

December 22, 2009

Councillor **Norm Kelly, Chair, Planning and Growth Management Committee**  
Planning and Growth Management Committee  
Toronto City Hall  
100 Queen Street West  
10th floor, West Tower  
Toronto, ON M5H 2N2

**Attn: Merle MacDonald**

**Councillor Kelly and Members of the Committee**

**Re: Draft Toronto Comprehensive Zoning Bylaw - Cycling Related Provisions**

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I am the solicitor for the Toronto Cyclists Union, a citizen based advocacy group representing the interests of Toronto's year round cyclists.

My client would like to commend the work already done by planning staff on the comprehensive zoning bylaw to advance cycling in the City.

The Toronto Cyclist Union would like to propose additional amendments to the comprehensive zoning bylaw that would further advance cycling as a mode of transportation in Toronto.

The suggested changes which are attached have already been adopted by municipalities in Canada and the United States in their zoning bylaws, codes and ordinances.

The suggested amendments have been merged with the current bicycle related provisions of the draft zoning bylaw and are attached separately for your consideration. Below you will find a narrative summary and explanation of the proposed changes to the current draft comprehensive zoning bylaw.

## **BICYCLE PARKING - LOCATION & ACCESSIBILITY REQUIREMENTS**

- 1. Increased short-term parking locations:** The bylaw in its current form does not address minimum short-term bicycle parking requirements for educational facilities, hospitals, municipal shelters, health care facilities and public transportation nodes. Cyclists will be able to make use of supplementary shower and change room facilities that these institutions already possess. This addition to the bylaw will give bicycle riders increased access to the places they work, learn and commute.

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2. **Distance from bicycle parking to main building entrance:** Not included in the current draft bylaw version, this requirement will regulate the distance between building entrances and long-term bicycle parking. The City of Denver has adopted an ordinance that mandates a maximum 10 metre distance from building entrance to bicycle parking. The Boston variant of this requirement is more permissive and seeks to impose the 10 metre limit "whenever possible". Both options are offered for consideration in the revised draft. The aim is to make bicycle parking more convenient than motor vehicle parking.
3. **Separation distances:** The suggested amendments also seek to improve physical accessibility to short-term bicycle parking facilities by mandating minimum separation distances between racks and surrounding barriers, such as walls. The current draft bylaw is silent on this issue. Similar requirements have been inserted in bylaws and ordinances adopted in Vancouver and San Francisco. This addition to the draft zoning bylaw will improve convenience for bicycle riders by ensuring quality design standards for all bicycle parking facilities.
4. **Location of bicycle parking in building:** Where a building is required under the bylaw to have at least 50 bicycle parking facilities, at least half of those facilities shall be located inside the building, or a secure area such as a supervised lot or bicycle locker. This issue is not addressed in the current draft. The effect of this addition will be to provide extra security and convenience to bicycle riders in locations with high volumes of bicycle ridership. A similar provision has been enacted in Ottawa's zoning bylaw.
5. **Reduction of motor vehicle parking otherwise required under the bylaw:** As an incentive to developers to provide additional bicycle parking, the revised bylaw provides that for every four bicycle parking spaces provided in excess of the required amount of bicycle parking under the bylaw, there will be a corresponding reduction of one motor vehicle parking space otherwise required by the zoning bylaw. Based on similar thinking, Ottawa has enacted a bylaw allowing a reduction of one required motor vehicle parking space for every 13 square metres of gross floor area provided as shower rooms, change rooms, locker rooms and other similar facilities intended for use by bicyclists and in conjunction with required or provided bicycle parking. The Ottawa bylaw provisions have also been included in the revised bylaw for your consideration.

#### **BICYCLE PARKING - SAFETY**

6. **Separation distances from motor vehicle parking:** This suggested addition has already been adopted in San Francisco, Boston and Santa Cruz in the United States. If enacted, this bylaw will allow bicyclists to safely mount and dismount their bicycles by segregating bicycle parking and motor vehicle parking through grade separation, walls, or other physical barriers. The current version of the draft zoning by-law is silent on this issue.

