



Technical Memorandum

To: Josiane Gervais, P.Eng.

Date:

2026-08-11

Cc:

From: Reihaneh Azhdar, Andrew Harte, P.Eng.

Project Number:

2026-165

Re: 2966 Carp Road – TIA Update Memo

Introduction

The development located at 2966 Carp Road was previously re-zoned to permit a cheerleading school/studio and is now undergoing site plan approval. As part of the re-zoning application, no changes were proposed to the existing office building or the existing site access and a total of 50 vehicle parking spaces and five bicycle parking spaces are proposed as part of the application. A TIA was previously submitted in September 2025 to support the zoning by-law amendment application. The site plan has undergone minor changes, including the number of vehicle and bicycle parking spaces, a new pedestrian access/walkway, and the garbage collection location for the site plan application.

This memo has been prepared to support the changes to the site plan and confirm the validity of the previously submitted TIA in support of the site plan application. The transportation impacts resulting from the changes to the site plan will be assessed. The updated site plan is provided in Attachment 1.

Development Design

The building remains with a total floor area of 14,639 sq. ft. on the first floor and a 355 sq. ft. mezzanine. A new asphalt walkway is proposed along the south side of the building, together with the existing concrete pedestrian landing area on the west of the building, to provide pedestrian access to the building. The bicycle parking racks are proposed to be relocated within the parking area southwest of the building.

The vehicular access and emergency services and garbage collection vehicles access is consistent with the September 2025 TIA. The shift of the garbage collection to the east of the building does not change the travel path of the vehicles. No other changes have been noted in the updated site plan.

Parking

The September 2025 TIA proposed 50 vehicle parking spaces and five bicycle parking spaces. The updated site plan proposes 41 vehicle parking spaces and eight bicycle parking spaces.

According to the new Zoning By-Law (2026-50), there are no minimum or maximum vehicle parking requirements for this land use. A minimum of two bicycle parking spaces, with one additional space per 250 m² above 250 m² is required, resulting in a minimum requirement of seven bicycle parking spaces.

According to the legacy Zoning By-Law (2008-250) for Area D, a minimum parking ratio of 3.4 per 100 m² of gross floor area is required for an instructional facility, resulting in a minimum requirement of 47 vehicle parking spaces. The legacy Zoning By-Law (2008-250) also requires one bicycle parking space per 1500 m² of gross floor area, resulting in a minimum requirement of one bicycle parking space.

Given that there are no vehicle parking requirements per the new Zoning By-Law (2026-50), the proposed vehicle parking supply is considered reasonable for the proposed development.

The updated site plan increases the number of bicycle parking spaces and continues to meet the bicycle parking requirements of both the new and legacy Zoning By-Law, consistent with the September 2025 TIA.

Conclusion

Given the minor changes on the updated site plan, the conclusions of the September 2025 TIA remain valid in support of the site plan application for the subject site. It is recommended that, from a transportation perspective, the proposed development application proceed.

Prepared By:

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Reviewed By:



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Attachment 1

Updated Site Plan

