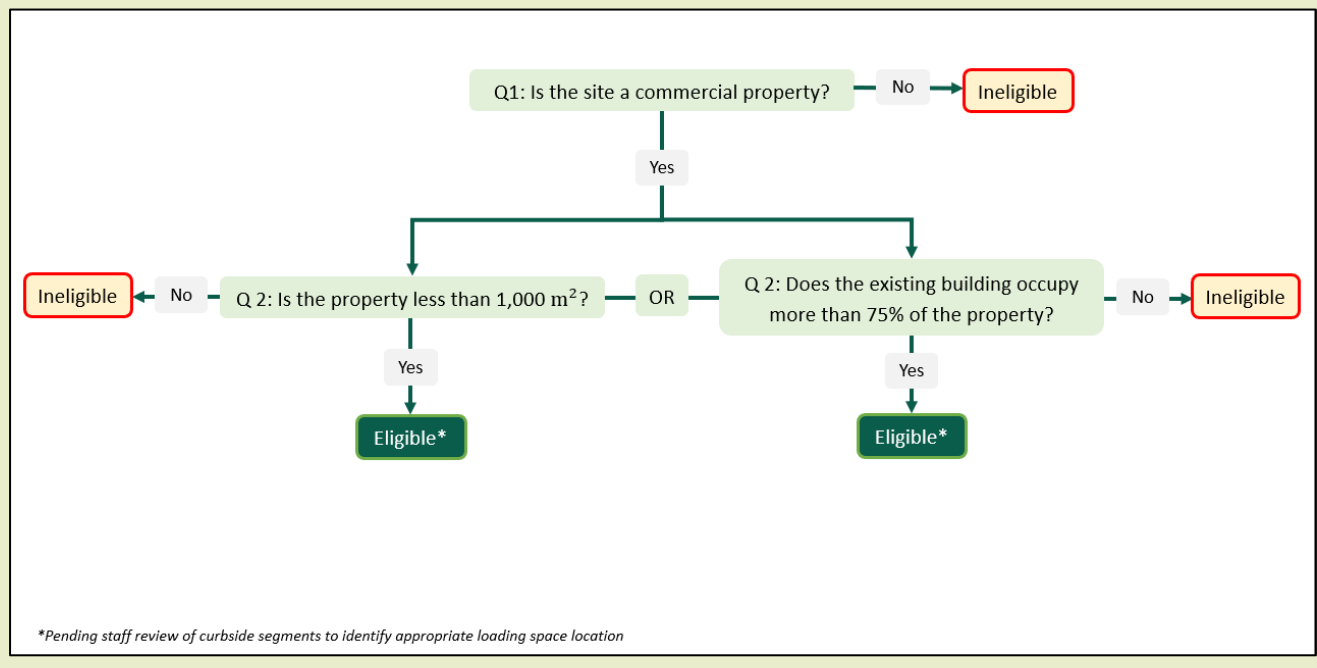
**Recommendation**

**Option #2 – Loading Zone Framework**

It is recommended that a curbside loading zone framework be implemented to provide a more streamlined approval process on the addition of designated on-street loading zones in commercial areas where existing commercial buildings cannot feasibly accommodate loading on-site, either due to the size of the lot or the percentage of the lot occupied by the existing building. The implementation of a curbside loading framework will assist with the management of curbside space in conjunction with the distribution of on-street parking, 15-minute loading, and accessible parking within the Urban Areas where parking and loading constraints are particularly documented.

LEA has developed a framework that can be used to determine the location of on-street loading spaces in commercial areas, as shown in **Figure 6-3**.

**Figure 6-3: Process for Determining Curbside Loading Zone Eligibility**





## 7 DESIGN REVIEW AND ANALYSIS

In addition to the development of a policy framework for the County, a series of design reviews were undertaken to assess options to increase the parking supply in identified areas experiencing high demand. Design reviews were undertaken for both on-street and off-street parking in identified areas of concern, as noted by the County. A spatial analysis was also undertaken using ArcGIS software to assess the recommended frameworks for curbside management in the Urban Areas.

Detailed design review drawings for each case study are provided in **Appendix E**. Detailed maps demonstrating the recommended approach to curbside management using 15-minute loading zones as an example are provided in **Appendix F** for each Urban Area.

### 7.1 ON-STREET PARKING

On-street parking is currently provided in three forms throughout Norfolk County:

- ▶ Parallel parking;
- ▶ Perpendicular parking; and,
- ▶ Angled parking.

