

ATTACHMENT A

City-wide Parking Ad Hoc Committee
Wednesday, March 18, 2015
MEETING MINUTES

Call to Order

Co-chair Mordo opened the meeting at 9:17 a.m.

Roll Call (✓ = Committee members in attendance)

✓	Ronit Bodner (arrived at 9:22)	✓	Jean Mordo
✓	Jeannie Bruins	✓	Mark Rogge
✓	Kim Cranston	✓	David Rock
✓	Gary Hedden		Jason Strubing
✓	Jack Kelly	✓	Marcia Somers, CM
✓	Bill Maston (arrived at 9:26)	✓	James Walgren, CDD
✓	Mike McTighe		

Meeting Schedule

Reviewed meeting schedule.

Approval of March 11, 2015 meeting minutes

Motion to approve the minutes M/S: Jack Kelly/David Rock. Motion approved with David Rock and Mike McTighe abstaining.

Review City-wide zoning maps and current codes

Discussed material distributed. Several questions and comments were generated.

- Is there separate consideration for shared parking (parking plazas) vs. onsite parking?
- Are there ways to accommodate changes in use of existing buildings?
- Need clarification on how credits are given in parking district
- Concern regarding properties immediately adjacent to plazas will result in bleed over due to the business' customer lack of awareness of where to park
- Need to understand intent and guiding principles
- Member of the public suggested the 2009 Fehr & Peers report and the 2007 DMJM Harris report be distributed to committee members
- Do we have consistent documentation and definitions regarding the parking district?
- Would signage directing clients/customers/patients to onsite parking help?

Review parking calculations

Discussed parking at 400 Main, 145 First and 288 First. Two of the three properties changed from a retail use to a restaurant. The third project was a new development and parking requirement was set at 3/1000 for office use on second story and 5/1000 for retail use on first story. After development, a restaurant is going into a portion of the ground floor. Restaurant parking requirements are calculated based on seating and employees. Using the restaurant parking requirements would show the projects

are under-parked. This raised questions regarding “use by right” and what assumptions should be made regarding use(s) of a project during the planning of the development improvements. Other discussion points to explore are captured in an attachment to these minutes. Conclusion reached was that all three developments are under-parked and that while two of the three are outside the Downtown Parking District, they have an impact on parking within the District.

Public comments

Comments were received from Ted Sorensen, Bart Nelson, Rebecca Maguire, King Lear.

Next meeting

April 1, 2015, 9:15 a.m.-10:45 a.m. at Hillview Community Center, Room 2, 97 Hillview Avenue. Agenda and minutes will be posted in advance.

Suggested projects for review: Hotel, Safeway, Los Altos Grill, 240 Third Street, Forest at First. Co-chairs Mordo and Bruins will consider these inputs in setting the next agenda.

Adjournment

Meeting was adjourned at 10:47 a.m.

Attachment

ADDITIONAL TOPICS

- Some uses are “by right” – new tenant going in and property is zoned for that use
- Not all uses have the same parking requirement therefore a “Use by Right” may result in a parking shortfall (e.g., retail vs. restaurant)
- Look at what other cities do that have parking districts
- Review parking ratios in other cities
- Develop scenarios
 - Use by right (existing bldg.), new development
 - Types of use – mixed, long-term, short-term
 - Properties in the parking district, abutting a parking plaza
 - Use by time of day – peak time, complementary uses
 - Shared parking concepts
- Understand mix – today vs. future
- Discuss “shopping center” model; the City does not have control over the mix of tenants

ATTACHMENT A

City-wide Parking Ad Hoc Committee
Wednesday, April 1, 2015
MEETING MINUTES

Call to Order

Co-chair Mordo opened the meeting at 9:16 a.m.

Roll Call (✓ = Committee members in attendance)

✓	Ronit Bodner	✓	Jean Mordo
	Jeannie Bruins	✓	Mark Rogge
✓	Kim Cranston	✓	David Rock
✓	Gary Hedden	✓	Lou Becker
✓	Jack Kelly	✓	Marcia Somers, CM
✓	Bill Maston	✓	James Walgren, CDD
	Mike McTighe		

Approve March 18, 2015 meeting minutes

David Rock and Kim Cranston provided comments on various portions of the minutes. The item was continued to the next meeting.

Review parking calculations and available parking for development projects

86 Third Street

Community Development Director Walgren presented an overview of the development. Questions or points raised included how square footage is defined (either gross or net) and how square footage is verified once a project is built.

Conclusion: Consensus among members of the Committee was that the 86 Third Street appears to reflect what was submitted as part of the development application.

240 Third

Community Development Director Walgren presented an overview of the development. Discussion included the change in zoning from CRS to CD and that that change allowed this development to occur, there are different ways to calculate parking requirements which leads to different conclusions and that a definition of how to ensure all projects be calculated the same way is needed.

Motion: Rock/Maston: At the time of approval, 240 Third was under-parked, but the development may not be under-parked based on current, actual use. Passed with Bodner abstaining and Bruins and McTighe absent.

Comments were heard from Bart Nelson, Jerry Sorensen and Ted Sorensen.

