

**Subject: Minor Amendments to the Traffic and Parking By-law to Enhance  
Accessible Parking Opportunities**

**File Number: ACS2024-PWD-TRF-0004**

**Report to Transportation Committee on 24 October 2024  
and Council 30 October 2024**

**Submitted on October 15, 2024 by Krista Tanaka, Director, Traffic Services, Public  
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**Ward: Citywide**

**Objet : Légères modifications à apporter au Règlement sur la circulation et  
le stationnement afin de rehausser les possibilités d'aménager des  
places de stationnement accessibles**

**Numéro de dossier : ACS2024-PWD-TRF-0004**

**Rapport présenté au Comité des transports le 24 octobre 2024  
et au Conseil le 30 octobre 2024**

**Déposé le 15 octobre 2024 par Krista Tanaka, directrice,  
Services de la circulation, Direction générale des travaux publics**

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**Quartier : À l'échelle de la ville**

## **REPORT RECOMMENDATION(S)**

**That Transportation Committee recommend that City Council approve minor  
amendments to the Traffic and Parking By-law substantially in the form presented  
in Documents 1, 2 and 3 and as outlined in this Report.**

## RECOMMANDATION(S) DU RAPPORT

**Que le Comité des transports recommande au Conseil municipal d'approuver les légères modifications à apporter au *Règlement sur la circulation et le stationnement*, essentiellement dans la forme présentée dans les pièces 1, 2 et 3 et selon les modalités exposées dans le présent rapport.**

## EXECUTIVE SUMMARY

This report recommends the following minor amendments to the [Traffic and Parking By-law \(By-law No. 2017-301\)](#) to enhance accessible parking opportunities:

- The introduction of provisions that will legally permit and regulate signed accessible on-street parking which is required to proceed with a pilot project;
- To clarify the provisions contained in “Part C - Parking Required for Persons with Disabilities”. The provisions prescribe the ratio of accessible off-street parking spaces that aligns with the latest Council-approved [City of Ottawa Accessibility Design Standards](#) and reflects the [Integrated Accessibility Standards Regulations \(IASR\)](#) of the [Accessibility for Ontarians with Disabilities Act, 2005 \(AODA\)](#); and,
- To introduce in the by-law’s Section 1 – Definitions, the term “obligated organization” to clarify the entity(ies) responsible to ensure that the provisions contained in “Part C - Parking Required for Persons with Disabilities” are met.

The by-law amendments will be enacted on January 1, 2025 and put into force prior to June 2025, once associated set fines are established.

The proposed amendments apply the City’s Equity and Inclusion Lens and align with the 2023-2026 Term of Council’s strategic priority of making Ottawa “a city that is more connected with reliable, safe, and accessible mobility options”. Exploring enhanced accessible parking opportunities could provide greater accessible mobility options to the community of persons with disabilities and older adults.

There are no new budget impacts associated with these amendments.

As the demand for street spaces continues to grow to accommodate cycle tracks and lanes, patios, bike and e-scooter parking and other competing infrastructure, the availability of signed and unsigned on-street parking spaces and “No Parking” zones available to Accessible Parking Permit holders has declined. In response to inquiry TRC-2024-01 – Accessible Parking Permit (APP) Reserved On-Street Parking Spaces, staff have expressed interest in holding a one-year pilot project to evaluate whether designated on-street accessible parking spaces improve services to people with

disabilities and older adults. The Accessibility Office, Public Works Department's Traffic Services, and Parking Services would co-lead the project. The outcome would determine if these spaces should supplement existing on-street parking privileges for Accessible Parking Permit holders.

An amendment to the Traffic and Parking By-law is required to allow for on-street spaces to be reserved solely for the use by Accessible Parking Permit holders and to proceed with the pilot project. The amendment will also allow for the issuance of parking fines should a non-permit holder park in a designated accessible on-street space.

The Accessibility Office, informed by continuous feedback from people with disabilities and older adults support the implementation of a pilot project and the proposed by-law amendments as described in this report.

