



## Appendix A - CIL of Parking Policy.docx

<b>Department:</b>	Infrastructure, Planning and Growth Management
<b>Division:</b>	Planning, Development and Urban Design
<b>Section/Function:</b>	N/A
<b>Approval Level:</b>	Council
<b>Effective Date:</b>	2025-08-25
<b>Revision #:</b>	2

### 1.0 Purpose

1.1 The purpose of the Cash-in-Lieu (CIL) of Parking Policy is to:

- a) Implement Official Plan Policies 4.3.1 i.; 4.4.2 k.; and 6.2.7 b to allow the payment of money in lieu of providing on-site parking for all or a portion of the parking otherwise required by the Zoning By-law (or Regulating By-law) within the City's Strategic Growth Areas;
- b) Establish a framework for the City to enter into a legal agreement, where deemed eligible under this Policy, to exempt a building owner or occupant from the requirement of providing and maintaining all or a portion of the required on-site parking facilities otherwise required by the Zoning By-law, or successor Regulating By-law (E.g., Community Planning Permit (CPP) By-law), in exchange for a monetary payment (Cash-in-Lieu, "CIL");
- c) Establish a policy that outlines the CIL of parking application and approval process, including the application evaluation criteria;
- d) Establish a CIL of parking calculation criteria and payment process, directing CIL of parking funds to a reserve fund for the acquisition, construction, establishment and/or maintenance of municipal parking facilities or transportation demand management measures within the City's Strategic Growth Areas;
- e) Align the CIL of Parking Policy with By-law 02-120, which authorizes the Mayor and Clerk to execute all CIL of parking agreements for applications approved by the Approval Authority, being the City's Director, Planning, Development and Urban Design.

### 2.0 Scope

- 2.1 Except as otherwise provided herein, the CIL of Parking Policy applies to Parking Areas 1, 2 and 3 as illustrated in the City's Comprehensive Zoning By-law #97-123 (Schedule E), or any successor thereto, where on-site parking is required by the Regulating By-law, as defined.
- 2.2 Notwithstanding Policy 2.1, CIL of parking may be applied in all Parking Areas (Areas 1 through 5, as illustrated in the City's Comprehensive Zoning By-law #97-123 [Schedule E]) for affordable housing developments that have received funding approval under the Municipal Incentive Program within the City's Affordable Housing Community Improvement Plan, or any successor program or plan, subject to the policies set out herein. CIL of parking may also be permitted in all Parking Areas (Areas 1 through 5) for affordable residential units (rental or ownership) as defined by the market and income-based thresholds established by the Province of Ontario, in accordance with the **Development Charges Act** (DC Act). Affordable residential units must be secured through City-enabled legal agreements that ensure affordability for a minimum of 25 years.
- 2.3 This CIL of Parking Policy applies to an owner or occupant of a building, located within lands described in Policy 2.1 and 2.2, responsible for satisfying the Regulating By-law's minimum on-site parking requirements for eligible land uses and building types detained herein.
- 2.4 This CIL of Parking Policy applies to the parking space requirements for Apartment Dwellings in accordance with Policies 2.1 and 2.2, including the residential parking component in mixed-use developments, but excluding Multi-Suite Residences, Long Term Care Homes, Hospices, Hotels, Hostels, Group Homes, Bed and Breakfast Establishments, and Emergency Shelters as set out in the Regulating By-law.
- 2.5 Notwithstanding Policy 2.4, within Parking Area 1, this CIL of Parking Policy applies to the parking spaces required for Single Unit Dwellings, Semi-Detached Dwellings, Street Townhouse Dwellings, Three-Unit Dwellings, Four-Unit Dwellings, and Additional Residential Units (ARUs) as set out in the Regulating By-law.
- 2.6 This CIL of Parking Policy applies to non-residential parking spaces in accordance with Policies 2.1 and 2.2 if the lands are located in Area 1 (Schedule E of By-law 97-123 or its successor) OR where the parking spaces are part of a mixed-use development in Areas 2 and 3 (Schedule E of By-law 97-123 or its successor).
- 2.7 The following types of parking spaces, may be considered eligible for CIL of parking, subject to the applicable policies set out herein:
  - a) Standard residential parking spaces;
  - b) Non-residential parking space within Parking Area 1;

- c) Non-residential parking space within mixed-use developments;
- d) Residential visitor parking spaces; and
- e) Type B accessible parking spaces.

2.8 This policy applies to “development”, “redevelopment” and “conversion” proposals, as defined herein.

### 3.0 Definitions/Acronyms

**“Affordable Housing”** – for the purposes of CIL of parking, affordable housing is considered either:

- a building or units within a building that have received funding approval under the Municipal Incentive Program within the City’s Affordable Housing Community Improvement Plan, or any successor program or plan; or
- affordable residential units (rental or ownership) as defined by the market- and income-based thresholds established by the Province of Ontario in accordance with the **Development Charges Act (DC Act)**.

To be eligible, affordable residential units must be secured through City-enabled legal agreements ensuring affordability for a minimum period of 25 years.

**“Apartment Dwelling”** – as defined in the City’s Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Agent”** – an approved representative of a private landowner, or an owner or occupant of a building, as formally authorized.

**“Applicant”** – an owner or occupant of an existing or proposed building on a parcel of urban land applying to pay Cash-in-Lieu of the required on-site parking otherwise governed by the Regulating By-law.

**“Approval Authority”** – refers to City Council or their designate, authorized to make final decisions on a Cash-in-Lieu of Parking application, including determinations of eligibility and the accuracy of the associated CIL of parking calculation.

**“Bed and Breakfast Establishment”** – as defined in the City’s Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Cash-in-Lieu of Parking Agreement (Agreement)”** – a legal agreement between the City and a property owner, notice of which is registered on title, that relieves the owner or tenant

from providing some or all of the on-site parking spaces otherwise required under a Regulating By-law in exchange for a monetary contribution. The agreement sets out the terms and conditions of the CIL of parking, including the amount payable, the calculation method, and any applicable conditions of approval.

