



City of
Peterborough

To: Members of the General Committee

From: Blair Nelson, Commissioner, Infrastructure, Planning and Growth Management

Meeting Date: March 2, 2026

Report: On-Street Parking Permit Pilot Studies and By-law Amendment, Report IPGACP26-010

Subject

A report to provide details of the On-Street Parking Permit Pilot Studies and amend the Parking By-law and User Fees By-law.

Recommendations

That Council approve the recommendations outlined in Report IPGACP26-010, dated March 2, 2026, of the Commissioner of Infrastructure, Planning and Growth Management as follows:

- a) That Report IPGACP26-010 on the matter of the On-Street Parking Pilot Studies be received for information;
- b) That By-laws be passed to amend the appropriate Schedules and Articles of By-law 09-136 (Parking By-law), as provided in Appendix B to this report; and
- c) That By-laws be passed to amend the appropriate Schedules and Articles of By-law 25-128 (User Fees), as provided in Appendix C to this report.

Executive Summary

- Council directed staff to plan and implement On-Street Parking Permit Pilot studies in three parking zones in response to report IPGPL23-001 regarding the Residential Parking Standards Review.

- RFP-34-25 was awarded late in 2025 to CIMA+ in accordance with the City's procurement By-law 24-077.
- CIMA+ has reviewed the City's available on-street parking infrastructure and recommended three pilot study areas as shown in Appendix A.
- The three pilot study areas capture all five of the current parking zones established within the City's Official Plan. The pilot study areas are intended to capture a mix of operational conditions expected to be encountered throughout the City.
- Pilot study results will be utilized to inform a future report to Council regarding recommendations for a future permanent on-street parking permit program.
- The pilot studies will attempt to ensure equitable access to various permit types, while also allowing short-term parking, in compliance with the current Parking By-law.
- Available parking permits will consist of 24-hour, weekly, monthly, six-month and annual permits at various fees.
- In accordance with Council direction, the On-street Parking Permit Program is intended to establish a revenue stream to support Parking Operations.
- The On-Street Parking Permit will exempt a permit holder from the current maximum parking durations and seasonal restrictions within By-law 09-136 as amended. All other parking by-law requirements will still apply.
- Permits could be temporarily suspended by declaration of the City to facilitate snow removal, street sweeping, etc.
- Permit applicants must prove residency within the pilot area and own the vehicle to which the permit applies.
- Various maintenance operations (snow removal, street sweeping, line painting, etc.) may need to be modified to co-exist with On-street Permit parking.

Background

The need for an on-street parking permit program has been identified for many years in the City of Peterborough. Recently, this program was identified during development of the City's Housing Accelerator Fund ("HAF") application as a possible means to support new development. In instances where space for on-site parking is an obstacle to new development, an on-street parking permit program may be a solution that can foster and support new development. As part of the City's HAF round 2 application, one initiative to

support growth was a project to test on-street parking permits through a pilot study. The HAF initiative requires the City to commence selling of permits under the pilot program by end of March 2026. The proposed pilot studies satisfy this requirement.

At the same time, the program must also respect and permit current parking uses. For this reason, CIMA+ has conducted an on-street parking inventory for each of the pilot areas. This inventory will be used to establish the maximum number of permits of each type that are available within each pilot area, and any restrictions specific to each area. For example, some areas may allow permit parking on all streets, while another may only allow permit parking on the street where the permit holder resides. The intent of restricting maximum numbers of permits is to ensure there is still a sufficient supply of short-term (3 hours or less) parking available where it complies with the Parking By-law.

The parking permit program must also recognize the varying needs of residents and the types of permits desired. A review of other municipalities shows that overnight (24-hour) parking permits are available, with some jurisdictions offering permits valid for up to two years. The cost of these permits vary widely across the country, everything from free to more than six hundred dollars.

