

THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2016-025

A by-law to amend by-law 2015-075, the Licensing By-law, to provide for the licensing and regulation of Commercial Parking Lot Operators

COUNCIL ENACTS AS FOLLOWS:

1. By-law 2015-075 is hereby amended by adding the following to the Businesses Requiring a Licence in Section 1 of Schedule 1:
Commercial Parking Lot Operator
2. By-law 2015-075 is hereby amended by adding the following definitions to Section 2 of Schedule 1:

“**Commercial Parking Lot Operator**” means a Person engaged in the business of operating an area on a property for the temporary parking of motor vehicles either in the open or in a structure and consists of parking spaces and aisles, with or without a building or structure that is available for public use for the parking of motor vehicles and where a charge is levied to occupy any parking space, but does not include a Commercial Parking Lot operated by a Governmental Authority;

“**Governmental Authority**” means the Government of Canada or the Province of Ontario or any public board or commission established by either, or the Corporation of the Regional Municipality of Halton or the Corporation of the Town of Oakville and includes a hospital as defined in the *Public Hospitals Act*, R.S.O. 1990, c. P.40.
3. By-law 2015-075 is hereby amended by adding a new Schedule 36 attached hereto as Appendix 1.
4. By-law 2015-075 is hereby amended by adding Appendix 2 attached hereto to the table outlining licence application/renewal requirements in Section 3 of Schedule 1.

PASSED this 12th day of December, 2016.

MAYOR

CLERK

Appendix 1
SCHEDULE 36: COMMERCIAL PARKING LOT OPERATOR

1. In addition to the requirements prescribed in Schedule 1 to this By-law, a completed application for a licence or for renewal of a licence shall be accompanied by:
 - (a) proof of a pre-application consultation with staff determined by the Director of Planning Services, or designate, and Licensing Commissioner;
 - (b) site plan drawings demonstrating such elements including:
 - a. Limits of parking area
 - b. Site access
 - c. Landscaping for buffering/screening
 - d. Location of barriers, gates and other parking features
 - e. Location of buildings and structures
 - f. Identification of surrounding land usesto the satisfaction of the Director of Planning Services, or designate;
 - (c) a pedestrian circulation plan to the satisfaction of the Director of Planning Services, or designate;
 - (d) a description of type of pay and display system;
 - (e) a transportation impact study confirming that there are no adverse traffic impacts associated with the implementation of a commercial parking lot to the satisfaction of the Director of Engineering, or designate.
2. Every Licensee shall:
 - (a) ensure that queues which form for the purpose of gaining entrance to the licensed premises do not obstruct the municipal right of way; and
 - (b) within a licensed premises or around the immediate outside area of the licensed premises, permit any person to loiter, create a disturbance or cause undue noise, or any activity contrary to the protection of public health and safety.

Appendix 2 - Licence Application/Renewal Requirements

The table below outlines licence application/renewal requirements, in addition to those listed in any other Schedule.

	Commercial Parking Lot Operators
Renewal Dates	31-Jul
Schedule Number	36
REQUIREMENTS	
Applicants Information	✓
Business Address	✓
Insurance Certificate	✓
Fee	✓
Article of Incorporation	▲
Business Partner Information	▲
Zoning Compliance	▲
Criminal Reference Check	
Health Department Approval	
Fire Inspection	
Employee List	
HTA Safety Check	
Vehicle Insurance	
Vehicle Ownership	
Proof of Qualifications	
Letter from TSSA	
HVAC Inspection	
Emergency Safety Plan	
Written Declaration	
Description of Business	
Propane Inspection	
Animal Control Inspection	
Declaration of Animal Offences	
<div> <div>✓</div> Denotes requirement for all applications </div> <div> <div>▲</div> Denotes only required for initial application </div>	