**“City” (the)** – means The Corporation of the City of Peterborough.

**“Conversion”** – means the change of a use in an existing building or structure, or part thereof, to a different use, or as otherwise defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Council”** - means The Council of The Corporation of the City of Peterborough.

**“Development”** – means the construction, erection or alteration of buildings or structures, or as otherwise defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Emergency Shelter”** – as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Four Unit Dwelling”** - as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Group Home”** - as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Hospice”** - as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Hotel”** - as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Long-Term Care Home”** - as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Major Transit Hub”** - a location with enhanced transit amenities that supports multiple municipal transit routes, allowing for connections, waiting, and seamless transfers.

**“Multi-Suite Residences”** - an apartment style Building featuring four (4) or more residential rooms with multiple living configurations and limited kitchen facilities that includes shared common dining facilities and individual support services, or as otherwise defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Municipal Parking Facility”** – garages and lots, owned and operated by the City, that provide long-term parking services by way of monthly parking passes.

**“Official Plan”** – means the Official Plan of the City of Peterborough Planning Area, as amended.

**“Planning Act Application”** - a formal request submitted to a municipality or approval authority under the **Planning Act, R.S.O. 1990, c. P.13**, as amended, seeking approval for a proposed land use change or development activity, and may include but is not limited to: Official Plan Amendments, Zoning By-law Amendments, Draft Plans of Subdivision or Condominium, Consents, Minor Variances, Site Plan Approvals, and Community Planning Permits.

**“Redevelopment”** – means the removal of buildings or structures from land and the construction or erection of other buildings or structures, or as otherwise defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Semi-Detached Dwelling”** - as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Single Unit Dwelling”** - as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Strategic Growth Areas”** – lands identified on Schedule ‘A’ of the Official Plan, and within any Secondary Plan Area adopted as an amendment to this Plan, for which the Corporation of the City of Peterborough is the land use authority.

**“Street Townhouse Dwelling”** - as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Terms of Reference”** – the City-imposed guiding document that outlines the purpose, scope, methodology, and expectations for a study, project, or report.

**“Three Unit Dwelling”** - as defined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Type B Accessible Parking Space”** – shall mean a designated parking space for use by a person with a disability who holds a valid accessible parking permit, with dimensions as outlined in the City's Comprehensive Zoning By-law #97-123 or Regulating By-law.

**“Regulating By-law”** – the City of Peterborough Comprehensive Zoning By-law #1997-123, as amended, or any successor thereto and includes a Community Planning Permit By-law.

## 4.0 Policy Statements

### Legislative Authority

- 4.1 Section 40 of the **Planning Act**, R.S.O. 1990, c. P.13, as amended, provides where an owner or occupant of a building is required under a by-law of a local municipality to provide and maintain parking facilities on land that is not part of a highway, the Council of the municipality and such owner or occupant may enter into an agreement exempting the owner or occupant, to the extent specified in the agreement, from the requirement of providing or maintaining the parking facilities on-site. This agreement must specify the CIL of parking payment amount and terms and may be registered on title, remaining binding on all future owners or occupants of the land.

### General

- 4.2 An Applicant or Agent may make a CIL of parking application request for all, or a portion of the parking spaces required by the Regulating By-law, as defined herein, subject to approval in accordance with this Policy.
- 4.3 Nothing in this Policy shall be construed to require Council, or their delegate, to enter into an agreement where Council, or their delegate, desires the establishment of physical parking spaces in association with a development, and in accordance with a Regulating By-law.
- 4.4 **Planning Act** applications seeking to reduce the minimum required number of parking spaces must align with the policies of the Official Plan. Where the minimum number of parking spaces required by the Regulating By-law cannot be met, payment of the CIL of parking fee is the preferred approach. Any **Planning Act** application requesting a reduction of the minimum number of parking spaces otherwise eligible for CIL of parking under Section 2.7 of this Policy will require Council approval, notwithstanding the delegated Approval Authority outlined herein.
- 4.5 By accepting a CIL of parking agreement for on-site parking, the City assumes no obligation to provide parking spaces at any specific location or time.
- 4.6 A parking agreement entered into under this policy will not grant any proprietary rights to the applicant for free or discounted parking, nor any ownership interest in any parking lot or structure that the City of Peterborough may acquire, construct, or maintain using funds from the agreement.
- 4.7 Accessible parking spaces may be eligible for a CIL of parking; however, the requirement to retain all or a proportion of on-site Type B accessible parking space(s) shall be determined by Planning Staff, on an individual site basis.
- 4.8 City collected CIL of parking funds shall be held in a reserve fund for the acquisition, construction, establishment and/or maintenance of municipal parking facilities or transportation demand management measures, including but not limited to funding municipal car-share or bike-share initiatives within the City's Strategic Growth Areas,

being Parking Areas 1, 2 and 3. The use of monies within the reserve fund shall be regulated by by-law.

- 4.9 CIL of parking is permitted as-of-right for eligible land uses and building types in accordance with the policies set out herein. CIL of parking shall not be considered a Community Benefit Charge, nor shall it be deemed a facility, service, or matter eligible for contribution under a Community Planning Permit By-law.