City	24-Hour	7-Day	Monthly	6-Month	Annual
Toronto	\$20.74	\$44.94	n/a	n/a	n/a
Montreal	\$9.00	n/a	n/a	\$71	\$143 (9 months)
Ottawa	n/a	n/a	\$37 summer \$172 winter	n/a	n/s
Vaughan	\$7.00	n/a	\$59	\$344	\$686
Guelph	Free (max 12/year)	n/a	\$93 - \$122	n/a	n/a

By contrast, the City of Peterborough currently charges \$53/month for a surface parking lot monthly pass. Since the City has not previously operated an On-Street Parking Permit program, staff have not been able to reliably determine costs. Recognizing the Pilot program is an attempt to determine interest as well as costs, initial permit rates have been established considering the rates others charge, and current parking rates within the City. The Pilot Permit rates are as follows:

Duration	24-hour	48 hour	7-day	Monthly	6-Month	Annual
Rate (1 st permit)	\$Free (max 10/year)	n/a	n/a	\$50	\$200	\$250
Rate after 10 free 24- hour permits	\$20	\$35	\$120	\$150	\$200	\$250

To help ensure equitable distribution and availability of permits, there will be a maximum number of permits available for each pilot area (75% of total legal parking spots) and there will be a maximum of three permits per address. These restrictions and quantities of permits available may be adjusted by throughout the pilot program to reflect feedback and opportunities to acquire more relevant data.

There will be other eligibility criteria considered before an individual can acquire a permit beyond the proof of residency within the pilot area. Applicants must also provide proof of ownership of the vehicle, and a check will be completed to ensure there are no unpaid parking infractions. Cima+ has recommended the City use its current parking permit provider, Hot Spot as an online seller of on-street permits. The Hot Spot application can receive the documentation necessary to review the application. For the initial start of the Pilots, staff will review the applications and issue permit approvals.

The pilot studies will run for 12-months and are intended to assess longer-term on-street parking on various maintenance operations. Staff and Cima+ are currently assessing operation practices of other municipalities that offer longer-term on-street parking. This will include such things as snow removal, street sweeping and line painting, as well as catch basin clean out. Staff will consult with the Public Works and Environmental Protection Divisions prior to commencing permit sales. Options to accommodate maintenance operations may include; calendar parking, temporary suspension of permits, and more defined scheduling of maintenance activities.

In addition to the data learned through the pilot studies, the permanent on-street parking permit program will consider other needs such as safe pedestrian movements and long-term plans for on-street cycling facilities.

Future Considerations

Another component of the Cima+ scope of work is the Central Area Parking strategy. This work will commence once the pilot studies are underway and operations have normalized. The Central Area Parking strategy will assess long-term parking needs in

the central area including recommendations for additional off-street parking (if needed). At the request of Council, the study will also assess Parking garage operations as well as options to better utilize on-street parking and ways to improve revenue generation. Staff anticipate reporting to Council within 12 months after shifting focus to the Central Area Parking Strategy and operations assessment.

Staff will report to Council with results of the Pilot Studies and recommendations regarding a permanent On-Street Parking Permit program. Recommendations will include permit types, restrictions to areas, permit rates, eligibility and program costs. Pilot studies will run for 12 months after which final reporting will be prepared and presented to Council.

Strategic Plan

Strategic Pillar: Infrastructure

Strategic Priority: Invest in infrastructure to ensure that it meets the future needs of our growing City.

The On-Street Parking Permit Program will leverage existing and future infrastructure (public parking) to support growth by providing opportunities for on-street parking where insufficient space may be available on lands that could be developed. The program is also envisioned to establish a revenue stream to support parking operations.

Engagement and Consultation

During and following the pilot studies, the project team will engage with community members regarding successes and failures of the studies and use this information to inform the final recommended On-Street Parking Permit Program.

The City has set up a page on the Connect Peterborough platform, so that information about the study can be made available and residents can provide feedback about their experience and ideas related to on-street parking permits. This information will be considered throughout the pilot studies and afterwards when a permanent program is developed.

Budget and Financial Implications

Existing funding within the Capital Project budget is sufficient to cover incurred costs (infrastructure and resources) during the pilot studies. Future reports detailing the recommended permanent On-Street Parking Permit Program will detail costs and budget necessary to support the program.

Conclusion

The City will begin piloting on-street parking permits within three pilot areas by end of March 2026. These pilot studies will be used to inform and help design a permanent on-street parking permit program.