## RÉSUMÉ

Dans ce rapport, le personnel de la Ville recommande d'apporter les légères modifications suivantes au [Règlement sur la circulation et le stationnement \(Règlement n° 2017-301\)](#) afin de rehausser les possibilités d'aménager des places de stationnement accessibles :

- l'adoption de ces dispositions permettra d'autoriser en vertu des lois et de réglementer les places de stationnement sur rue accessibles et balisées, ce qui est nécessaire pour lancer un projet pilote;
- il faut éclaircir les dispositions de la partie C (Places de stationnement pour personnes handicapées à fournir obligatoirement). Ces dispositions prévoient le ratio des places de stationnement hors rue accessibles qui correspondent à la version la plus récente, approuvée par le Conseil municipal, des [Normes de conception accessibles de la Ville d'Ottawa](#) et qui tient compte du [Règlement sur les normes d'accessibilités intégrées \(RNAI\)](#) de la [Loi de 2005 sur l'accessibilité pour les personnes handicapées de l'Ontario \(LAPHO\)](#);
- il faut intégrer, à l'article 1 (Définitions) du règlement municipal, le terme « organisation assujettie » afin de préciser les entités chargées de s'assurer que les dispositions reproduites dans la partie C (Places de stationnement pour personnes handicapées à fournir obligatoirement) sont respectées.

Les modifications à apporter à ce règlement seront adoptées le 1<sup>er</sup> janvier 2025 et produiront leurs effets avant juin 2025, lorsqu'on aura fixé les amendes correspondantes.

Les modifications que la Ville propose d'apporter appliquent le point de vue de l'équité et de l'inclusion de la Ville et cadrent avec la priorité stratégique du mandat du Conseil municipal pour 2023-2026, soit faire d'Ottawa « une ville offrant plus d'options de mobilité fiables, sécuritaires et accessibles ». En se penchant sur le rehaussement des possibilités permettant d'aménager des places de stationnement accessibles, on pourrait offrir à la communauté des personnes en situation de handicap et des personnes âgées de meilleures options de mobilité accessibles.

Ces modifications n'ont pas d'incidences nouvelles sur le budget.

Alors que la demande de places sur rue continue d'augmenter pour permettre d'aménager des pistes et des bandes cyclables, des terrasses, des places de stationnement pour les vélos et les trottinettes électriques ainsi que d'autres infrastructures concurrentes, l'offre de places de stationnement sur rue balisées et non balisées et de zones de stationnement interdit à la disposition des titulaires du permis de stationnement accessible a baissé. Pour donner suite à la demande de renseignements TRC-2024-01 (Places de stationnement sur rue réservées aux titulaires du permis de stationnement accessible [PSA]), le personnel a fait savoir qu'il souhaitait réaliser un projet pilote d'un an afin d'évaluer la question de savoir si les places de stationnement accessibles sur rue et désignées permettent d'améliorer les services offerts aux personnes en situation de handicap et aux personnes âgées. Le bureau de l'accessibilité, les Services de la circulation ainsi que les Services du stationnement de la Direction générale des travaux publics codirigeraient ce projet. Le résultat permettrait de savoir si ces places doivent assurer l'appoint des privilèges de stationnement sur rue existants à l'intention des titulaires du permis de stationnement accessible.

Il faut donc apporter une modification au *Règlement sur la circulation et le stationnement* pour permettre de réserver les places sur rue exclusivement aux titulaires du permis de stationnement accessible et pour réaliser ce projet pilote. Cette modification permettra aussi d'imposer des amendes de stationnement aux automobilistes qui n'ont pas le permis et qui stationnent dans les places de stationnement sur rue accessibles et désignées.

Sur la foi des commentaires continus des personnes en situation de handicap et des personnes âgées, le Bureau de l'accessibilité est favorable à la mise en œuvre d'un projet pilote et aux modifications que la Ville propose d'apporter au règlement municipal selon les modalités exposées dans ce rapport.