A series of design reviews was undertaken for select areas to determine whether the on-street parking supply could be increased. This included a review of new on-street parking along Ordnance Drive/Avenue in Turkey Point as well as a review of converting existing on-street parking to angled parking along select blocks in Port Rowan, Simcoe, and Port Dover to determine whether angled parking is a viable option to increase parking supply in these locations.

The locations selected for this review were identified by the County as areas facing high parking demand. The following case study reviews have been undertaken to assess the feasibility and viability of new on-street parking in Turkey Point and the conversion of existing on-street parking to angled parking along designated street segments in Port Rowan, Simcoe, and Port Dover.

#### 7.1.1 New Perpendicular Parking

The first case study assessed the provision of on-street parking in Turkey Point.

##### **CASE STUDY #1: ORDNANCE DRIVE/AVENUE – TURKEY POINT**

**Existing Condition:** The existing condition along Ordnance Drive/Avenue in Turkey Point includes residential properties along the west side of the street, and open lakefront on the east side of the street. There is currently no formal on-street parking along the roadway. Vehicles currently park on an ad-hoc basis within the grassy shoulder separating the beach from the roadway along the east side of Ordnance Drive/Avenue. The area experiences increased levels of parking demand during the summer months from visitors to the lakefront, which can lead to increased congestion and degradation of the grassed area without a formal parking system in place.

**Opportunity:** Required road works present the opportunity to resurface Ordnance Drive/Avenue and provide on-street parking along the east side of the street. This would formalize existing behaviour within the County's right-of-way and establish a public parking supply in Turkey Point to accommodate demand and mitigate congestion during periods of higher demand.

**Outcome:** There is sufficient space to provide up to 375 on-street parking spaces in a perpendicular parking configuration, without requiring an increase in right-of-way.

**Recommendation:** It is recommended that, as future road works are required along Ordnance Drive/Avenue, the County should plan to include resurfacing of the shoulder and the addition of signage to identify parking along the east side of the roadway.

### 7.1.2 Conversion to Angled Parking

The following case studies assessed the viability of converting existing on-street parking to angled parking to determine whether the supply could be increased while maintaining or improving traffic flow operations.

#### **CASE STUDY #2: BAY STREET BETWEEN FRONT ROAD AND CENTRE STREET – PORT ROWAN**

**Existing condition:** The existing condition along Bay Street from where it commences at Front Road to Centre Street includes a mixture of residential, commercial, and community uses along the roadway. On-street parking is currently accommodated on both sides of the street in a parallel parking configuration. Currently, there are an estimated 52 total parking spaces, with 22 spaces on the east side and 30 spaces on the west side.

**Opportunity:** Could the existing on-street parking be converted from its parallel configuration to an angled configuration to increase the overall supply of parking in the area while maintaining adequate traffic flow?

**Outcome:** Conversion to angled parking requires parking to be provided on one side of the street only in order to maintain sufficient space to accommodate two-way traffic. There is insufficient right-of-way width to maintain parking on both sides of the street while still accommodating two-way traffic with the conversion to angled parking. Accounting for driveway accesses and sight lines on approach to intersections, a total of 33 spaces can be provided on the east side of the street, resulting in a net loss of 19 spaces. On the west side of the street, a total of 29 spaces could be provided, resulting in a net loss of 23 spaces.

**Recommendation:** Conversion to angled parking is not recommended for Bay Street in Port Rowan. Conversion to angled parking would result in a net loss of on-street parking spaces and would require the vehicle travel lanes to be shifted to the east or west side of the street.

#### **CASE STUDY #3: NORFOLK STREET SOUTH BETWEEN WATER STREET AND UNION STREET – SIMCOE**

**Existing condition:** Norfolk Street South between Water Street and Union Street is a main street in downtown Simcoe with predominantly commercial, as well as some residential, uses. On-street parking is currently accommodated on both sides of the street in a parallel parking configuration. Currently, there are an estimated 61 total parking spaces, with 31 spaces on the east side and 30 spaces on the west side.

**Opportunity:** Could the existing on-street parking be converted from its parallel configuration to an angled configuration to increase the overall supply of parking in the area while maintaining adequate traffic flow?

**Outcome:** Conversion to angled parking requires parking to be provided on one side of the street only in order to maintain sufficient space to accommodate two-way traffic. There is insufficient right-of-way width to maintain parking on both sides of the street while still accommodating two-way traffic with the conversion to angled parking. Further, as angled parking requires vehicles to either back-in or back-out of the space, sight lines must be maintained on approach to each intersection. The conversion to angled parking to maintain parking on the east side of the roadway only was explored. Accounting for driveway accesses and sight lines on approach to intersections, a total of 67 spaces can be provided on the east side of the street, resulting in a net gain of 6 spaces.

