

## Memorandum

**To:** Sean McGregor, Project Coordinator, Cope Group Inc.  
**Copies To:** File  
**From:** Bashar Dhahir, P. Eng., PMP, Mohammad Ramezani, P. Eng.  
**Date:** March 29, 2024  
**Reference:** CFC-PEC – Parking Justification Report  
565 Wesley Acres, Prince Edward County  
**Ainley File No.:** 22607 - 1

### 1. BACKGROUND

Ainley Group has been retained by Cope Group Inc. to conduct a Parking Justification Study in support of the proposed camp development located at 565 Wesley Acres Road, Prince Edward County. The proposed development is located along the northeast shore of West Lake, with open space to the east and west, and north. The proposed development will be connected to the road network via Wesley Acres Road shown in **Figure 1**.



Figure 1: Site Location

The land use of the proposed development site is Rural 2 (RU2)<sup>1</sup>, and Environmental protection PSW (EP-W) as shown in Figure 2.



Figure 2: Proposed Development Land Use

The total lot area of the proposed development is 360,691.7 m<sup>2</sup> (89.12 acres). The proposed development comprises several buildings and facilities with a total gross floor area (GFA) of 14,424 m<sup>2</sup> outlined as follows:

■ Camper Residence	9 Units (449 m <sup>2</sup> each)
■ Lodge	1 (1,728 m <sup>2</sup> )
■ Art and Music	1 (367 m <sup>2</sup> )
■ Hospital (8 beds)	1 (636 m <sup>2</sup> )
■ Pool Building	1 (258 m <sup>2</sup> )
■ Director's Cabin	1 (201 m <sup>2</sup> )
■ Flexible Residence	1 (576 m <sup>2</sup> )
■ Indoor Activity	1 (527 m <sup>2</sup> )
■ Staff Residence	2 (632 m <sup>2</sup> each)

<sup>1</sup> Permitted Non-Residential Uses: agriculture, commercial greenhouses, conservation area including passive outdoor recreation activities.

■ Stables	1 (222 m <sup>2</sup> )
■ Utility and Maintenance	2 (469 m <sup>2</sup> )
■ Green House	1 (666 m <sup>2</sup> )

The proposed development has a total of 492 beds to accommodate 243 campers (9 buildings x 27 beds), 224 employees (9 buildings x 16 + 2 buildings x 40 beds) plus 25 beds in the flexible residence and director’s cabin.

## 2. VEHICULAR PARKING REVIEW

### 2.1. Proposed Parking

The proposed development will provide 308 automobile parking spaces including 12 barrier-free (accessible) parking spaces in the hospital parking lot as shown in **Figure 3**.