## BACKGROUND

The purpose of the City of Ottawa's [Traffic and Parking By-law \(By-law No. 2017-301\)](#) is to regulate traffic and parking on highways. The by-law, approved by Council in September 2017 (ACS2017-TSD-TRF-0005), among other legislation, conforms to:

- the [Accessibility for Ontarians with Disabilities Act, \(AODA\)](#);
- the [Ontario Highway Traffic Act \(HTA\)](#); and,
- various Council-approved City of Ottawa By-laws.

Minor amendments to the by-law are being put forward to enhance accessible parking opportunities. The proposed amendments, if approved by Council, will:

- Legally permit and regulate signed accessible on-street parking for the purpose of a pilot project;
- Ensure off-street accessible parking ratios align with the latest Council-approved [City of Ottawa Accessibility Design Standards](#) which further align with the [Integrated Accessibility Standards Regulations \(IASR\)](#) of the [Accessibility for Ontarians with Disabilities Act, 2005 \(AODA\)](#); and,
- Clearly define the entity(ies) responsible to ensure that provisions contained in "Part C - Parking Required for Persons with Disabilities" are met.

The report will discuss the rationale for the proposed by-law amendments.

## DISCUSSION

### Designated Accessible On-Street Parking Spaces

Currently all on-street parking is considered "accessible" under the [Traffic and Parking By-law \(By-law No. 2017-301\)](#). [On-street parking privileges](#) are available to Accessible Parking Permit holders. Privileges include, but are not limited to:

- parking for four consecutive hours where parking is permitted, regardless of the time limit posted (or not posted);
- parking in most signed "No Parking" zones; and,
- Free on-street parking at Pay & Display machines.

As referenced in AAC Motion 19/3: [Availability And Protection Of Accessible Parking Spaces In Ottawa](#), curbside parking spaces for Accessible Parking Permit Holders are impacted by the implementation of cycle tracks and lanes, patios, bike and e-scooter parking and other competing infrastructure. As such, the Accessibility Office regularly

receives feedback from residents with disabilities and older adults about the lack of available accessible parking. Residents with disabilities and older adults have shared a desire for designated accessible on-street parking spaces to supplement existing parking privileges. Additionally, current on-street parking and “No parking” zones do not include the necessary accessibility features to allow all persons with disabilities and older adults to safely and independently use them. This feedback is consistent with comments from members of the Accessibility Advisory Committee. The provision of designated on-street accessible parking spaces was not considered as part of the 2015 – 2018 Term of Council by-law review.

In response to inquiry TRC-2024-01 – Accessible Parking Permit (APP) Reserved On-Street Parking Spaces, the Public Works Department, namely Traffic Services and Parking Services, and the Accessibility Office have expressed interest in co-leading a one-year pilot project to evaluate whether designated on-street accessible spaces would enhance and improve services to people with disabilities and older adults. The inquiry response was released to Mayor Sutcliffe and Council on October 3 2024.

To plan for and implement a pilot project, an amendment to “Part A – Rules of the Road” of the Traffic and Parking By-law (By-law 2017-301) is required. The amendment will allow:

- on-street parking spaces to be reserved solely for the use of Accessible Parking Permit holders; and,
- for the issuance of parking fines should a non-Accessible Parking Permit holder park in a designated accessible on-street space.

Please see Document 1 – Proposed By-Law Amendments, “Part A – Rules of the Road” for details on the proposed by-law amendment.

The pilot project would look to strategically create up to five signed accessible on-street parking spaces. The Accessibility Office would be instrumental in selecting the pilot locations which would consider:

- having a diverse representation of desirable off-street destinations adjacent to the designated accessible parking spaces; and,
- complying with the [\*Integrated Accessibility Standards Regulations \(IASR\)\*](#) of the [\*Accessibility for Ontarians with Disabilities Act \(AODA\)\*](#) which requires enhanced space design (i.e., curb depressions, tactile walking surface indicators, etc.).

Under the [\*Integrated Accessibility Standards Regulations \(IASR\)\*](#), there is a legislated duty to consult with the City’s Accessibility Advisory Committee regarding the need,

location and design of on-street accessible parking spaces. These meetings are also open to the public, and community members may give delegations on an agenda item. The Committee will be consulted at their October 15 meeting on the amendments proposed in this report. The Committee will be further consulted on the design and location of these spaces.