**Recommendation:** While a slight gain in parking spaces could be achieved, conversion to angled parking would require updates to the street design and would impact traffic flow and operations along what is a main street for downtown Simcoe. Conversion to angled parking is therefore not recommended as the benefits are not expected to outweigh the costs.

#### CASE STUDY #4: ROBINSON STREET BETWEEN COLBORNE STREET AND NORFOLK STREET – SIMCOE

**Existing condition:** Under existing conditions, Robinson Street between Colborne Street and Norfolk Street is an arterial road within downtown Simcoe with predominantly commercial uses on either side. Parallel parking is currently permitted on both the north and south sides of the street, with 13 existing spaces identified on the south side and 16 existing spaces identified on the north side for a total of 29 spaces under existing conditions.

**Opportunity:** Could the existing on-street parking be converted from parallel to angled parking to increase the overall supply while maintaining adequate traffic flow?

**Outcome:** In order to maintain two-way traffic along Robinson Street, parking would have to be located exclusively on the south side of the street. There is insufficient right-of-way width to maintain parking on both sides of the street while still accommodating two-way traffic with the conversion to angled parking. Further, as angled parking requires vehicles to either back-in or back-out of the space, sight lines must be maintained on approach to Colborne Street, Kent Street, and Norfolk Street. Resultingly, the conversion to angled parking results in a net loss of 7 spaces, for a total of 22 spaces, with 11 spaces maintained per block.

**Recommendation:** Due to the anticipated loss of parking spaces overall and the operational and safety constraints introduced with angled parking as a result of vehicles having to either reverse in or reverse out of their space, the conversion to angled parking is not recommended for Robinson Street between Colborne Street and Norfolk Street.

#### CASE STUDY #5: ST. GEORGE STREET SOUTH OF WALKER STREET – PORT DOVER

**Existing condition:** St. George Street south of Walker Street is a primarily commercial street under existing conditions that terminates at Harbour Street at the waterfront. There is a municipal parking lot with two existing driveways along the southwest side of the street. Under existing conditions, 15 perpendicular parking spaces are provided along the northeast side of the street and 7 parallel parking spaces are provided along the southwest side of the street for a total of 22 on-street spaces.

**Opportunity:** Could on-street parking be converted to angled parking on one side of the street to increase the overall supply of on-street parking while maintaining adequate traffic flow?

**Outcome:** St. George Street is a suitable candidate for conversion to one-way traffic operations in the direction of the waterfront (generally eastbound) as there are alternate routes and the street terminates at Harbour Street. The conversion to angled parking would require parking to be provided on the southwest side only, with the existing perpendicular spaces removed to accommodate traffic flow. With consolidation of the existing municipal parking lot accesses into one, a net loss of parking is still anticipated. An estimated 13 spaces can be accommodated in angled parking, resulting in a net loss of 9 spaces.

**Recommendation:** Due to the anticipated loss of parking spaces overall and the requirement to convert the street segment to one-way traffic operations to accommodate angled parking, the conversion to angled parking is not recommended for St. George Street south of Walker Street.

## 7.2 OFF-STREET PARKING

Off-street parking is currently provided in the following forms throughout Norfolk County:

- ▶ Municipally owned and operated parking lot;
- ▶ Privately owned and operated parking lot; and,
- ▶ Private residence or business parking.



Figure 7-2: Full Reconfiguration of Former Baseball Diamond in Turkey Point



**CASE STUDY #7: EXISTING PARKING LOT AT ERIE BOULEVARD AND ABIGAIL BECKER PARKWAY – PORT ROWAN**

**Existing condition:** Abigail Becker Parkway south of Erie Boulevard accommodates access to businesses on the east side before turning into a primarily residential street. An estimated 6 parallel parking spaces are located on the east side of the street, 6 angled parking spaces on the west side of the street, and a public municipal parking lot is located on the west side of the street, with 2 accesses onto Abigail Becker Parkway.

**Opportunity:** Could the on-street parking and municipal parking lot be redesigned or improved to increase the overall parking supply along Abigail Becker Parkway?

**Outcome:** Based on aerial mapping provided, it is estimated that there is sufficient space to accommodate at least 36 parking spaces within the municipal parking lot through formalizing the design, such as by adding painted lines to delineate spaces and tightening the radii of the accesses. Additionally, the angled on-street parking on the west side of Abigail Becker Parkway could be converted to perpendicular spaces to increase the supply by 1 space. The outcome of the design review is shown in **Figure 7-3**.

