



CITY OF KIRKLAND
Planning and Community Development Department
123 Fifth Avenue, Kirkland, WA 98033
425.587.3225 - www.kirklandwa.gov

SUMMARY OF DECISION - PARKING MODIFICATION

Project Name: 324 Central Way Mixed Use Project – Parking Modification
File No.: TRAN 13-02274
Applicant: Continental Properties, LLC
Project Planner: Tony Leavitt, Associate Planner
Date: April 17, 2014
Decision: Denied
 Approved
 Approved with Conditions

I. CONDITIONS OF APPROVAL

The applicant's request for a parking modification is approved subject to the following conditions.

- A. The application is subject to the applicable requirements contained in the Kirkland Municipal Code, Kirkland Zoning Code (KZC), and Building and Fire Code. It is the responsibility of the applicant to ensure compliance with the various provisions contained in these ordinances.
- B. The proposed shared parking stalls shall remain available to residential guests, commercial tenants, and commercial customers at all times. Prior to issuance of a certificate of occupancy, the applicant shall:
 1. Sign a covenant, in a form acceptable to the City Attorney and recorded with King County, ensuring that all shared parking spaces in the project will remain open and available for residential guests, commercial tenants, and commercial customers at all times. The covenant shall also require that the shared parking will never be gated or assigned to any specific tenants or businesses.
 2. Install appropriate signage for inspection and approval of the Department of Planning and Community Development to ensure that the parking remains shared under these conditions.

II. GENERAL INFORMATION

- A. Location: 324 Central Way (see Attachment 1)
- B. Existing site conditions: The site is currently under construction and will contain a new mixed use four story building and associated parking. The new building will contain 73 apartment units with a total of 87 bedrooms, 7,140 square feet of restaurant and retail space and 118 parking stalls.

- C. Description of the proposal: The applicant has requested approval of a parking modification pursuant to KZC 105.103.3.c to reduce the number of required residential parking stalls from 95 to 81. The project will meet the KZC minimum parking requirements for the proposed commercial space.

III. BACKGROUND INFORMATION

Kirkland Zoning Code (KZC) Section 105.103.3.c allows an applicant to request a reduction of the required number of parking stalls based a parking study prepared by a licensed transportation engineer. The scope of the study shall be proposed by the transportation engineer and approved by the City traffic engineer. The study shall provide at least two (2) days of data for morning, afternoon and evening hours, or as otherwise approved or required by the City traffic engineer.

The scope of the parking study was approved by the City's Transportation Engineer. Below is a list of items reviewed as part of the parking modification request.

- Parking Modification Memorandum prepared by Transpo Group dated March 28, 2014 (see Attachment 2)
- Parking Modification Analysis Staff Review Memorandum prepared by Thang Nguyen, City Transportation Engineer dated April 8, 2014 (see Attachment 3)
- Public Comments (see Attachment 4)

In addition, the applicant is requesting approval of a shared parking plan pursuant to KZC 105.45 to meet peak parking demand by time of day. The 37 shared parking spaces would be shared by all uses including the residential visitor parking.

IV. PUBLIC COMMENT

KZC Section 105.103.3.c requires that notice of a parking modification request be distributed to owners and residents within 300 feet of the subject property prior to a decision by the Planning Official. Three public comments were submitted prior to the public comment deadline of April 14, 2014. All public comments can be found in Attachment 4. Below is a summary of public comments followed by a brief staff response.

1. Comment: All 3 comments expressed concern about the parking impacts to neighboring street.

Staff Response: The City's Transportation Engineer has concluded that the required onsite parking will meet the project's peak parking demand.

However, to understand existing on-street parking utilization, the City required data to evaluate the current on-street parking situation in the vicinity of the project site and in the vicinity of the two comparable study sites. Figure 1 in the applicant's parking study illustrates parking on neighboring streets around the project site during the peak hourly residential parking demand and concludes that there was available on-street parking supply.

In addition, it should be noted that the proposed development will increase the supply of on-street parking in the vicinity by a total of nine stalls. This will occur as a result of removing a number of existing curb cuts and dedicating the frontage to parking. Although this parking is publically available and not considered as meeting the project's on-site

parking requirements, it will increase the overall supply of on-street parking in the area.

Comment: Two neighbors request that zoning code parking standard of 1.3 stalls per unit be followed and a modification not be approved.

Staff Response: Kirkland Zoning Code Section 105.103 states that a decrease in the required number of spaces may be granted if the number of spaces proposed is documented by an adequate and thorough parking demand and utilization study to be sufficient to fully serve the use. Staff has concluded that the applicant complies with the requirements for a reduction.

Comment: One neighbor expressed concern about whether the comparable study sites were near the project site in downtown and interest in what the on-street parking conditions were in the vicinity of those study sites.

Staff Response: Both study sites are located in the Central Business District, are comparable in unit size to the proposed project, and were approved by the City's Transportation Engineer prior to initiating the studies.

Comment: One neighbor expressed concern about the existing parking congestion in downtown Kirkland worsening as more development occurs.

Staff Response: Parking congestion in downtown is an existing issue and much of existing shortage is attributable to "legacy" buildings that were built with very little or no parking in the core area. Codes now require that development provides supply to meet its parking demand so that it does not exacerbate the condition. The proposed development will meet code requirements for its commercial parking and staff has concluded that the project will also provide adequate parking to meet its residential parking demand.

V. ANALYSIS

The subject property is zoned CBD 7 (Central Business District). In the CBD 7 zone, a residential use must provide a minimum of 1 parking stalls per bedroom and an average of at least 1.3 stalls per unit. For this project, the code requires 95 parking stalls for the residential portion.

KZC Section 105.103.3.c allows a decrease in the number of required parking stalls if the number of spaces proposed is documented by an adequate and thorough parking demand and utilization study to be sufficient to fully serve the use.

The City’s Transportation Engineer required that the applicant’s parking study include parking demand data for similar projects in the Kirkland CBD. Projects selected for study were the Kirkland Central Mixed Use Project at 211 Kirkland Avenue and the Watermark Apartments at 530 2nd Avenue. The following chart summarizes the parking demand data provided by Transpo Group. Attachment 2 contains the full report.

	Kirkland Central	Watermark Apartments	Average
Units	110	60	
Bedrooms	142	103	
Occupancy Rate	95%	97%	
Observed Parking Demand per Unit	0.98 stalls	1.23 stalls	1.11 stalls
Observed Parking Demand per Bedroom	0.76 stalls	0.72 stalls	0.74 stalls

The above data was reviewed by the City’s Transportation Engineer who concluded that the proposed 1.11 parking stalls per unit would be sufficient to fully serve the proposed residential use.

In addition to the Code-required analysis, staff reviewed available data and tested the project through the King County Right Size Parking Calculator (available at rightsizeparking.org). The calculator is based on an exhaustive collection of King County data for multifamily residential parking utilization. The data includes a survey of 228 sites throughout the County, totaling over 33,000 housing units (including 1,904 units in Kirkland) and over 50,000 parking stalls. As a predictive model, the Right Size Parking Calculator estimates a parking demand of 1.07 stall per unit for the proposed project.

VI. CONCLUSION

After reviewing the study prepared by the Transpo Group and City Transportation Engineer’s recommendation, Staff agrees that the data provided supports a reduced residential parking standard for the applicant’s modification request.

VII. APPEALS

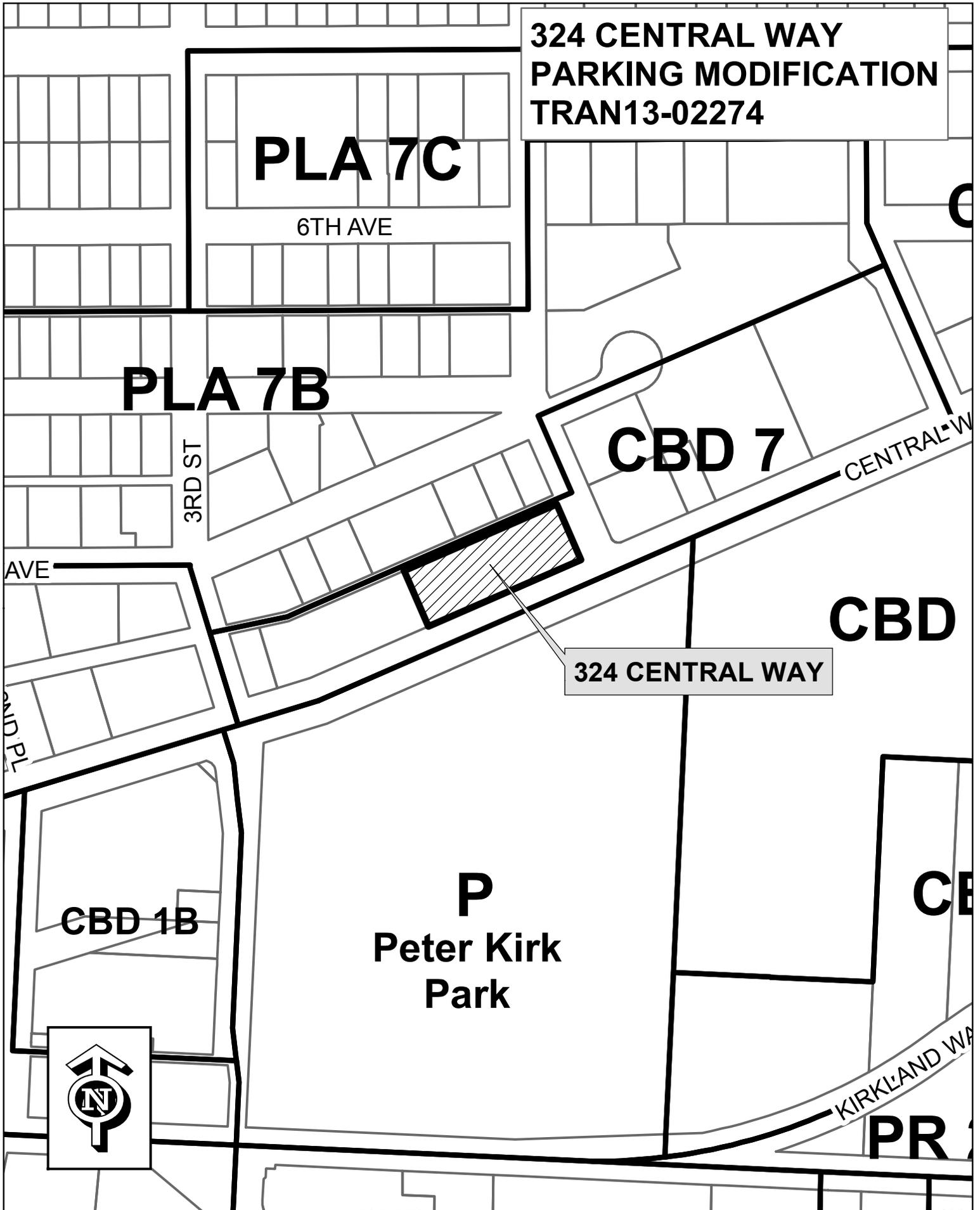
Appeal to the Hearing Examiner. Section 105.105 of the Zoning Code allows the Planning Official’s decision to be appealed by the applicant or any person who submitted written comments or information to the Planning Official using the appeal provisions in KZC Sections 145.60 through 145.100. A party who signed a petition may not appeal unless such party also submitted independent written comments or information.

The appeal must contain a clear reference to the matter being appealed and a statement of the specific elements of the Planning Official’s decision disputed by the person filing the appeal. The appeal must be in writing and must be delivered, along with any fees set by ordinance (\$215.77), to the Planning Department by 5:00 p.m., May 5, 2014, fourteen (14) calendar days following the postmarked date of distribution of the Planning Official’s decision.

VIII. ATTACHMENTS

1. Vicinity Map
2. Parking Modification Memorandum prepared by Transpo Group dated March 28, 2014
3. Parking Modification Analysis Staff Review Memorandum prepared by Thang Nguyen, City Transportation Engineer dated April 8, 2014 (see Attachment 3)
4. Public Comments

Cc: Parties of Record





MEMORANDUM

Date:	March 28, 2014	TG:	13079.00
To:	Thang Nguyen – City of Kirkland Tony Leavitt – City of Kirkland		
From:	Kurt Gahnberg and Stefanie Herzstein – Transpo Group		
cc:	Ed Segat, 4th & Central LP		
Subject:	324 Central Way – Parking Modification		

This memorandum supports a request for Parking Modification for the 324 Central Way mixed use project in downtown Kirkland. The proposal includes 73 apartment units, 7,140 square-feet of commercial/retail space, and 118 garage parking spaces accessed from Central Way. A total of nine additional on-street parking spaces are also proposed along the Central Way and 4th Street project frontages.

The complimentary mix of residential and commercial uses provides the ability to share parking. Shared parking analysis for the development is based on using peak parking demand rates consistent with observations of actual parking demands at similar residential projects in downtown Kirkland. The intent and scope of this study, including the selection of the identified parking survey locations, was pre-approved by City of Kirkland Planning and Public Works staff. The parking survey information is integrated into a shared parking analysis that demonstrates that the project, as-proposed, will meet its anticipated peak parking demands, with the requested Parking Modification.

The balance of this memorandum is organized to first summarize the parking code requirements compared. Then parking observations at two residential sites are presented as a basis of the peak parking demand rate for use in the shared parking analysis. Next, the shared parking analysis is presented, which integrates both the time-based complimentary nature of the proposed uses and the peak parking demand rate for the residential use based on the local data. In addition, on-street peak parking demand surrounding the 324 Central Way site was observed to determine the level of current parking utilization in the event that off-site parking occurs.

City of Kirkland Parking Code Requirements

Table 1 summarizes the code-required parking supply compared to the proposed development parking.

Table 1. Comparison of Code and Proposed Parking

Land Use	Proposed Project Size	Code Required Parking ¹
Resident	73 units with 87 bedrooms	95 spaces (resident)
Guest		9 spaces (guest)
Commercial Retail	5,090 square-feet	15 spaces
Commercial Restaurant	2,050 square-feet	16 spaces
Total		135 spaces

1. Based on City of Kirkland Municipal Code for Zone CBD-7, which requires 1space per 350 square-feet for retail and office, 1 space per 125 square-feet of restaurant, and 1.3 spaces per unit for residential plus 0.1 spaces per bedroom for guest.

Parking Observations

Transpo worked closely with Public Works and Planning staff to identify sites that had similar attributes to the proposed project, had largely identifiable parking, and could be accessed for purposes of the survey. The study was completed in March 2014 with data collected after 10:00 p.m. to reflect a time period consistent with peak accumulation of residential parking demand. The locations studied are described in **Table 2**¹. To assure that all possible demands were captured in the surveys, both on- and off-site parking was observed surrounding each site.

Table 2. Parking Study Locations

Location	Name	Address	Type of Units	Building Size (Units)	Bedrooms
1	Kirkland Central	211 Kirkland Ave	Condominiums	110	142
2	Watermark Apartments	530 2nd Ave	Rental Apartments	60	103

On-site Parking Observations

Table 3 summarizes the observed peak on-site residential parking demand at each study location. Detailed worksheets documenting the parking study are shown in **Attachment A**.

Table 3. Observed On-Site Residential Peak Parking Demand Rate

Location	Vehicles/Unit	Vehicles/Bedroom
Kirkland Central	0.98	0.76
Watermark	<u>1.23</u>	<u>0.72</u>
Average	1.11	0.74

1. Parking demand observed after 10:00 PM, March 2014 (2 survey days).

As shown in **Table 3**, observed on-site peak parking demand was substantially less than the code requirement described in **Table 1**.

Off-site Parking Observations

In addition to observing parking on each of the survey sites, data was collected for parking usage on block faces surrounding the projects. It was not possible to identify whether all of the off-site parking was attributable to the surveyed properties. If 100 percent of the observed off-site demand was assumed to be associated with these properties, and if that demand was added to the on-site demands, the cumulative results would likely overestimate the actual demands associated with the Kirkland Central and Watermark properties. At the very least, it would reflect a worst case estimate of possible peak demands. **Attachment A** summarizes the off-site observed parking demands.

Cumulative Considerations

If *100 percent* of the off-site parking observations are added to the on-site demands to determine a cumulative peak residential parking rate, the resulting average based on the two properties surveyed would be 1.27 vehicles per unit and 0.86 vehicles per bedroom. Actual residential peak parking demand may exceed the on-site observations, but would be less than the cumulative peak parking that includes the off-site observations since off-site parking is likely impacted by other local demands.

¹ Peak parking demand can be impacted by the way parking is managed. Both locations surveyed include one-space with the lease or purchase of the unit and have additional spaces available for purchase.

Shared Parking Analysis

Table 4 summarizes an illustration of worst case shared parking demand associated with the proposed project. It reflects variation in hour by hour demand associated with each on-site use. The estimates of peak parking demand assume unadjusted Kirkland code demands for the commercial uses and the observed peak parking for residential demands (inclusive of off-site demands) described above. **Attachment B** provides an additional summary of the weekday shared parking demand analysis.

Table 4. Hourly Shared Parking Demand – Weekday

Land Use ³	Retail		Residential		Reserved Residential		Restaurant		Total Hourly Demand
Size	5,090 sf		73 units				2,050 sf		
Rate ¹	2.86 / 1,000 sf		1.27 / unit ³				8.00 / 1,000 sf		
	Hourly Demand								
Time	Percent ²	Vehicles	Percent ²	Vehicles	Percent ²	Vehicles	Percent ²	Vehicles	
6:00 AM	-	-	92%	11	100%	81	-	-	92
7:00 AM	5%	1	74%	9	100%	81	-	-	91
8:00 AM	18%	3	64%	7	100%	81	-	-	91
9:00 AM	38%	6	61%	7	100%	81	5%	1	95
10:00 AM	68%	10	58%	7	100%	81	7%	1	99
11:00 AM	91%	14	55%	6	100%	81	16%	3	104
12:00 PM	100%	15	52%	6	100%	81	49%	8	110
1:00 PM	97%	15	49%	6	100%	81	39%	6	108
2:00 PM	95%	14	46%	5	100%	81	27%	4	104
3:00 PM	88%	13	44%	5	100%	81	19%	3	102
4:00 PM	78%	12	44%	5	100%	81	22%	4	102
5:00 PM	62%	9	59%	7	100%	81	60%	10	107
6:00 PM	64%	10	69%	8	100%	81	94%	15	114
7:00 PM	77%	12	66%	8	100%	81	100%	16	117
8:00 PM	70%	11	75%	9	100%	81	81%	13	114
9:00 PM	42%	6	77%	9	100%	81	84%	13	109
10:00 PM	-	-	92%	11	100%	81	-	-	92
11:00 PM	-	-	94%	11	100%	81	-	-	92
12:00 AM	-	-	100%	12	100%	81	-	-	93

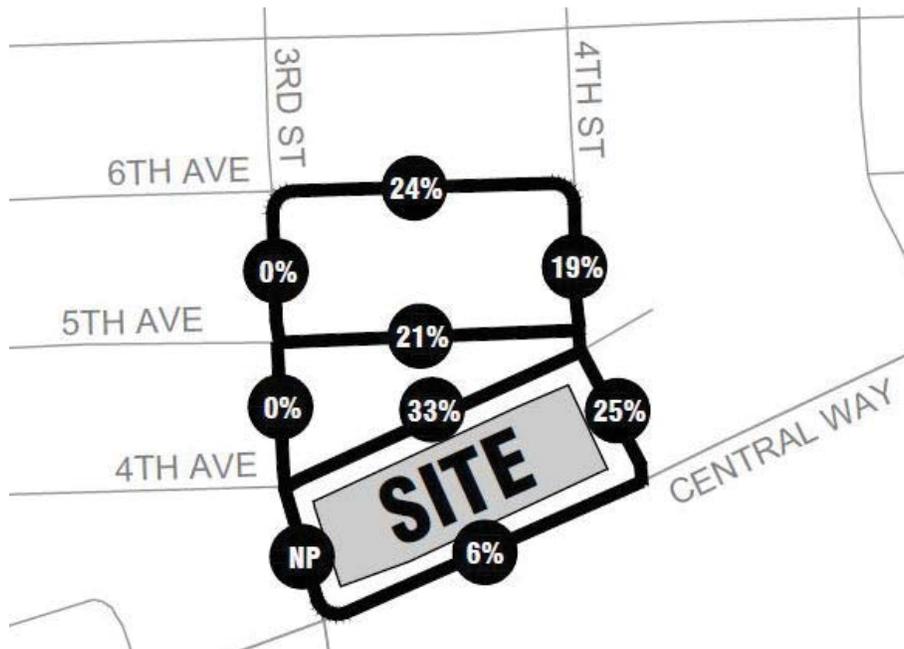
1. Parking rates based on Kirkland requirements for all uses except residential, which is based on parking study.
2. Hourly time of day parking demand percent based on ITE Parking Generation, 4th Edition. Retail assumed land use code 820, Residential assumed land use code 221, and Restaurant assumed land use code 932 (with a bar or lounge) based on ITE Parking Generation, 4th Edition. The apartment land use does not have time-of-day information for the period between 9:00 a.m. and 3:00 p.m.; therefore, straight line interpolation was used to develop this portion of the curve.
3. Worst case peak residential parking rate based on the combination of observed on-site and off-site parking at Kirkland Central and Watermark residential projects. No reduction was made for non-project parking off-site not associated with the projects.

As shown in the table, the anticipated worst case peak parking demand for the site would be 117 spaces, which is less than the available supply of 118 spaces.

Near Site On-Street Parking

Although, with the proposed modification, the proposal would provide sufficient parking to accommodate all of the project's parking demand on-site, it is possible that some tenants or guests could choose to park on-street. In the event that this behavior occurs, existing on-street parking occupancy data was collected in March 2014 for two-days in the immediate vicinity of the site. **Figure 1** illustrates the percent parking utilization (observed demand divided by effective parking supply), by street, in the immediate vicinity of the site. Detail related to the near site parking is provided in **Attachment C**.