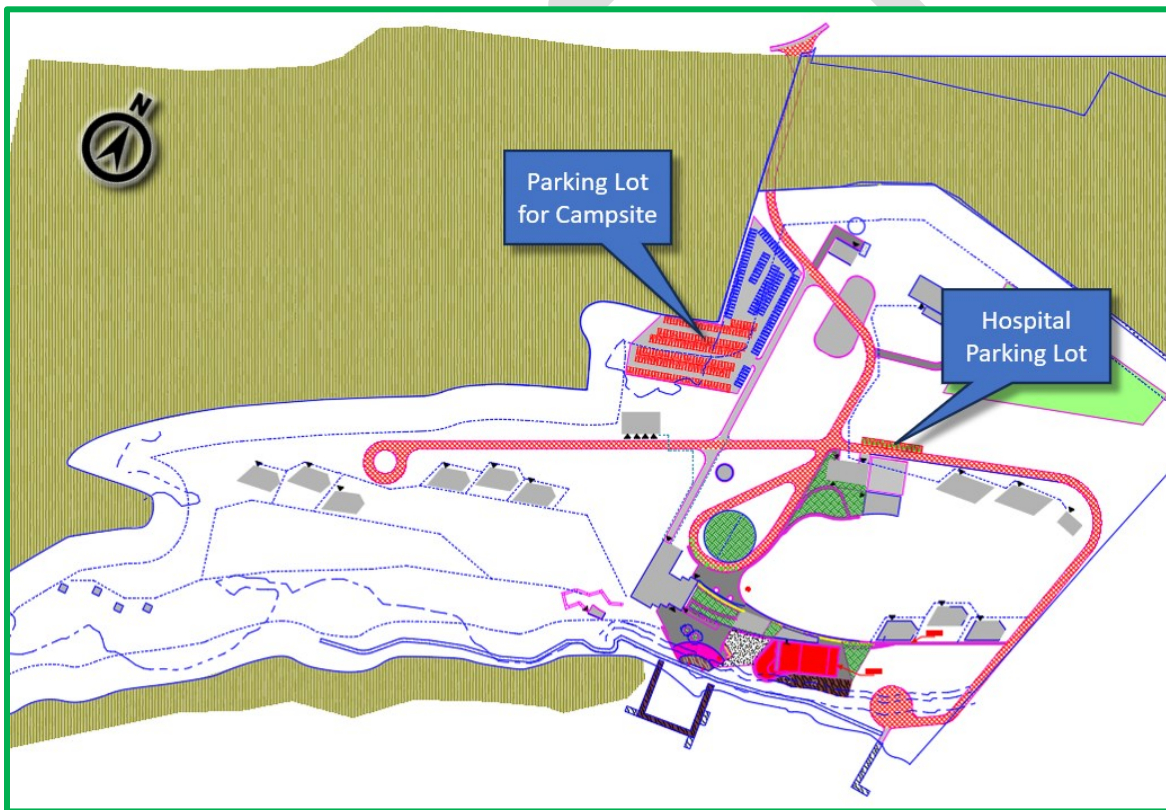


Figure 3: Available Parking Spaces

### 2.2. Parking Requirements

As per the County of Prince Edward - Comprehensive Zoning By-law 1816-2006 (October 23, 2006)<sup>2</sup>, parking provisions should be in compliance with Section 4, General Provisions and

<sup>2</sup> Updated October 25, 2019

Section 5. Based on Section 5 – Parking Loading and Driveway Provisions, the minimum parking space requirements for the proposed development are:

- **Hospital:** the minimum parking space requirements is 1 space for every patient bed. Accordingly, eight (8) parking spaces are required ( $8^3 \times 1 = 8$ ).
- **Commercial Uses – Commercial Recreation, Sports Facilities or Places of Amusement:**

The greater of:

- Requirement A: 1 space for every 14 m<sup>2</sup> (150 sq. ft.) of gross floor area (GFA):
  - Camper Residence 9 Units (449 m<sup>2</sup> each)
  - Lodge 1 (1,728 m<sup>2</sup>)
  - Director's Cabin 1 (201 m<sup>2</sup>)
  - Flexible Residence 1 (576 m<sup>2</sup>)
  - Staff Residence 2 (632 m<sup>2</sup> each)

Accordingly, the total GFA of net residence area (excluding the hospital and service areas) will be 10,170 m<sup>2</sup> and minimum parking spaces required is 726 ( $10,170 \div 14 = 726$ )<sup>4</sup>.

- Requirement B: 1 space for every 4 persons of design capacity: Accordingly, the minimum parking spaces required is 123<sup>5</sup> ( $492^6 \div 4 = 123$ ).

The minimum parking demand, as indicated above, is 726. It's important to emphasize the notable disparity in parking demand between the two categories and consider consulting the parking demand for comparable projects.

Based on the above, the minimum parking spaces required is 734 ( $726 + 8 = 734$ ). Accordingly, the shortage in parking spaces is 426 ( $734 - 308 = 426$ ).

### 2.3. Bus Parking

It should be noted that based on previous experience of the camp operators, a portion of the camp guests will arrive by intercity buses. These buses typically accommodate 45 to 55 passengers, depending on their configuration. Assuming a capacity of 44 passengers per intercity bus and 4 passengers per passenger car, allocating few parking spaces (i.e. 5) for buses would be equivalent to accommodating 55 passenger cars. This provision will aid the operation team in efficiently managing arrivals if guests arrive by bus.

<sup>3</sup> The hospital capacity is 8 beds.

<sup>4</sup> Total GFA excluding the hospital.

<sup>5</sup> Excluding hospital parking requirements.

<sup>6</sup> The expected number of persons is based on the total number of beds.

### 3. ALTERNATIVE PARKING ASSESSMENT

#### 3.1. ITE Parking Rates

The parking demand rates were derived from the Institute of Transportation Engineers (ITE)–Parking Generation Manual, a widely recognized and locally endorsed method for estimating the number of parking demand by new developments. However, the number of studies used to estimate the parking demand for commercial recreation category is not statistically significant. Therefore, ITE parking Generation Manual is not considered for this report.