**Recommendation:** As the lot requires maintenance in the future, the opportunity to formalize the lot and provide improvements could be undertaken to ensure the supply is maximized. Overall, the existing design is functional, and a complete redesign is not anticipated to provide a significant benefit.

Figure 7-3: Parking Reconfiguration at Erie Boulevard and Abigail Becker Parkway – Port Rowan



**CASE STUDY #8: ST. JAMES STREET SOUTH AND ALICE STREET BOAT LAUNCH – WATERFORD**

**Existing condition:** Under existing conditions there is on-street parking provided along the north side of Alice Street to the west of St. James Street South. Parking is also accommodated on either side of St. James Street South north of Alice Street to accommodate those accessing the nearby boat launch, trails, and green space. Parking spaces are not currently delineated, rather cars are able to park in the gravel portion on either side of St. James Street South. Additionally, it is understood that instances of larger vehicles and trailers blocking portions of the parking area and trail accesses have been documented.

**Opportunity:** Could the parking lot be reconfigured to accommodate larger vehicles and trailers accessing the nearby boat launch and trails while maintaining passenger vehicle parking and access to the adjacent trails, boat launch, and green space in a more formal manner?

**Outcome:** There is sufficient space to provide 11 spaces in a perpendicular configuration along the east side of the street, as well as 3 spaces to accommodate larger vehicles and trailers, plus a turnaround, on the west side of the street. The outcome of the design review is shown in (Figure 7-4).

**Recommendation:** It is recommended that a reconfiguration of the St. James Street South parking lot be undertaken to provide dedicated space for vehicles with trailers to access the boat launch and turnaround to reduce instances where larger vehicles and trailers block access to the trails and recreational facilities and mitigate impacts to the adjacent grassed areas. Further, signage to encourage individuals who do not require boat launch

access or trailers to be accommodated should be considered to direct vehicles to utilize the existing on-street parking along Alice Street to help manage overall parking demand for the area.

Figure 7-4: St. James Street South and Alice Street Boat Launch Parking Reconfiguration – Waterford



### 7.3 RECOMMENDED DESIGN STANDARDS

Through the design reviews undertaken for specific case study locations identified by the County, it is recommended that a consistent set of standards be adopted by the County to assist with the decision-making process for future locations. This would help to streamline the process to assess whether parking could be maximized or increased through a redesign exercise and can minimize the need for future design reviews and studies, thereby reducing the timeline for decisions and making it easier to identify and plan for design modifications in appropriate locations in advance. A summary of the recommended design modifications is provided in **Table 7-1** and has been informed by the design reviews undertaken, industry standards, and best practices. As noted for the on-street case studies in **Section 7.1.2**, angled parking is not recommended overall.

Table 7-1: Recommended Design Standards for On-Street Parking

Category	Adjacent Street Traffic Operations	Width of Street	Side of Street	
			Parallel	Perpendicular
On-Street	One-Way	Less than 6 m		
		6 m - 10.5 m	Alternate Sides	
		10.5 m +	Both Sides	Alternate Sides
	Two-Way (1 lane of traffic in either direction)	8.5 m – 11 m	Alternate Sides	
		11 m – 12.5 m	Both Sides	
		12.5 m +	Both Sides	Alternate Sides

## 7.4 CURBSIDE MANAGEMENT

Several uses currently compete for the use of curbside space in Norfolk County. This includes on-street parking, including accessible on-street parking, shorter-term loading activity, such as for pick-ups and drop-offs, and commercial activity. As detailed in **Section 6**, a framework has been recommended for the review and approval of 15-minute loading zones, on-street accessible parking spaces, and on-street commercial loading zones. Application of these frameworks will streamline the review and approval processes for new spaces and will help the County to manage the use of curbside space.

To test the framework, a spatial analysis was undertaken using ArcGIS to map existing commercial properties throughout the Urban Areas and identify properties that would be eligible to submit a request for a 15-minute loading zone to the County. The recommended decision-making framework was inputted into the ArcGIS software to differentiate between commercial properties that would be eligible versus those that would be ineligible. The resulting maps also included the locations of the existing municipal parking lots and 15-minute zones to provide more context of the available parking supply and alternatives in the area and provide an example of the utility of a comprehensive GIS database to assist the County in their review of future requests.

The steps taken to develop these maps and apply the decision-making framework to the GIS software are provided in **Appendix F** along with the maps for each Urban Area. An example of the application of this framework for the Port Dover and Simcoe Urban Areas where 15-minute zones are currently located are shown in **Figure 7-5** and **Figure 7-6**.