Figure 1. On-Street Average Parking Utilization



Notes: NP = No Parking and X% = percent utilization for the section indicated.

As shown, there is on-street parking available to accommodate additional demand. In addition, the project would increase on-street parking supply by nine spaces including provision of eight spaces along Central Way frontage and one additional space for a total of three spaces along the 4th Street frontage.

Summary

The shared parking analysis clearly demonstrates that the proposed parking supply of 118 spaces, with 81 spaces reserved and the balance available for sharing between uses will be more than adequate to accommodate probable demands. The analysis assumed a peak residential parking demand that very conservatively assumed *both* on- and off-site observed parking over two survey days at two similar sites, and demonstrates that the proposed on-site parking is adequate to fully contain expected demands. No significant adverse impact to surrounding parking is forecasted based on this analysis. This analysis contains a number of conservative assumptions, that provide security to City decision makers, including:

- The proposed peak parking demand rate for residential was based on surveys of appropriate residential projects, and included 100 percent of observed on-site and off-

site peak parking accumulations. No reduction for parking associated with non-site uses was made and factored in to a reduced parking demand rate.

- The streets immediately surrounding the 324 Central Way project were also surveyed and found to have surplus parking spaces available that could easily accommodate off-site parking, in the event of an unusual parking demand condition.
- The project itself, in addition to the 118 on-site spaces will also create an additional 9 curb spaces along its project frontage which are not relied on in this calculation.

Based on this, it is recommended that a parking modification be granted to this development application to provide 118 parking spaces, operated as proposed, based on the preceding analyses.

Watermark (60 units and 103 Bedrooms)

Location	Side	Supply	Demand (vehicles)	
			3/18/2014	3/19/2014
On-Street Parking				
6th St between 4th Ave and Kirkland Way	W	0	0	0
6th St between 4th Ave and Kirkland Way	E	0	0	0
2nd Ave between 6th St and Continental Plaza	N	5	4	4
2nd Ave between 6th St and Continental Plaza	S	0	0	0
Total On-Street		5	4	4
Site Parking				
P-garage Secured P1		58	38	30
P-garage Secured P2		43	31	36
Front Door Unsecured		8	7	5
Total Off-Street		109	76	71
Total Parking		114	80	75

Two-Day Average Demand (vehicles)	
<i>Off-Street</i>	74
<i>Off-Street and On-Street</i>	78

Parking Rates	per unit	per bedroom
Based on Off-Street Demand	1.23	0.72
Based on Off- and On-Street Demand	1.30	0.76

Kirkland Central (110 Units and 142 Bedrooms)

Location	Side	Supply	Demand (vehicles)	
			3/20/2014	3/25/2014
On-Street Parking				
Kirkland Ave between Main St and 3rd St	N	8	4	2
Kirkland Ave between Main St and 3rd St	S	7	2	0
State St S between Kirkland Ave and 1st Ave S	W	5	2	0
State St S between Kirkland Ave and 1st Ave S	E	1	0	2
1st Ave S between 2nd St S and State St S	N	14	11	11
1st Ave S between 2nd St S and State St S	S	4	3	2
2nd St S between 1st Ave S and 2nd Ave S	W	7	5	6
2nd St S between 1st Ave S and 2nd Ave S	E	5	0	4
Total On-Street		51	27	27
Site Parking				
Gated Parking Garage 1		100	50	49
Gated Parking Garage 2		79	48	50
Commercial paid parking 0		29	9	10
Total Off-Street		208	107	109
Total Parking		259	134	136

Two-Day Average Demand (vehicles)	
<i>Off-Street</i>	108
<i>Off-Street and On-Street</i>	135

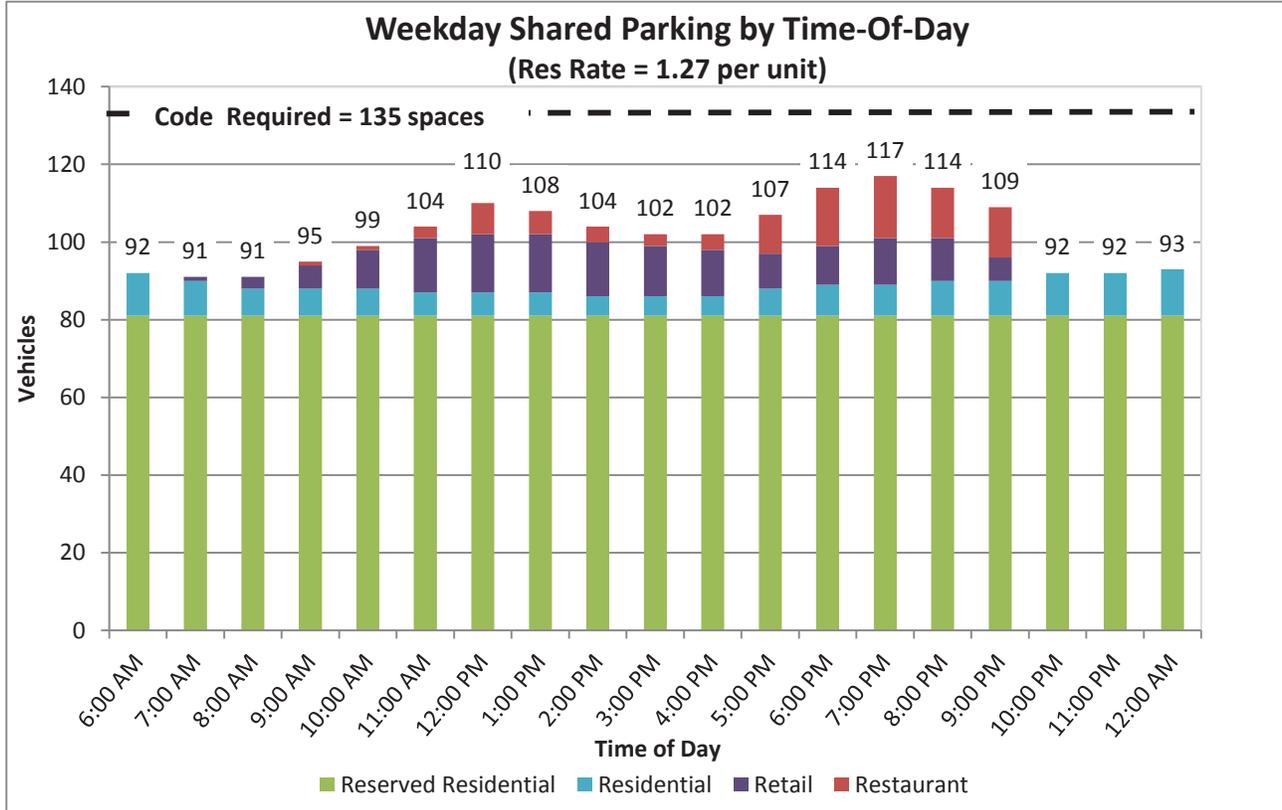
Parking Rates	per unit	per bedroom
Based on Off-Street Demand	0.98	0.76
Based on Off- and On-Street Demand	1.23	0.95

Weekday Shared Parking Estimate - Residential Rate 1.27 per unit

Land Use ³ Proposed Land Use Size Units Rate ¹	Retail		Residential		Reserved Residential		Restaurant		Shared Parking by Hour
	hourly parking stall demand (%) ²	hourly supply utilized (# of stalls)	hourly parking stall demand (%) ²	hourly supply utilized (# of stalls)	hourly parking stall demand (%) ²	hourly supply utilized (# of stalls)	hourly parking stall demand (%) ²	hourly supply utilized (# of stalls)	
		5.090		73		73		2.050	
		/ksf		/unit		/unit		/ksf	
		2.86		1.27		1.27		8.00	
6:00 AM	-	-	92%	11	100%	81	-	-	92
7:00 AM	5%	1	74%	9	100%	81	-	-	91
8:00 AM	18%	3	64%	7	100%	81	-	-	91
9:00 AM	38%	6	61%	7	100%	81	5%	1	95
10:00 AM	68%	10	58%	7	100%	81	7%	1	99
11:00 AM	91%	14	55%	6	100%	81	16%	3	104
12:00 PM	100%	15	52%	6	100%	81	49%	8	110
1:00 PM	97%	15	49%	6	100%	81	39%	6	108
2:00 PM	95%	14	46%	5	100%	81	27%	4	104
3:00 PM	88%	13	44%	5	100%	81	19%	3	102
4:00 PM	78%	12	44%	5	100%	81	22%	4	102
5:00 PM	62%	9	59%	7	100%	81	60%	10	107
6:00 PM	64%	10	69%	8	100%	81	94%	15	114
7:00 PM	77%	12	66%	8	100%	81	100%	16	117
8:00 PM	70%	11	75%	9	100%	81	81%	13	114
9:00 PM	42%	6	77%	9	100%	81	84%	13	109
10:00 PM	-	-	92%	11	100%	81	-	-	92
11:00 PM	-	-	94%	11	100%	81	-	-	92
12:00 AM	-	-	100%	12	100%	81	-	-	93
Maximum		15		12		81		16	117

Notes:

1. Parking rates based on Kirkland requirements for all uses except residential, which is based on parking study.
2. Hourly time of day parking demand percent based on ITE *Parking Generation*, 4th Edition.
3. Retail assumed land use code 820, Residential assumed land use code 221, and Restaurant assumed land use code 932 (with a bar or lounge) based on ITE *Parking Generation*, 4th Edition.



ATTACHMENT 9
FILE NO. CAM13-02032
324 PARKING MODIFICATION

On-Street Parking Survey Near 324 Central Way						
Location	Side	Supply	Demand (vehicles)			Average
			3/18/2014	3/19/2014	Average	Occupancy
3rd St between 6th Ave and 5th Ave	W	10	0	0	0	0%
3rd St between 6th Ave and 5th Ave	E	3	0	0	0	0%
6th Ave between 3rd St and 4th St	N	13	2	2	2	15%
6th Ave between 3rd St and 4th St	S	16	5	5	5	31%
4th St between 6th Ave and 5th Ave	W	8	1	1	1	13%
4th St between 6th Ave and 5th Ave	E	8	2	2	2	25%
2nd St between 3rd St and 4th St			No Parking			
2nd St between 3rd St and 4th St			No Parking			
5th Ave between 3rd St and 4th St	N	11	3	3	3	27%
5th Ave between 3rd St and 4th St	S	18	4	2	3	17%
3rd St between 5th Ave and 4th Ave	W	1	0	0	0	0%
3rd St between 5th Ave and 4th Ave	E	4	0	0	0	0%
4th Ave between 3rd St and 4th St	N	20	5	7	6	30%
4th Ave between 3rd St and 4th St	S	16	6	6	6	38%
3rd St between 4th Ave and Central Way			No Parking			
3rd St between 4th Ave and Central Way			No Parking			
4th St between 4th Ave and Central Way	W	4	0	1	1	25%
4th St between 4th Ave and Central Way	E	4	1	1	1	25%
Central Way between 3rd St and 4th St	N	12	0	3	2	17%
Central Way between 3rd St and 4th St	S	21	0	0	0	0%
Total		169	29	33	32	19%



CITY OF KIRKLAND
Department of Public Works
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
www.kirklandwa.gov

MEMORANDUM

To: Tony Leavitt, Associated Planner

From: Thang Nguyen, Transportation Engineer

Date: April 8, 2014

Subject: 324 Central Way Mixed-Use Development Parking Modification Analysis
Staff Review, TRAN13-02274

This memo provides Public Works' review and comments on the parking modification report dated March 28, 2014 completed by Transpo Group for the proposed 324 Central Way Mixed-Use development project.

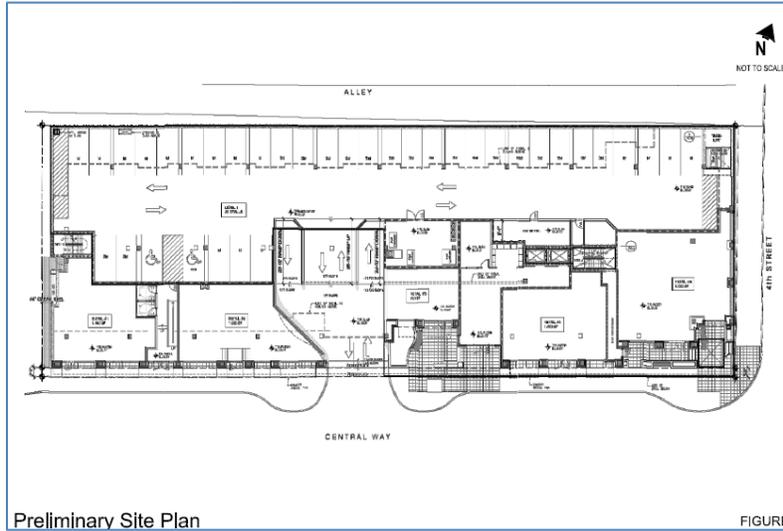
Project Description

The proposed development is located on the northwest corner of Central Way and 4th Street in Kirkland. Former site uses included a gas station, automated car wash, and walk-up espresso stand (all recently demolished). Access to the existing site is provided via two driveways along Central Way and one along 4th Street. The proposed project would redevelop the site to include 73 apartment units with 87 bedrooms, 7,140 square-feet of supporting commercial space at street level, and 118 shared parking spaces. Table 1 summarizes the site development proposal. The residential portion of the building would also include a leasing office and other residential amenities such as a workout room. Figure 1 shows the site plan.

Table 1. Proposed Site Development

Land Use	Size
<i>Proposed</i>	
Multi-family	73 units (87 bedrooms)
Restaurant	2,050 square feet
Retail	5,090 square feet

Figure 1. Preliminary Site Plan



Parking

The proposed parking supply and the parking requirement per City’s code are summarized in Table 2. As shown in Table 2, the applicant is proposing to reduce the required residential parking from provide 17 parking spaces less than the code requirement.

Table 2. Parking Summary

	Size	Code Requirement	Number of Spaces per Code	Proposed	Deficit
Proposed Use					
Multi-family for Residences	87 bedrooms (73 units)	1 per bedroom or an average of 1.3 stall per unit whichever is higher	95 ¹	81	14
Multi-family for Residents Guest	87 bedrooms	0.1 per bedroom	9	6 (Shared with Commercial Parking)	3
COMMERCIAL				31 Shared	
Retail	5,090 sf	1 per 350 sf	15		0
Restaurant	2,050 sf	1 per 125 sf	16		0
Total			135	118	17

Pursuant to KZC 105.103.3.c, the applicant is requesting a parking modification to provide 81 parking stalls for residents instead of the 95 parking spaces per code. In addition, the applicant is requesting approval of a shared parking plan pursuant to KZC 105.45 to meet peak parking demand by time of day. The shared parking spaces would be shared by all uses including the residential visitor parking.

¹ 87 parking spaces are required based on bedroom count and 95 parking spaces are required based on the requirement of an average of 1.3 spaces per unit combined.

The applicant submitted a parking study prepared by the Transpo Group that includes parking demand data for similar projects in the Kirkland CBD and a shared parking analysis for staff review. The parking demand data were collected at two multi-family buildings within the Kirkland CBD similar in characters as the proposed project. Occupancy of the Watermark project was reported to be 97% for the Watermark project and occupancy of the Kirkland Central project was reported to be 95%. The result of the parking demand for the proposed apartment project and the shared parking analysis is summarized in Table 3.

Based on the on-site parking demand data from the Transpo report, the parking demand for the proposed multi-family use is 1.11 parking spaces per unit; this parking rate was based on on-site parking data that most likely does not include visitor parking because the parking garage were gated. For the proposed project, 81 parking spaces are needed for residential tenants (1.11 parking spaces per unit x 73 units). The applicant is proposing to separate the residential parking from the shared parking with a gate. Since the residential tenant parking spaces are gated, we have to assume that it is utilized at all times of the day. Therefore, to calculate the entire project parking requirement, we need to add the highest hourly demand from the other uses (including residential visitor, column 3, 7 and 9 of Table 3) to the maximum residential tenant demand (81 spaces- column 6 of Table 3).

It is difficult to determine visitor parking. To be conservative and represent the worst case scenario, Transpo assumed all on-street parking around the studied sites to be visitor parking. Adding the on-street parking with the on-site parking demand, Transpo calculated an average maximum parking demand rate of 1.27 parking spaces per unit for the studied sites which when applied to the proposed project would require 93 parking spaces. The result indicates that in the worst case scenario the proposed project may need up to 12 visitor parking spaces which are higher than what the code requires (9 spaces). Staff believes that the parking study may be overestimating the visitor parking demand by counting all on-street parking as visitor parking because those parking were not verified to be from the studied site.

Table 3 shows the hourly parking demand distribution for all uses and represents a worst case scenario. The parking demands for each type of use are highlighted in purple in Table 3. The peak parking demand by time of day for the commercial uses and the residential use are opposite of each other. Peak commercial parking demand occurs during the day while the peak parking demand for the residential use occurs during the night (past 10 PM).

The combined highest parking demand for all uses occurs at 7 PM; at this time a total of 117 parking spaces are required and of those 8 visitor parking spaces are required for the residential use. After 8 PM while the commercial uses are still in operation, 9 residential visitor parking spaces are needed. Table 3 illustrates that the project's parking supply of 118 stalls is adequate to accommodate the proposed uses as described in Table 1.

Table 3. Hourly Parking Demand²

	Shopping Center		Residential ³ (Trip rate 1.27 spaces per unit= 93 spaces)				Restaurant High-turnover		Total Hourly Demand
	Hourly Demand	Demand	Hourly Demand	Residential Demand	Residential Allocation	Residential Visitor Demand	Hourly Demand	Demand	
6:00 AM		0	92%	75	81	11	0%	0	92
7:00 AM	5%	1	74%	60	81	9	0%	0	91
8:00 AM	18%	3	64%	52	81	8	0%	0	91
9:00 AM	38%	6	61%	49	81	7	5%	1	95
10:00 AM	68%	10	58%	47	81	7	7%	1	99
11:00 AM	91%	14	55%	45	81	7	16%	3	104
12:00 PM	100%	15	52%	42	81	6	49%	8	110
1:00 PM	97%	15	49%	40	81	6	39%	6	108
2:00 PM	95%	14	46%	37	81	6	27%	4	104
3:00 PM	88%	13	44%	36	81	5	19%	3	102
4:00 PM	78%	12	44%	36	81	5	22%	4	102
5:00 PM	62%	9	59%	48	81	7	60%	10	107
6:00 PM	64%	10	69%	56	81	8	94%	15	114
7:00 PM	77%	12	66%	53	81	8	100%	16	117
8:00 PM	70%	11	75%	61	81	9	81%	13	113
9:00 PM	42%	6	77%	62	81	9	84%	13	109
10:00 PM		0	92%	75	81	11	0%	0	92
11:00 PM		0	94%	76	81	11	0%	0	92
12:00 AM		0	100%	81	81	12	0%	0	93

Staff agrees that 81 parking spaces are adequate for the residential tenants and the proposed parking supply is adequate for the proposed uses as described in Table 1. If the parking spaces within the commercial and visitor parking area are going to be assigned to specific commercial tenants, then the 9 residential visitor parking spaces should be signed as residential visitor parking between 5PM and 10 AM. For the most efficient use of the commercial and shared parking, none of those parking spaces should be assigned to any residential or commercial tenants. The shared parking should not be gated and should be accessible to the public at all times.

² The hourly parking variations are from the ITE Parking Generation 4th Edition.

³ The parking demand is based on code requirements of 1.3 parking spaces per unit for 73 units.

Staff Recommendation

Staff believes that the proposed 118 on-site parking spaces can accommodate the proposed development as describe in Table 1. Public Works staff recommends approval of the requested parking modification to provide 81 parking spaces for the residential tenant use.

Public Works staff recommends approval of the 37 shared parking spaces with the condition that all shared parking spaces are available to all uses at all times and shall not be gated or assigned to any specific tenants or businesses. Pursuant to KZC 105.45, a covenant should be recorded and appropriate signage should be installed to ensure that the parking remains shared under these conditions.

cc: Rob Jammerman, Development Engineer Manager
File- Energov

Tony Leavitt

From: ccwater1@aol.com
Sent: Thursday, April 10, 2014 4:48 PM
To: Tony Leavitt
Subject: parking 324 centralway

WHY DO YUOU WANT 2 MAKE THE PARKING WORSE THEN IT IS NOW THE STREETS ARE FULL NOW AND YOU WANT 2 ADD MORE PLUS THE OTHER PROJECT JUST UP THE STREET WILL ADD MOER CARS WHY



Sunset, Loreto Bay, Mexico

April 11, 2014
Tony Leavitt, Project Planner
City of Kirkland Planning Dept.
123 5th Avenue
Kirkland, WA 98033

RE: Request to Reduce Parking Stalls
TRAN13-2274
324 Central Way Mixed Use Project

Dear Mr. Leavitt,

I recommend you **DISAPPROVE** this request to reduce the number of required residential parking stalls from 95 to 81 for the following reasons:

- Continental Properties LLC had received approval to build based on the original number of residential parking stalls of 95 following extensive public hearings and Kirkland Planning Department staff review and approval. Now that there is a hole in the ground they now claim that two “comparable” projects have a “demand” for just 1.1 stalls per unit. This sounds like a developers bait and switch tactic to save money on the project. This project is in downtown Kirkland where we now experience street parking at full capacity. We do not know where the “comparable” sites the developer is referring to that have a lower parking “demand”, but it sure is not near this location in downtown Kirkland. However, if it is, I would like to see what street parking looks like around these two projects, and not just take the recommendations of the City Transportation Engineer. It looks like they have stopped the project hoping that they do not have to dig down another garage level to accommodate all 95 approved parking stalls.