**Application**

- 4.10 Where a building owner or occupant is seeking to pay a fee in lieu of providing required parking on site and the development or redevelopment is not otherwise associated with a **Planning Act** application, an Applicant or Agent shall submit a completed CIL of parking application to the Planning, Development, and Urban Design Division, along with any applicable administration fee, if imposed, in accordance with the City’s User Fee By-law, as amended. No CIL of parking application fee is required for Affordable Housing development as defined under this Policy.
- 4.11 Where a building owner or occupant is seeking to pay a fee in lieu of providing required parking on site, and the proposed development or redevelopment is associated with a **Planning Act** application, a separate CIL of parking application and administration fee is not required. In such cases, the request for CIL of parking will be evaluated in conjunction with the development approval process.
- 4.12 For CIL of parking to be considered, the Applicant or Agent must provide the City with the following:
  - a) Complete CIL of parking application form and associated fees, if applicable, in accordance with the annual User Fee By-law, as amended, and in accordance with Policy 4.10 and 4.11;
  - b) Site Plan or sketch containing a zoning statistics table, in accordance with any applicable Terms of Reference, illustrating the provision of any on-site parking spaces, and the number and type of parking spaces proposed for CIL of parking.
  - c) When required by the policies herein, an Applicant or Agent may be required to provide justification for the proposed on-site parking shortfall in the form of a Parking Justification Report. The scope of the Parking Justification Report must align with any City-established Terms of Reference and be discussed with the City’s Transportation Planning staff prior to its preparation.
  - d) The CIL of parking calculation, in accordance with Sections 4.24 – 4.29 herein; and

- e) If the Applicant or Agent is not the property owner, a completed Owner Authorization Form, signed and dated by the property owner, is required.

**Evaluation and Approval**

- 4.13 The Approval Authority, or their designate, is responsible for the evaluation, administration and approval of all CIL of parking applications.
- 4.14 A Parking Justification Report is required in conjunction with a request for CIL of parking, as follows:
  - a) In Parking Area 1, a Parking Justification Report is not required for CIL of Parking requests for residential or mixed-use buildings for the residential parking component otherwise required by the Regulating By-law.
  - b) In Parking Area 1, a Parking Justification Report is required for CIL of parking requests for an exclusive non-residential building or the non-residential component of a mixed-use building.
  - c) In Parking Area 2, a Parking Justification Report is required for CIL of Parking requests related to the residential parking component of residential or mixed-use buildings, as required by the Regulating By-law, only in the following instances:
    - i) Residential or mixed-use developments with 5 to 10 residential units where the Applicant or Agent is requesting payment in lieu of parking spaces, resulting in fewer than 3 on-site parking spaces; and
    - ii) Residential or mixed-use developments with 11 or more residential units where the Applicant or Agent is requesting payment in lieu of parking in excess of 40% of the required number of parking spaces under the Regulating By-law.
  - d) In Parking Area 3, a Parking Justification Report is required for Cash-in-Lieu of Parking requests related to the residential parking component of residential or mixed-use buildings, as required by the Regulating By-law, only in the following instances:
    - i) Residential or mixed-use developments with 5 to 10 residential units where a CIL of parking is requested and fewer than 4 on-site parking spaces are physically provided; and
    - ii) Residential or mixed-use developments with 11 or more residential units where the number of parking spaces requested through Cash-in-Lieu exceeds 40% of the total parking requirement under the Regulating By-law.

- e) Requests for CIL of parking for affordable housing development or affordable residential units, as detailed under Section 2.2 are not required to submit a Parking Justification Report in support of their request for CIL of parking for any parking space type.
- 4.15 When a Parking Justification Report is required in accordance with the policies set out herein, Staff will review the submission to determine suitability for CIL of parking. This review will assess the development proposal and parking justification and provide a recommendation for approval or denial to the Approval Authority. The review will consider, but is not limited to, the following considerations:
- a) Whether the proportion of the proposed number of on-site parking spaces and payment in lieu of parking aligns with the objectives of the City's Official Plan and Transportation Master Plan;
  - b) Whether any identified site constraints limit or necessitate the provision of on-site parking to prevent negative impacts, and whether the Parking Justification Report identifies measures to mitigate potential traffic disruptions in the area;
  - c) Consideration of the proposed use(s) and any whether there are concerns related to parking demand or overdevelopment of the site; and
  - d) The site's proximity and access to alternative parking options, active and sustainable transportation, public amenities, and community services.
- 4.16 Where CIL of parking is proposed for some or all of the Type B accessible parking space requirements otherwise required by the Regulating By-law, at least one of the following conditions must be met:
- a) The development proposal, and associated Site Plan drawing, must include either:
    - i) an on-site accessible drop-off area, and/or
    - ii) a designated on-street passenger drop-off/pick-up zone (within the City's right-of-way), with barrier-free access from the street to the sidewalk, to be provided at the developer's full cost and secured through a legal agreement with the City.
  - b) The development proposal includes a car-share program that provides accessible vehicles as part of its fleet, with this requirement secured as a condition of the CIL of parking agreement; or

c) The development must be located within 200 metres of a Major Transit Hub, as defined herein.

4.17 The designated Approval Authority shall determine an application’s eligibility for CIL of parking in accordance with the policies outlined herein. Notwithstanding, the Approval Authority may refuse a CIL of parking application if the proposed development is considered an overdevelopment of the site or if on-site parking is considered necessary to prevent undue pressure on municipal infrastructure, transit, or parking facilities.

**Agreement**

4.18 CIL of parking agreements must be registered on title in accordance with the legislative authority provided under Section 40(4) of the **Planning Act**. Developments seeking CIL of parking shall have an executed and registered on title before the issuance of a building permit or change of use permit.

4.19 For all CIL of parking applications, an agreement (E.g., CIL of Parking Agreement, Site Plan Agreement) recognizing the number of spaces where payment is made in lieu of parking (CIL of parking spaces) must be executed and registered on title before the issuance of a building permit or change of use permit.

4.20 If the CIL of parking application is granted approval by the Approval Authority, the City’s Legal Services Division will prepare the terms and conditions of the approval to be included in a CIL of parking agreement, which may include, among other general terms:

- a) The number and type of parking spaces eligible for CIL of parking;
- b) The CIL of parking calculation formula and cost breakdown;
- c) The total CIL of parking amount;
- d) Lapsing provisions for developments seeking CIL of parking if construction is not commenced or completed by a specified date, along with conditions for requesting an extension beyond the established lapse period; and
- e) Procedure for refunding CIL of parking payments and removing CIL of parking agreements from a property title if a building permit, or change of use permit, is not issued within the specified maximum timeframe.

4.21 Notwithstanding Policy 4.19, nothing in this Policy shall prevent the City from applying additional or alternative conditions of approval within any CIL of parking agreement.

