

# Transportation Plan Requirement for Group Child Care Facilities in Residential Areas

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## Introduction

- The addition of a childcare facility within a residential neighbourhood provides a necessary service to the community and families.
- However, it also increases the demand for parking and the volume of traffic in the neighbourhood.
- As part of your Business License application the City requires an assessment of the anticipated transportation impacts, and how you will prevent and/or manage the situation.
- Preventing issues before they occur, and communication with parents, are key to addressing neighbourhood concerns about traffic and transportation if they arise.

## Instructions for Submitting Transportation Plan to the City

Please write a response to all of the questions below, and create a visual plan that shows the proposed locations and dimensions of the proposed parking spaces on the property. The plan should be drawn to scale, or approximately to scale.

Email your submission to Paul Hutton, Licensing Officer: [phutton@cnv.org](mailto:phutton@cnv.org).

Questions? Contact Paul Hutton if have questions about preparing your traffic mitigation plan by phone at 604-982-3912, or by email at [phutton@cnv.org](mailto:phutton@cnv.org).

## What to Include in Your Transportation Plan Submission

Part A. Write brief responses to these questions about the Proposed Child Care Facility's transportation demand.

1. State the days of the week and hours of operation for your proposed facility, the number of child care spaces that will be available, and the number of employees (part-time and full-time), including yourself if you will be on-site regularly.
2. The Zoning Bylaw parking requirements for Accessory Use child care facilities are at least one (1) stall for the resident and one (1) stall for the facility. How many on-site parking stalls are you providing? How many of the on-site parking stalls are designated for parents to drop-off/ pickup their children? How many are designated for employee parking (including yourself)? Please indicate on a map or site plan the location of the proposed on-site stalls

3. At what time(s) you anticipate drop-off and pick-up to occur?

Part B. Write brief responses to these questions to assess the transportation impact.

1. **Vehicular Traffic, Parents:** Multiply number of proposed childcare spaces by 0.8. This is your site's approximate vehicle trip generation in the morning and afternoon peak hours. Divide this by 4. This is the average number of vehicles that may arrive within 15-minute intervals during the peak hour that would require use of your on-site stalls.
2. **Vehicular Traffic, Employees:** Please identify when your employees will arrive and leave, and how they will commute to work (car, walk, transit, cycle, carpool, etc). For employees (including yourself) that would commute by car, indicate where they will park.
3. **Traffic Impacts:** If the number of on-site parking stalls is less than what is required for drop-off/pick-up and employee parking, indicate how you will encourage your employees to walk/cycle/take transit/etc. to work and how you will address your drop-off/pick-up needs.
4. **Access location(s):** Transportation staff will discuss with you the proposed access location(s) and required modifications/mitigations to address any potential concerns.
5. **Traffic impact mitigation measures:** Describe any measures that you are committed to taking, to mitigate the transportation impact of the child care facility in the neighbourhood. See tips below.

### Tips for reducing neighbourhood transportation impact:

- Designate a number of your childcare spaces for parents that walk, cycle or take transit to your facility. This will help reduce the overall traffic demand for your facility.
- Arrange with parents to stagger their drop-off and pick-up times as this can help lessen the traffic congestion in the neighbourhood.
- Provide on-site bicycle parking or subsidized transit passes to help encourage employees to leave their cars at home.
- Car-pooling is also a convenient way of reducing your employees' parking impacts.
- Include a clause in your Child Care Agreement for parents to commit to driving lawfully and respectfully in the vicinity of your facility, refraining from speeding and undertaking unsafe manoeuvres such as "u-turns" and double parking.