1107 1ST AVENUE #907
Seattle, WA 98101

PHONE
206-947-5346

EMAIL
rtjhunt@gmail.com

WEB
<https://sites.google.com/site/huntforvideos/>

www.rtjhunt.blogspot.com



- The Kirkland Zoning Code requires the 1.3 ratio for residential use. This zoning code was required for a reason and it is the code that the other project at 450 Central Way is adhering to. We own a home in Park 54—402 4th Avenue, #402 which we are currently renting to our daughter and husband, and have seen over the years how difficult it is becoming for their guests to find nearby



parking. As a result of the 450 Central Way construction, we are going from six street parking slots down to four within the Park 54 Fourth Ave. area, which will put greater street parking pressure on the other available street parking.



- Although the City's Transportation Engineer reviewed the developers other two sites and concluded that the on-site and off-site parking at those two sites were adequate to reduce this project from 95 to 81 parking slots, the 324 Central Way site is not those sites. The street parking in this area is already congested. The Engineer does not live here and have guests visit, but we do. This is the time to continue forward with the original design of 95 parking stalls.
- If the Property Manager of 324 Central Way or their HOA, finds that there are 1 to 14 unused residential parking stalls, they can easily rent them out to residents or employees of the retail units, or even to nearby condo or apartment dwellers.
- If each residential unit gets one parking place, and these residential units are rented out rather than owned by a couple, you will probably find that if there are multiple renters in a residential unit, and they will each have their own car where if they are a couple then they may only have one car. These extra slots could be rented to those occupants of the residential units who have a need for more than one parking slot.
- As more multi unit buildings get constructed in the downtown Kirkland area, the on street parking will continue to get more congested and you and your Planning Department will look back and wish that you could have had a higher parking ratio than the 1.3 zoning code, and certainly you would regret having allowed a 1.1 parking ratio in this 324 Central Way project.



Again, I urge you to **DISAPPROVE** this request to reduce the number of parking stalls from 95 to 81. I have sent a copy of this letter to the Park 54 Board of Directors to see if they too agree with me that this will reduce availability of parking for our guests and other occupants.

Sincerely yours,

Richard C. Hunt

Richard Hunt

cc: Joseph Rivera, Kappes Miller Company —property manager for Park 54 HOA
Jen Bowman, Park 54 Board member

Tony Leavitt

From: Leslie Mix <leslie@academiclink.us>
Sent: Monday, April 14, 2014 4:27 PM
To: Tony Leavitt
Subject: Parking Modification for Continental Properties

Dear Tony,

I stopped by to speak with you regarding my concerns about a parking modification this morning and thought I would follow-up with an email for your meeting.

I am extremely concerned about the idea of modifying parking conditions from the required 95 stalls to 81. Parking is currently a nightmare on both 4th and 5th street. When I left your office today at 11:30 am; parking was already lined all the way up 4th street from 85th street to 7th street. The same situation occurs on 5th street...daily. If you go up 5th street at 7 am, off 85th street, you will notice that the street is basically a one lane road because cars park on both sides of the street. 4th street is now becoming the same. This is extremely dangerous, and with the current plans of putting a light at 4th and 5th it would be impossible. The problem is not on a timeclock, parking is an issue during the day, at night, and on weekends. Whoever did the study was benefiting the builder, not the City.

I understand that the decision benefits the builders pocketbook however, this decision could end up costing the city and the citizens who live in this city. I think it is unreasonable to assume that everyone does not own a car. Many people that I know own 2 cars each. They will be building 73 residential units. I am assuming that there will be 2 bedroom apartments in there. So it is possible that there could be 100-115 cars parked there each day and each night. To cut it down to 81 spots with possibly an additional 30 becoming available after 8 pm doesn't seem very smart. I hope that you actually drive down 4th and 5th at various times to see that the study that was completed was maybe a little off. Everyone who lives in the current apartments already use the streets for their '.1 cars'.

I really hope that all the departments meet together when making this decision. We have two major apartment complexes being built and if parking is currently an issue, I don't see how anyone thinks it will get better with 300+ people moving in. Let the builders pay for the solution...not the City.

Remember...it is easier to prevent a mess then clean one up.

Thank you,

Leslie Mix
425-827-8137

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City of Redmond, Washington
Parking Strategies Project
Stakeholder Kick-Off Meeting

January 31, 2014



RICK WILLIAMS CONSULTING
Parking & Transportation

With:
VIA Architecture
Fehr & Peers
Jeff Arango Urban Planning & Design

AGENDA

1. Introductions
2. Scope of Work
3. Discussion – Parking issues, ideas, opportunities
4. Review of Initial Data
5. Upcoming tasks
6. Next Meeting

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1. INTRODUCTIONS

- Stakeholders
- City Staff
- Consultant Team

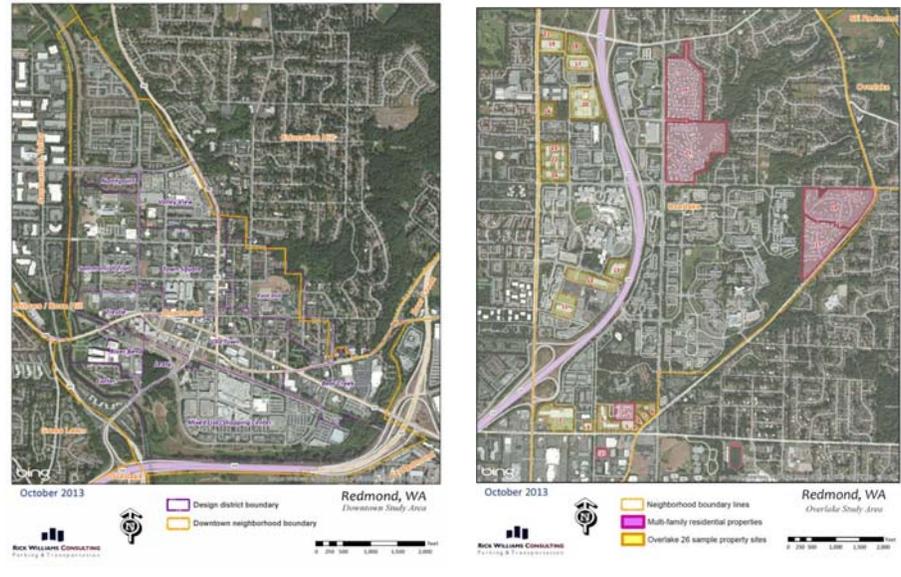
3

2. SCOPE OF WORK: GOALS AND OBJECTIVES

- To explore strategies for the efficient use of parking to support the City's future vision.
- To derive an understanding of demand requirements for planned land uses and develop phased parking strategies consistent with future demand and land use visions. *What is learned in Overlake & Downtown can inform strategies in SE Redmond and Willows Road as well.*
- To develop parking strategies, including a "right sized" parking framework and work with the City and stakeholders to consider refinements to existing parking practices (i.e. in code and in practice) that will lead to more compact, cost effective and multi-modal supportive urban development.
- To build right sized parking that successfully supports Redmond's planned land uses and future vision, but not to oversupply parking to the detriment of the quality of neighborhoods or the financial feasibility of future projects.

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2. SCOPE OF WORK: STUDY AREAS – Downtown & Overlake



2. SCOPE OF WORK

Task 2 - Parking Inventories (completed)

- (a) Collected inventory (# stalls) and Land Use data on 21 sites in Overlake
- (b) Updated and refined on and off-street inventory for Downtown Redmond
1,167 on-street stalls, 180 off-street sites/5,770 stalls

Task 3 - Data Collection - Occupancy Counts

- (a) Phase 1: Overlake sites (underway)
- (b) Phase 2: Downtown study zone (March 2014)

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2. SCOPE OF WORK

Task 4 - Land Use Analysis

- (a) Develop parking demand forecasting models based on local data and compare to current code requirements; Institute of Transportation Engineers (ITE) and/or Urban Land Institute (ULI) modes and demand based on mode split goals in approved City plans.

Task 5 - Strategy Development

- (a) Data and analysis derived from Tasks 3 & 4 will be used to evaluate and calibrate parking practices and policies for these areas of Redmond. Strategies will include zoning code based recommendations as well as operational/management based recommendations.

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3. DISCUSSION

- Do you have general issues or ideas related to parking as it affects development in Redmond?
- What are your thoughts related to land use and density as it relates to Overlake and Downtown? To future expectations or visions of these areas?
- Have you experienced specific parking issues as regards your business or development?



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3. DISCUSSION

- To what degree do you believe parking can be “right sized” in developments and under the zoning code?
- What are parking/access challenges that you see affecting Overlake (positively or adversely)?
- What are parking/access challenges that you see affecting Downtown (positively or adversely)?
- Is there a question we didn't ask you that we should have asked?



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4. REVIEW OF INITIAL DATA: EXISTING CONDITIONS

The Overlake Neighborhood consists of three Subareas:

- Overlake Village (OV) in the south portion
- Employment Area (OBAT*) in the central and northwest portion
- Residential Area in the northeast portion

There are commercial and residential FAR** and parking standards for each area.

*Overlake Business and Advanced Technology

**Floor area ratio

[\[SEE HANDOUT\]](#)

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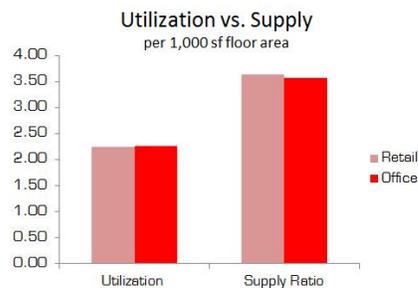
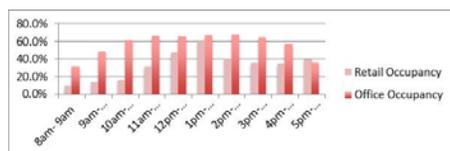
4. REVIEW OF INITIAL DATA: METHODOLOGY

- Retail and Office Sites
- 12 Hour Counts, Occupancy Only
- Count performed on Wednesday, December 11, 2013
- "Retail" includes retail, services, restaurants
- Compare built supply to utilization
- Second count to be conducted in February to include additional sites

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4. REVIEW OF INITIAL DATA: OUTPUTS/COMMERCIAL

Site #	Site NAME	Building SF	Land Use	Surface Stalls	Structured Stalls	1PM	2PM	Ratio of Built Parking	Peak Demand/1,000 SF (w/11% vacancy "buffer")	Over supply
Retail Summary		212,782	Retail	775	0	61%	41%	3.64	2.48	47%
						stalls parked 476	319			
						stalls empty 299	456			
Office Summary		704,097	Office	2,421	90	66%	67%	3.57	2.51	42%
						stalls parked 1590	1613			
						stalls empty 831	808			



Initial 3QTR/2013 area vacancy data (11%) would increase draft demand to 2.50 per 1,000 SF.

Sources: Kidder Matthews, Broderick Group and Market Advantage.

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4. REVIEW OF INITIAL DATA: OUTPUTS/RESIDENTIAL

Area	Actual (Observed) Peak Demand	Code Minimum Requirement	Average Built Supply – RSP sites
Overlake Village	0.93/unit	1.0/unit (MF)	1.57/unit (MF)
Overlake Employment	0.99/unit	1.0/unit (MF)	
Overlake Residential	1.07/unit	1.5 – 2.0/unit	

- Use in Overlake Village and the Overlake Employment area is very much aligned with zoning code parking minimums.
- Use in Overlake Residential area is well below the zoning code minimum (i.e. Code is requiring more than is actually being used).
- Right sized parking (RSP) average overbuild is 0.50 - 0.64/unit
 - This project will further refine this number for Overlake sites.

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4. REVIEW OF INITIAL DATA: CONSIDERATIONS

Retail Land Uses

Retail 1:
 Address: 14810 NE 24th St 98052
 Parcel: 2063500040
 Base (pad) SF: 100,800
 Lot Area: 347,427
 Parking to Base SF: 2.45 : 1.0



Retail 2:
 Address: 15210 NE 24th St 98052
 Parcel: 6448500010
 Base (pad) SF: 54,200
 Lot Area: 196,455
 Parking to Base SF: 2.62 : 1.0



- High ratio of parking “land” to building site.
- No code restrictions on surface parking in Overlake.
- 40%+ oversupply per sampled sites.
- Will new development continue this land pattern?

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4. REVIEW OF INITIAL DATA: CONSIDERATIONS

Office Land Uses

Office 1:
Address: 15050 NE 36TH ST 98052
Parcel: 6448300050
Base SF: 34,650
Lot Area: 170,685
Parking to Base SF: 3.93 : 1.0



Office 2:
Address: 14980 NE 31st Way 98052
Parcel: 2499900030
Base SF: 39,900
Lot Area: 188,880
Parking to Base SF: 3.73 : 1.0



- Higher ratio of office parking "land" to building site compared to Retail.
- 40%+ oversupply per sampled sites.
- No code restrictions on office surface parking in Overlake.

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5 & 6. UPCOMING TASKS/NEXT MEETING

1. Refine data (parking and land use).
2. Collect more residential occupancy data in Overlake to match with RSP.
3. Initiate the Downtown Redmond data collection effort.
4. Prepare summary findings memo for Overlake with specific consideration for staff and stakeholder review (March/April).
5. Schedule next stakeholder meeting (Meeting 2):
 - Review summary considerations memo
 - Review draft (raw) downtown data findings

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RICK WILLIAMS CONSULTING
Parking & Transportation

610 SW Alder Street, Suite 1221
Portland Oregon
97205
p 503.236.6441
rick.williams@bpmdev.com



MEMORANDUM

Date: May 12, 2014
To: Jon Regala, City of Kirkland
From: Chris Breiland and Justin Resnick, Fehr & Peers
Subject: **Right Size Parking Web Calculator Estimates in Kirkland**

SE12-0248

OVERVIEW

The Right Size Parking (RSP) Web Calculator is a tool to assist transportation and land use planners in King County understand how multifamily residential parking utilization varies under different urban contexts, transit service levels, parking pricing schemes, and development programs (number of bedrooms per unit, rents, etc.). The intent of the web calculator is to provide planners with more information than traditional national parking data sources when developing and updating parking codes to reduce the oversupply of multifamily parking in the county. Given that the web calculator was developed using county-wide data, the Kirkland Planning Commission and Houghton Community Council were interested in better understanding how the tool matched observed multifamily parking utilization in Kirkland. In this memo, we compare the results of the web calculator to the observed parking utilization rates at 13 apartments around the City of Kirkland.

General Findings

Overall the RSP web calculator is estimating parking utilization accurately for most of the selected sites in Kirkland, with nine of thirteen sites within a 15 percent level of error. We do note, however, a slight tendency for the model to under-predict utilization. Table 1 below displays the detailed inputs and output of the RSP Web Calculator compared to the observed parking utilization rates at the buildings.

Model Inputs and Urban Form

To estimate parking utilization, the web calculator uses the number of units in a building, the number of bedrooms in each unit, the rental price, unit square footage, number of affordable units, monthly cost for parking, which are specific to each building. It also includes three characteristics of the location of the building to approximate urban form and available transportation choices available to residents of each development – population density, job density, and transit service/accessibility. Of the three location characteristic variables, the model is most sensitive to the transit service score, which does not vary substantially across the sample



Jon Regala
 May 12, 2014
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set of apartments. **Table 1** summarizes the range of input variables and **Figure 1** shows the approximate locations of the apartment sites.

Table 1. RSP Web Calculator Kirkland Study Sites Results

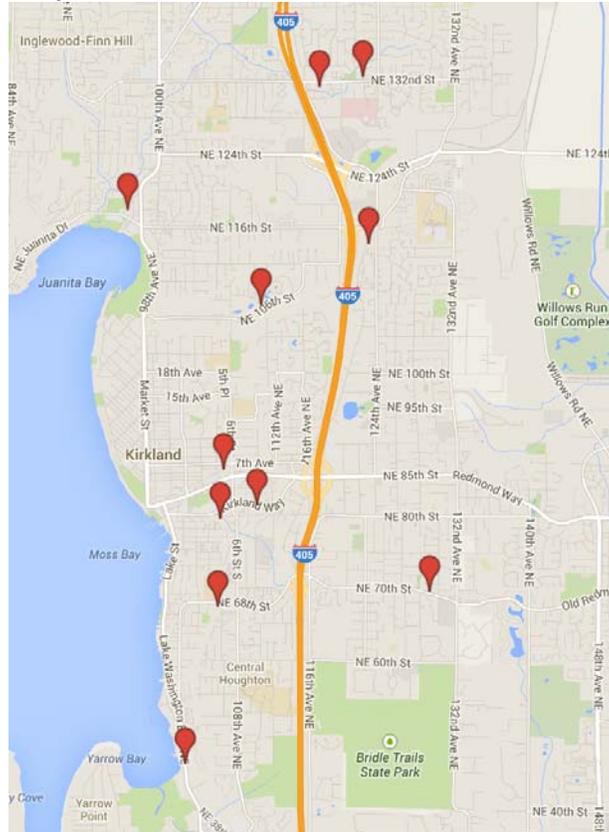
Input	Output												
Right Size Parking: Web Calculator											New Observations		
Variables	Site 1	Site 2	Site 3	Site 4	Site 5	Site 6	Site 7	Site 8	Site	Site 10	Site 11	Site 12	Site 13
Studio Units	0	0	0	50	24	0	89	0	22	6	0	0	0
1 Br Units	32	108	60	110	96	6	213	232	92	20	2	4	0
2 Br Units	75	148	112	40	49	9	85	216	46	16	2	10	16
3+ Br Units	0	36	28	0	0	0	0	48	0	0	2	0	0
Studio Rent	\$0	\$0	\$0	\$815	\$1,140	\$0	\$1,023	\$0	\$1,195	\$1,042	\$1,043	\$1,043	\$1,043
1 Br Rent	\$1,267	\$1,845	\$1,005	\$900	\$1,224	\$1,263	\$1,473	\$1,088	\$1,617	\$1,203	\$1,288	\$1,288	\$1,288
2 Br Rent	\$1,591	\$2,420	\$1,206	\$1,020	\$1,414	\$1,508	\$2,095	\$1,505	\$2,106	\$1,573	\$1,644	\$1,644	\$1,644
3+ Br Rent	\$0	\$3,400	\$1,402	\$0	\$0	\$0	\$0	\$1,876	\$0	\$0	\$2,226	\$2,226	\$2,226
Avg. Sqft per Unit	845	1,011	952	649	649	1,165	828	822	838	801	1,012	1,002	936
Affordable Units	0	0	0	0	0	0	56	0	0	4	0	0	0
Mo. Parking Cost	\$0	\$40	\$0	\$0	\$0	\$0	\$83	\$0	\$50	\$50	\$0	\$0	\$18
Population	63,598	58,381	66,591	39,192	71,375	71,374	70,958	68,972	64,791	66,165	63,225	66,653	66,271
Jobs	44,800	50,524	36,766	36,209	31,488	31,963	32,132	39,340	39,946	41,514	40,373	38,836	39,207
Transit Service	1,248	1,228	1,277	1,311	1,225	1,269	1,299	1,160	1,264	1,238	1,298	1,263	1,264
Predicted Utilization	1.28	1.31	1.28	1.20	1.20	1.30	1.01	1.31	1.16	1.08	1.33	1.30	1.29
Observed Utilization	1.50	1.38	1.31	1.12	1.13	1.07	0.64	1.35	0.90	1.25	0.80	1.40	1.50
Percent Error	-15%	-5%	-3%	7%	6%	22%	58%	-3%	29%	-13%	66%	-7%	-14%

The project team looked into the limited variability in transit scores across the City, which was somewhat surprising given the mix of locations in locations like Downtown and Totem Lake and other areas that are less well-served by transit. The results of the investigation indicated that there is a fair degree of transit service density variation across the city, ranging from about 1,100 in Finn Hill to more than 1,600 at the Kirkland Transit Center. However, most arterial corridors where the apartments are located in the City have a score of 1,200-1,300. In looking at Downtown Kirkland, the transit score decreases rapidly to about 1,300 by the time you are 2 blocks from the Transit Center. This change in transit score can have a substantial impact on parking utilization estimates. For example, Site 9, which is in Downtown Kirkland, would have a RSP estimated utilization of 0.9 if it had a transit score of 1,500 as opposed to 1,264, making the estimated value closer to the observed value. This finding indicates that in certain transit rich environments, the web calculator may be overestimating parking utilization. Planners may wish to test a site's sensitivity to the model's range of transit scores within a couple of blocks to develop a robust estimate of parking demand in locations like Downtown, Totem Lake, or South Kirkland.



Jon Regala
 May 12, 2014
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Figure 1. Kirkland Study Site Locations



Individual Site Observations

As shown in Table 1, three sites have high levels of error that are likely due to specific and explainable circumstances.

Sites 6 and 11 only have fifteen and six units in total, respectively, and therefore these sites have a small sample size for measuring parking occupancy on a given day. If two additional vehicles had been present on the day of observation at Site 6, then the web calculator estimate would be within ten percent error. Site 7 is another outlier. This building charges \$83 per month for parking, which is much higher than the other sites. Given the availability of street parking in the vicinity, it is possible that the high price of parking is resulting in spillover to the neighboring streets, where parking is free and generally unrestricted. Due to the particular characteristics of these three locations, these sites are considered unique outliers that are outside of the range of the model’s ability to predict.