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- 4.22 For CIL of parking applications that are denied by the Approval Authority an Applicant or Agent may appeal the decision to Council within 30 calendar days of the refusal by submitting a written request to the City Clerk.
- 4.23 The Mayor and Clerk shall execute all CIL of parking agreements for CIL of parking applications approved by the Approval Authority, or their designate.

**Cash-in-Lieu Calculation**

- 4.24 The CIL of parking contribution will be calculated using the applicable formula(s) below, based on the applicable Parking Area and type of parking spaces seeking CIL of parking. If multiple formulas apply to a development proposal, the total contribution will be the sum of all relevant calculations.

CIL of parking formula in Parking Area 1 & 2	$= [ ((C \times A_1) + (L \times A_1)) \times N ] \times D$
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CIL of parking formula in Parking Area 3, and for non- residential parking spaces in all parking areas	$= [ ((C \times A_2) + (L \times A_2)) \times N ] \times D$
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CIL of parking formula for Type B accessible parking spaces in all parking areas	$= [ ((C \times A_3) + (L \times A_3)) \times N ] \times D$
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**where:**

C = Average construction costs per square metre to construct a parking space within a freestanding parking garage based on the annual Canadian Cost Guide = \$533 in 2025, amended annually in accordance with the City’s User Fee By-law.

A<sub>1</sub> = 21 m<sup>2</sup> = area of a parking space in Parking Area 1 and 2, inclusive of 50% of the required drive aisle area.

A<sub>2</sub> = 24 m<sup>2</sup> = area of a non-residential parking space and parking space within Parking Area 3, inclusive of 50% of the required drive aisle area.

A<sub>3</sub> = 32 m<sup>2</sup> = area of a Type B accessible parking space in all parking areas, inclusive of 50% of the required drive aisle area.

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L = The estimated land value per square metre = \$500 in 2025, amended annually in accordance with the City’s User Fee By-law.

D = Discount rate, as specified herein, being a value between 0 and 1, applied in the CIL of parking calculation to reduce the Applicant’s total fee, based on the development and/or parking space type and location.

M = Multiplier rate, as specified herein, being a number greater than 1, applied in the CIL of parking calculation to increase the Applicant’s/Agent’s total fee, based on the development and/or parking space type and location.

N = Number of spaces seeking CIL of parking.

4.25 The discount rates shown in **Table 1** below represent the “D” value in the CIL of parking formulas under Policy 4.24 and apply determined by the total number of spaces for which CIL of parking is requested, delineated by parking area\*:

**Table 1** – The proportion of the CIL fee payable by the Applicant — and the applicable discount rate (“D” value) — for all parking spaces, determined by the total number of spaces for which CIL is requested, and by parking area\*.

Number of parking spaces per parcel, requesting CIL of parking	Proportion of CIL fee paid by the Applicant (D = Discount Rate)	
	Parking Area 1 & 2	Parking Area 3
<b>1-10 parking spaces</b>	50% (D = 0.50)	60% (D = 0.60)
<b>11-20 parking spaces</b>	70% (D = 0.70)	80% (D = 0.80)
<b>More than 20 spaces</b>	90% (D = 0.90)	100% (D = 1.0)
* The discount rates indicated above do not apply to Accessible Parking Spaces or the development or conversion of properties designated under Parts IV and V of the <b>Ontario Heritage Act</b> .		

- 4.26 Notwithstanding any other provision of this Policy, development, conversion or redevelopment applications for eligible affordable residential units, in accordance with Policy 2.2 herein, shall be subject to a discount rate (“D”) of 0.25 for the proposed CIL of parking. This excludes Type B Accessible Parking Spaces, for which the CIL of parking fee shall be determined in accordance with the formula under Policy 4.24.
- 4.27 Notwithstanding any other Policy herein, the development or conversion of buildings designated under Part IV and Part V of the **Ontario Heritage Act, R.S.O. 1990, c. O.18**, as amended, shall be subject to a discount rate (“D”) of 0.50 in accordance with formulas under Policy 4.24. This shall exclude CIL calculations for Type B accessible parking spaces.
- 4.28 Notwithstanding any other Policy herein, development, conversion, or redevelopment applications requesting CIL of parking for Type B accessible parking spaces shall be subject to a multiplier rate (“M”) of 1.5 in accordance with the applicable formula under Policy 4.24.
- 4.29 To account for inflation and updates to Ontario’s Construction Price Index, the City may, at its discretion, increase the CIL of parking calculation inputs — “C” (average construction cost) and “L” (estimated land value) — on an annual basis, as set out in Policy 4.24 and reflected in the City’s User Fee By-law. Where the City chooses to increase the average estimated land value (“L”) beyond the rate of inflation, the adjustment shall be informed by cost estimates prepared by a Certified Land Appraiser.

**5.0 Transition Provisions**


- 5.1 For the purpose of calculating CIL of parking in Parking Areas 1 and 2, including standard, non-residential, and visitor parking spaces, but excluding Type B accessible spaces, and notwithstanding any other provisions of this Policy, a discount rate of 0.5 of the CIL of parking base-rate (\$21,693) shall apply until December 31, 2025, regardless of the number of parking spaces being requested for CIL of parking.

**6.0 Appendix, Related Documents & Links**

Note: All references refer to the current version, as may be amended from time to time.