7. **Bicycle parking safety:** Another addition to the current draft would mandate that bicycle parking be located in well lit visible areas to minimize theft and vandalism. This is not addressed in the current version of the bylaw and would increase safety, for both person and property. Similar ordinances have been adopted in Santa Cruz and San Francisco in California.
8. **Bicycle parking to be at grade:** This suggested addition to the bylaw requires that all long term bicycle parking be at grade except where not practical, an elevator be provided offering direct access outside. A similar bylaw has been adopted in Vancouver. The revised bylaw would also implement at-grade requirements for short-term bicycle parking and mandates that short term bicycle parking be securely anchored to the ground or building, a requirement already adopted by San Francisco. The effect of these additions will be to increase safety and convenience of use for bicyclists.
9. **No new private driveway widening:** On public roads with existing bicycle lanes, paths or roads, no new no new private driveways or driveway widening would be allowed under this suggested amendment. The draft bylaw in its current form is silent on this issue. This bylaw will encourage the shared use of driveways through consolidation wherever possible and limit the prospect of collisions between motor vehicle operators and cyclists. The bylaw also adds width restrictions for private driveways where there are existing bicycle lanes in place. Where necessary, interested parties can apply for a minor variance to allow an exemption to the rule.

We look forward to appearing before the Planning and Growth Management Committee to review these important changes with the Committee.

Please consider this letter as a request by the Toronto Cyclists Union to be provided notice of any public meeting, development to consider the comprehensive zoning bylaw.

This letter also constitutes formal notice requesting that we be provided with notice of passing of any zoning bylaw or zoning bylaw amendments pursuant to the City of Toronto's proposed comprehensive draft zoning bylaw review pursuant to the *Planning Act*, R.S.O., c. P.13.

Kindly acknowledge receipt of this letter in writing.

Yours Very Truly,



A. Milliken Heisey

cc. Toronto Cyclists Union  
cc. Toronto Coalition for Active Transportation  
cc. Advocacy for Respect for Cyclists

**Chapter 230 Bicycle Parking  
Regulations**

**230.5 General Regulations  
applying to All Bicycle  
Parking Spaces**

**230.5.1 General**

**230.5.1.5 Interpretation**

**(1) Application of Section**

The regulations contained in Section 230.5 apply to all bicycle parking spaces.

**Rounding of Bicycle  
Parking Space**

**(2) Requirements**

If the calculation of the minimum Bicycle Parking Spaces results in a fraction of a space being required, the number of spaces shall be rounded up to the next whole number.

**(3) Long-Term and Short-  
Term Bicycle Parking**

For the purposes of this By-law, Long-Term Bicycle Parking and Short-Term Bicycle Parking shall have the following meanings:

(A) Long-Term Bicycle Parking shall be bicycle parking spaces for use by the occupants or tenants of a building; and

(B) Short-Term Bicycle Parking shall be bicycle parking spaces for use by visitors to a building.

**230.5.1.10 Rates All Zones**

**(1) Eating Establishment-  
Bicycle Parking Rates**

If an Eating Establishment is located:

(A) in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a minimum rate of:

(i) 0.2 long term bicycle parking spaces for each 100 square metres of gross floor area of Eating Establishment; and

(ii) for short term bicycle parking spaces, the greater of:

(a) 0.3 for each 100 square metres of gross floor area of Eating Establishment; and

(b) 6.0 if a building has more than 1000 square metres of Eating Establishment; and

(B) in any other area of the City, bicycle parking spaces shall be provided at a

minimum rate of:

- (i) 0.13 long term bicycle parking spaces for each 100 square metres of gross floor area of Eating Establishment; and
- (ii) for short term bicycle parking spaces, the greater of:
  - (a) 0.25 for each 100 square metres of gross floor area of Eating Establishment; and
  - (b) 6.0 if a building has more than 1000 square metres of Eating Establishment.