The web calculator also overestimates parking utilization at Site 9, which is located downtown. As described above, the walkable character and good transit accessibility of the location may be dampening the demand for parking. It is our assertion that there is some self-selection bias in Kirkland where people who choose to live in Downtown are less likely to own and park vehicles

Jon Regala
May 12, 2014
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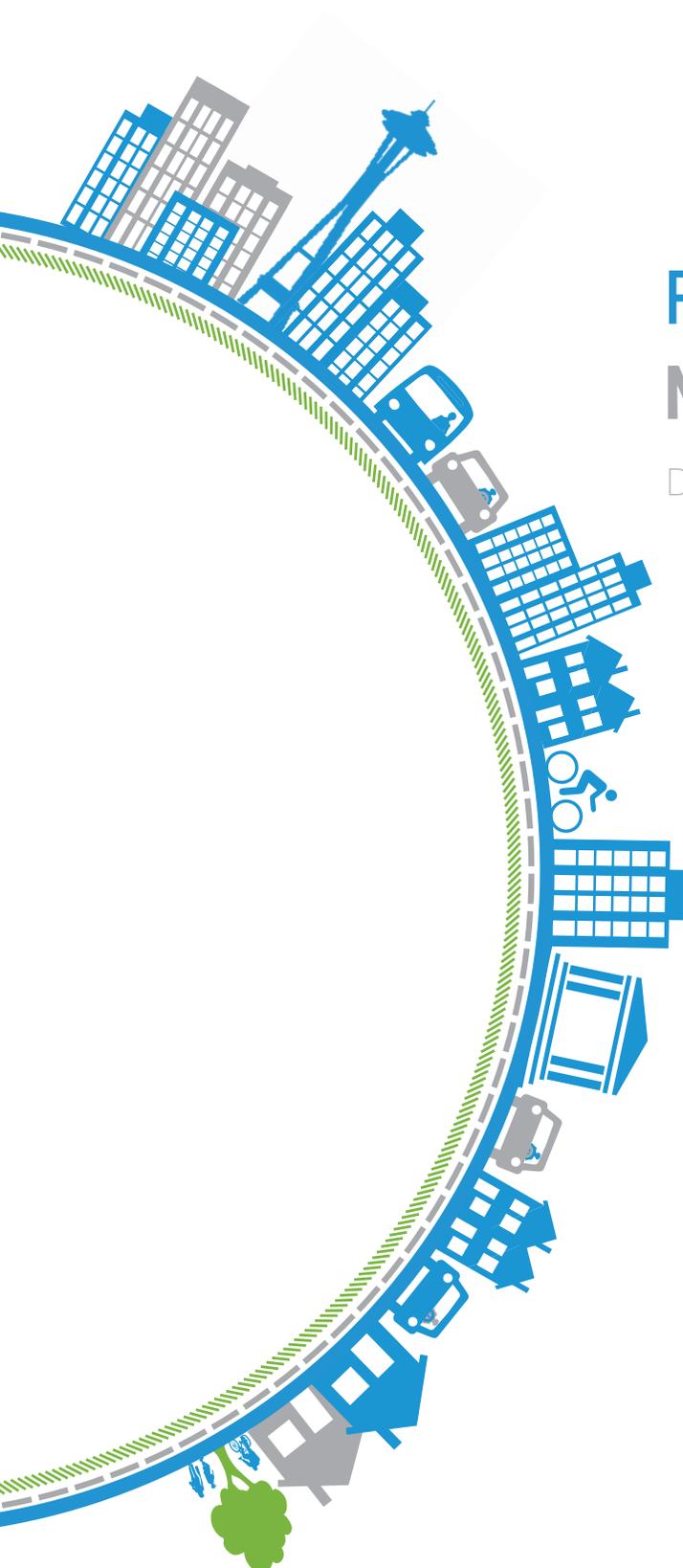
compared to comparable locations elsewhere in the City and Region. The regional nature of the RSP model is likely not picking up this very localized difference in the character of Downtown Kirkland compared to other more suburban parts of the City.

The estimate for Site 10 came out a bit low, despite its otherwise average characteristics. This building has affordable units, unlike most of the others in the sample, and the presence of these affordable units has a strong effect on the estimated parking utilization. While we would need some additional research to prove this definitively, it is our assumption that low income residents in Kirkland may be more likely to own and park cars than low income residents in other areas of the County, particularly South King County and Seattle, where car ownership rates tend to be lower – all things being equal.

Note that the three apartments in the right-most columns in Table 1, the newly observed locations, did not include data on rent. The rents shown in the table were estimated based on averaging the other data in the Kirkland dataset.

Conclusions and Recommendations

The Right Size Parking Web Calculator generally predicts parking utilization around the City of Kirkland accurately, with most sites within +/-15 percent of the observed value. Based on the regional nature of the web model, some discretion may be necessary when applying the model in Kirkland, particularly when taking into consideration some of the subtler variations in urban form, pedestrian character, and transit service throughout Kirkland. Overall, we feel that the RSP web calculator provides valuable information and can be used to more accurately determine appropriate multifamily parking supplies in Kirkland.



RIGHT SIZE PARKING MODEL CODE

DECEMBER 2013



Report prepared by VIA Architecture
December 2013

Project contact information:
Daniel Rowe, King County Metro Transit
Daniel.Rowe@kingcounty.gov
206-477-5788

Metro Transit's Right Size Parking Project Website:
www.kingcounty.gov/RightSizeParking

MODEL CODE
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INTRODUCTION

This document presents strategies and model parking code designed to enable right size parking and a priced parking environment in multifamily developments. It is one component of the King County Right Size Parking (RSP) project, which has the overall goal of optimizing parking supply in multifamily buildings. RSP is funded by a three-year grant from the Federal Highway Administration's Value Pricing Pilot Program.

The purpose of the model code is to provide a resource for municipalities that are interested in implementing code changes to help right-size local parking supply. The model code draws from several other components of the RSP project, including best practices research, the RSP Technical Policy Memo, multifamily utilization surveys, parking code gap analysis, the RSP calculator, and stakeholder input.¹

The primary recommendation of this document is for a market-based approach to parking regulation in multifamily buildings. This approach involves removal of parking minimum requirements, along with coordinated strategies to mitigate potential neighborhood impacts. Recognizing that a market-based approach may not be feasible in all communities, the document also provides detailed recommendations for a context-based approach, in which minimums are set based on a comprehensive assessment of local context and project-specific conditions.

Parking regulations that allow for the production of parking that is balanced with actual parking demand can help promote community goals and create a rational market for parking in which parking can be appropriately priced. Previous RSP research has found that parking is over-supplied by an average of 40 percent in multifamily developments across urban and suburban King County. The oversupply of parking can reduce housing affordability, degrade urban design, reduce transit efficiency, increase vehicle-miles traveled and congestion, and distort the market for priced parking. Conversely, providing too little parking can pose the risk of negative consequences for real estate marketability and neighborhood impacts.

¹ See <http://metro.kingcounty.gov/up/projects/right-size-parking/> for RSP reports and documents, and <http://www.rightsizeparking.org/> for the RSP Multifamily Residential Parking Calculator

In many King County municipalities parking codes may not be up to date with changes in land use, demographics and consumer preferences that have already reduced – and could potentially further reduce – the demand for parking. In some municipalities parking minimums do not take into account that demand for parking varies based on unit type, occupant income, proximity to transit, or other contextual factors.

This document is intended to provide municipalities with a diverse set of recommendations for strategies and code that respond to the wide variety of conditions that influence parking demand and utilization in multifamily buildings. It presents a suite of model code options meant to offer a menu of choices, and is not intended to be adopted wholesale. Communities throughout King County have widely different contexts, needs, and structures, and depending on the municipality, applicability of the recommended strategies and code will vary. Municipalities should solicit input from both public and private sector stakeholders when considering adoption of these recommendations.



Why Right Size Parking Matters

The overarching goal of “right sizing” parking is to foster livable communities by optimizing the allocation of parking resources. The amount of parking is optimized—i.e. right sized—when it strikes a balance between supply and demand. In King County today, the most common scenario is that new multifamily developments provide too much parking, which creates impediments to achieving a wide range of community goals. Although less common, the provision of too little parking is also a concern because it can result in challenges for real estate marketability or neighborhood on-street parking. In either case, a critical factor in achieving optimized parking is pricing, which is a primary target for RSP strategies. The desire to achieve right sized parking is primarily motivated by its potential to promote the following three positive outcomes:

It is important to emphasize that removing parking minimums does not mean that no parking will be built.

Affordable Housing

Parking is expensive to construct, costing as much as \$40,000 per stall or more when built underground. When more parking is built than will actually be utilized, it is a wasted construction expense that needlessly raises the cost of producing housing, and that cost is passed on to housing consumers. Under typical market conditions, the cost of building parking cannot be recovered through separated rent or through the sale of the parking stalls, largely because there is typically an oversupply of cheap or free on-street alternatives. Thus the cost of parking must be absorbed into the rent or sales prices of the housing, which drives up housing costs, even for those who do not own a car and have no need for parking.

Economic Development

Excessive requirements for parking can create significant financial or logistical barriers to multifamily development, which is an essential ingredient of economic development in municipalities throughout King County. The expense of building required parking can put such a burden on a project’s pro-forma that it becomes financially infeasible. In marginal real estate markets, this can be particularly encumbering. Parking also consumes large amounts of space, and in some cases it simply isn’t possible to physically fit enough parking on a given development site to

meet code requirements. In any case, space dedicated to car storage often takes away from space that could otherwise go to housing and commercial uses, both of which offer far greater economic development benefits than does parking.

Transportation Choices

By minimizing the over-allocation of resources to cars, right sizing parking supports alternatives to travel by single-occupant vehicle (SOV). The provision of parking in multifamily developments typically has negative impacts on walkability, urban form, and architecture, thereby compromising the efficiency and convenience of alternative modes, as well as livability overall. Less parking in an urban environment fosters the creation of walkable, bikeable, transit-supportive neighborhoods that enhance the utilization, service levels, and efficiency of transit. As is widely recognized, use of alternatives to SOVs reduces traffic congestion, vehicle-miles traveled (VMT), and associated environmental impacts, including greenhouse gas emissions. At the same time, “active transportation” can improve the health of residents.

The goals supported by RSP described above are broadly shared among municipalities throughout King County. The Comprehensive Plans of King County and its cities consistently include goals, policies, and actions supporting smart growth that are in complete alignment with the desired outcomes fostered by RSP. Lastly, the factors motivating RSP are also validated and reinforced by a wide range of economic, demographic, and cultural trends, including:

- Unmet consumer demand for walkable, transit-rich neighborhoods²
- Ongoing regional transit investments, including Sound Transit LINK light rail and King County Metro RapidRide
- An aging population that will continue to raise the numbers of people who don't drive³
- Decrease in driving and car ownership among younger people (Gen Y, Millennials)⁴
- Leveling off or decline of per capita VMTs nationwide and locally over the past decade⁵
- Rising immigrant populations in King County that are likely to increase demand for transit and reduce car ownership and driving⁶
- Increasing recognition of the true costs of auto transportation, as demonstrated by the Center for Neighborhood Technology's Housing+Transportation Affordability Index, for example⁷
- Escalating affordable housing shortage across much of King County, which makes car-free living a more attractive option for reducing household expenses⁸
- Rising construction costs for multifamily housing that make it more desirable to reduce those costs by not overbuilding parking⁹

² <http://www.brookings.edu/research/articles/2010/11/real-estate-leinberger> Accessed November 15, 2013.

³ <http://www.ssti.us/wp/wp-content/uploads/2012/02/The-Case-for-Moderate-Growth-in-VMT-2006-Final.pdf> Accessed November 15, 2013.

⁴ <http://www.frontiergroup.org/reports/fg/transportation-and-new-generation> Accessed November 15, 2013.

⁵ <http://daily.sightline.org/2011/06/08/where-are-my-cars-king-county> Accessed November 15, 2013.

⁶ http://transportationfortomorrow.com/final_report/pdf/volume_3/technical_issue_papers/paper4a_03.pdf Accessed November 15, 2013.

⁷ <http://www.cnt.org/repository/pwpcf.pdf> Accessed November 15, 2013.

⁸ <http://your.kingcounty.gov/budget/agr/07/07AGRCh2all.pdf> Accessed November 15, 2013.

⁹ <http://multifamilyexecutive.com/construction/no-relief.aspx> Accessed November 15, 2013.

Two Approaches to Parking Regulation

This document addresses two approaches to parking regulation: **market-based** and **context-based**.

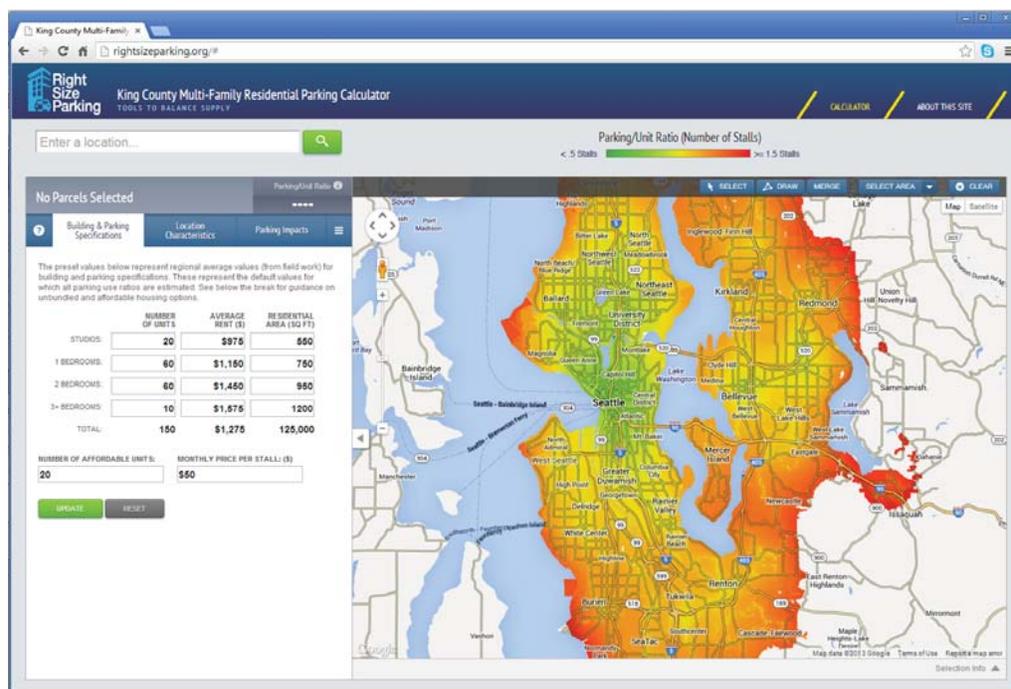
In a market-based approach, parking requirements are removed and the amount of parking supplied in multifamily projects is determined by the developer's assessment of the amount necessary to make a project marketable. In a context-based approach, the site-specific locational context (e.g., surrounding land uses, transit service, walkability, etc.) is taken into account in order to set base minimums. The base minimums are then further refined with site-specific adjustments intended to align supply with demand as closely as possible.

The market-based approach is recommended for most efficiently achieving RSP outcomes. The fundamental reason is that the market-based approach eliminates the possibility of a scenario in which minimums set higher than demand cause needless overbuilding of parking. A market-based strategy is most successful when bolstered with on-street parking management, which is not common in King County municipalities. Accordingly, this report also recommends on-street parking management strategies that can be implemented in conjunction with a market-based approach.

It is important to emphasize that removing parking minimums for a market-based approach does not mean that no parking will be built. In most areas of King County, market conditions are such that off-street parking is a necessary ingredient for financeable multifamily projects, and developers can be expected to build parking whether or not code requires it. For example, the Ballard Urban Center in Seattle has no minimum parking requirements, yet all of the recent large-scale multifamily developments have included parking anyway, typically in the range of 1 to 1.5 stalls per unit. Overall, the flexibility of a market-based approach enables the correction of distorted parking markets, helping to create an environment in which parking can be rationally priced, and parking is not subsidized by housing prices.

Although a market-based approach is the first recommendation of this report, it may not be feasible in some municipalities. Requirements for off-street parking are deeply entrenched in most land use codes, and removing requirements completely is likely to be challenging, both procedurally and politically. For these reasons, this document also provides model code for a context-based approach. If well-executed, this approach sets minimums at a "sweet spot" that doesn't cause overbuilding, reduces the risk to the surrounding community caused by parking spillover, and minimizes the need for on-street parking management. Most municipalities already have code that incorporates some features of a context-based approach. The model code provided in this document is intended to provide examples of the full range of possible context-based considerations. It is not meant to be a prescriptive recommendation, but rather a menu of options that allows planners to pick and choose the flavors of code that fit best with their built environment and political climate.

The RSP Multi-Family Residential Parking Calculator



The RSP Multi-Family Residential Parking Calculator¹⁰ is designed to estimate parking demand at a given location based on a set of context-based variables. As such, the RSP calculator could be used as a tool for municipalities to help determine context-based minimums for development projects on a case-by-case basis. The RSP Calculator and the data behind it could also provide valuable input for determining context-based adjustments to minimums, as was done for several of the model code metrics in Table 1, see Section 3.2.

However, the RSP Calculator has limitations. For the Calculator to remain current, parking utilization and land use data would have to be updated regularly to reflect ongoing changes in the built environment. Furthermore, the model results were not validated against independent observations, and it can only provide “average” estimates of demand across King County. The tool may have particular challenges producing reliable results in highly urbanized areas, or in suburban areas with unique transit or demographic characteristics.

Currently there is no established program or funding to keep the RSP Calculator up to date, but sources of future funding to maintain the RSP Calculator are being investigated. For now, this report recommends that municipalities use the RSP Calculator as a reference to evaluate their existing regulations, and to help optimize their minimums.

The RSP Multi-Family Residential Parking Calculator is designed to estimate parking demand at a given location based on a set of context-based variables.

¹⁰ The RSP King County Multi-Family Residential Parking Calculator is online here: <http://www.rightsizeparking.org/>



MARKET-BASED APPROACH

As noted in the Introduction, removing or dramatically reducing parking minimums is our recommended approach for most efficiently achieving RSP goals and creating a market where parking pricing is more common. Developers also tend to prefer a market-based approach because it reduces planning complexity and risk, and allows them to fine tune their projects based on their own financial and market demand analyses.¹¹ It should also be stressed that removing parking requirements does not mandate that no parking can be built, and in most cases market conditions are such that developers will build parking in their projects even if they are not required to do so.

However, an absence of requirements for parking can create a level of uncertainty over parking resources that may be undesirable to some community members. The most common concern is that projects won't be built with enough parking if it isn't mandated, in which case surrounding residents and businesses may be subjected to the negative impacts of parking spillover. To address the increased risk to surrounding communities that could be caused by deregulating off-street parking, a market-based approach often requires on-street parking management and other strategies to prevent and mitigate potential negative impacts, as discussed below.

2.1 Pricing

A market-based approach helps create a rational market for parking for two main reasons. First, when parking minimums require developers to build more parking than the market demands, the excess supply puts downward pressure on the explicit price that can be charged for parking and creates a distorted parking market.¹² In turn, this oversupply results in a market failure in which consumers are not receiving pricing signals that reflect true costs, and ultimately leads to an overproduction of parking that

¹¹ Based on multiple stakeholder meetings and one-on-one interviews with developers.

¹² For a detailed discussion see the RSP "Pricing Parking in Multifamily Projects" technical memo, which will be available online here: <http://metro.kingcounty.gov/up/projects/right-size-parking/>

compromises RSP goals.¹³ The first step in correcting this distorted parking market is to remove the excessive parking requirements that are causing it.

Second, on-street parking management should be implemented. The markets for parking in multifamily buildings and for nearby on-street parking are linked, since people have the choice to park in either place. For example, if there is plentiful free on-street parking, owners will not be able to charge much for parking in their buildings. But if on-street parking is metered, time-limited, or restricted to other users, then it becomes feasible to charge for parking in nearby multifamily buildings. As noted above, a market-based approach is likely to be most successful when supported by on-street parking management, which primarily involves controlling the price and supply of on-street parking resources (see Section 2.3.1 below for details). Thus when on-street parking management is implemented effectively as part of a market-based approach, it can be expected to have a strong influence on the pricing of off-street parking.

Lastly, pricing necessitates unbundling the price of the parking from the price of residential units. But unbundling will only help promote RSP outcomes if the price of the parking is high enough to influence consumer decisions on whether or not to purchase parking. For the two reasons discussed above, a market-based approach will help realize parking prices high enough to enable the full benefits of unbundling.

2.2 Removing Minimums



A market-based approach is most appropriate in areas that provide mobility options and walkable access to services that make living with fewer cars a practical choice. Auburn, Bellevue, Normandy Park, Redmond, Seattle, and Renton have all removed parking minimums in designated areas. In Seattle, the removal of parking minimums has been incrementally implemented in a variety of defined locations such as Urban Centers, high-capacity transit station areas, and areas with access to frequent transit. In 2012, the City of Tacoma removed parking minimums in most of its downtown, motivated by the need to promote economic development, which is supported by preventing parking oversupply.

The basic code associated with a market-based approach is simple: define the area to which the regulations apply, and remove the minimum parking requirement. One additional stipulation that should be addressed for multifamily buildings is accessible parking, which may need to be included in a multifamily building even if no general parking is provided. Washington State Building Code requires that 5% of the total number of dwelling units to be "Type A" accessible dwelling units, that 2% of the total parking stalls are accessible to serve those units, and that one van accessible space is provided for every six accessible stalls. The following model code is one possible solution for setting a minimum amount of required accessible parking even when the general parking ratio is very low or even zero.

It is important to emphasize that removing parking minimums does not mean that no parking will be built.

¹³ RSP research shows that when the explicit costs of parking are not charged to residents, the costs are rolled into rent, where they are not perceived as part of the cost of owning a car. This drives down housing affordability and encourages more driving.



MODEL
CODE
**REMOVING
MINIMUMS**

INTENT Ensure that sufficient accessible parking is provided even when parking is not otherwise required.

Accessible parking shall be provided for people with physical disabilities as part of all new buildings and additions to existing buildings in accordance with the standards set forth in the building code as adopted by the City, based on the general parking provided, but not less than the following:

- *For residential development, accessible parking shall be provided on-site at a rate consistent as if one general parking space was provided for each dwelling unit.*

The City may approve an alternate to providing on-site accessible parking when it is determined that the alternate is reasonable in light of circumstances associated with the specifics of an individual site and the needs of people with disabilities (e.g., distance to alternate parking area).

2.3 Mitigation Strategies

The prospect of a market-based approach to multifamily parking is likely to be more acceptable to community members if there are also measures in place to help prevent and mitigate potential negative impacts of spillover. Typically, the most troublesome form of spillover from multifamily buildings involves impacts to nearby residents, because the peak parking demand times are simultaneous. However, multifamily spillover can also impact nearby commercial uses, depending on the use and its times of peak demand.