**Pertinent Resources:**

- By-Law 02-120 Being a By-law to Authorize the Execution of Cash-In-Lieu of Parking Agreements, Pursuant to Section 40 of the Planning Act
- Residential Parking Standards Review Final Report, Appendix A – Report IPGP23-003

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**Related Policies:**

- N/A

**Related Procedures:**

- N/A

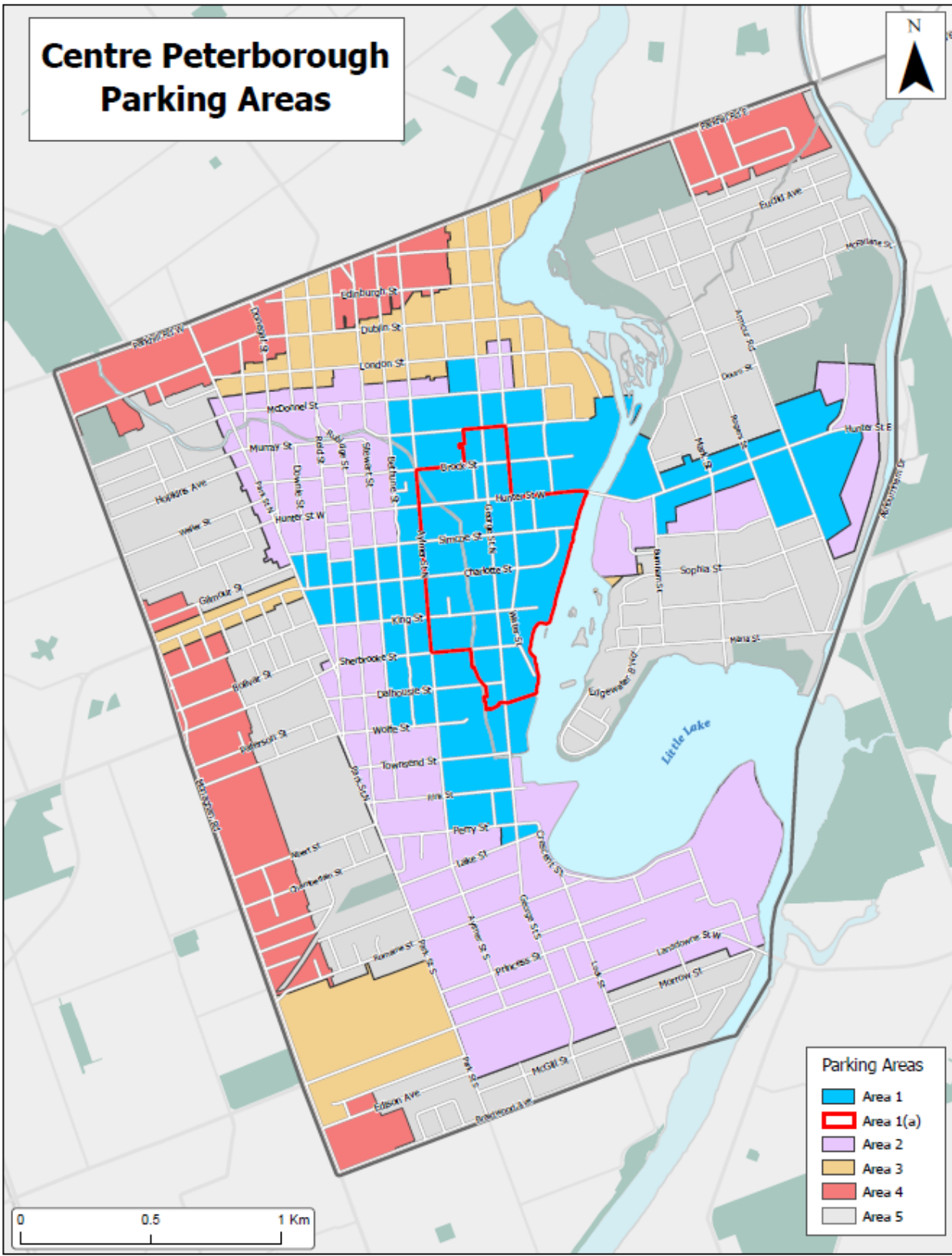
**7.0 Amendments/Reviews**

<b>Date</b> (yyyy-mm-dd)	<b>Section # Amended</b>	<b>Comments</b>
1987-06-01	N/A	Committee of the Whole Item 12 of a Meeting on June 1, 1987 recommending the implementation of a cash-in-lieu of parking policy.
1994-10-24	N/A	City Council approved Item 3 of the October 11, 1994 meeting of the Planning Committee to adopt a City-initiated Zoning By-law amendment to update the regulations for Parking, Loading and Driveways (PL-94-050(A)). Eligible properties were restricted to Parking Area 1.
2025-[Clerks to Add Date]	N/A	Cash-in-Lieu Policy formalized and placed into policy template. Primary changes include an update to the eligibility and evaluation criteria, price of a parking space, general terms for CIL agreements, and CIL calculation formula.