Should any funds be required to retrofit the on-street parking spaces to ensure *Integrated Accessibility Standards Regulations (IASR)* compliance, costs would be covered by Parking Services' "On-Street Modifications" capital account.

Pending the results of the pilot project, a program or mechanisms may be developed to operationalize the implementation of signed accessible on-street parking in Ottawa. Should staff's review of the pilot recommend this, a future report to Council may be required. The Accessibility Advisory Committee will continue to be consulted as the pilot project progresses, and to determine the results. The pilot project results would be considered as part of future work over 2026 or 2027 associated to the Transportation Master Plan's Policy item 10-4 - "Develop a Strategy to Modernize How Curbside Space is Allocated and Managed."

### **Off-Street Accessible Parking**

The [Traffic and Parking By-law \(By-law No. 2017-301\)](#) "Part C - Parking Required for Persons with Disabilities" outlines the requirements for the provision of accessible parking spaces for off-street facilities. The existing [Zoning By-law \(By-law 2008-250\)](#), more specifically under "Part 4 – Parking, Queuing and Loading Provisions" mandates adherence to the Traffic and Parking By-law for property development and maintenance.

Updates to "Part C" are needed to align with off-street parking provisions of the Council approved [City of Ottawa Accessibility Design Standards](#) and the [Integrated Accessibility Standards Regulations \(IASR\)](#) of the [Accessibility for Ontarians with Disabilities Act \(AODA\)](#). Amendments to "Part C" include:

- Reference to obligated organizations providing two types of accessible parking spaces along with the description of each type;
- Inclusion of a table prescribing the number of each type of accessible parking space required based on the total number of parking spaces;
- Criteria on the design and layout of each type of accessible parking space; and,
- Criteria on signage and pavement marking requirements for each type of accessible parking space.

Other amendments to “Part C” are more administrative in nature including revisions to by-law section numbers as needed and incorporating a consistent use of the terminology “obligated organization” to clearly define responsibility. Please see Document 2 – Proposed By-law Amendments, “Part C – Parking Required for Persons with Disabilities” for further details.

Also, to clarify the entity(ies) responsible to ensure that provisions contained in “Part C” are met, a definition for “obligated organizations” must be incorporated within the by-law’s Section 1 – Definitions. To ensure consistency, and clear roles and responsibilities, the definition refers to “obligated organization” as defined in the *Ontario Regulation 191/11, Integrated Accessibility Standards*.

Obligated organization, as defined in *Ontario Regulation 191/11, Integrated Accessibility Standards*, “...means the Government of Ontario, the Legislative Assembly, a designated public sector organization, a large organization and a small organization to which the standards in this Regulation apply.”<sup>1</sup> Please see the definition added to Section 1 – Definitions of the Traffic and Parking By-law (By-law No. 2017-301) in Document 3.

The proposed amendments to the Traffic and Parking By-law (By-law No. 2017-301) will enhance accessible parking opportunities and ensure better alignment with existing Council-approved standards and Ontario provincial legislation. Should Council approve the amendments to “Part A,” staff will work to develop the pilot project scope, evaluation criteria, and implementation process in consultation with the Accessibility Office, members of the Accessibility Advisory Committee and Parking Services. The aim will be to start the one-year pilot project once the set fine is in place. Once established, updates on the pilot’s progress would be reported through the legislated annual City of Ottawa Municipal Accessibility Plan (COMAP) Update Report led by the Accessibility Office.

## **FINANCIAL IMPLICATIONS**

There are no financial implications associated with the report’s recommendations, as resources to carry out amendments are available within existing budgets.

## **LEGAL IMPLICATIONS**

There are no legal impediments to approving the recommendations in this report.

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<sup>1</sup> Definition “obligated organization” as per the [Ontario Regulation 191/11, Integrated Accessibility Standards](#).