Ideally, the implementation of zero minimums would be contingent on the parallel implementation of neighborhood mitigation measures to assure stakeholders that negative effects will be mitigated if they occur. There are many possibilities for formalizing the requirement for mitigation measures to be in place when a market-based approach is implemented, and this document does not recommend any specific method. Mitigation measures could also be tied to ongoing monitoring of parking utilization, such that implementation is triggered when impacts reach a certain predetermined level. Most mitigation strategies fall under the category of on-street parking management, but there are also some site-related strategies, as described below.

2.3.1 On-street Parking Management

On-street parking management includes a variety of methods to improve the utilization efficiency of on-street parking resources, and to prioritize different types of users of off-street parking. A summary of different on-street parking management strategies and their relevance to mitigation for a market-based approach is provided below. Appendix 6.3 presents an in-depth review of best practices in on-street parking management.

Resident Permits

Permits that give priority to residents for on-street parking are the most important means of neighborhood mitigation. Permits are only issued to neighborhood residents, putting parking off limits to non-residents for extended time periods or at specified times of the day. Cities can provide a process by which residents can request a resident permit program in their neighborhood, such that residents don't feel as if programs and the associated costs are being forced on them.¹⁴ Such programs may require the approval of a majority vote of property-owners within the permit zone.

One shortcoming of many resident permit programs is that they do nothing to prevent spillover from a multifamily building located within the permit zone, since residents of a building in the zone can get permits. Vancouver, WA addresses this problem by prohibiting residents of new multi-family developments that provide off-street parking from obtaining a residential permit. Other cities charge an increasing amount for each additional permit that is issued to a household, reducing the likelihood of supplying more permits than can be accommodated. Toronto offers a reduced price for permits to residents who do not have access to off-street parking, and sets prices higher for residents who do have access to off-street parking and presumably only want a permit for convenience.



The key factor in the potential success of on-street permit programs is setting the price.

In any case, the key factor in the potential success of on-street permit programs is setting the price. On-street parking that is priced significantly lower than off-street parking effectively incentivizes spillover. Furthermore, developers who wish to price parking in their buildings are constrained by competition from on-street parking—if they set prices in accordance with the true cost of producing the parking and that price is higher than the on-street rate, they are likely to end up with highly underutilized parking.

Permits that specifically control overnight parking can be particularly effective at controlling spillover because they prevent people from leaving their cars overnight in an adjacent neighborhood that has more parking supply than their own neighborhood. Finding a place to park a car overnight is often the most difficult car storage need for resident car owners, since they likely take their cars to work or other destinations during the day. Overnight permits could be also used to prevent car owners in buildings without off-street parking from using local on-street parking to store their cars overnight. In this scheme, residents in a building with no parking would not be allowed to purchase an overnight parking permit (see related information in Section 3.6.6).

¹⁴ For example, the City of Portland, OR allows residents to request a new parking permit zone, see <http://www.portlandoregon.gov/transportation/article/82702> Accessed November 15, 2013.



MODEL
CODE
RESIDENT
PERMITS

INTENT Manage the establishment of residential permit programs with a set of eligibility criteria.

The following eligibility criteria must be met before an area will be considered for a resident permit program:

- *There must exist at some time during the day an occupancy rate of 75 percent or more of the existing on-street parking spaces. Twenty-five percent (25%) of the vehicles occupying the on-street spaces must be other than vehicles from within the area. This occupancy rate must occur at least four days per week and a minimum of nine months per year.*
- *The requesting area must consist of a minimum of 40 block faces or 8,000 lineal feet of curb space.*
- *The City must agree that the area permit parking program would promote benefits within the designated area.*

An area may apply to participate in a resident permit program through a community-initiated petition with signatures representing 50 percent of the affected addresses, that includes:

- *The parking problem;*
- *The probable cause of the problem;*
- *The proposed boundaries of the congested area;*
- *The number of individual addresses in the congested area; and*
- *The permit fees of the program.*

Time Limits and Metered Parking

Time restrictions can be placed on on-street parking, including limits on the length of time, or on the time of day. These restrictions can be tied to residential permits such that permit holders are not subject to the limits. Overnight parking restrictions are most effective at dealing with multifamily parking spillover.

Parking meters are particularly appropriate in commercial areas, where turnover is important to business owners. In areas with particularly strong parking demand, metering may incorporate variable rates based on utilization monitoring.¹⁵ Municipal codes for time limits and meters are common and are not included here.

¹⁵ "Performance based" variable parking meter rates have been implemented in Washington D.C., For example, see <http://ddot.dc.gov/DC/DDOT/On+Your+Street/Traffic+Management/Parking/Performance+Based+Parking+Pilots> Accessed November 15, 2013.

Parking Revenue Sharing

Parking Revenue Sharing is an arrangement by which revenue collected for parking fees within a defined area is spent on improvements within that area. Because the revenue gets spent locally, members of the community tend to be more receptive to parking management that involves meters or paid permits. To most effectively act as mitigation for a market-based approach to multifamily parking, Parking Revenue Sharing should target local improvements that support alternatives to travel by car, such as transit stop shelters or sidewalk upgrades.

Parking Revenue Sharing is most commonly implemented through a Parking Benefit District defined by ordinance. However, Washington State does not explicitly grant cities the authority to establish Parking Benefit Districts, and they have not been implemented in any King County municipalities.

In Washington State, Parking Revenue Sharing can be implemented through the creation of a parking enterprise fund that draws parking revenue from an existing, established planning district, such as a Subarea, Neighborhood, or Business District. For example, the City of Kirkland has established a downtown parking enterprise fund intended to direct parking revenue to the construction and maintenance of parking facilities. The City of Portland, OR, has established Parking Revenue Sharing in several districts using this model, and has successfully funded a wide range of capital projects that support alternative modes of travel.



MODEL CODE

PARKING REVENUE SHARING

INTENT Implement Parking Revenue Sharing

The implementation of Parking Revenue Sharing typically involves the following general steps:

- *Engage local stakeholders who support implementing parking revenue sharing in their area*
- *Designate an existing planning district as a parking revenue sharing district*
- *Establish an enterprise fund to which parking revenue can be directed and held, apart from the City's general fund*
- *Establish a formal committee, typically including local stakeholders, to determine metering rates and the percentage of revenue that is dedicated to improvements within the district, and to select projects to be funded with the parking revenue*

Off-Street Parking Lots

The availability of private or public parking lots with excess supply can help reduce parking spillover by offering an alternative to on-street parking. Most areas in King County have off-street parking lots with excess supply, at least during specific times of the day or week. Enabling this parking resource to be utilized would help lower the demand for on-street parking spaces. Municipalities can play a direct role in connecting parking consumers with parking lot owners. For example, the City of Long Beach, CA, administers an innovative program that enables owners of underutilized private parking

lots to lease their parking to local residents.¹⁶ Note that these programs are likely to be most successful in areas with either parking maximums or restrictions on surface parking lot size that would inhibit the development of paid parking lots.

This approach could also be applied to public parking lots. To strengthen the mitigation for potential spillover from multifamily buildings, municipalities could make formal commitments to providing a set amount of public parking for a specified time period. To the best of our knowledge there is no precedent for such a commitment, but it is suggested here as an avenue for exploration.

Utilization Monitoring

Public perception of on-street parking availability is not always aligned with actual utilization. In some cases, utilization surveys may help assuage resident concerns if the surveys document that there actually is significant excess on-street parking supply within a given neighborhood. Another potential option is for cities to commit to routine utilization monitoring, and implement contingency measures if utilization rates hit unacceptable levels. To the best of our knowledge there is no precedent for such a commitment, but it is suggested here as an avenue for exploration.

Public perception of on-street parking availability is not always aligned with actual utilization.

Peak Overflow Plans:

For the special case of areas where there is an event space such as a sports stadium that draws large quantities of cars during certain time windows, peak overflow plans can help reduce spillover during events. Having this reassurance is likely to make neighborhood residents more open to the spillover risk introduced by a market-based approach.

2.3.2 Site-level Strategies

The strategies covered in the previous section are implemented at the neighborhood scale and are managed by the municipality. This section addresses strategies at the site-scale that would apply to specific properties located in zones where a market-based approach is implemented. Note that all of the measures noted below are components of the context-based approach, as described in Section 3. In the case of a market-based approach, these measures could be stipulated as conditions that would help reduce or mitigate potential spillover when zero parking minimums are allowed.

Limits on Multifamily Resident Car Ownership

One straightforward method for preventing spillover parking is to make sure that residents in a multifamily building don't park more cars than there are parking stalls in the project (unless they lease another off-street space from another property). This can be accomplished through a lease or purchase agreement that stipulates whether

¹⁶ Information on the City of Long Beach's program can be found at <http://www.communityparking.com/>. Accessed November 15, 2013.

or not a resident can own a car. For each new tenant who moves into the building, the agreement would be contingent on the current level of car ownership compared to the amount of parking – if there are already enough car owning tenants to fill the on-site parking, the agreement stipulates that the new tenant cannot own a car. See Section 3.6.6 for model code.

Developer In-lieu Fee for Local Improvements

One variation of a market-based approach is to remove parking requirements but also charge an in-lieu fee based on how far the parking ratio was reduced relative to a specified baseline parking ratio. In this scheme, the number of parking stalls can be reduced as low as desired, but the greater the reduction, the higher the fee the developer pays. To best serve as neighborhood mitigation, the in-lieu fee would be used to fund local infrastructure that supports shared parking or alternatives to automobiles. Also, such programs tend to be most successful when they are tied to an established project. For example, in-lieu fees to service debt on an existing garage is likely to gain public acceptance far more easily than a proposal to use fees for a future parking lot that has not been sited. See Section 3.6.4 for model code.

Parking Held in Reserve

To mitigate the risk of a market-based approach, developers could be required to set aside a location that would be converted to parking if deemed necessary. Whether or not there was a need for more parking would be determined based on agreed upon parking utilization metrics that would be assessed after the project was completely occupied. If it was determined that the parking impacts of the project were acceptable to the community, the developer would be under no obligation to build more parking. See Section 3.6.5 for model code.

Transportation Demand Management (TDM)

There are multiple TDM measures discussed in Section 3 that could be required as part of a market-based approach to help reduce parking demand, which in turn would help control spillover. Measures include required unbundling of parking price from rent, transportation management plans, car share parking, bicycle parking, and active transportation-supportive design. See Sections 3.5.2, 3.5.3, 3.5.4, 3.6.1, 3.7.1, and 3.7.2 for model code.



CONTEXT-BASED APPROACH

For municipalities that do not wish to implement a market-based approach, a context based approach is the next best solution for promoting RSP outcomes. The following model code is intended to serve as a menu of possible contextual factors that could be considered to effectively set parking minimums that are “right sized” for a given development. Many municipalities already have codes that apply some of our suggested context-based adjustments, or require some of the measures that are associated with our proposed minimum reductions.

The model code includes suggested numerical factors for determining context-based minimums. Some of these metrics are based on the RSP multifamily parking utilization survey, and others are grounded in RSP best practices research. The RSP project’s utilization data and gap analysis indicate that the most common situation in King County municipalities is that parking minimums for multifamily buildings are set higher than what is used by residents.¹⁷ Based on those findings, our suggested parking ratios tend to be lower than the currently codified minimums in many King County cities. These minimums are not intended to be “written in stone,” and we expect that municipalities are likely to make adjustments to suit their own experience and local conditions.

Our model code recommendation is for a context-based approach consisting of two basic steps:

- Establish a baseline minimum based on the general characteristics of the area
- Apply a set of defined, context-based adjustments to arrive at a final parking requirement

The baseline minimum is set by classifying the project location according to a place typology that is defined according to local urban form, land use, and alternative transportation options. Note that this baseline minimum is only a minimum requirement – developers are free to build more parking than the minimum if they so desire.

¹⁷ On average, capacity exceeds observed utilization by 40 percent.

Subsequent adjustments to the baseline are determined by a range of factors including unit size, resident type, transit access, transportation demand management (TDM), shared parking, and parking management. One challenge with parking regulations is that complicated codes can be difficult to update as places evolve over time and parking demand changes.¹⁸ For our proposed two-step method, the process of updating code is simplified because the code can be adapted to new conditions by resetting the base minimum, while leaving all the adjustment factors the same. Our proposed context-based approach is fully described in the following sections.

3.1 Typology and Base Minimums

Background

To set an appropriate baseline minimum, we propose a place typology that forms the basis of our model parking code. Because the built environment and transportation system vary so widely throughout King County, a place typology is an appropriate conceptual framework to establish a baseline for parking code that responds to that diversity. Place typologies can take many forms, and the challenge with any typology is keeping it simple enough to not overcomplicate things, but also not so simple that it loses meaning. Several municipalities in King County have established reduced minimums in designated areas based on what is essentially a place typology.¹⁹ These areas are most typically established in downtowns or other areas targeted for higher density and improved urban form. Such zones have been established in Auburn, Bellevue, Des Moines, Kenmore, Kent, Kirkland, Redmond, Renton, Seattle, and Tukwila.

Proposed Place Typology

Our proposed place typology is intended to serve as guide to set an appropriate base minimum,²⁰ and is essentially a measure of how “urban” a place is. Criteria that determine the place type include standard factors such as employment and population density, mix of uses, level of transit service, walkability, etc. Establishing specific metrics to define each place type is beyond the scope of this document, and in any case, we expect that municipalities are likely to prefer establishing metrics tailored to their local conditions.

For the purposes of maintaining simplicity, we have proposed a typology with only three place types: Urban Core, Mixed-use Center, and Suburban Commercial/Residential Neighborhood.

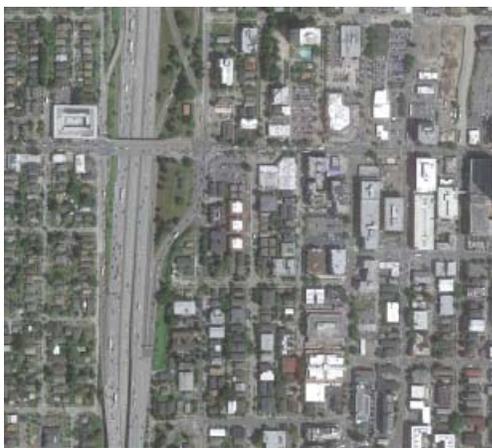
¹⁸ Note that this challenge is not an issue with the market-based solution described above in Section 2.

¹⁹ The RSP Project’s Gap Analysis applied a typology consisting of six place types: Urban Downtown, Regional Center, Suburban Center, Suburban Commercial, Inner Suburb, and Traditional Suburb. For another example, the City of Sacramento has established parking requirements based on four district types: Central Business, Urban, Traditional, and Suburban.

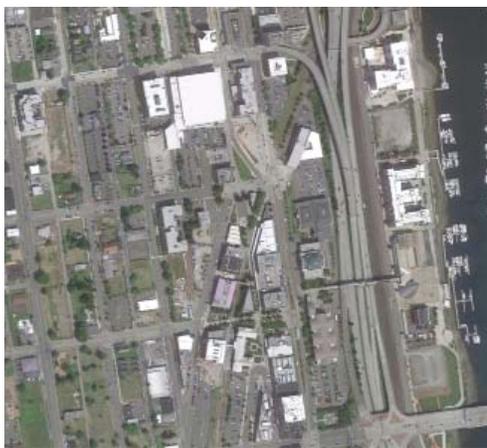
²⁰ The typology could also be used as a guide to determine appropriate neighborhood mitigation measures, see Section 2.

Several municipalities in King County have already established reduced parking minimums based on a place typology.

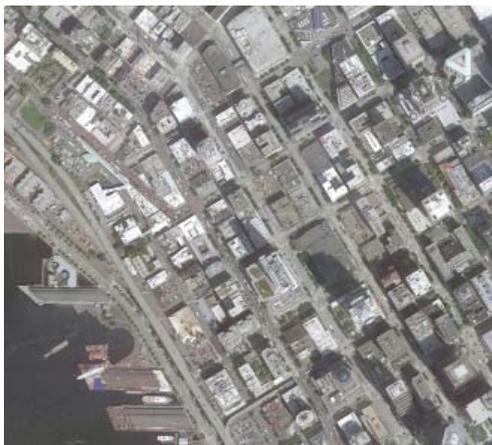
Urban Cores are the highest density, most transit rich areas in the County. Examples include Seattle’s downtown and Regional Growth Centers, and downtown Bellevue. This type is relatively uncommon in King County, but it is still an important component of the typology. These areas are absorbing much of the County’s growth, tend to have current parking policy that is already aligned with RSP goals, and have the potential to serve as proving grounds for RSP concepts.



University District, Seattle



Downtown Tacoma



Downtown Seattle



Downtown Bellevue

TYPOLOGY:
URBAN CORE

Mixed-use Centers are medium density, mixed-use urban areas with significant transit access provided by bus service, and fair to good walkability. Examples include the downtowns in the County's medium sized cities, and Seattle's designated "urban villages," such as Fremont. This type is well aligned with the vision many of the County's cities have for more urban downtowns.

TYOLOGY:
MIXED-USE
CENTER



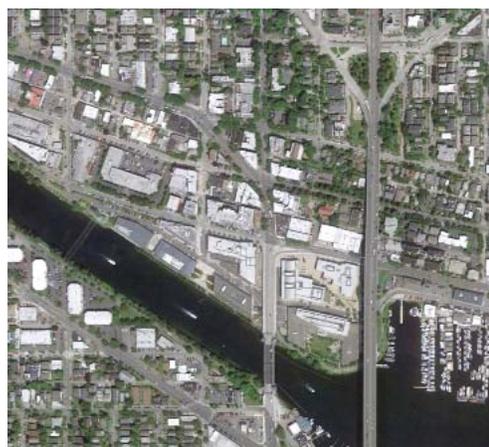
Overlake, Redmond



Downtown Kirkland

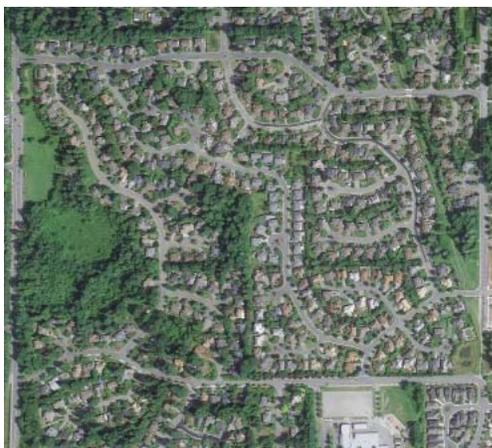


Downtown Federal Way



Fremont, Seattle

Conventional Suburban Neighborhoods are low density, auto-oriented areas that have little to no transit service, are often not attractive places to walk or bike, and include both commercial and residential areas. Although suburban commercial and residential areas are different in many ways, because they are similarly car-dependent, it is appropriate to apply the same baseline parking minimum for a multifamily building in either place.

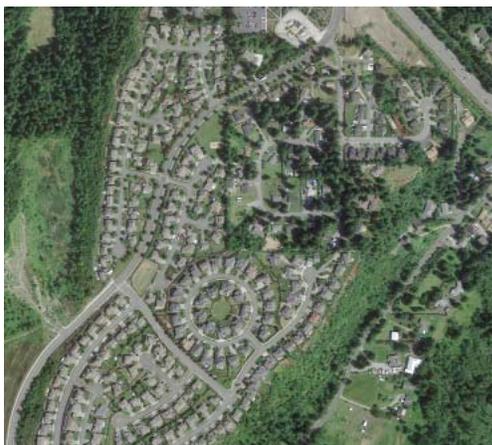


Sammamish



Mill Creek

TYPOLOGY:
SUBURBAN
COMMERCIAL/
RESIDENTIAL
NEIGHBORHOOD



Bonney Lake



Black Diamond



**MODEL
 CODE**

ESTABLISH
 A BASELINE
 MINIMUM

INTENT Establish a baseline minimum based on a defined place type that has been designated for a specified geographical area.

The baseline minimum parking requirement per housing unit shall be set according to the designated place type, as defined in Table 1 below:

TABLE 1: BASELINE MINIMUM STALL REQUIREMENTS PER RESIDENTIAL UNIT

	Urban Core	Mixed-Use Center	Suburban Neighborhood
Minimum	0	.5	1

3.2 Applying Adjustments to the Base Minimum

Once the baseline minimum is established by the place type in which a project is located, a set of adjustments can be applied according to the specific features of the building and context of the site. The full range of context-based adjustments is summarized in Table 1. The adjustments are arranged by the following categories:

- Adjustments for Housing Unit Type
- Adjustments for Resident Characteristics
- Reductions For Transportation Alternatives
- Reductions For Off-Street Parking Management
- Parking Stall Substitutions

The metrics provided in Table 1 are meant to be suggested guidelines to illustrate how the approach can work. It is anticipated that municipalities would make tweaks to the values based on their experience and according to local data and conditions. Several of the metrics are based on the RSP multifamily parking utilization survey, and are marked in Table 1 with an asterisk. The remainder of the metrics are grounded in our best practices research.

To apply the adjustments for Housing Unit Type and Resident Characteristics, the base minimum is multiplied by the factors in Tables 3 and 4. To apply reductions for Transportation Alternatives and Off-street Parking Management, the minimum is reduced by the specified percentage (note that off-street parking management is different from on-street parking management discussed in Section 2.3.1). To apply Parking Stall Substitutions, the total number of car stalls is reduced according to the indicated ratio, for example, four standard car stalls can be eliminated for every one car share stall.

The final context-based minimum is arrived at by applying all of the adjustments that are relevant to the specific project. An example of how a context-based minimum would be calculated is provided in Appendix 6.1.