**(2) Medical Office - Bicycle Parking Rates**

If a medical office is located:

(A) in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a minimum rate of:

- (i) 0.15 long term bicycle parking spaces for each 100 square metres of gross floor area of medical office; and
- (ii) for short term bicycle parking spaces, the greater of:
  - (a) 0.15 for each 100 square metres of gross floor area of medical office; and
  - (b) 6.0 if a building has more than 1000 square metres of medical office; and

(B) in any other area of the City, bicycle parking spaces shall be provided at a minimum rate of:

- (i) 0.1 long term bicycle parking spaces for each 100 square metres of gross floor area of medical office; and
- (ii) for short term bicycle parking spaces, the greater of:
  - (a) 0.1 for each 100 square metres of gross floor area of medical office; and
  - (b) 6.0 if a building has more than 1000 square metres of medical office.

**(3) Office - Bicycle Parking Rates**

If an office is located:

(A) in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a minimum rate of:

- (i) 0.2 long term bicycle parking spaces for each 100 square metres of gross floor area of office; and
- (ii) for short term bicycle parking spaces, the greater of:
  - (a) 0.2 for each 100 square metres of gross floor area of office; and
  - (b) 6.0 if a building has more than 1000 square metres of office; and

(B) in any other area of the City, bicycle parking spaces shall be provided at a minimum rate of:

- (i) 0.13 long term bicycle parking spaces for each 100 square metres of gross floor area of office; and
- (ii) for short term bicycle parking spaces, the greater of:
  - (a) 0.15 for each 100 square metres of gross floor area of office; and
  - (b) 6.0 if a building has more than 1000 square metres of office.

**Suggested  
Amendment**

(C) Where the number of bicycle parking spaces required for a single office or residential building exceeds fifty 50 spaces, a minimum of 50% of that required total must be located within:

- (a) a building or structure;
- (b) a secure area such as a supervised parking lot or enclosure with secure entrance; or
- (c) bicycle lockers. **Ottawa bylaw., Part 4, s. 111(12)**

**(4) Personal Service Shop- Bicycle Parking Rates**

If a Personal Service Shop is located:

(A) in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a minimum rate of:

- (i) 0.2 long term bicycle parking spaces for each 100 square metres of gross floor area of Personal Service Shop; and
- (ii) for short term bicycle parking spaces, the greater of:
  - (a) 0.3 for each 100 square metres of gross floor area of Personal Service Shop; and
  - (b) 6.0 if a building has more than 1000 square metres of Personal Service Shop; and

(B) in any other area of the City, bicycle parking spaces shall be provided at a minimum rate of:

- (i) 0.13 long term bicycle parking spaces for each 100 square metres of gross floor area of Personal Service Shop; and
- (ii) for short term bicycle parking spaces, the greater of:
  - (a) 0.25 for each 100 square metres of gross floor area of Personal Service Shop; and
  - (b) 6.0 if a building has more than 1000 square metres of Personal Service Shop.

**(5) Retail Store- Bicycle  
Parking Rates**

If a retail store is located:

(A) in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a minimum rate of:

- (i) 0.2 long term bicycle parking spaces for each 100 square metres of gross floor area of retail store; and
- (ii) for short term bicycle parking spaces, the greater of:
  - (a) 0.3 for each 100 square metres of gross floor area of retail store; and
  - (b) 6.0 if a building has more than 1000 square metres of retail store; and

(B) in any other area of the City, bicycle parking spaces shall be provided at a minimum rate of:

- (i) 0.13 long term bicycle parking spaces for each 100 square metres of gross floor area of retail store; and
- (ii) for short term bicycle parking spaces, the greater of:
  - (a) 0.25 for each 100 square metres of gross floor area of retail store; and

(b) 6.0 if a building has more than 1000 square metres of retail store.

#### **Educational Facilities**

(A) There shall be 0.5 short-term Bicycle Parking spaces per 100 square metres of gross floor area for every elementary, middle, and secondary school, in addition to every college, university or continuing education facility

**Suggested  
Amendment  
(6)**

#### **Rooming unit or dwelling unit within a post-secondary educational facility**

(B) In addition to the requirements listed in (A), all post-secondary educational facilities shall have an additional 0.5 long term bicycle parking spaces per dwelling or rooming unit located no more than fifty metres from the entrance to such a dwelling or rooming unit and shall be for the sole use of the occupants of such dwelling or rooming units.

