



# ON-STREET PARKING STANDARDS APPEAL PROCESS SUMMARY

The On-Street Parking Standards Appeal Process provides a formal procedure for property owners to challenge the implementation of on-street parking standards on their street.

## **Submitting an Appeal**

To initiate an appeals review you must submit an Appeal Petition identifying majority (51%) support from property owners with frontage on your street, this includes corner lots where the driveway is on a cross street. Appeals must apply to the full uninterrupted section of road. Acceptable boundaries for an appeals section are traffic controls, street termination or a change in the nature of the street (e.g. transition from urban to rural).

Appeal petitions need to be received within 30 days of notification of an upcoming parking restriction implementation being distributed.

## **What Happens Next?**

1. City staff will assess your street and develop a series of scenarios ranging from the standard for the road to your requested configuration.
2. A staff Review Panel will assess the scenarios for feasibility, traffic operations, emergency access and risk management.
3. A questionnaire will be mailed to property owners to gain feedback and identify community support for the various scenarios.
4. Once resident feedback has been gathered the appeal will be presented to a Committee of City Councillors by staff. The Committee will decide which scenario to proceed with.
5. Staff will notify area residents of the appeal results and arrange for the required implementation.

Note: If you are submitting an appeal only to switch which side of the street will have parking, and staff do not identify any increased risks due to your request, steps 2-4 will be skipped.



# ON-STREET PARKING STANDARDS APPEAL PETITION

We, the undersigned residents wish to appeal the implementation of the parking restriction on:

\_\_\_\_\_

(STREET NAME)

Understanding that not adhering to the on-street parking standards has the potential to limit traffic movement and restrict emergency access, we request that the following modifications be considered:

- Restrict parking on the opposite side of the road instead
- Maintain parking on one side of the road ( \_\_\_\_\_ side preferred)
- Maintain parking on both sides of the road
- Other (describe below)

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Important information:**

This petition is a pre-screening process requiring (51%) support before a formal review will be completed. Your signature only identifies your support for the initiation of a review. If a review is conducted you will have the opportunity to provide comments prior to the Appeals Committee decision on the application of parking modifications. The purpose of obtaining the (51%) support is to confirm the general support for this request. Only one vote from each property will be accepted.

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Homeowner Name (One Per Household)	Address	Phone Number (Mandatory)	Signature (Mandatory)

PLEASE READ AND UNDERSTAND THE PARKING PETITION STATEMENT ON PAGE #1 BEFORE SIGNING.

<b>Homeowner Name</b> (One Per Household)	<b>Address</b>	<b>Phone Number</b> (Mandatory)	<b>Signature</b> (Mandatory)

INFORMATION RECORDED ON THIS PETITION BECOMES PUBLIC INFORMATION IN ACCORDANCE WITH MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT. Information on this form is solely for the purpose of determining whether or not a majority support the requested regulation and is maintained in accordance with the Municipal Freedom of Information and Protection of Privacy Act, RSO 1990, c.M.56.

PLEASE READ AND UNDERSTAND THE PARKING PETITION STATEMENT ON PAGE #1 BEFORE SIGNING.

<b>Homeowner Name</b> (One Per Household)	<b>Address</b>	<b>Phone Number</b> (Mandatory)	<b>Signature</b> (Mandatory)

Submit completed petition in person, by mail, email (scanned pdf) or fax:

City of Cambridge – Transportation Section    parking@cambridge.ca  
50 Dickson Street, 3<sup>rd</sup> Floor  
P.O. Box 669    fax 519.740.7729  
Cambridge, ON N1R 5W8

If you require more information:

[www.cambridge.ca/parking](http://www.cambridge.ca/parking) 519.621.0740 x4766 [parking@cambridge.ca](mailto:parking@cambridge.ca)

<b>Petition Summary (For office use only)</b>	
Number of homes in circulation area	
Total number of homes in support	