<b>Next Review Date:</b>	<b>2030-09-01</b>
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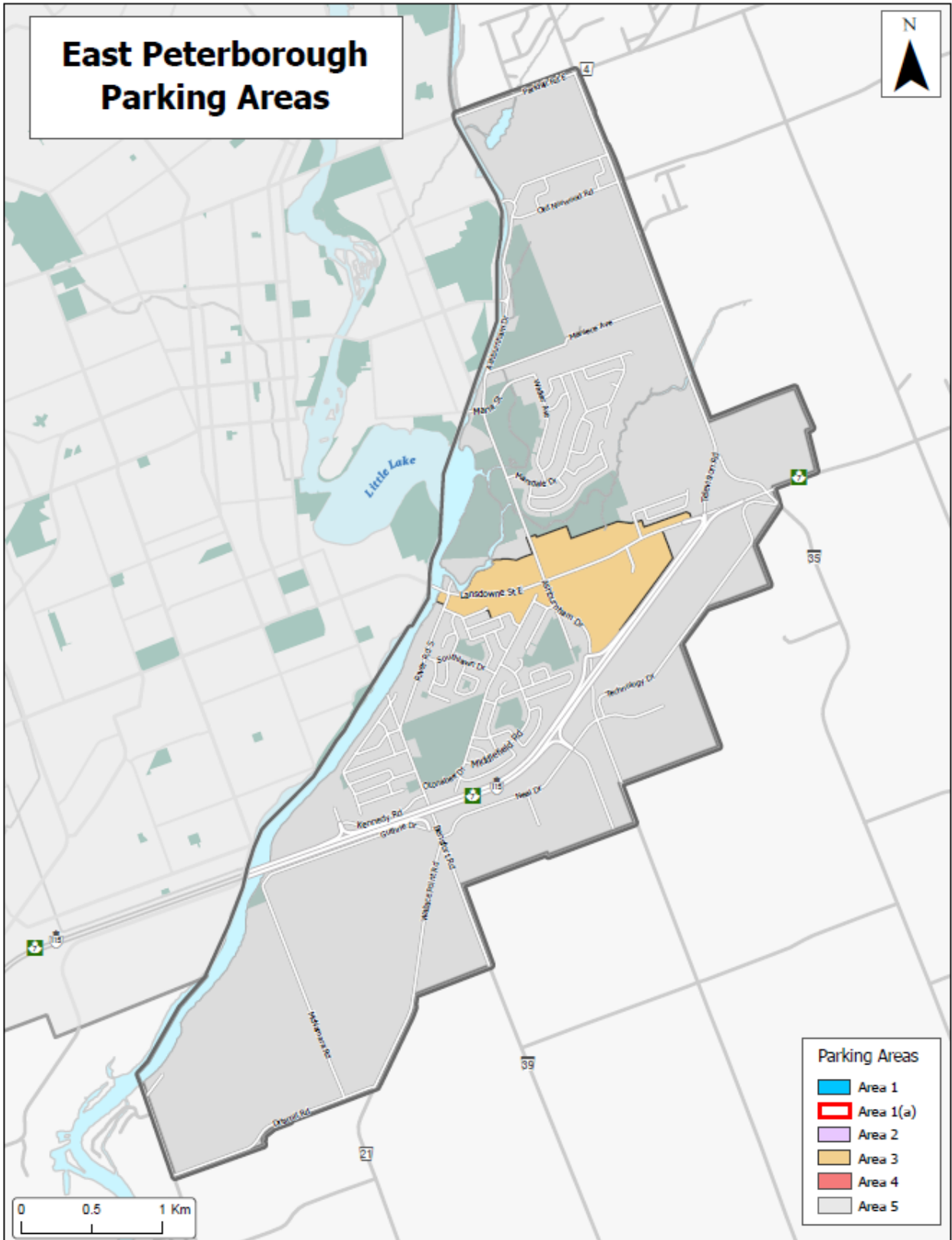


# Centre Peterborough Parking Areas

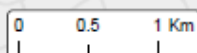
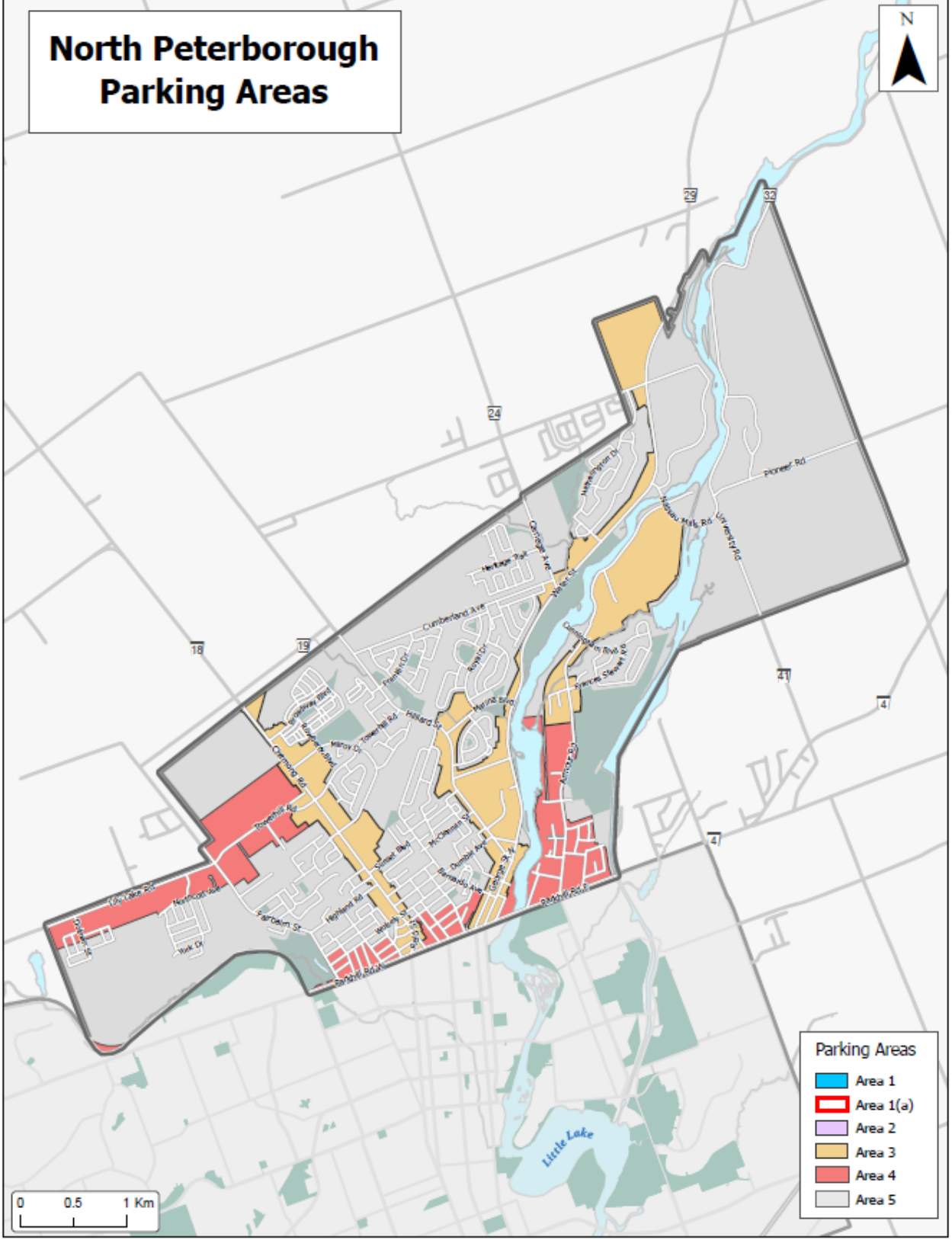