#### **Hospitals and Long-Term Health Care Facilities**

**New  
Suggested  
Amendment  
(7)**

(A) There shall be 0.5 short-term Bicycle Parking facilities per 150 square metres of gross floor area for every hospital and long-term care facility

(B) The location of the bicycle parking facility mentioned in (A) shall be no more than twenty metres from the entrance to such a dwelling or rooming unit.

#### **Public Transportation Facilities**

**New  
Suggested  
Amendment  
(8)**

(A) There shall be 0.5 short term Bicycle Parking spaces per 150 square metres of gross floor area for all transit stations operated by Go Transit or the Toronto Transit Commission

#### **Municipal Shelters**

**(9)  
Suggested  
Amendment**

(A) There shall be 0.5 short term bicycle parking spaces per 150 square metres of gross floor area for all shelters operated by the City of Toronto

#### **(10) Use less than 150 Square Metres**

**New  
Suggested  
Amendment**

If a building has a retail store, personal service shop, eating establishment, hospital or healthcare facility or transit station and the total cumulative gross floor area of all these uses is less than 150 square meters, no bicycle parking space shall be required.

**Cumulative Gross Floor Area**

(1)

If a building contains any combination of retail store, personal service shop, or eating establishment, the total cumulative gross floor area of all these uses shall be used for the calculation of bicycle parking space requirements.

**Bicycle Parking Space**

(2)

**Dimensions**

A bicycle parking space shall have the following dimensions:

(A) minimum length of 1.9 metres,

(B) minimum width of 0.6 metres,

(C) minimum height of :

(i) 1.2 metres where the bicycle is to be parked on a horizontal surface; or

(ii) 1.9 metres where the bicycle is to be parked in a vertical position.

**Bicycle Parking Space Location – All Types**

All bicycle parking provided shall be on concrete, and located a minimum of 90 centimetres from a parallel wall, and 90 centimetres from a perpendicular wall

**Denver bylaw part VI “Location of Bicycle Parking Racks” → the 90 centimetres is higher than the SLCBAC model guidelines of only 60 centimetres (or 24 inches in their terminology). In other words, 90 centimetres is a good standard.**

Bicycle parking and automobile parking shall be separated by a physical barrier or sufficient distance to protect parking bicycles from damage. **s. 155.1(d)(4) of San Francisco Planning Code**

**Suggested Amendments OR**

Bicycle parking facilities shall be sufficiently separated from motor vehicle parking areas to protect parked bicycles from damage by motor vehicles. The separation may be accomplished through grade separation, distance or physical barrier, such as curbs, wheel stops, poles or other similar features. **Boston Draft By-law s. 5(5)**

**c. Bicycle parking facilities shall be located in highly visible well lighted areas to minimize theft and vandalism. S. 5(c) of Santa Cruz bicycle parking ordinance AND s. 155.1(d)(5) of San Francisco Planning Code**

**Bicycle Parking Spaces At Grade**

Subject to (3) below, all Bicycle Parking spaces shall be at grade.

**(3) Long-Term Bicycle Parking Space Locational Requirement**  
Suggested Amendment Long-Term bicycle parking spaces shall be located in a secure enclosed bicycle parking area and shall be at grade and shall have direct access to outside, except that a location more than one level below grade may be permitted where an elevator is supplied offering direct access outside. **City of Vancouver bylaw, s. 6.3.6**

(1) Except where otherwise provided in this bylaw, long term bicycle parking spaces shall be placed within 10 metres of building entrances where bicyclists would naturally transition to pedestrian mode. The rack placement would ideally allow for visual monitoring by people within the building and/or people entering the building. The placement of the racks shall minimize conflicts with both pedestrians and motorized traffic.  
**Denver bylaw part VI "Location of Bicycle Parking Racks"**

**OR**

Suggested Amendments (1) Bicycle parking facilities shall be located in a clearly designated safe and convenient location. Whenever possible, the bicycle parking shall be placed within 10 metres of building entrances and in well-lit areas. **s. 5(9) Bicycle parking bylaw of Boston**

(2) Bicycle parking must be located on the same lot as the use or building for which it is provided.