**Figure 7-5: Application of the 15-Minute Zone Decision-Making Framework – Simcoe**

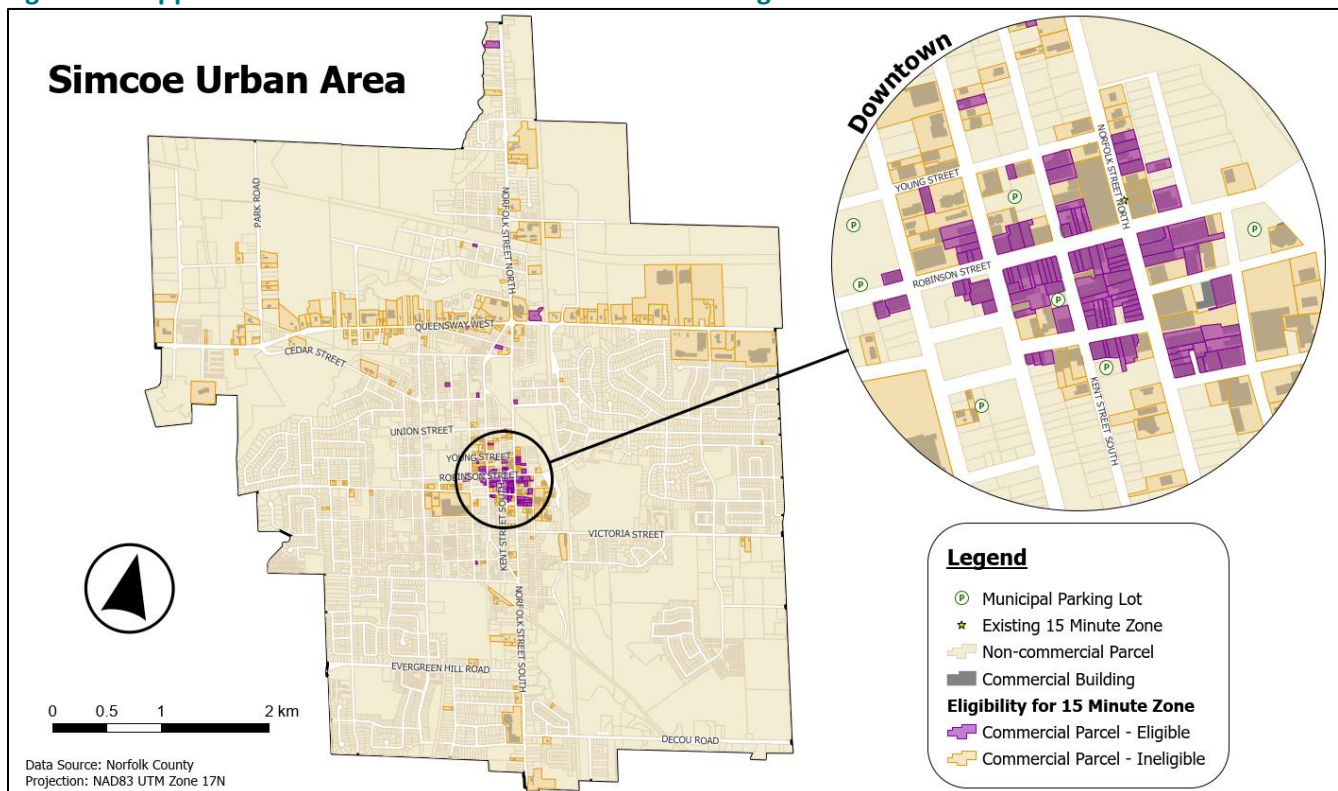
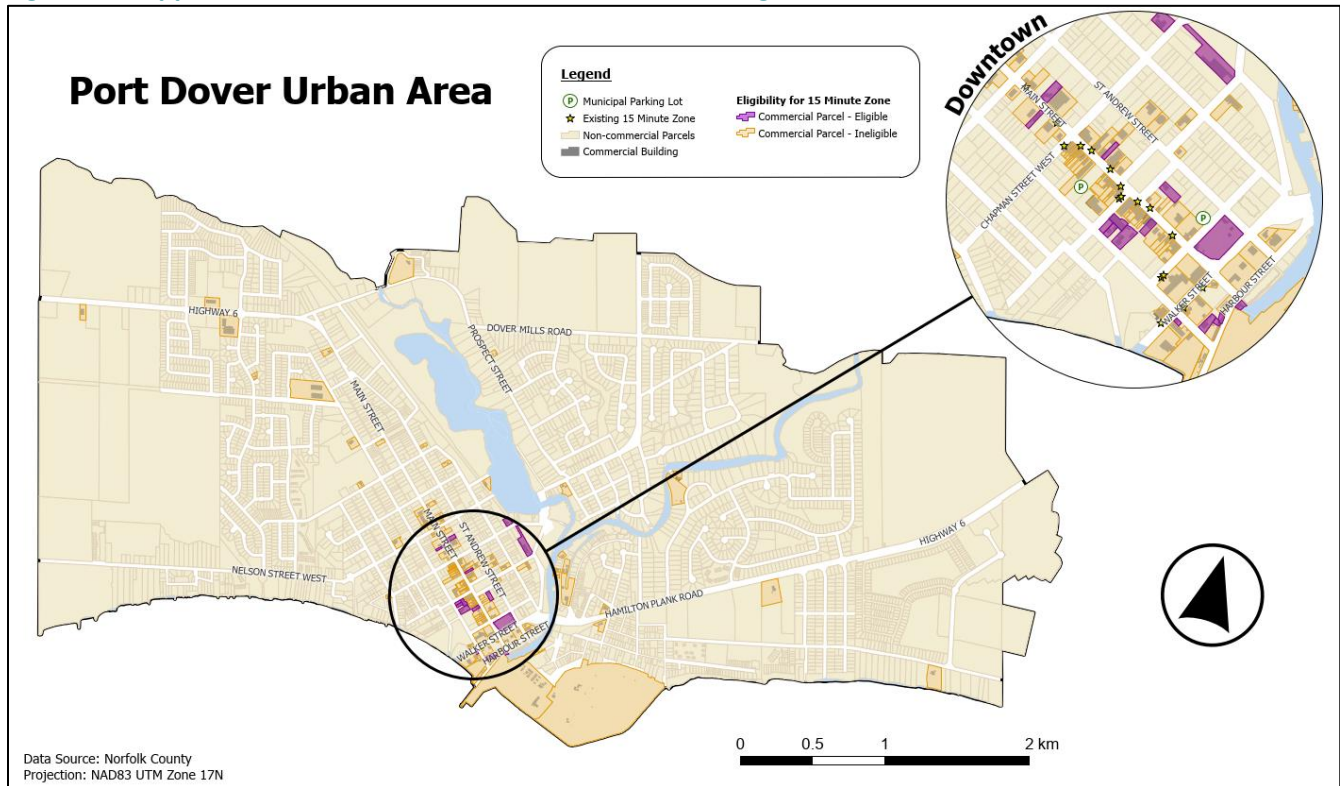