Parking Areas	
	Area 1
	Area 1(a)
	Area 2
	Area 3
	Area 4
	Area 5

# East Peterborough Parking Areas



# North Peterborough Parking Areas



- Parking Areas**
- Area 1
  - Area 1(a)
  - Area 2
  - Area 3
  - Area 4
  - Area 5



## Appendix C – Report IPGPL25-036

### Cash-in-Lieu of Parking Peer Municipality Review & Comparison Table

Paradigm’s Residential Parking Standards Review was completed in 2023, when many comparable municipal policies had not yet fully adapted to the impacts of the COVID-19 pandemic or the inflationary pressures on land and construction costs. As a result, Planning Staff identified the need to re-evaluate municipal best practices for CIL of parking to better understand how CIL of parking fees are being calculated under evolving market and inflationary conditions.

It's important to note that not all peer municipalities have formal CIL of parking policies or by-laws. Where CIL of parking policies or by-laws exist, these policies are often limited in scope, applying to certain areas or building types, and are often used to encourage investment in strategic locations like downtowns. Where CIL policies exist, they are generally enabled through supportive policy language within the municipality’s Official Plan or Secondary Plan(s).

In peer municipalities, where detailed calculation formulas exist, they typically incorporate the following key themes:

#### 1. Size and Type of Parking Space

Most CIL of parking formulas account for the area of each parking space requested. This value is typically used to estimate the capital cost of constructing a surface parking space, calculated on a per square metre basis.

A review of peer municipalities found that estimated parking space sizes range from 16.5 m<sup>2</sup> (City of Brantford) to 40 m<sup>2</sup> (Town of Newmarket). This variation reflects differences in zoning standards and, in some cases, an acknowledgment that additional space is needed for drive aisles and vehicle circulation. A common best practice is to use a value that combines the parking stall area and 50% of the adjacent drive aisle area.

Some CIL of parking calculation methods differentiate rates based on the type of parking provided. For instance, some peer municipalities explicitly exclude accessible and/or visitor parking spaces from being eligible for CIL.

#### 2. Assessed Land Value

Typical CIL or parking formula will account for land value, typically by multiplying the assessed land value per square metre by the area of a parking space. In many cases, municipal CIL of parking policies require land costs to be estimated by a certified land appraiser.

#### 3. Cost of Construction

CIL of parking formulas typically incorporate the construction cost of a parking space on a per-square-metre basis, applied to the estimated size of the parking space—including 50% of the required aisle area. In some cases, such as the Town of Newmarket, the

construction cost is multiplied by a value representing the combined area of the parking space, aisle, access, and buffer zones—reflecting the total land area typically required to construct a functional parking lot, including circulation and landscaping elements.

The cost of construction value generally excludes lifecycle replacement and operating costs, except in the Town of Newmarket, where they apply a “maintenance and capital repairs” component.

#### **4. Number of Parking Spaces Requiring CIL**

CIL of parking formulas are typically structured on a per-space basis or include a multiplier to account for applications involving multiple spaces. Most peer municipalities’ CIL of parking policies allow for exemptions from some or all of the parking spaces otherwise required by the Zoning By-law. Notably, the City of Guelph uses a tiered approach, where the overall CIL of parking rate increases with the number of spaces requested:

- 25% of the estimated cost per space for 1–10 spaces (\$15,000/space);
- 50% of the estimated cost per space for 11–20 spaces (\$30,000/space);
- 75% of the estimated cost per space for 21–30 spaces (\$45,000/space); and
- 90% of the estimated cost per space for applications exceeding 30 spaces (\$53,000/space).

This model reflects the increasing demand that larger on-site parking exemptions place on the City’s public parking infrastructure, particularly in the short term.

#### **5. Discount Rate**

Several municipalities incorporate a discount rate into their CIL of parking calculations / formula, allowing flexibility to adjust the rate over time, apply area-specific rates, or incentivize certain types of development. For example, the Town of Newmarket applies a 50% discount rate for developments within the Urban Centres Secondary Plan area, and Downtown. In 2021, the City of Hamilton implemented a temporarily reduced CIL of parking fee within the Downtown Secondary Plan (DTSP) area as part of its economic recovery strategy during and following the COVID-19 Pandemic.

#### **Other City of Peterborough Financial Incentives**

As an incentive to encourage development in the Central Area, the City offers a program under the Central Area Community Improvement Program (CACIP) that provides reimbursement for CIL for parking payments for eligible developments within the Central Area. The reimbursement grant is 100% for new residential properties and 50% for all other projects and is subject to a maximum reimbursement of \$50,000 for the CIL of parking levy.

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Similarly, the City's Affordable Housing Community Improvement Plan (AHCIP) offers financial incentives for property owners that create new affordable housing units. Through the Municipal Incentive Program, the Plan provides funds, up to \$80,000 per unit, that may be used to cover CIL of parking fees associated with new development or redevelopment projects.

### City of Peterborough Proposed Cash-in-Lieu of Parking Formula

$$\begin{array}{l} \text{CIL of parking formula in} \\ \text{Parking Area 1 \& 2} \end{array} = [ ((C \times A_1) + (L \times A_1)) \times N ] \times D$$

$$\begin{array}{l} \text{CIL of parking formula in} \\ \text{Parking Area 3, and for non-} \\ \text{residential parking spaces in all} \\ \text{parking areas} \end{array} = [ ((C \times A_2) + (L \times A_2)) \times N ] \times D$$

$$\begin{array}{l} \text{CIL of parking formula for Type} \\ \text{B accessible parking spaces in} \\ \text{all parking areas} \end{array} = [ ((C \times A_3) + (L \times A_3)) \times N ] \times D$$

#### where:

C = Average construction costs per square metre to construct a parking space within a freestanding parking garage based on the annual Canadian Cost Guide = \$533 in 2025, amended annually in accordance with the City's User Fee By-law.