(3) Bicycle parking spaces must be located in order to provide convenient access to main entrances or well-used areas.

(4) A landscaped area must be provided between a bicycle parking space and a lot line or an exit of a building.

Consolidated Zoning By-law 2008-250 (Ottawa)

**Part 4 – Parking, Queuing and Loading Provisions  
(Sections 100-114) Location of Bicycle Parking Spaces**

(5) Bicycle parking shall be at least as conveniently located as the most convenient non-disabled car parking. Safe and convenient means of ingress and egress to bicycle parking facilities shall be provided.

**s. 155.1(d)(5) of San Francisco Planning Code**

**(4) Short-Term Bicycle Parking Space Locational Requirement**  
Suggested Amendment Short Term parking at grade

(A) Short-Term bicycle parking spaces shall be located in a bicycle parking area at grade

(B) All short-term bicycle parking racks shall be securely anchored to the ground or building structure. s. **155.1(d)(8) of San Francisco Planning Code**

(C) Short-term bicycle parking racks shall be within 100 feet from the building entrances where cyclists would naturally transition to pedestrian mode.

**Suggested  
Amendment**

(D) All required short-term parking racks shall be independently accessible by means of an aisle with a minimum width of 1.2 metres which is separate from pedestrian access. There shall be unrestricted access behind the space of a minimum length of 0.5 metres.  
**Vancouver bylaw, section 6 – off-street bicycle space regulations**

**(5) Change and Shower Facilities**

If a building contains uses, other than dwelling units, for which a bicycle parking space is required, shower and change facilities shall be provided for each gender at the following rate:

**Suggested  
Amendment**

- (A) none if less than 5 required bicycle parking spaces;
- (B) 2 for 5 to 29 required bicycle parking spaces;
- (C) 2 for 30 to 59 required bicycle parking spaces;
- (D) 3 for 60 to 89 required bicycle parking spaces;
- (E) 4 for 90 to 119 required bicycle parking spaces;
- (F) 5 for 120 to 149 required bicycle parking spaces;
- (G) 6 for 150 to 179 required bicycle parking spaces;
- (H) 7 for more than 179 required bicycle parking spaces.

**5.1**

**Suggested  
Amendment**

The motor vehicle parking required for any use may be reduced by one motor vehicle parking space for every 13 square metres of gross floor area provided as shower rooms, change rooms, locker rooms and other similar facilities intended for the use of the bicyclists in conjunction with required or provided bicycle parking. **S. 111(13), Ottawa bylaw, Part 4.**

**(6)  
New  
Suggested  
Amendment**

Every four bicycle parking facilities provided by the land owner in excess of the minimum bicycle parking requirements of this bylaw shall result in a reduction of one vehicular parking space otherwise required by the zoning bylaw.

**230.10**

**Residential Zone Category Regulations**

**230.10.1 General**

**230.10.1.10 Rates**

**(1) Bicycle Parking Rate Residential Zone Category and Policy Area 1(PA1)**

If an apartment building is in a Residential Zone Category and is located in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a rate of:  
(A) 0.8 long term bicycle parking spaces bicycle parking spaces for each dwelling unit; and  
(B) 0.2 short term bicycle parking spaces for each dwelling unit.

**(2) Bicycle Parking Rate Residential Zone Category**

If an apartment building is in a Residential Zone Category and is not located in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a minimum rate of:  
(A) 0.6 long term bicycle parking spaces bicycle parking spaces for each dwelling unit; and  
(B) 0.15 short term bicycle parking spaces for each dwelling unit.

**230.10.1.20 Standards**

**(1) Bicycle Parking Space - Storage Location**

A bicycle parking space for a dwelling unit in an apartment building shall not be located:  
(A) in a dwelling unit; or  
(B) on a balcony; or  
(C) in a storage locker.