#### 3.2. Parking Demand in Other Projects

As mentioned earlier, reviewing the similar projects would give more insight regarding the parking demand for the proposed development. The owner of the proposed development is currently managing similar recreational facility, Camp Oochigeas. This facility is located in Rosseau, Ontario, to the east of Highway 141 and west Lily Lake as shown in **Figure 4**. The overall area of the site is 61.08 acres (Approximately 69% of area of the proposed development); however, the camp does not occupy the entirety of the area.



Figure 4: Camp Oochigeas Location

Camp Oochigeas operates from late June to late August and provides accommodation for around 280 individuals, including campers, volunteers, and employees. This accounts for approximately 57% of the proposed development's population. The camp is likely to feature similar facilities and buildings as those proposed in the development plan, such as camper housing, flexible family housing theater, doctors' cabin, camper buildings, maintenance building, recreational hall (as illustrated in **Figure 5**). The combined GFA for all these facilities is 6,700 m<sup>2</sup>, accounting for about 46% of the total area of the proposed development.

Camp Oochigeas provides 75 parking spaces to accommodate the parking requirements of campers, volunteers, and staff, effectively meeting the demand for parking. Additionally, during significant events such as fundraisers or celebrations, which occur approximately four times a year, shuttle services are organized to transport employees from Rosseau.

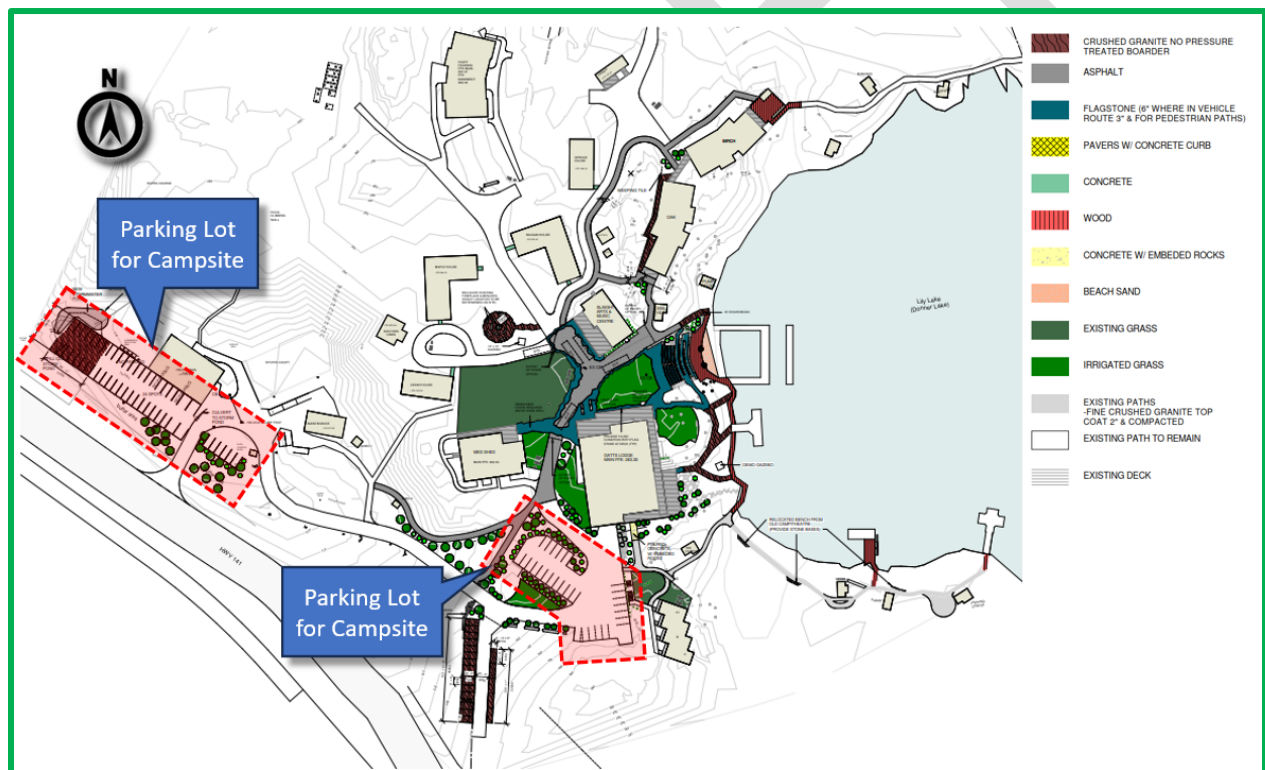


Figure 5: Camp Oochigeas Site Plan

The data outlined above is condensed within **Table 1**, illustrating that the proposed development surpasses Camp Oochigeas in terms of size and area, accommodating up to 54% more users. Conversely, the proposed development offers a 76% increase in parking spaces. This suggests that the available parking spaces (308) would be sufficient to accommodate the parking demand.