TABLE 2: CONTEXT-BASED ADJUSTMENTS AND REDUCTIONS

ADJUSTMENTS FOR HOUSING UNIT TYPE

Studio*	1-Bedroom*	2-Bedroom*	3-Bedroom+*	Residential Suite
0.85x	1.0x	1.6x	1.8x	0.5x

ADJUSTMENTS FOR RESIDENT CHARACTERISTICS

Very Low-income	Low-income*	Workforce	Senior*	Assisted Living	Dormitory
0.5x	0.65x	0.75x	0.5x	0.33x	0.33x

REDUCTIONS FOR TRANSPORTATION ALTERNATIVES

Frequent Transit	Fixed-guideway Transit	Bike Share Facility	Resident TMP	Active Transportation/ Transit-supportive Design
25%/50%	50%/100%	up to 25%	up to 20%	up to 10%

ADJUSTMENTS FOR OFF-STREET PARKING MANAGEMENT

Unbundling*	Shared Parking	Remote Parking	In-lieu Fee	Deferred Parking	Lease/Deed-restricted parking
20%	up to 50%	up to 100%	up to 100%	up to 50%	up to 100%

PARKING STALL SUBSTITUTIONS

Car Share Stalls	Bike Parking Stalls	Motorcycle Parking	Adjacent On-street Parking
4:1 (up to 40%)	1:4 (up to 25%)	1:2 (up to 5%)	1:1

*Factors derived from the RSP multifamily parking utilization survey

3.3 Adjustments for Housing Unit Type

Background

The parking demand from a multifamily unit can be expected to depend on the number of bedrooms in the unit. In King County, some municipalities make no adjustment to minimums based on the number of bedrooms in a unit, and among those that do make such adjustments, there is little consistency. The recommended adjustments for bedrooms given in the model code below are based on multifamily parking utilization data collected by the RSP project.²¹



INTENT Adjust required parking to reflect the expected dependence of parking demand on the number of bedrooms in a unit.

The baseline minimum parking requirement per housing unit shall be adjusted according to the factors given in Table 3 below:

TABLE 3: ADJUSTMENTS FOR UNIT TYPE

Studio	1-Bedroom	2-Bedroom	3-Bedroom+	Residential Suite*
0.85x	1.0x	1.6x	1.8x	0.5x

*Unit with shared kitchens and common spaces, also known as a single room occupancy (SRO)

²¹ RSP utilization data showed that the effect on parking demand from unit size is less pronounced in the more urban areas of King County.

3.4 Adjustments for Resident Characteristics

Background

Many municipalities have codes that adjust required parking ratios to account for occupants that are expected to have parking needs that vary from the norm. Typical categories include seniors, low-income households, and residential suite tenants. With the exception of very low-income and dormitory, the recommended factors given in the model code below are based on multifamily parking utilization data collected by the RSP project.

INTENT Adjust required parking to reflect the expected parking demand of specific types of residents.

The baseline minimum parking requirement per housing unit shall be adjusted according to the factors given in Table 4 below:

TABLE 4: ADJUSTMENTS FOR RESIDENT CHARACTERISTICS

Very Low-income*	Low-income**	Workforce	Senior***	Assisted Living	Dormitory
0.5x	0.65x	0.75x	0.5x	0.33x	0.33x

*Affordable to households with incomes up to 30% of AMI

**Affordable to households with incomes between 30% and 60 of AMI

***Affordable to households with incomes between 60% and 80% of AMI



3.5 Reductions for Transportation Alternatives

Reducing parking in multifamily buildings can help improve the surrounding pedestrian environment.

3.5.1 Transit Access

Because residents who live near transit are less likely to own cars, it can be expected that buildings located near transit would need to supply less parking. Furthermore, reducing parking in multifamily buildings can help improve the surrounding pedestrian environment, which in turn helps support transit use. In King County and nationwide, municipalities have applied a variety of criteria for transit access that qualify a building for reduced parking requirements. For the purposes of this model code, we make a distinction between frequent transit access and fixed-guideway transit access, as described below.

3.5.1.1 Frequent Transit

Background:

In most King County locations, transit means buses. Whether or not transit service is likely to impact travel choices sufficiently to justify a reduction in parking is determined by two key factors: (1) the frequency of the transit service, and (2) the walking distance from the transit station to the multifamily building.



MODEL CODE

ADJUSTMENTS FOR FREQUENT TRANSIT

INTENT Reduce parking requirements to reflect lower rates of car ownership by residents who live near frequent transit.

For sites located within ¼-mile of a transit stop served by 20 minute peak hour headways, the baseline minimum parking requirement shall be reduced by 50 percent.

For sites located within ½-mile of a transit stop served by 20 minute peak hour headways, the baseline minimum parking requirement shall be reduced by 25 percent.

Distance shall be measured in a straight line from the main residential doorway of the building. Peak hours are defined as weekdays between 7am – 9am, and between 4pm – 6pm.

3.5.1.2 Fixed Guideway Transit

Background

Fixed-guideway transit – either light rail or lane-separated bus rapid transit – is a special case that justifies greater parking minimum reduction, because it is permanently located, high-capacity transit service with frequent headways. Interviews with developers indicate that these types of transit services are generally more popular than bus transit service, supporting the differentiation in parking requirements.

INTENT Reduce parking requirements to reflect lower rates of car ownership by residents who live near permanent, high-capacity transit stations.

For sites located within ¼-mile of a high capacity,* fixed-guideway transit stop, the baseline minimum parking requirement shall be reduced to zero.

For sites located within ½-mile of a high capacity, fixed-guideway transit stop, the baseline minimum parking requirement shall be reduced by 50 percent.

Distance shall be measured in a straight line from the main residential doorway of the building.

*RCW 81.104.015: "High-capacity transportation system" means a system of public transportation services within an urbanized region operating principally on exclusive rights of way., which... provides a substantially higher level of passenger capacity, speed, and service frequency than traditional public transportation systems operating principally in general purpose roadways.



3.5.2 Bike Share Facility

Background

An on-site bike share system provides a convenient transportation alternative to automobiles, thereby encouraging less car ownership and reduced parking demand. Note that this depends on a private bike-share company offering service in the area, and a formal agreement with the property owner.



INTENT Allow a reduction in required parking in exchange for provision of an on-site bike-share service.

Substitution of a bike sharing facility for required parking is allowed if all of the following are met:

- A bike sharing station providing 15 docks and eight shared bicycles reduces the motor vehicle parking requirement by three spaces. The provision of each addition of four docks and two shared bicycles reduces the motor vehicle parking requirement by an additional space, up to a maximum of 25 percent of the required parking spaces;
- The bike sharing facility must be adjacent to, and visible from the street, and must be publicly accessible;
- The bike sharing facility must be shown on the building plans; and
- A copy of the car-sharing agreement between the property owner and the bike-sharing company must be submitted with the building permit.

3.5.3 Resident Transportation Management Plan

Background

Buildings may incorporate a range of resident amenities that promote transportation alternatives to the car and thereby reduce parking demand. A variety of possible strategies can be formally packaged together as a Transportation Management Plan (TMP). See the model code below for common examples.

INTENT Allow for a flexible, discretionary reduction in parking requirements in exchange for formal adoption of a TMP plan for building residents.

The parking requirement may be reduced by up to 20 percent in exchange for a Transportation Management Plan (TMP) approved by the City and recorded with King County. The amount of reduction is discretionary to be determined by the City, and depends on the type and extent of strategies in the TMP, which may include:

- *Transit passes or equivalent alternative transportation mode subsidies for tenants*
- *Alternative transportation information center located in the building*
- *Resident Car Pool and/or Ridematch Program*
- *Enhanced shuttle service (or contributions to extend or enhance existing shuttle service or to create new shared or public shuttle service)*
- *Subsidized membership in a private car-share company*
- *Resident Car Share Program (residents share their privately owned cars with other residents)*
- *On-site bicycle share program for residents or the general public*
- *Limitation of "assigned" parking to one space per residential unit*
- *Provision of priority parking spaces for carpools/vanpools*
- *Designation of a Transportation Coordinator to manage the TMP, provide commute information to all new tenants, actively manage and pursue mode shift goals, and be a point of contact for the City*
- *Bike-repair/workshop space in the building*
- *Lease provisions and monitoring requirements for the property owner to ensure that tenants are not parking off site to avoid parking charges*
- *Presence of basic daily uses within ¼-mile, such as grocery/corner store, drug store, or child care; and/or weekly uses such as bank, convenience store, restaurant, or theater*
- *Other approaches accepted by the City that reduce parking demand*

The program shall be proposed to the satisfaction of the City, shall include proposed performance targets for parking and/or trip reduction and indicate the basis for such estimates, and shall designate a single entity (property owner, homeowners association, etc.) to implement the proposed measures. Where the monitoring reports indicate that performance measures are not met, the City may require further program modifications.



3.5.4 Active Transportation/Transit-Supportive Design

Background

There are numerous building design features that can help support transportation alternatives to the automobile, such as transit shelters, sheltered outdoor bike racks, wide sidewalks, overhead weather protection, street furniture, landscaping, screening, and even a mixed use building itself, since a localized mix of uses tends to encourage walking and cycling. (Applicability to parking minimum reductions would be limited to cases in which these features are not already required.)



MODEL CODE

ADJUSTMENTS FOR ACTIVE TRANSPORTATION/ TRANSIT- SUPPORTIVE DESIGN

INTENT Allow for a flexible, discretionary reduction in parking requirements in exchange for incorporation of design features that support alternatives to the car.

The parking requirement may be reduced by up to 10 percent in exchange for project design features that support alternatives to the automobile, and that are not required by existing code. The amount of reduction is at the discretion of the City, and depends on the type and extent of incorporated design features, which may include:

- *Transit Plaza*
- *Transit Shelter*
- *Extended width sidewalks with seating for transit*
- *Publicly accessible, sheltered outdoor bike racks or storage*
- *Overhead weather protection*
- *Publicly accessible pedestrian walkways through the site*
- *Underground or concealed, structured parking*
- *Transit information (e.g., notification of next bus arrival)*
- *Exemplary landscaping or screening parking or other blank walls*
- *Inclusion of a service use in the building such as grocery/corner store, drug store, child care, bank, convenience store, restaurant, or theater*
- *Minimum residential density in the building; appropriate minimum density depends on context*

3.6 Reductions for Off-Street Parking Management

3.6.1 Unbundled Parking

Background

Unbundling the price of parking from the price of rent is one the most effective and proven Transportation Demand Management (TDM) strategies.²² The option to not pay for parking is a strong incentive for people to reduce their car ownership and demand for parking spaces. However, it is important for municipalities to recognize that if the parking price is set at a relatively low, nominal level, then the impact of unbundling will be limited since there is little incentive for residents to alter their choices.²³ In many areas of King County there is an oversupply of parking on the street or in private lots, in which case multifamily property owners have to hold down their parking prices to be competitive. Municipalities could consider setting a minimum on the unbundled parking price, but the proper pricing level would be difficult to determine.

INTENT Mandate unbundling parking from the price of rent in new multifamily buildings, and/or reduce parking minimums to reflect the reduced demand expected when parking is unbundled.

All off-street parking spaces accessory to residential uses in new structures of 10 dwelling units or more, or in new conversions of non-residential buildings to residential use of 10 dwelling units or more, shall be leased or sold separately from the rental or purchase fees for dwelling units for the life of the dwelling units, such that potential renters or buyers have the option of renting or buying a residential unit at a price lower than would be the case if there were a single price for both the residential unit and the parking space.

Where residential parking space is unbundled (parking spaces are offered at market rates as an option distinct from the purchase or lease of a residential unit), the baseline minimum parking requirement shall be reduced by 20 percent.



²² For more details on unbundling see the RSP "Best Practices: Parking Policy Practices in Zoning and Parking Requirements for Multifamily Properties" report, which will be available online:

<http://metro.kingcounty.gov/up/projects/right-size-parking/pdf/rsp-parking-policy-menu-v7.pdf>

²³ Elasticity analysis of the RSP utilization data showed that the effect of pricing on utilization is diminished in areas with limited transportation alternatives.

3.6.2 Shared Parking

Shared parking between more than one type of user can reduce the amount of parking in new multifamily construction by enabling more efficient time utilization of parking resources. Through leveraging complementary peak time demands of different uses, shared parking allows a reduction of physical parking spaces without a reduction in effective supply. Shared parking can be implemented within a single mixed-use building, or between nearby properties that may not have the same owner.

3.6.2.1 Peak Use Standards

Background

Determining the appropriate amount of parking supply reduction for sharing between complementary uses requires reliable, vetted data on the time dependence of parking for each use that is part of the sharing plan. While there is no single, regionally accepted standard, there are several reliable sources of this information. Typically, usage rates are broken out by weekday/weekend, and by three time periods during the day.



MODEL CODE

APPLICATION OF PEAK USE STANDARDS

INTENT Adopt a recognized standard for time-dependent parking occupancy rates by use.

The minimum number of parking spaces for a shared parking proposal shall be determined by a study prepared by the applicant following the procedures of the Urban Land Institute Shared Parking Report, ITE Shared Parking Guidelines, the Victoria Transport Policy Institute, or other approved procedures.

3.6.2.2 Sharing Within an Individual Property

Background

Single mixed-use projects may contain uses that have complementary parking utilization patterns, in which case sharing of the on-site parking can allow for a reduced number of parking stalls in the project. Note that this type of shared arrangement would usually require that the parking facility be designed to allow public access to all areas of the parking lot. In typical mixed-used buildings, the residential portion of the parking is designed to be securely isolated from parking available to non-residents. One possible solution is a moveable gate or barrier that could accommodate variations in utilization between the residential and commercial portions of the project.

For mixed-use buildings with as much or more commercial floor space than residential floor space, it is reasonable to expect that there would be a substantial amount of the commercial parking left vacant during the hours when parking is needed by residents. In such cases, residential parking requirements can be reduced or eliminated without the need for a formalized shared parking plan.

INTENT Allow a reduction in parking requirements for mixed-use buildings in which uses are complimentary and parking can be shared.

Option 1

The total required parking within a single mixed-use project may be reduced up to 50 percent from the base minimum with an approved shared parking plan that meets the requirements of Section 3.6.2.1.

Option 2

No parking shall be required for the residential units in a mixed-use project where at least 50 percent of the floor area is designed for commercial or institutional use.



3.6.2.3 Sharing Between Multiple Properties

Background

The potential for shared parking agreements between adjacent properties greatly expands the opportunities for shared parking, but it also necessitates the establishment of formal legal agreements between different property owners. Note that the risk introduced by such agreements may be unappealing to developers. To promote more adoption of shared parking schemes, municipalities could consider developing agreements that ease the legal inflexibility, perhaps utilizing performance based requirements.



MODEL CODE

REDUCTIONS FOR SHARED PARKING ON NEARBY PROPERTIES

INTENT Allow a reduction in parking requirements for buildings that establish a shared parking agreement with nearby complementary uses on separate properties.

The total required parking for a development project may be reduced up to 50% from the base minimum with an approved shared parking plan that involves a nearby property and meets the requirements of Section 3.6.2.1, and the following requirements:

- The distance via sidewalk or paved path between the two lots involved in the sharing agreement is ½ -mile or less; the distance the two parking sites shall be measured from the nearest corner of each facility to the nearest public entrance to the building, via the shortest pedestrian route.
- The availability of parking for all affected properties is indicated by directional signs
- A covenant, easement or other contract for shared parking and/or access between the cooperating property owners is enacted, approved by the City, recorded with King County records and elections divisions as a deed restriction on both properties and that cannot be modified or revoked without the consent of the City. The shared parking contract shall:
 - » Provide that the land comprising the required shared parking facilities shall not be encroached upon, used, sold, leased, or conveyed for any purpose except in conjunction with the building or use which the required parking serves, so long as the shared parking facilities are needed. The contract terms shall be for as long as any of the shared uses continues in existence;
 - » Indicate prime hours of operation for shared uses;
 - » Assign maintenance provisions for the parking facilities and landscaping;
 - » Designate potential times of overflow, and a parking plan which will be implemented in the event of overflow.
- If any of the above contractual requirements for shared parking are violated, the affected property owners must provide a remedy satisfactory to the City or provide the full amount of required off-street parking for each use, in accordance with City requirements, unless a satisfactory alternative remedy is approved by the City.

A model shared parking agreement is provided in Appendix 6.2.

3.6.3 Remote Parking

Background

In some cases there may be opportunities to locate parking for a multifamily building off site. Since this is one-for-one replacement (not shared parking), it doesn't alter the total supply of local parking, but it does allow a development to be constructed with less parking, which may improve the economic feasibility of a project. This approach enables a development to take advantage of an existing underutilized parking resource, and also creates the option for the remote parking to be "decommissioned" at some point in the future if parking demand declines. The remote parking site could be under the same or different ownership.

INTENT Allow a one-for-one exchange of required on-site parking for designated parking at a nearby off-site location.

Up to 100 percent of the required parking may be located may be located off-site, so long as it is:

- *On a site not more than ½-mile from the site of the use for which such parking is required; the distance to the off-site parking shall be measured from the nearest corner of the parking facility to the nearest public entrance to the building via the shortest pedestrian route.*
- *Connected to the property by streets improved with sidewalks or walkways; and*
- *Tied to the site by a contractual agreement reviewed and approved by the city attorney that is filed with the city and deed of record at the county.*



3.6.4 In-lieu Fee

Background

Reductions in parking minimums can be offset by in-lieu payments used to fund facilities that provide parking off-site, or to fund other mitigations for loss of parking supply, such as on-street parking management, or other investments that can help reduce auto dependence. The municipality must manage the use of the payments and set the price for the in-lieu payments (examples range from \$7k to \$20k per stall). Ideally, an in-lieu system should prioritize funding infrastructure that supports SOV-alternatives, such as bike lanes. One potential variation of this strategy is payment to a parking local improvement district (LID) in exchange for a reduction in parking requirements.



MODEL CODE

REDUCTIONS FOR AN IN-LIEU FEE

INTENT Allow a reduction in parking requirements in exchange for an in-lieu payment that funds mitigations for the reduced parking or other local improvements.

Option 1

Development project applicants may meet all or a portion of their off-street parking requirements by paying a fee-in-lieu of parking for each required parking stall or fraction of a stall into a special fund that will be used to fund municipal off-street parking or public infrastructure investments that reduce parking demand by encouraging alternatives to automobiles. The in-lieu parking fee shall be determined annually by the City based on current land and construction costs for parking.

Option 2

Those properties whose owners paid into parking local improvement district shall have their off-street parking requirements reduced by 20 percent.

3.6.5 Deferred Provision of Parking

Background

When the future parking demand of a development project is not certain, it may make sense to defer construction of parking until the need is established, thus avoiding overbuilding parking.

This approach requires a legal agreement with the developer, along with a designated location—either on or off-site—that is set aside for the parking if needed. One drawback of this strategy is that it introduces developer risk, since the future construction of parking is a cost that may or may not be required. One option that could make this more attractive to developers is a stipulation that additional units of housing could be built on the set aside land if parking demand is lower than what was supplied.

INTENT Allow reduced parking requirements in special circumstances, with an agreement that additional parking will be built at some point in the future if deemed necessary.

The City may authorize that construction and provision of not more than fifty percent of the required off-street parking stalls be deferred for either an unlimited or a specific time period, if the following requirements are met:

- *Land area required for provision of deferred parking shall be maintained in reserve on the site, or not more than 500 feet from the site*
- *Submission of a site plan showing the parking area to be immediately developed and the reserved area*
- *A letter from the applicant guaranteeing full and satisfactory completion of all required parking improvements upon written notice of requirement by the City*



3.6.6 Lease/Deed-Restricted Parking

Background

Buildings with low parking ratios may produce spillover if there are more resident car owners than available parking stalls. To prevent this, rental building managers can monitor parking supply and utilization, and limit the number of car owners in the building. This arrangement minimizes the risk of spillover, even from buildings that have very little parking. The City of Kirkland has recently implemented code that allows this option for “residential suites,” which are essentially the same as single-room occupancy units (SROs).



MODEL CODE

LEASE/DEED- RESTRICTED PARKING

INTENT In exchange for a reduction in parking requirements, require building management to monitor and restrict tenants’ car ownership based on the parking capacity of the building.

The required parking may be reduced to as low as zero per housing unit where the parking is managed as follows and the property owner agrees to the following in a form approved by the City and recorded with King County:

- *Rentals shall be managed such that the total demand for parking does not exceed the available supply of required private parking. If the demand for parking equals or exceeds the supply of required private parking, the property owner shall either restrict occupancy of living units or restrict leasing to only tenants who do not have cars.*

3.6.7 Parking Districts

Background

Parking Districts can provide an opportunity for multifamily developments to reduce their on-site parking. A Parking District can be formed by one or more properties, and can account for some or all of the parking requirements within the District, including vehicular parking located in structures and surface lots, on-street parking, and bicycle parking. Parking Districts enable the efficient planning, utilization, and sharing of the full range of parking resources throughout the District, thereby helping to minimize space devoted to parking. Parking Districts also allow flexibility in the timing of parking construction, so that it can be coordinated with construction phasing and evolving demand for parking.



MODEL CODE

PARKING DISTRICTS

INTENT Allow a reduction in off-street parking requirements for developments that are part of a Parking District.

The total required parking for a development project may be reduced up to 100 percent from the base minimum for developments that are part of a Parking District. The applicant must provide documentation on the parking resources in the Parking District that will offset the reductions in on-site parking for the project.

3.7 Parking Stall Substitutions

3.7.1 Car Share Stalls

Background

The presence of shared cars in multifamily buildings encourages less car ownership and reduces parking demand. Note that this depends on a private car-share company offering service in the area where the project is located, and many suburban areas in King County may not have this opportunity for some time.

An emerging type of car-sharing is peer-to-peer car sharing, which involves individual car owners renting out their privately owned cars to other private individuals.²⁴ This scheme could enable car sharing in locations where a private car-share company is not operating. The drawback is that multifamily building owners don't have control over whether or not their residents are willing to rent their cars through a peer-to-peer program. One potential solution is for the building owner or condo association to supply cars that can be rented through a peer-to-peer network, and provide dedicated parking stalls.