A<sub>1</sub> = 21 m<sup>2</sup> = area of a parking space in Parking Area 1 and 2, inclusive of 50% of the required drive aisle area.

A<sub>2</sub> = 24 m<sup>2</sup> = area of a non-residential parking space and parking space within Parking Area 3, inclusive of 50% of the required drive aisle area.

A<sub>3</sub> = 32 m<sup>2</sup> = area of a Type B accessible parking space in all parking areas, inclusive of 50% of the required drive aisle area.

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L = The estimated land value per square metre = \$500 in 2025, amended annually in accordance with the City's User Fee By-law.

D = Discount rate, as specified herein, being a value between 0 and 1, applied in the CIL of parking calculation to reduce the Applicant's total fee, based on the development and/or parking space type and location.

M = Multiplier rate, as specified herein, being a number greater than 1, applied in the CIL of parking calculation to increase the Applicant's/Agent's total fee, based on the development and/or parking space type and location.

**Table 1 – CIL of Parking Municipal Comparison Table**

Municipality	Effective Date	Scope	Policy / By-law	Comments
City of Guelph	March, 2024	Downtown Secondary Plan Area	<p>~\$30,000</p> <p>50% of estimated cost of providing new parking space (50% of ~ \$60,000)</p> <p>Application and Agreement fee applicable</p>	<p>The municipal parking system is assessed to determine if it can accommodate excess demand from a proposed development before recommending approval of a CIL.</p> <p>Gradient approach for CIL rate based on the number of spaces requested for CIL.</p>
City of Hamilton	June 1986, amended April, 2021	City-wide excluding residential zones	<p>50% of the cost of constructing an off-site parking space, with a temporary reduced rate of 25% for property within the City's Downtown Secondary Plan (DTSP) area.</p> <p>In 2018 - approximately ~\$17,550 per parking space [50% of \$35,100] → estimated ~\$21,615/space in 2025</p>	<p>Cash in Lieu has become much less relevant in Hamilton as we recently updated our parking standards</p> <p>Applications for CIL are reviewed and approved by a CIL Committee</p> <p>Calculation method makes a distinction between 'surface parking' and 'multi-level parking' (structured parking)</p>

			DTSP in 2018 = \$8,750/space → estimated ~\$10,776/space in 2025	Cash-in-lieu amount is done on a case-by-base basis and requires an assessment of land values on a per-property basis.
<b>City of Brantford</b>	May 2018	Only applicable for multiple family (or multi-unit) residential developments  A portion of the Core Commercial Area	In 2018 the Cash-in-lieu Payment = (\$3,600 per space + assessed value of land or land cost  [per m <sup>2</sup> x 16.5 m <sup>2</sup> or area of standard parking stall size])	Applicable where the City provides centralized off-street parking facilities within the Core Commercial Area designation, subject to evaluation criteria such as the site being within 400 m of an existing or planned off-site parking  facility that has capacity to accommodate projected parking demands  Requires land appraisal
<b>City of Kingston</b>	April, 2022	City-wide, for an apartment building, mixed-use building, stacked townhouse; or common element townhouse	\$8,000.00 Flat rate, no calculation formula	Off-street parking requirements in the ZBL were extensively reduced in 2024
<b>Town of Newmarket</b>	February, 2014	All new developments, with discount rates in the Urban Centres Secondary Plan area, and Downtown	The 2025 rate is ~\$19,081.15 per parking space  ((P x 40) + (S x 28)) x M + m  Where:  P = Land cost/ m <sup>2</sup>  40 = Area of parking space + aisle and buffer in m <sup>2</sup> (including 12m <sup>2</sup> buffer)	A parking formula is used that incorporates factors such as land costs, and construction costs per parking area, maintenance of capital repairs per parking space and a multiplier/discount value, where 1 is the full cost of recovery and a value between 0 and 1 is a subsidy rate  A 0.5 subsidy rate is applied to Urban Centres Secondary Plan area, and Downtown

			<p><math>S = \text{Construction cost/m}^2</math></p> <p><math>28 = \text{Area of parking space + isle in m}^2</math></p> <p>M = Multiplier, where 1 is full cost recovery and the value between 0 and 1 is the subsidy rate (0.5 in Newmarket, though council may increase subsidy at their discretion)</p> <p>M = Maintenance and capital repairs per space</p>	
<p><b>City of Peterborough (Proposed)</b></p>	<p>Estimated August 2025</p> <p>Transition policy for Parking Areas 1 &amp; 2 until December 31<sup>st</sup>, 2025.</p>	<p>Development, redevelopment, and conversion projects in the City's Strategic Growth Areas (Parking Areas 1, 2 and 3), and affordable housing developments city-wide</p>	<p><b>Parking Areas 1 &amp; 2:</b> ~\$10,847 to ~\$19,524*, depending on no. of parking spaces seeking CIL of parking</p> <p><b>Parking Area 3:</b> ~\$14,875 to ~\$24,792, depending on no. of parking spaces seeking CIL of parking</p> <p>Notwithstanding the values above, the following discount / multiplier rates shall apply:</p> <ul style="list-style-type: none"> <li>Affordable Residential Units = 75% discount.</li> <li>Redevelopment/conversion of designated heritage buildings = 50% discount</li> <li>Type 'B' Accessible Parking Space = %150 increase</li> </ul> <p>*Area 1 &amp; 2 rates are subject</p>	<p>The proposed CIL of Parking Policy will apply to the following types of parking spaces:</p> <ol style="list-style-type: none"> <li>Standard residential parking spaces;</li> <li>Non-residential parking space within Parking Area 1;</li> <li>Non-residential parking space within mixed-use developments;</li> <li>Residential visitor parking spaces; and</li> <li>Type B accessible parking spaces.</li> </ol>

			to discount (flat) rate of \$10,847 until Dec 31 <sup>st</sup> , 2025.	
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