Table 1: Comparison between Camp Oochigeas and the Proposed Development

Item	Camp Oochigeas	Proposed Development	Increment Percentage
People (campers, volunteers, employees)	280	492	43% <sup>7</sup>
GFA (m <sup>2</sup> )	6,700	14,424	54%
Total Lot Area (acres)	61.08	89.12	31%
Available Parking Spaces	75	308	76%

### 3.3. Parking Demand in Other Cities

This section provides examples of zoning by-law requirements for similar development characteristics in other cities within Ontario to indicate that parking requirements of the Prince Edward County by-law are comparatively high.

- **City of Belleville:** As per the City of Belleville – Zoning By-law 2024-100 for a similar development, the minimum parking space rate for Recreational facility or recreational use is 0.25 parking spaces per person (spectators, patrons, visitors, members of the audience, or students, as the case may be). Accordingly, the minimum parking spaces required is 123, which complies with the second category (requirement B) mentioned in the PEC parking requirements. Note that this is the only requirement for Recreational facility or recreational use.
- **City of Kingston:** As per the Kingston Zoning By-law Number 2022-62 for a similar development, the minimum parking space rate for recreational facility is 0.25 per person. Accordingly, the minimum parking spaces required is 123, which again complies with the second category (requirement B) mentioned in the PEC parking requirements. Note that this is the only requirement for Recreational facility or recreational use.

## 4. ACCESSIBLE PARKING

As outlined in Section 5 of the County of Prince Edward's Comprehensive Zoning By-law 1816-2006, the proposed development is required to offer a minimum of one barrier-free parking space per establishment, along with an additional space for every 20 parking spaces provided. Consequently, based on this calculation, the minimum requirement is 16 barrier-free parking spaces ( $1 + 308/20 = 16.4$  rounded up to 17). However, the proposed development only includes 12 barrier-free parking spaces, which falls short of the required number by 5 accessible parking

<sup>7</sup>  $(492-280)/492 \times 100 = 43\%$

spaces. These additional spaces need to be incorporated into the revised site plan or during the detailed design phase of the project.

## 5. CONCLUSION

This memo has been provided to review the parking demand for the proposed summer camp development located at 565 Wesley Acres Road. The Prince Edward County zoning by-law determines the parking requirements based on the greater of the following two categories:

- Requirement A: the minimum parking spaces required is 726.
- Requirement B: the minimum parking spaces required is 123.

Thus, the minimum parking space required is 726. Furthermore, the hospital's parking demand is 8, bringing the total parking demand for the proposed development to 734 spaces. However, the proposed development only offers 308 parking spaces, resulting in a shortage of 426 parking spaces. It should be noted that parking demand for Requirement A is determined by the GFA of the facilities in the proposed development (excluding buildings like stables and greenhouses with low parking needs despite their significant GFA).

Taking into account the nature of the development, which primarily operates overnight camp programs and receives guests based on its capacity (i.e., number of beds), the Requirement A approach, which relies on GFA, would overestimate the parking demand. Instead, Requirement B, based on the visitors of the camp, seems to be a more appropriate criterion to follow. Therefore, a more sensible approach would be to estimate parking demand based on the anticipated number of users, including campers, staff, and visitors, for the development and therefore it is suggested the minimum parking space required to be 131 ( $123+8=131$ ). The proposed development, with its provision of 308 parking spaces, would meet the minimum required parking space requirement.

Due to significant differences in parking demand needs, an examination of parking demands in Ontario's cities such as Kingston and Belleville indicated that their standards align with requirement B. The minimum parking demand for similar land uses in Kingston and Belleville is 123 parking spaces. Consequently, the parking demand from the proposed development would meet these requirements. Furthermore, a comparison was made with an already existing similar facility in Ontario (Camp Oochigeas), indicating that the proposed development, with its 308 parking spaces, could accommodate the parking demand.

The barrier-free parking space requirements were reviewed, revealing a deficiency of 5 parking spaces in the proposed development compared to the available regular parking spaces, which must be considered during the detail design of the project to ensure a total of 16 barrier-free parking spaces are provided. Furthermore, allocating few parking spaces for buses will aid the operation team in efficiently managing arrivals if guests arrive by bus.

We trust that the above meets with your purpose. Should you have any questions, please do not hesitate to contact the undersigned.

Yours truly,

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