INTENT Allow a reduction in required parking in exchange for provision of dedicated car share parking stalls.

Substitution of car sharing spaces for required parking is allowed if all of the following are met:

- For every car-sharing parking space that is provided, the motor vehicle parking requirement is reduced by four spaces, up to a maximum of 40 percent of the required parking spaces;
- The car-sharing parking spaces must be shown on the building plans; and
- A copy of the car-sharing agreement between the property owner and the car-sharing company must be submitted with the building permit; or the property owner must provide a legal document formalizing their commitment to provide one car available for peer-to-peer car sharing for each designated car share stall.



²⁴ Relay Rides is an example of this service that is currently operating in the Seattle area, see <https://relayrides.com>
Accessed November 15, 2013.

3.7.2 Secure, Sheltered Bicycle Parking

Background

Provision of secure, sheltered bicycle parking in a multifamily building can be expected to encourage travel by bicycle and reduce parking demand. Many King County municipalities already require some amount of bicycle parking, in which case the reduction of car parking stalls should be counted against the amount of bicycle parking that exceeds the required standard.



MODEL CODE

REDUCTIONS
FOR SECURE,
SHELTERED
BICYCLE PARKING

INTENT Allow a reduction in required parking in exchange for provision of dedicated car share parking stalls.

Bicycle parking may substitute for up to 25 percent of required parking. For every four non-required bicycle parking spaces that meet the short or long-term bicycle parking standards, the motor vehicle parking requirement is reduced by one space. Existing parking may be converted to take advantage of this provision.

3.7.3 Motorcycle Parking

Background

Motorcycles require less space and expense for parking, and therefore encouraging motorcycle use can help further RSP goals.



MODEL CODE

REDUCTIONS
FOR MOTORCYCLE
PARKING

INTENT Allow motorcycle parking spaces to count toward the requirement for automobile parking spaces.

Motorcycle parking may substitute for up to 5 percent of required automobile parking. For every four motorcycle parking spaces provided, the automobile parking requirement is reduced by one space. Each motorcycle space must be at least four feet wide and eight feet deep. Existing parking may be converted to take advantage of this provision.

3.7.4 Adjacent on-street spaces

Background

Street parking is a publicly-owned parking resource. In locations where street parking utilization is low, residential off-street parking requirements can be partially satisfied by parking spaces on streets directly adjacent to the building. One option is designation of adjacent on-street parking to satisfy visitor parking requirements. Note that this approach is likely not appropriate for locations where spillover parking is a concern.

INTENT Allow adjacent street parking to count towards off-street parking requirements.

On-street parking that is located directly adjacent to a development site may be used to satisfy minimum parking requirements and shall not be included in determining maximum surface parking allowances.



3.8 Additional Code Options

3.8.1 Tandem Parking and Parking Lifts

Background

Tandem parking doesn't reduce parking supply, but it does allow for a more efficient use of space to meet parking demand, thereby reducing cost and increasing design flexibility. A parking lift that allows the storage of two stacked cars in the area of one standard stall is functionally equivalent to tandem parking. Some municipalities that allow tandem parking require that tandem space must be assigned to a single housing unit, based on the assumption that residents of different units would not be able to coordinate their car use. Given the power of modern communications, however, that assumption is likely too conservative, and it would be reasonable to expect that these arrangements would be workable for many residents, especially if incented by reduced price.



MODEL CODE

TANDEM PARKING AND PARKING LIFTS

INTENT Allow parking to be supplied with tandem parking or parking lifts.

Tandem parking or parking lifts that can accommodate two cars may count as two parking stalls toward the required minimum number of stalls.

3.8.2 Visitor Parking

Background

Some municipalities require designated off-street visitor parking for multifamily buildings. This places an additional parking burden on projects for a parking use that is likely to be unused for a large fraction of the time. An alternative approach is to not allocate additional stalls specifically for visitors, and instead, allow visitors to use empty stalls in the unreserved areas of resident parking, with a time limit. This scheme would require monitoring, which would be most appropriately handled by the building management, but self-policing by residents is also an option. Garage security could be maintained by requiring residents to open the garage entrance for their visitors.



MODEL CODE

VISITOR PARKING

INTENT Do not dedicate specific parking stalls for visitors, and allow visitors to use open unreserved resident parking stalls with a specified time limit.

The requirement to supply visitor parking may be satisfied by allowing visitors to access the residential parking and use stalls that are open. Use of resident stalls by visitors shall be limited to 4 hours, and shall be monitored by the building management.

3.8.3 Small-scale Mixed-use Parking Exemption

Background

Small commercial uses in commercial buildings tend to serve building residents and pedestrians from the neighborhood, and so can be expected to have lower than typical parking demand. Reducing parking for commercial use doesn't reduce residential parking, but still reduces total parking in a mixed-use building and furthers RSP goals.

INTENT In mixed-used residential developments, do not require off-street parking for small commercial uses.

A non-residential space on the street level of a mixed-use building which is less than or equal to 4,000 square feet will have its parking requirement waived.



3.8.4 Flexible Stall Conversion

Background

In many areas of King County it is anticipated that alternatives to travel by car will become more robust over time, in which case parking demand in a multifamily building can be expected to decline, and parking garages designed to handle current demand would start to become underutilized. In such a scenario, conversion of car parking stalls to other uses would allow for more efficient use of the garage space, and create more value for property owners. In addition, if stalls are converted to uses that support alternative modes such as cycling, RSP goals will be further supported.

INTENT Allow flexible adaptation of parking as demand evolves over time.

Automobile parking stalls that were required by code at the time of construction may be converted to other uses provided that:

- *the property owner conducts a parking study demonstrating that current parking demand renders the stalls unnecessary or;*
- *the municipality has reduced the minimum parking requirement since the building was permitted such that the stalls to be converted would no longer be required.*





PARKING MAXIMUMS

The application of parking maximums is highly context-dependent. Maximums are typically only applied in areas where there is a significant excess of parking supply, or are highly urbanized with robust transit service, or there is a risk that developers will oversupply parking with the intent to sell the excess spaces to non-residents. Light rail station areas are often good candidates for maximums. Imposing maximums is most appropriate when aligned with public policy intended to reduce dependence on the automobile. Care must be taken to not set maximums so low as to render development projects financially infeasible. Ideally, maximums should be set enough above the applicable minimum such that there is flexibility to meet the needs of most projects.

As discussed in Chapter 1 of this document, it is well established that excess parking can have significant costs to society. These costs are incurred regardless of whether the excess parking is caused by government regulations, or by developer choice. Removing minimums eliminates the former cause, but not the latter. If municipalities wish to ensure that the market does not produce excess parking even in the absence of requirements, maximums are necessary.

Lending decisions for real estate development are based on existing comparable projects (“comps”). But in places transitioning toward alternatives to the automobile, there are unlikely to be comps with a reduced level of parking commensurate with future reduced demand for parking. Under such conditions, excess parking becomes a self-fulfilling prophecy, and maximums may be an appropriate tool to help break that cycle.

Parking maximums are typically defined at the individual project level, but an alternative is an area-wide cap that puts a maximum on the total number of parking spaces allowed within a defined district. The cap is typically calculated according to the roadway capacity of the defined district. Because area-wide parking caps are relatively uncommon, complex to administer, and usually involve both commercial and residential parking, a model code is not provided.

Parking maximums may be particularly applicable to urban areas where growth is desired, but where road capacity is limited. In this scenario, development

proposals are likely to be controversial because of concerns over the traffic they generate. But instead of limiting development capacity and compromising smart growth goals, the alternative solution is to limit accommodations for cars with parking maximums, and thereby preserve accommodations for people and jobs.

Maximums are also relevant to public policy on affordable housing. If developers build excess parking, it adds unnecessary construction costs that will likely be passed onto renters or buyers. Maximums place an upper limit on the amount that the inclusion of parking adds to the cost of producing housing. In this way, maximums could be considered as a tool to promote affordable housing especially when parking costs are unbundled from the price of housing.

4.1 Unit-based Maximums

4.1.1 Maximums by Place Type

Background

Residential parking maximums are typically set according to the amount of housing in the building. The simplest method is to define the maximum by a specified ratio to the number of units, similar to the case of parking minimums. Since maximums are so context-dependent, a place typology can serve as a guide for setting maximums. Note that it may be appropriate to establish lower parking maximums for rental units than for for-sale units.



**MODEL
CODE**

MAXIMUMS BY
PLACE TYPE

INTENT Limit the number of parking stalls that can be provided within a residential development.

The maximum amount of parking allowed per housing unit shall be set according to the designated place type, as defined in the Table below.

TABLE 5: BASELINE MAXIMUM STALL REQUIREMENTS PER RESIDENTIAL UNIT

	Urban Core	Mixed-Use Center	Suburban Neighborhood
Maximum	1	1.5	2

4.1.2 Context-based Maximums

Background

To establish parking maximums that take into account unique, site-specific conditions, one solution is a context-based approach that builds on the method for deriving context-based minimums (see Section 3). The appropriate value for a parking maximum is influenced by the same contextual variables that determine an optimum context-based minimum. Therefore, once the context-based minimum is calculated for a given project, a context-based maximum can be determined by scaling up the minimum by a designated factor, which would likely be in the range of 1.5 to 2.

INTENT Incorporate context-based factors to set limits on the number of parking stalls that can be provided within a residential development.

The maximum amount of parking allowed per housing unit shall be equal to the minimum allowed parking as determined according to Section 3.1, multiplied by 1.75.



4.2 Maximums on Surface Lots

Surface parking lots are the most inexpensive form of parking when land values are low, but they can degrade the urban form and walkability of a place, thereby compromising overall RSP goals. To limit negative impacts of surface parking, maximums can be imposed that apply only to surface parking, but not to structured or underground parking. The appropriate level of the maximum on surface lots is highly dependent on local context, and it is expected that municipalities would tailor code to meet their unique conditions and needs. The place typology proposed in Section 3.1 could be used as a guide to set specific parameters in the code. There are three options for limiting surface parking; each is detailed below.

4.2.1 Unit-based Surface Lot Maximums

Background

Depending on the local conditions, surface parking stalls could be completely prohibited, limited according to the number of units, or limited according to the number of bedrooms. The ratio between the maximum and the housing units/bedrooms would be determined based on local context.

INTENT Limit the number of parking stalls provided in open surface lots.

Option 1

Surface parking lots are prohibited.

Option 2

Parking in surface lots shall not exceed 1.5 stalls per residential unit.

Option 3

Parking in surface lots shall not exceed 1.0 stalls per bedroom.



4.2.2 Area-based Surface Lot Maximums

Background

Limiting the total surface area of surface parking lots helps reduce negative urban design impacts and is an indirect method of limiting the number of surface parking stalls. Depending on local conditions, surface lot area maximums could be defined by area percentage of the development lot, by an absolute maximum area, or by a combination of both.



MODEL CODE

AREA-BASED SURFACE LOT MAXIMUMS

INTENT Limit the area of surface parking lots.

The total area of surface parking lots on the development site shall not exceed 25% of the total area of the development parcel, or 10,000 square feet, whichever is smaller.

4.2.3 Location-based Surface Lot Maximums

Background

The negative urban design impacts of surface parking can be reduced by limiting the exposure of surface lots to pedestrian-oriented areas. Depending on local conditions, the location of surface parking lots could be restricted by the location relative to the building, and by the amount of street frontage.



MODEL CODE

LOCATION-BASED SURFACE LOT MAXIMUMS

INTENT Restrict the location of surface parking lots.

Option 1

Surface parking shall not be located between a structure and a street lot line.

Option 2

Surface parking shall not have any frontage on the principal street upon which the main structure is located.

Option 3

Surface parking to the side of a structure shall not exceed 60 feet of street frontage on the principal street upon which the main structure is located.



CODE FLEXIBILITY

Even with all the context-based considerations described above, parking regulations should allow for exceptions. Development projects often have unique conditions that call for unique solutions, and it is important that code allow for discretionary variances or departures. RSP research found general trends, but also found exceptions to these trends when unique characteristics were present. The context-based model code described in this document includes numerous adjustments to parking minimums based on project-specific conditions, and the intent is that these stipulations will reduce the need for variances. However, even with these code refinements, it can be anticipated that departures may be appropriate in some cases to help achieve RSP.

Many King County municipalities have already codified allowances for parking requirement variances, with stipulations for a variety of mitigating factors such as parking and traffic studies, proximity to transit, building uses, and physical limitations of the site. The City of Mercer Island has a unique approach in which the code only defines a parking minimum range, and a code official makes a determination based the site plan and traffic analysis. The City of Seattle's Design Review process allows for review and approval of proposed departures from parking requirements.



**MODEL
CODE**
CODE
FLEXIBILITY

INTENT Allow variances on parking requirements to account for unique situations.

The City shall have the authority to waive or modify specific off-street parking requirements in unique circumstances to ensure that the City's policy goals are met, and to allow for flexibility and innovation in design. Unique circumstances may include, but are not limited to the following:

- *Physical circumstances of the site such as topography, lot size/ shape, and environmentally sensitive areas*
- *Adjacent land use characteristics*
- *Availability of public parking resources nearby*
- *Proximity to transit routes*
- *Shared parking arrangements*
- *TDM measures*
- *Supplementary on-site non-motorized or high occupancy vehicle facilities*

An applicant may request a modification of the minimum required number of parking spaces by submitting a study of anticipated parking demand complying, proving that parking demand can be met with a reduced parking requirement. In such cases, the City may approve a reduction of the minimum required number of parking spaces on a case-by-case basis. Criteria for evaluation of proposals include, but are not limited to:

- *Consistency with the City's urban design vision*
- *Impacts to the abutting properties or right-of-ways, dedicated tracts, or easements*
- *Compatibility with the character of the surrounding properties and their parking facilities*
- *Equivalence to the intent and purpose of the original requirements*
- *Impacts to safety and public services*

Exceeding maximums is a special case for which the applicant must provide sufficient evidence showing that additional parking is necessary to meet the parking demand for the specified use, off-site shared parking is not available or adequate to meet demand, and transportation management measures have been maximized. The evidence shall be in the form of an analysis from a professional with expertise in traffic and vehicular analyses, unless the City determines that a professional analysis is not necessary.



APPENDIX

6.1 Example Calculation of a Context-Based Minimum

Project Definition:

- Unit mix: (20) studio, (20) 1-bedroom, (20) 2-bedroom
- Half of each unit type are workforce
- Resident TMP
- Parking is unbundled
- Project includes eight bike parking stalls

Set base minimum according to the typology in Table 1 on page 20:

- Place type: suburban neighborhood
- Base parking minimum = 1

Apply adjustments and reductions given in Table 2 on page 21:

Adjustments for units and residents:

- 0.85 for studios
- 1.0 for 1-bd
- 1.6 for 2 bd
- 0.75 for workforce units

Studios: (10 units x 0.85 x 0.75) + (10 units x 0.85)	14.9 stalls
1-bd: (10 units x 1 x 0.75) + (10 units x 1)	17.5 stalls
2-bd: (10 units x 1.6 x 0.75) + (10 units x 1.6)	<u>28.0 stalls</u>
Total =	60.4 stalls

Reductions for transportation alternatives

10% for TMP: $60.4 \times 0.9 = 54.4$ stalls

Reductions for parking management

20% for unbundling: $54.4 \times 0.8 = 43.5$ stalls
 Subtract two car parking stalls for inclusion of eight bike stalls:
 $43.5 - 2.0 = 41.5$ stalls

FINAL MINIMUM REQUIREMENT **42 stalls**
MINIMUM PARKING RATIO **0.7 stalls per unit**

6.2 Sample Shared Parking Agreement

excerpt from "Shared Parking in the Portland Metropolitan Area,"
prepared for Portland Metro by Stein Engineering

Shared Parking

Appendix B

Appendix B: Model - Shared Use Agreement for Parking Facilities Effective: _____

This Shared Use Agreement for Parking Facilities, entered into this ____ day of _____, between _____, hereinafter called lessor and _____, hereinafter called lessee.

In consideration of the covenants herein, lessor agrees to share with lessee certain parking facilities, as is situated in the City of _____, County of _____ and State of _____, hereinafter called the facilities, described as:

[Include legal description of location and spaces to be shared here, and as shown on attachment 1.]

The facilities shall be shared commencing with the ____ day of _____, _____, and ending at 11:59 PM on the ____ day of _____, _____, for [insert negotiated compensation figures, as appropriate]. [The lessee agrees to pay at [insert payment address] to lessor by the ____ day of each month [or other payment arrangements].]

Lessor hereby represents that it holds legal title to the facilities

The parties agree:

1. USE OF FACILITIES

This section should describe the nature of the shared use (exclusive, joint sections, time(s) and day(s) of week of usage.

-SAMPLE CLAUSE-

[Lessee shall have exclusive use of the facilities. The use shall only be between the hours of 5:30 PM Friday through 5:30 AM Monday and between the hours of 5:30 PM and 5:30 AM Monday through Thursday.]

2. MAINTENANCE

This section should describe responsibility for aspects of maintenance of the facilities. This could include cleaning, striping, seal coating, asphalt repair and more.

-SAMPLE CLAUSE-

[Lessor shall provide, as reasonably necessary asphalt repair work. Lessee and Lessor agree to share striping, seal coating and lot sweeping at a 50%/50% split based upon mutually accepted maintenance contracts with outside vendors. Lessor shall maintain lot and landscaping at or above the current condition, at no additional cost to the lessee.]

Stein Engineering

Page 1

Shared Parking

Appendix B

3. UTILITIES and TAXES

This section should describe responsibility for utilities and taxes. This could include electrical, water, sewage, and more.

-SAMPLE CLAUSE-

[Lessor shall pay all taxes and utilities associated with the facilities, including maintenance of existing facility lighting as directed by standard safety practices.]

4. SIGNAGE

This section should describe signage allowances and restrictions.

-SAMPLE CLAUSE-

[Lessee may provide signage, meeting with the written approval of lessor, designating usage allowances.]

5. ENFORCEMENT

This section should describe any facility usage enforcement methods.

-SAMPLE CLAUSE-

[Lessee may provide a surveillance officer(s) for parking safety and usage only for the period of its exclusive use. Lessee and lessor reserve the right to tow, at owners expense, vehicles improperly parked or abandoned. All towing shall be with the approval of the lessor.]

6. COOPERATION

This section should describe communication relationship.

-SAMPLE CLAUSE-

[Lessor and lessee agree to cooperate to the best of their abilities to mutually use the facilities without disrupting the other party. The parties agree to meet on occasion to work out any problems that may arise to the shared use.]

7. INSURANCE

This section should describe insurance requirements for the facilities.

-SAMPLE CLAUSE-

[At their own expense, lessor and lessee agree to maintain liability insurance for the facilities as is standard for their own business usage.]

8. INDEMNIFICATION

This section should describe indemnification as applicable and negotiated. This is a very technical section and legal counsel should be consulted for appropriate language to each and every agreement.

Stain Engineering

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Shared Parking

Appendix B

-NO SAMPLE CLAUSE PROVIDED-

9. TERMINATION

This section should describe how to or if this agreement can be terminated and post termination responsibilities.

-SAMPLE CLAUSE-

[If lessor transfers ownership, or if part of all of the facilities are condemned, or access to the facilities is changed or limited, lessee may, in its sole discretion terminate this agreement without further liability by giving Lessor not less than 60 days prior written notice.

Upon termination of this agreement, Lessee agrees to remove all signage and repair damage due to excessive use or abuse. Lessor agrees to give lessee the right of first refusal on subsequent renewal of this agreement.]

10. SUPPLEMENTAL COVENANTS

This section should contain any additional covenants, rights, responsibilities and/or agreements.

-NO SAMPLE CLAUSE PROVIDED-

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date Set forth at the outset hereof.

[Signature and notarization as appropriate to a legal document and as appropriate to recording process negotiated between parties.]

6.3 Best Practices in On-Street Parking Management

Rick Williams Consulting (June 26, 2013)

I. BEST PRACTICES IN ON-STREET PARKING MANAGEMENT

The very phrase “parking management” can elicit an emotional response from stakeholders. Easy access to a parking space near a favorite store or restaurant for customers, or close to work or home for employees and residents, can define one’s perception of an area or experience. When on-street parking is unmanaged all parking is inefficient (on and off-street). Also, conflicts occur, raising anxieties that set a negative tone for the area. Creating and implementing a parking plan will allow your community to:

Why Manage On-Street Parking?

- Use A Limited Resource Efficiently*
- Reduce Traffic Congestion and Air Quality Emissions*
- Create Order and Reduce Anxiety*
- Use Parking As A Tool To Encourage Transportation Options*
- Maximize/Manage Parking Turnover*
- Parking Improvement Districts*
- Get the Right People In the Right Parking Space*

a. Use a Limited Resource Efficiently

On-street parking is by nature limited, and off-street parking is expensive, especially when cities transition from surface to structured parking. Excluding land, costs can range from \$5,000 per stall for a paved surface lot to \$32,000 or more per stall for a well-designed parking garage. These development costs may be passed along to the consumer, resulting in higher commercial lease rates or less affordable housing. Right-sizing parking when a development is first planned can save millions of dollars, and managing the supply effectively ensures that when new parking is added it is supported by demand.^{1,2}

Not only are parking spaces expensive, the amount of land required for parking can be expansive, resulting in sprawling development patterns that discourage walking trips and impede better land uses than storing vehicles. Furthermore, drivers unnecessarily waste time, gas (and add associated greenhouse gases), and contribute to traffic congestion if they must circle blocks looking for parking spots. Better management of your finite parking resources can pay dividends beyond simple cost savings.

¹ Carl Walker, “Parking Structure Cost Outlook for 2009,” in *Industry Insights, First Quarter 2009* (1-2). Available online at < http://www.carlwalker.com/wp-content/uploads/2012/09/2009_Q1.pdf>.