Figure 7-6: Application of the 15-Minute Zone Decision-Making Framework – Port Dover



## 8 SUMMARY OF RECOMMENDATIONS AND NEXT STEPS

The recommendations for the parking policy framework and design standards for physical parking assets throughout the County have been informed by a comprehensive review of the existing context guiding the provision and management of parking and curbside loading activity throughout the County, as well as a review of best practices in comparable municipalities, public and stakeholder consultation, coordination with the County, and case study design reviews and analyses undertaken.

The recommendations of this study seek to achieve the vision and goals of the Vision Statement and Guiding Principles and established at the onset of this study. The **Vision Statement** is as follows:

*The Norfolk County Comprehensive Parking Study will guide parking operations to meet the existing and future parking demands of the community, which includes the County’s residents, visitors, and businesses, while addressing parking issues to support the County’s vibrancy and growth by providing an affordable, accessible, and reliable parking system.*

The Vision Statement establishes the vision for the parking policy framework and informed the guiding principles for this study. These guiding principles, as follows, helped guide the development and evaluation of alternative parking policy and design options to ultimately identify a preferred policy framework for implementation:

- ▶ Creating an accessible and inclusive environment for all;
- ▶ Developing a seamless, efficient and reliable parking system; and,
- ▶ Collaborating with community members to support an equitable planning process.

### 8.1 SUMMARY OF RECOMMENDATIONS

The recommendations of this study include recommendations targeted towards the parking policies, processes, and design standards in place in the County, as well as the introduction of new policies, processes, and design standards. The policy and process recommendations are summarized in **Table 8-1**, while the recommendations arising from the design reviews undertaken are summarized in **Table 8-2**.