## **ADVISORY COMMITTEE(S) COMMENTS**

As per AAC Motion 19/3 - [Availability And Protection Of Accessible Parking Spaces In Ottawa](#), and further comments received by members at meetings, the Accessibility Advisory Committee continues to raise concerns regarding the availability of on-street parking in Ottawa. The Accessibility Office will present the proposed amendments to the Traffic and Parking By-law to the Accessibility Advisory Committee on October 15, 2024. The presentation will also include the rationale for the amendments.

## **CONSULTATION**

Between May and August 2024, the Accessibility Office consulted on the development of the 2025-2029 City of Ottawa Municipal Accessibility Plan (COMAP). Overall, 259 residents provided feedback towards the creation of this plan. Several comments were recorded related to accessible parking, highlighting on-street accessible parking as a barrier for the disability community.

A lack of on-street parking opportunities was identified as creating barriers for persons with disabilities, specifically regarding accessing medical services, basic necessities such as shopping, and impeding their ability to engage with their community in a meaningful and equitable way. It was noted that the existing privileges of an Accessible Parking Pass holder are “useless” where parking options do not exist. It was also noted that due to the aging population, more Accessible Parking Passes are being issued, resulting in less availability of accessible parking spaces.

Comments were received to support increasing options for accessible on-street parking, particularly in areas where parking has been decreased due to competing infrastructure, and in other priority locations.

## **ACCESSIBILITY IMPACTS**

Provisions of the existing Traffic and Parking By-law (By-law No. 2017-203) in addition to the proposed by-law amendments align with the [Integrated Accessibility Standards Regulations \(IASR\)](#) of the [Accessibility for Ontarians with Disabilities Act \(AODA\)](#) and the [City of Ottawa Accessibility Design Standards](#).

The Accessibility Office supports the proposed by-law amendments and subsequent Designated On-Street Accessible Parking Space Pilot Project, to explore opportunities that respond to the continuous feedback received from residents with disabilities, older adults, and the Accessibility Advisory Committee. Given the increasing demand for

street spaces outlined above, which has resulted in fewer opportunities for accessible on-street parking, these amendments and pilot project demonstrates the City's commitment to equity and reducing barriers for people with disabilities and older adults.

Upon Council approval of the proposed by-law amendments, the Accessibility Office is committed to collaborating with Traffic Services and Parking Services of the Public Works Department to develop, implement and measure the outcome of the Designated On-Street Accessible Parking Space Pilot Project. More on-street parking opportunities are important as not all active modes of transportation and transit services are accessible to people with disabilities.

### **RISK MANAGEMENT IMPLICATIONS**

There are no risk implications associated to this report.

### **RURAL IMPLICATIONS**

There are no rural implications associated with this report as the recommended minor amendments to the Traffic and Parking By-law (By-law No. 2017-301) are City-wide.

### **TERM OF COUNCIL PRIORITIES**

This report supports 2023-2026 Term of Council Strategic Priority of "A city that is more connected with reliable, safe and accessible mobility options" with the goal of enhancing parking opportunities for persons with disabilities.

### **SUPPORTING DOCUMENTATION**

- Document 1 – Proposed By-law Amendments, Part A – Rules of the Road
- Document 2 – Proposed By-law Amendments, Part C – Parking Required for Persons with Disabilities
- Document 3 – Proposed By-law Amendments, Section 1 – Definitions

### **DISPOSITION**

Upon Council approval of the report, staff in Traffic Services will work with Legal Services and By-law and Regulatory Services to finalize and complete the steps to enact the proposed Traffic and Parking By-law amendments by January 1, 2025 and to seek the approval of applicable set fines by June 1, 2025. They will also work to ensure corresponding amendments are incorporated to the Draft Parking Administrative Penalty By-law where applicable.

Traffic Services, Parking Services and the Accessibility Office will also begin work to

develop the one-year pilot project scope, evaluation criteria, and implementation process. The goal will be to implement the Designated On-Street Accessible Parking Space Pilot Project once the set fines are in place. Updates to Council will be provided through the City of Ottawa Municipal Accessibility Plan Annual Update. Pending the results of the pilot project, a future report to Council may be required should the operationalization of signed accessible on-street parking spaces be recommended.