² Donald Shoup, *The High Cost of Free Parking* (Planners Press, 2005), 211.

b. Create Order and Reduce Anxiety

Customers, visitors, employees, and residents appreciate a structure that simplifies decision-making and makes their visit effortless and efficient. When the parking system lacks order, anxiety and frustration increase, creating a negative perception of the area and affecting a customer’s decision as to whether a return trip is worth the trouble or not.



c. Use Parking As a Tool To Encourage Transportation Options

Most experts agree that there is a direct relationship between how parking is managed and whether people will access the area using transit, biking, walking, or ridesharing.³ Use of these options promotes greater efficiency in the parking supply, particularly if long-term parkers (i.e., those who stay more than 4 hours) switch from driving to another mode. Reduced demand for long-term parking improves turnover rates, which increases the economic value of the parking stall.

In addition to freeing up parking for priority users, commuters who use transportation options derive wellness benefits that lead to healthier and happier employees and reduced health care and retention costs for employers. A 2005 study by David Nieman found that employees who bike, walk, or ride transit to work can increase productivity by 50% and cut sick time in half.^{4, 5}

d. Maximize and/or Manage Parking Turnover

A car parked at an on-street stall all day turns over once. Cars parked in timed stalls (e.g. 2 Hours) are designed to turnover 5 – 8 times (when enforced). As such, the actual vehicle capacity of a stall is in direct relationship to how it is prioritized to be managed. This is not to say that high turnover is always the “priority” for parking, but it does indicate that if turnover is desired, then management of a stall is essential.

³ Richard J. Kuzmyak, “Chapter 18 – Parking Management and Supply,” in TCRP Report 95: (Washington, D.C.: Transportation Research Board, 2004), 18-22. Available online at <<http://www.trb.org/Publications/Blurbs/153345.aspx>>

⁴ David Nieman, et al, “Immune Response to a 30-Minute Walk,” in Medicine and Science in Sports and Exercise (Indianapolis: ACSM, 2005), 57-62.

⁵ Lilah Besser et al, “Walking to Public Transit: Steps to Help Meet Physical Activity Recommendations,” in American Journal of Preventive Medicine, (Philadelphia: Elsevier, 2005), 273-280.

e. Parking Improvement Districts

Parking should be managed first and foremost to ensure access for priority users. If parking is priced, income generated through parking charges can (and arguably should) be reinvested in the locations where they are collected. Net revenues may be reinvested in main street redevelopment programs, landscaping, promotions, and investments that improve alternative transportation access to the area. This directly benefits the district or neighborhood impacted by parking and parking charges, and often makes paying a fee easier to swallow.

f. Get The Right People In The Right Parking Space

In a 2008 poll in Everett, Washington, downtown business owners were asked, “Where do you and your employees park on a typical business day?” Respondents believed that 80% of their employees had either parked in off-street facilities or had arrived by alternative modes. When asked “Where do your business peers and their employees park on a typical business day?” the same 80% believed they used on-street parking.⁶ The irony of the Everett study was that while everyone agreed that employees parking on-street was a problem, none of the businesses would associate themselves with contributing to the problem. This also reinforces a best practices message that: *If employees aren’t walking, customers are. If employees are not parking off-street, then off-street supply is likely underutilized.*

With a clear understanding of who has priority to a particular parking spot (on- or off-street), you can develop policies that get the right user to the right space.

Questions to ask yourself, affected stakeholders and decision-makers include:

- Who should have priority access to on-street parking?
- If parking is constrained, who gets bumped to guarantee the priority user is accommodated, and what options need to be developed for them?
- Should employees or residents be allowed to park on-street in commercial business areas?
- Should employees be allowed to park on-street in residential areas?
- What is the purpose of off-street parking?
- What is the role of the City in providing parking for visitors, employees, and residents?

There are no right or wrong answers to these questions. Rather, achieving consensus among stakeholders and incorporating that consensus into a management policy is of the greatest importance. If priorities are clearly articulated, then parking management strategies to support those priorities are easier to develop and implement.

⁶ Barney & Worth and Rick Williams Consulting, “City of Everett, Washington CBD Parking Management Study,” December, 2007.

II. THE ROLE OF ON-STREET PARKING

As stated above, on-street parking is a finite supply of parking that is most preferred by users. If priority users are prevented from using the supply, then the parking resource is inefficient, contributes to conflicts between users and is not supportive of off-street parking or alternative mode options. As such, it is important to reiterate that the role of on-street parking in any transportation plan should be to ensure access to defined priority users. If on-street parking is intended for visitor access, it is likely that it should be time limited. If the priority is for employees or residents, then systems need to be developed to ensure that employees and residents are “identified” (e.g., permits) so that other long-term parkers (i.e., employees from out of district, park and ride users) are not monopolizing supply. This becomes more apparent and critical in areas that have high constraints for parking access. Unfortunately, most cities tend to focus on regulation of new parking developed off-street (a code based approach) and do not take active measures (outside of downtowns) to manage public on-street parking assets (a management based approach). There are many factors that underlie this situation – cost, time, determining bureau or agency responsibility, etc. – but the basic relationship between an efficient system of access and land use is best served by good on-street parking management.

a. Establishing “Priority”

The most commonly held basis for determining priority use of parking is zoning. For instance, if base zoning in an area is residential, then the “priority” for access to any on-street parking in the zoned area would be residents and their guests. If the area is zoned commercial or mixed use, with requirements for active ground floor uses, then the “priority” would be for short-term visitor access to ground floor uses. If an area were zoned industrial, the priority could be for long-term employee parking associated with industrial businesses. Of course, there are variations to this, but the point remains that zoning is a very simple platform from which to begin the process of prioritizing parking. To this end, management strategies are directly tied to the priority (e.g., residential/business permit programs for neighborhoods/industrial areas and timed/priced parking in retail/commercial areas were turnover best serves the adjacent land uses).

To a very high degree, on-street parking management serves to direct and guide users of an area to the appropriate access points, whether that is on-street, off-street or into an alternative mode. On-street parking is a critical gateway point for access to a city. If it is well prioritized and well managed, all other points and modes of access and more efficiently served.

b. Toolbox of Management Strategies for On-street Parking

There are different levels of management control for on-street systems. The type of control should be “calibrated” to the parking priority and level of demand. Different types of on-street strategies include:

- Unregulated (typical of residential and suburban areas)

- Time limited (e.g. 2 hour parking)
- By time of day (e.g., hours of enforcement)
- By permit (e.g., permit only)
- By permit and time stay (e.g., 2 hours or by permit)
- Priced (by hour, time of day, demand) using various technologies, e.g., meters, pay stations, pay by cell.

c. Enforcement

An enforcement program is a vital piece of your parking management plan, ensuring that the system is being used as intended. It should not, however, be viewed as a revenue stream, which can create an aggressive enforcement environment that deters visitors. Preferably, enforcement revenues are deposited not into your city's general fund, but into a downtown enterprise fund that supports both the parking program itself and other investments in the area where fees are collected—for example, downtown beautification projects. Such reinvestments make parking fees more palatable overall.



Some cities may find it financially difficult to employ full-time parking enforcement staff. It's important to note that the level of enforcement is less critical than simply conducting *some* form of parking compliance. Sixteen hours of enforcement a week is not as comprehensive as 40, but is exponentially better than none. Cities transitioning from a system with no monitoring can assign an existing staff position the responsibilities of part-time enforcement. To be most effective, the enforcement hours should be randomized.

It is imperative that cities understand that any controls beyond unregulated parking require a commitment to enforce. The glue that holds on-street parking management together is enforcement.

d. Is it necessary to Price On-street Parking?

In cities or districts that have long favored free parking, the decision to impose parking fees is a significant one. In areas that already charge for parking, the decision to raise rates may be a bit easier, but concerns about public response, competitiveness, and ease of management remain. These can be addressed through the establishment of clear priorities (as discussed herein), good data collection, documentation of constraints and conflicts (using the "85% Rule"⁷) and meaningful stakeholder participation and outreach.

⁷ An 85% occupation rate is widely recognized as an optimum for efficient use of public on-street parking because it provides the best balance between utilization and the number of cars "cruising" for unoccupied spaces.

Moving forward, consider the following questions as they relate a decision to price parking:

- Is there a continuing conflict between employees, residents and/or visitors for use of on-street spaces?
- Are off-street facilities underutilized?
- Can customers find parking within easy walking distance of their destination?
- Are businesses benefiting in foot traffic and sales because parking turns over at an effective rate?
- Is there a need or desire to expand parking supply and/or transportation options to increase capacity for access (with funds from pricing used to provide)?
- Are there programs and services that would better support visitor and business growth (marketing, streetscape improvements, wayfinding, etc.)?



Pricing is not the only strategy to encourage open parking spaces. Properly calibrated time limits, effective and reasonable enforcement, and good directions to available supply can maximize use of limited parking without pricing. The decision to price parking should be made in the context of intended outcomes. If outcomes are not being achieved, or cannot be achieved through other means, then pricing becomes an option. The decision to charge for parking should be made in the context of demand. High demand (85%+) lowers risk, low demand raises risks potentially associated with pricing.

e. Relationship to Off-street Parking

A well managed on-street parking system significantly influences off-street parking. By controlling access on-street to support specific priority users, while at the same time managing turnover and capacity; a city then:

- Effectively supports minimum and maximum parking standards (in code) by balancing the use of the off-street supply (e.g., if on-street is not available to employees, then off-street system is better utilized and right sized).
- Maximizes off-street supply by pushing non-priority users to available off-street parking.
- Maximizes alternative modes.
- If on-street parking is priced (as appropriate), it is more realistic and feasible to price off-street.
- Where public parking is in play, the interrelationship of management should be fully leveraged (i.e., time stays, enforcement, rates, etc.).

On-street parking has a significant impact on use of off-street supply. Most users prefer on-street parking when and where it is available. By maximizing its use for priority users, cities can better influence users into off-street supply, support right sizing parking, influence pricing systems and support other transportation modes as reasonable options to parking.

III. RESIDENTIAL/NEIGHBORHOOD PARKING PERMIT PROGRAMS

One dynamic of growing downtowns or business districts is the impact such growth can have on neighborhood residential areas that abut these commercial districts. Residential parking permit programs were first created in response to the recognition that traffic generation resulting from growth in adjacent commercial business districts caused high levels of parking congestion associated with commuters or visitors who would spillover into residential enclaves as a result of parking constraints within the business district or as means to escape parking pricing.



Residential and neighborhood parking permit programs are intended to ensure that on-street parking spaces remain available for local residents within a specific “permit district boundary” and may restrict parking for visitors, employees or “non-residents” during certain or all hours of the day and night. The programs generally contain standard elements and are “hunting licenses” that aid, but do not guarantee, finding street parking for residents. In other words, residential permits do not guarantee an on-street space in front of a specific residential address, but the entitlement to park within the permit district boundary.

Some cities limit/restrict the number of permits by address and/or whether the residential address has parking of its own (a driveway or garage) or a parking lot (in the case of multifamily residential). Most sell (or allot) daily guest permits, or graduate the cost of permits by number requested. Prices could also be tied to actual local supply or utilization.

In short, residential/neighborhood permit programs have proven effective in mitigating spillover and managing who uses parking in a specific area (i.e., “getting the right person in the right space.”).

a. Current Practices in Sample Cities

The firm of Rick Williams Parking conducted an environmental scan of eleven cities with residential/neighborhood permit programs. Cities examined included Corvallis, Hood River and Portland, OR as well as Aspen, CO, Boise, ID and Vancouver, WA.⁸ The following key themes emerge from the scans that are common to most programs:

⁸ The full list of cities surveyed were Aspen, Boulder and Denver, CO, Boise, ID, Corvallis, Hood River, and Portland, OR, Sacramento, CA, Kirkland, Seattle and Vancouver, WA.

1. The residential program limits permits to areas that are zoned residential and are subject to on-street parking space competition from non-resident commuters (employees) or visitors to adjacent area attractions; parking generators like adjacent commercial business/retail districts, hospitals or universities.
2. Most of the permit programs have minimum size or number of block faces required for consideration. In other words, the programs create a permit *district* rather than a block by block system of management.
3. None reserve specific parking spaces for specific residences, while some require that a vehicle be parked within a specific number of blocks of the registered address.
4. The majority of cities scanned require a resident petition process and Council concurrence. Some require occupancy data and parking surveys/studies to initiate.
5. The majority charge an annual fee for the permits (usually established at a level of City cost recovery).
6. The majority limit the number of permits per residence.
7. Enforcement is generally by complaint and random patrols combined with signage.



b. Outline of Sample Cities⁹

The scan of cities included both large and small jurisdictions, though the program parameters of the cities did not change markedly due to the size of the city. Find below a summary of five of the cities sampled. These “samples” are presented to provide the reader with a sense of how such a program could be established.

Boise, Idaho

Purpose of Residential Parking Permit (RPP) Program: The Boise program is established as part of the City Code. The program is “designated for those residential areas with a high percentage of “all day non-resident parkers”.

Zoning Limitations Associated with RPP Zone Areas: Limited to areas zoned residential.

Process to Establish or Modify an RPP Area: Boise requires a neighborhood petition process to initiate a request to form or modify a RPP area. Once the boundaries and parking control recommendations of the zone are established by the Public Works Department, City Council approval is necessary to create the zone.

⁹ Special thanks to William Timmer, Bluewater Project Management Services, LLC who has done extensive research on residential and neighborhood parking permit programs. This section is extensively informed by Mr. Timmer’s work.

Eligibility and Limitations associated with RPP Areas: Currently there are no established limits on the number of permits issued per residential address. The City ordinance governing the program reserves the authority for Council to establish limits in the future. A permitted vehicle must park within two blocks of the registered address.

Permit Cost: Permits are issued free of charge, with proof of identity, residential address and vehicle registration.

Boulder, Colorado

Purpose of RPP Program: In Boulder, an RPP is known as a Neighborhood Permit Parking Program (NPP). A NPP is a residential area where parking is restricted. It is a tool developed to balance the needs of all who park on Boulder streets, including residents, commuters and visitors. The plan was adopted as part of the City of Boulder Transportation Master Plan.

Zoning Limitations Associated with RPP Areas: Limited to residential areas.

Process to Establish or Modify an RPP Area: The process to start the establishment or modification of an RPP area requires a neighborhood petition from at least 25 residents. Following receipt of the petition, the City conducts a parking survey, develops a draft proposal with proposed boundaries and recommended parking restrictions. These recommendations include time limit restrictions for non-permit vehicles as well as hours of permit enforcement.

A neighborhood meeting is conducted to review and modify the draft proposal. This is followed by a Public Hearing before the Boulder Transportation Advisory Board. The Board recommendations and hearing comments are forwarded to the City Manager for the final zone creation decision.

Eligibility and Limitations associated with RPP Areas: Boulder issues up to 2 permits per residence plus two free guest passes. Businesses located in NPP Zones may purchase up to 3 employee parking passes. Only one of the zones permits purchase of a limited number of commuter parking passes. Permit parking is limited to the zone of issue.

Permit Cost: Residential passes cost \$17 per pass per year. Business employee passes cost \$75 per pass per year. Limited commuter passes cost \$78 per quarter.

Corvallis, OR

Purpose of RPP Program: It is a tool developed to manage the priority for parking on residential streets to ensure on-going access for residents of an area and their guests.

Zoning Limitations Associated with RPP Areas: Limited to residential areas.

Process to Establish or Modify an RPP Area: There are already three residential parking districts in Corvallis and the consultant could not find additional information on how new districts are established. As currently formatted, there are signs in each block indicating district "A", "B", or "C". The district establishes a zone where nonresidents are restricted in the amount of time they can park on the street. The time limit for parking in these districts without a permit is a maximum of two hours, one time per day. This is detailed in Corvallis' [Municipal Code 6.15: Residential Parking Permit Districts](#).



Eligibility and Limitations associated with RPP Areas: Each resident address is allowed a maximum of three permits. Permits issued for one district are not valid in the other two. For example, District A permits are not valid in either District B or C.

Permit Cost: Permits are \$15 each and are valid for one year, from September 1st through August 31st. New permits must be purchased each year. Daily Temporary Parking permits are available for guests visiting residences in any of the districts for more than two hours.

Portland, Oregon

Purpose of RPP Program: The purpose of the Portland RPP program is to limit non-resident parking in high parking occupancy residential neighborhoods adjacent to parking generators (e.g., business district, institution, hospital, etc.).

Zoning Limitations Associated with RPP Zone Areas: Limited to residential areas.

Process to Establish or Modify an RPP Permit Area: Portland has strict occupancy data-based criteria for establishing an RPP area. To start the process, a local neighborhood group, representing a minimum area for 40 block-faces or 8,000 linear feet of curb, needs to attest that peak parking occupancy exceeds 75% for at least 4 days per week, 9 months of the year. Additionally, 25% of the parked vehicles must be from outside of the proposed zone area.

Once City staff verifies the parking conditions, and the boundaries and parking controls are identified, approval of the formal RPP requires a resident petition process, a formal public meeting process and a resident vote with at least 60% approval. With successful neighborhood support, Council approval is needed to officially approve the zone.

Eligibility and Limitations associated with RPP Areas: There are currently no limits on the number of permits issued to a specific residential address. Permit parking is limited to the zone of issue.

Permit Cost: The annual permit fees are set as a function of the annual City budget process, with the objective to be cost neutral. The current fee is \$67.50 per year. Guest pass “booklets” can be purchased, with 10 Guest Passes per booklet.

Hood River, OR

Purpose of RPP Program: The purpose of the Hood River RPP program is to limit non-resident parking in high parking occupancy residential neighborhoods adjacent to parking generators.

Zoning Limitations Associated with RPP Zone Areas: All of the property in the proposed district is zoned R-1, R-2, or R-3.

Process to Establish or Modify an RPP Area: During the proposed hours of restricted parking, the number of vehicles of *non-residents parked legally or illegally* on a street in the district is equal to thirty percent (30%) or more of the legal on-street parking capacity of the street. The percentage of non-residential parking is determined by averaging the results of at least two surveys conducted on different days and at different times of the day but within the hours of restricted parking. The district boundary and the survey may be established and conducted by the proponents of the district, or by a person designated by the City Manager. The ultimate boundary is determined by the City Manager and City Council.

Once the survey is completed, the City Council holds a public hearing on any proposed designation, revision, or repeal of a residential parking district. The public hearing will be held only after the City Manager has determined that the proposed district could satisfy the criteria for designation and notice has been sent to the residents in the proposed district and within one hundred feet (100 ft.) of the proposed district. Once the district is approved, the City Manager is responsible for administration of the district and permits.

Eligibility and Limitations associated with RPP Areas: Residential parking district permits are only issued to residents of the parking district. Each valid “dwelling unit” in the parking district is eligible up to 2 permits. In addition, each dwell unit receives 2 short-term visitor passes. Also, the applicant must demonstrate that there is little or no off-street parking and/or is unable to develop the property to provide for legal off-street parking.

Permit Cost: The annual permit fees are set as a function of the annual City budget process.

c. Applicability to Your City

The issue of commercial parking spillover into residential neighborhoods is both an issue of access/congestion and livability. It is prudent for any city to, at minimum, develop a policy and process for establishing residential parking permit programs. With a policy “on the books” residents are given the opportunity to work with the City to initiate a program to respond to their perception of need. Also, to develop a policy and process now places the City in the position of not “forcing” a program on

residents, rather residents are asking the City to increase parking management in their neighborhood. To get a policy and process in place ahead of anticipated growth is strategic and sends a message that the City will be responsive rather than reactive to the potential impacts of development in the downtown.

Based on review of other cities, the following guidelines are recommended for development of a resident parking program in most cities:

1. Establish a policy goal that clarifies the purpose intent and priority for parking in areas zoned residential and adjacent to the commercial business districts. The priority for parking in these areas should be for residents and their guests. Other uses are viewed as secondary priorities and are to be discouraged, especially if they create constraints that would limit access to parking by residents and their guests.
2. Attempting to numerically define “constraint” (as do Boulder and Hood River) may place an undue burden on a residential community or city to fund a study. Cities like Boise, Corvallis and Portland base the determination for measuring the severity of the parking problem on a residential petition. In other words, if parking access is enough of an issue for residents, then the act of conducting a successful petition (under defined criteria) is enough to substantiate the need for a program.
3. Establish criteria for a petition process. This could include:
 - Minimum boundary requirement (e.g., 20 block faces or 4,000 linear feet). It is important to ensure that an RPP is viewed as a “district” program and not micro management of individual residential block faces.
 - Percentage in favor (e.g., 51% of all residential addresses in the “district” petition in favor of the district.
4. Establish a cost (or not). Most cities assess an annual fee that is based on City cost recovery. Of the cities surveyed only Boise, Sacramento and Vancouver provided their programs free of charge. This may be due to the fact that the adjacent commercial districts have paid parking (i.e., parking meters) and the cost of the residential program is absorbed within the paid parking program.
 - Given that the process to establish an RPP district would be by petition (i.e., residents asking for a program) it would be reasonable to assume that a cost recovery fee to cover City processing and management would be acceptable.

5. Eligibility. The City should determine whether residents in an approved district that have off-site parking should be (1) allowed a permit or (2) pay a higher permit fee.
6. Management and enforcement. Most cities manage their programs by requiring the display of valid permits and signage that limits/restricts use by non-residents combined with fairly stiff fees for violation. This allows for enforcement to be (1) by complaint, (2) random or infrequent and (3) low cost. This seems to be the model in most cities evaluated and input from residents (as to effectiveness in controlling spillover) is positive.

IV. SUMMARY

On-street parking management should be a fundamental strategy used by cities to ensure an efficient system of access and a tool to facilitate land use, access and mode choice goals. Most cities do not do a good job of managing on-street systems, primarily due to a lack of commitment to enforcement and an overreliance on code to influence (usually private) off-street parking development.

A residential parking permit policy and process is a useful strategy for a City to have within its parking management tool box. A program that is “resident driven” and district based puts the City and City Council in a position to respond to a neighborhood request in a proactive and responsive manner. Creating a policy and process in advance of new development in the commercial district is also strategic and will reduce time and costs in the long run.