Table 8-1: Summary of Policy and Process Recommendations

Category	Type	Area of Impact	Recommendations
Parking Supply and Asset Management	Process	<ul style="list-style-type: none"> <li>• County-wide</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a comprehensive database for parking supply &amp; asset management</li> <li>• Expand upon current system to include information related to the age, capacity, state of repair, enforcement and/or restrictions in a database that is updated at regular intervals</li> </ul>
	Policy & Process	<ul style="list-style-type: none"> <li>• County-wide</li> </ul>	<ul style="list-style-type: none"> <li>• Prioritize improvements to &amp; the efficient use of existing municipal lots and land</li> <li>• Identify areas of improvement through design to maximize capacity of existing lots before identifying additional lots for off-street parking expansion</li> </ul>

Category	Type	Area of Impact	Recommendations
Parking Management, Enforcement & Funding	Policy & Process	<ul style="list-style-type: none"> <li>County-wide</li> </ul>	<ul style="list-style-type: none"> <li>Develop parking study standards &amp; guidelines for new development to follow to support and/or justify relief from the zoning by-law requirements</li> </ul>
	Policy	<ul style="list-style-type: none"> <li>Urban Areas</li> <li>Streets with Majority Commercial Uses</li> </ul>	<ul style="list-style-type: none"> <li>Off-street parking time limits to be greater than on-street parking time limits in high-traffic commercial areas</li> <li>On-street parking time limits to be reviewed on streets with mixed-commercial uses (e.g. Colborne Street) to determine if time limits should be reduced to encourage turnover</li> </ul>
	Policy	<ul style="list-style-type: none"> <li>County-wide</li> </ul>	<ul style="list-style-type: none"> <li>Include time restrictions for overnight parking restrictions</li> <li>Recommended time restrictions are 3:00AM to 6:00AM December through March</li> </ul>
	Policy & Process	<ul style="list-style-type: none"> <li>Port Dover, Long Point, Turkey Point</li> <li>Potential expansion to Urban Areas and other lakefront areas</li> </ul>	<ul style="list-style-type: none"> <li>Implement seasonal paid parking during the summer months</li> <li>Recommended paid parking rates to follow the 2023 Seasonal Paid Parking Pilot and align with comparable municipalities</li> </ul>
	Policy & Process	<ul style="list-style-type: none"> <li>County-wide</li> <li>Focus on Urban Areas and lakefront areas</li> </ul>	<ul style="list-style-type: none"> <li>Issue seasonal parking permits for the summer months</li> <li>Recommended parking permits to follow 2023 Seasonal Paid Parking Pilot</li> </ul>
	Process	<ul style="list-style-type: none"> <li>County-wide</li> </ul>	<ul style="list-style-type: none"> <li>Increase focus on enforcement year-round</li> <li>Assign a dedicated parking enforcement officer on a full- or part-time basis</li> </ul>
	Policy & Process	<ul style="list-style-type: none"> <li>County-wide</li> </ul>	<ul style="list-style-type: none"> <li>Require new developments to provide rough-in conduits to support the installation of EV chargers in the future</li> <li>Support adoption of public EV parking through government incentives and programs</li> </ul>
Curbside Management	Policy	<ul style="list-style-type: none"> <li>Urban Areas</li> </ul>	<ul style="list-style-type: none"> <li>Implement recommended framework for the provision of 15-minute loading zones, on-street accessible parking, and loading zones</li> </ul>
	Process	<ul style="list-style-type: none"> <li>Urban Areas</li> </ul>	<ul style="list-style-type: none"> <li>Document locations of curbside loading zones and accessible parking spaces in Community Web Mapping and/or County GIS database</li> </ul>
Design Standards	Policy	<ul style="list-style-type: none"> <li>County-wide</li> </ul>	<ul style="list-style-type: none"> <li>Adopt recommended design standards for on-street parking design and upgrades</li> <li>Conversion to angled parking for on-street parking is overall not recommended</li> </ul>