**(2) Bicycle Parking Space Location**

A minimum of 50% of the Long-Term bicycle parking spaces in an apartment building shall not be in a vertical position.

**Residential Apartment Zone Category Regulations**

**230.20 General**

**230.20.1 Rates**

**230.20.1.10 Bicycle Parking Space Residential Apartment Zone Category and Policy Area 1 (PA1)**

**(1)**

If an apartment building is in a Residential Apartment Zone Category and is located in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a rate of:

(A) 0.8 long term bicycle parking spaces bicycle parking spaces for each dwelling unit; and

(B) 0.2 short term bicycle parking spaces for each dwelling unit.

(2) **Bicycle Parking Space Residential Apartment Zone Category**

If an apartment building is in a Residential Apartment Zone Category and is not located in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a rate of:

(A) 0.6 long term bicycle parking spaces bicycle parking spaces for each dwelling unit; and

(B) 0.15 short term bicycle parking spaces for each dwelling unit.

**Standards**

230.20.1.20

**Bicycle Parking Space Residential Apartment Location**

(1)

A minimum of 50% of the Long-Term bicycle parking spaces in an apartment building shall not be in a vertical position.

(2) **Bicycle Parking Space - Storage Location**

Bicycle parking space for a dwelling unit in an Apartment Building shall not be located:

(A) in a dwelling unit; or

(B) on a balcony; or

(C) in a storage locker.

**Bicycle Parking Incentive**

**Commercial - Residential Zone Category Regulations**

230.40

**General**

230.40.1

**Rates**

230.40.1.10

**Bicycle Parking Space Rate - CR Zone and Policy Area 1**

(1)

If a building in a CR zone contains dwelling units and is located in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a rate of:

(A) 0.8 long term bicycle parking spaces bicycle parking spaces for each dwelling unit; and

(B) 0.2 short term bicycle parking spaces for each dwelling unit.

(2)

**Bicycle Parking Space Rate - CR Zone**

If a building in a CR zone contains dwelling units and is not located in Policy Area 1 (PA1), bicycle parking spaces shall be provided at a rate of:

(A) 0.6 long term bicycle parking spaces bicycle parking spaces for each dwelling unit; and

(B) 0.15 short term bicycle parking spaces for each dwelling unit.

**Standards**

230.40.1.20

(1)

**Bicycle Parking Space Location**

A minimum of 50% of the Long-Term bicycle parking spaces units in an apartment building shall not be wall mounted.

(2)

**Bicycle Parking - Location CR zones**

Bicycle parking space for a dwelling unit shall not be located:

(A) in a dwelling unit; or

(B) on a balcony; or

(C) in a storage locker; or

(D) an area used for ancillary commercial space.

(3)

**No New Private Driveways or Driveway Widening on Public Roads with Bicycle Lanes, Paths or Roads**

**Suggested  
Amendment**

No new private driveways or driveway widenings after the date of the passage of this bylaw shall be permitted from any lands having frontages on a public

road or lane that are designated as bicycle routes or contain a bicycle lane or path as shown on Schedule “ “ to this bylaw.

#### **Private Driveway Width**

**(4)**  
**Suggested**  
**Amendment**

On public roads or lanes with a designated bicycle lane, path or road the width of any private driveway or lane onto the public road shall not exceed 6.0 metres.

#### **Two Frontage Lots**

**(5)**  
**Suggested**  
**Amendment**

On a lot with frontages on two public roads, vehicular and pedestrian access, in addition to passenger drop off shall be on the road without a bicycle lane.

#### **Commercial Parking Garages**

**(6)**  
**New**  
**Suggested**  
**Amendment**

(A) New commercial parking garages with ten or more motor vehicle parking spaces shall not, from the date of passage of this bylaw, have an entrance or exit requiring motor vehicles to cross an existing bicycle lane.

(B) Commercial parking garages with less than ten motor vehicle parking spaces shall prominently display, from the date of passage of this bylaw, signage clearly visible to the operator of a motor vehicle exiting the commercial parking garage instructing the motor vehicle to yield to all bicycle and pedestrian traffic before exiting the parking facility.