Attachments

Appendix A: Pilot Study Areas
Appendix B: Amendment to By-law 09-136 Parking
Appendix C: Amendment to By-law 25-128 User Fees

Submitted by,

Blair Nelson, BEng, P.Eng
Commissioner, Infrastructure, Planning and Growth Management

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Appendix A – Pilot Study Area



Pilot Area #1



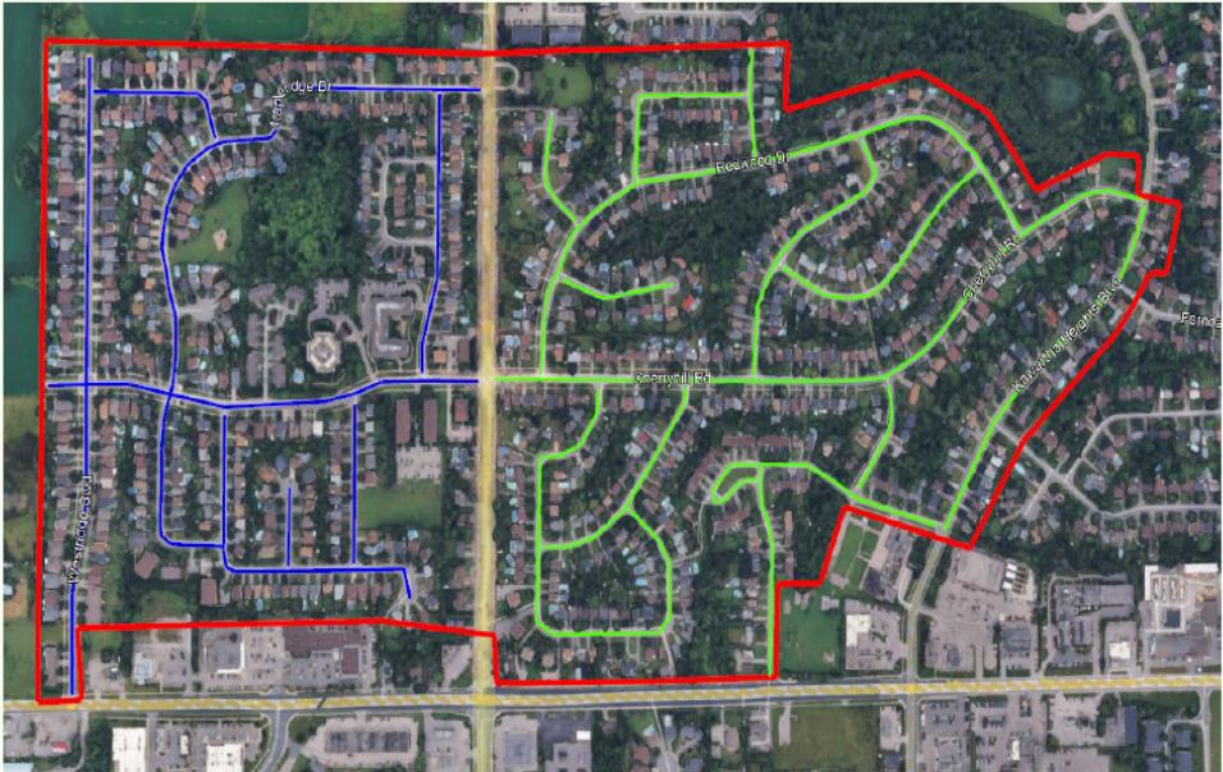
- Area contains a diverse mix of housing types and on-street parking regulations. To reflect the diversity, pilot area is divided into three permit parking zones.
- Zone 1 (Green)
 - Includes dwellings with laneway parking only.
- Zone 2 (Pink)
 - Includes dwellings with laneway parking and limited driveway capacity.
 - Separate from Zone 1 to discourage midblock crossing of Charlotte Street.
- Zone 3 (Blue)
 - Greater diversity of land uses.
 - Note parking restrictions on Reid Street and Rubidge Street, paid parking on Charlotte Street.
 - Note 15-minute and 1-hour restrictions on other streets.
- Recommend that permits for this area be valid for any street within zone (green, pink or blue) due to some streets having limited capacity.