Table 8-2: Summary of Design Review Recommendations

Street Segment/ Intersection	Community	Type	Recommendations
<b>Case Study #1:</b> Ordnance Drive/Avenue	Turkey Point	On-Street	<ul style="list-style-type: none"> <li>Shoulder resurfacing</li> <li>Formalization of parking spaces</li> <li>Addition of parking signage</li> </ul>
<b>Case Study #2:</b> Bay Street Between Front Road and Centre Street	Port Rowan	On-Street	<ul style="list-style-type: none"> <li>Conversion to angled parking is not recommended</li> <li>Maintain existing parallel parking</li> </ul>
<b>Case Study #3:</b> Norfolk Street South Between Water Street and Union Street	Simcoe	On-Street	<ul style="list-style-type: none"> <li>Conversion to angled parking is not recommended</li> <li>Maintain existing parallel parking</li> </ul>
<b>Case Study #4:</b> Robinson Street Between Colborne Street and Norfolk Street	Simcoe	On-Street	<ul style="list-style-type: none"> <li>Conversion to angled parking is not recommended</li> <li>Maintain existing parallel parking</li> </ul>
<b>Case Study #5:</b> St. George Street South of Walker Street	Port Dover	On-Street	<ul style="list-style-type: none"> <li>Conversion to angled parking is not recommended</li> <li>Maintain existing parallel parking</li> </ul>
<b>Case Study #6:</b> Former Baseball Diamond at Turkey Point Road/Tom Millar Lane	Turkey Point	Off-Street	<ul style="list-style-type: none"> <li>Partial conversion of former baseball diamond to parking lot</li> <li>Potential to extend lot based on monitoring of demand</li> </ul>
<b>Case Study #7:</b> Parking Lot at Erie Boulevard/Abigail Becker Parkway	Port Rowan	Off-Street	<ul style="list-style-type: none"> <li>Formalization of parking spaces through delineating them with painted lines</li> </ul>
<b>Case Study #8:</b> St. James Street South/Alice Street Boat Launch	Waterford	Off-Street	<ul style="list-style-type: none"> <li>Provide dedicated spaces for vehicles with trailers</li> <li>Add signage to encourage use of Alice Street parking for other vehicles</li> </ul>

## 8.2 IMPLEMENTATION STRATEGY FOR RECOMMENDATIONS

The implementation of the recommendations of this study should be undertaken in a logical manner that minimizes overall disruption to local residents and businesses, is clear and easily communicable for members of the public, stakeholders, and County staff, and feasible and effective for the County in terms of timing, cost, and resources or further studies required. The recommendations have been categorized into policy and process-based recommendations and design-based recommendations and are summarized in **Table 8-3**. In terms of the timing of implementation, short-term is within the next five years and medium-term is within the next ten years.

Table 8-3: Implementation Approach for Study Recommendations

Category	Summary of Recommendation	Timing of Implementation	Requirements or Prerequisites				
			Staff Resources	Council Approval	Capital Projects	Maintenance Project	Other (specified)
Policy and Process-Based Recommendations	Comprehensive database and mapping	Immediate to Short-term	✓	N/A	N/A	N/A	N/A
	Prioritize use of existing municipal lots and identify areas for off-street parking expansion	Ongoing	✓	✓	N/A	N/A	Parking Utilization Monitoring
	Develop parking study standards & guidelines for new development	Short-term	✓	✓	N/A	N/A	Internal or External Review
	Reduce on-street parking time limits	Immediate to Short-term	✓	✓	N/A	N/A	N/A
	Include time restrictions for overnight parking	Immediate to Short-term	✓	✓	N/A	N/A	N/A
	Seasonal paid parking during summer months	Immediate-Ongoing	✓	✓	N/A	N/A	N/A
	Seasonal parking permits for summer months	Immediate-Ongoing	✓	✓	N/A	N/A	N/A
	Assign dedicated parking enforcement officer on a full- or part-time basis	Immediate-Ongoing	✓	✓	N/A	N/A	N/A
	Require new developments to provide rough-in conduits for the future installation of EV chargers	Immediate to Short-Term	✓	✓	✓	N/A	N/A

Category	Summary of Recommendation	Timing of Implementation	Requirements or Prerequisites					
			Staff Resources		Council Approval	Capital Projects	Maintenance Project	Other (specified)
	Implement decision-making framework for 15-minute zones, on-street accessible parking, commercial loading zones	Immediate to Short-term	✓	✓	N/A		N/A	N/A
	Comprehensive database and mapping	Immediate to Short-term	✓	✓	N/A		N/A	N/A
<b>Design-Based Recommendations</b>	Adoption of design standards for on-street parking design and upgrades	Immediate to Short-term	✓	✓	N/A		N/A	N/A
	Ordinance Drive/Avenue on-street parking implementation	Short-term	✓	✓	✓		N/A	N/A
	Former Baseball Diamond at Turkey Point Road/Tom Millar Lane new municipal parking lot	Short-term to Medium-term	✓	✓	✓		N/A	N/A
	Parking Lot at Erie Boulevard/Abigail Becker Parkway parking lot upgrades	Immediate to Short-term	✓	✓	N/A		✓	N/A
	St. James Street South/Alice Street Boat Launch parking lot delineation and signage	Short-term	✓	✓	N/A		✓	N/A



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