Pilot Area #2



- Newer development with many dwellings with laneway parking.
- There are many instances of boulevard parking which program may address.
- Private road developments could be included or excluded depending on eligibility criteria or other factors
- Recommend that permits for this area be valid for any street within the area due to some streets having limited capacity

Pilot Area #3



- Mature residential neighbourhood with larger lot sizes.
- Mostly single detached dwellings, with some townhouses and higher-density residential.
- Proximity to Fleming College, so there may be higher instances of student housing.
- Recommend that permits for this area be valid only for the street of residence
- Proposed area could be divided by Brealey Drive, creating two parking zones due to changes in density. Potential for differing permit policies.

Appendix B – Draft By-law to amend By-law 09-136



The Corporation of the City of Peterborough

By-Law Number 26-[Clerk's Office will assign the number]

Being a By-law to Amend By-Law 09-136 a By-Law for the Regulation of Parking in the City of Peterborough

The Corporation of the City of Peterborough by the Council thereof hereby enacts as follows:

1. The definitions of Parking Permit and Supervisor of Parking from By-law 09-136 are hereby deleted and replaced with the following:
 - a) “(ee) **PARKING PERMIT** – means a licence issued by the SUPERVISOR, PARKING OPERATIONS which allows a MOTOR VEHICLE to be PARKED on a HIGHWAY.
 - b) (mm) **SUPERVISOR, PARKING OPERATIONS** – means the person with primary responsibility for the City’s parking facilities and parking infrastructure.”
2. In By-law 09-136, every reference to the phrase “SUPERVISOR OF PARKING” is hereby deleted and replaced with a reference to “SUPERVISOR, PARKING OPERATIONS”.
3. Section 4.27 of By-law 09-136 is hereby deleted in its entirety and replaced with the following:
 - c) “4.27 **PARKING Near DRIVEWAY:** No person shall PARK a VEHICLE on a HIGHWAY within 1.0 metre of a DRIVEWAY.”
4. Section 14.0 of By-law 09-136 is hereby deleted in its entirety and replaced with the following:
 - d) “**14.0 On-Street Parking by Permit**

- 14.1 The SUPERVISOR, PARKING OPERATIONS is hereby authorized to issue a PARKING PERMIT to a person to PARK a MOTOR VEHICLE on a HIGHWAY on such terms and conditions as the SUPERVISOR, PARKING OPERATIONS determines are reasonable.
- 14.2 The SUPERVISOR, PARKING OPERATIONS will not issue a PARKING PERMIT until the applicant has paid the fee as set out in By-Law 25-128 By-Law, being the City's User Fee By-law.
- 14.3 The SUPERVISOR, PARKING OPERATIONS may revoke or suspend a PARKING PERMIT issued pursuant to this article.”
5. Item 23 of **Schedule X: Administrative** of By-Law 09-136 is amended by deleting the reference to “2 m” and replacing that reference with “1.0m”.

By-law passed this day of 2026.

Jeff Leal, Mayor

John Kennedy, City Clerk

Appendix C – Draft By-law to amend By-law 25-128



The Corporation of the City of Peterborough

By-Law Number 26-[Clerk's Office will assign the number]

Being a By-law to Amend By-Law 25-128, a By-Law to establish User Fees in the City of Peterborough

The Corporation of the City of Peterborough by the Council thereof hereby enacts as follows:

That Appendix A, Infrastructure, Planning and Growth Management of By-Law 25-128 be amended by adding the following:

G/L Account Number	User Fee Name and Description	Unit Basis	Unit Cost
10900-450135	On-Street Parking Permit	24 hours (A maximum of ten permits per address per year may be issued)	Free
		24 hours (for 11 or more 24-hour permits are issued)	\$20.00 + HST
		48-hours (may be available if ten 24-hour permits have been issued)	\$35.00 +HST
		7 days (may be available if ten 24-hour permits have been issued)	\$120.00 +HST
		1-month	\$50.00 + HST
		6-Months	\$200.00 + HST
		12-Months	\$250.00 +HST

By-law passed this day of 2026.

Jeff Leal, Mayor

John Kennedy, City Clerk