1 Main Street

Community Development Director Walgren presented an overview of the development including a rationale for waiving the required parking. Issues raised included ensuring credits for 100% of Floor Area Ratio (FAR) are applied in a consistent manner and defining what is a public benefit.

Motion: Mordo/Rock: More clarification is need of how to give parking credit for 100% FAR and how to define a public benefit.

Comments were heard from Abby Ahrens and Ron Packard.

Review of parking ratios

Community Development Director Walgren presented the report. Discussion was continued to the next meeting of the Committee.

Identify problem statements to be addressed

Committee members identified the following as potential problem statements to be addressed by the Committee:

- Not feasible for developments to provide parking
- Ordinances need to clearly define size versus required parking and gross or net square footage
- Don't be too rigid – allow flexibility
- Clear/precise in ordinances but realistic parking ratio may require more spaces than needed
- Consistent application of parking ratios
- Expand Downtown Parking District
- What uses do we want to encourage Downtown
- Done in context with vision of Downtown and Civic Center – modify parking policies to reflect
- Incentive driven policy
- No tools to incentivize vibrancy/development
- Parking adjacent to plazas visible to public
- Fairly include properties outside District to share with District
- Expand Downtown Parking District
 - Where?
 - How much?
 - Method for adding to District (square footage of land, not buildings)
 - How apply credit
- How to address change in use after construction
- Parking District properties allowed parking beyond what is there
- Find out what public wants re: vibrancy
 - Downtown Plan and Vision
- Non-auto options – mitigate parking needs
- Update employee parking policy

Committee member Cranston expressed concerns about background materials the Committee received prior to its March 18, 2015 meeting.

Comments were heard from King Lear, Ted Sorensen and Jerry Sorensen.

Future agenda items

The following were identified as future agenda items: Parking ratios and Problem Statements

Adjournment

Meeting was adjourned at 10:55 a.m.

Parking Requirements

	Office	Service	Retail	Restaurant	SFR Housing	MFR Housing
Los Altos	1 per 300 sq. ft. of floor area	1 per 200 sq. ft. of floor area	Intensive: 1 space per 200 sq. ft. of floor area. Extensive: 1 space per 500 sq. ft. of floor area	1 space for each 3 seats and each 3 employees	2 spaces per dwelling	1.5 spaces per ≤ one bedroom 2 spaces for all other
San Carlos	1 space per 300 sq. ft. of floor area up to 100,000 sq. ft. 1 space per 350 sq. ft. over 100,000 sq. ft.	1 per 300 sq. ft. of floor area	1 per 300 sq. ft. of floor area	1 space per 75 sq. ft. of customer seating area; no parking required for outdoor seating when ≤ 50% indoor seating	2 spaces per dwelling	1.5 space ≤ one/two bedroom 2 spaces for all other
Burlingame	1 space per 300 sq. ft. of floor area	1 per each 800 sq. ft. of floor area	1 space for each 400 sq. ft. of floor area	1 space for each 200 sq. ft. of floor area	2 spaces for ≤ 4 bedrooms 3 spaces for ≥ 5 bedrooms	1.5 space ≤ one bedroom 2 spaces for two bedroom 2.5 spaces for all other
Los Gatos	DT: 1 space per 250 sq. ft. of floor area. ODT: 1 space per 235 sq. ft. of floor area.	(not indicated – likely the same as for retail)	DT: 1 space per 300 sq. ft. of floor area. ODT: 1 space per 235 sq. ft. of floor area.	DT: 1 space for each 4 seats ODT: 1 space for each 3 seats	2 spaces per dwelling	1.5 spaces per dwelling
Saratoga	1 space per 200 sq. ft. of floor area	1 space per 200 sq. ft. of floor area	Intensive: 1 space per 200 sq. ft. of floor area. Extensive: 1 space per 500 sq. ft. of floor area	1 space per 75 sq. ft. of floor area, and 1 space for each 75 sq. ft. of outdoor dining area	2 spaces per dwelling	2.5 spaces per dwelling
Mtn. View	1 space per 300 sq. ft. of floor area	1 space per 180 sq. ft. of floor area	1 space per 180 sq. ft. of floor area	1 space for each 2.5 seats or 1 space for each 100 sq. ft. of gross floor area, whichever is greater, and 1 space for each 2.5 outdoor seats	2 spaces per dwelling	1.5 spaces for studio 1.5 spaces for 1 bd.rm ≤ 650 s.f. 2 spaces for 1 bd.rm ≥ 650 s.f. 2 spaces for two bedroom 2 spaces for all other
Palo Alto	1 space per 300 sq. ft. of floor area	1 per 200 sq. ft. of floor area	Intensive: 1 space for 200 sq. ft. of floor area. Extensive: 1 space for 350 sq. ft. of floor area	1 space for each 60 sq. ft. of seating area, plus 1 space for each 200 sq. ft. for all other areas	2 spaces per dwelling	1.25 spaces for studio 1.5 spaces for one bedroom 2 spaces for all other

4th Edition

Parking Generation

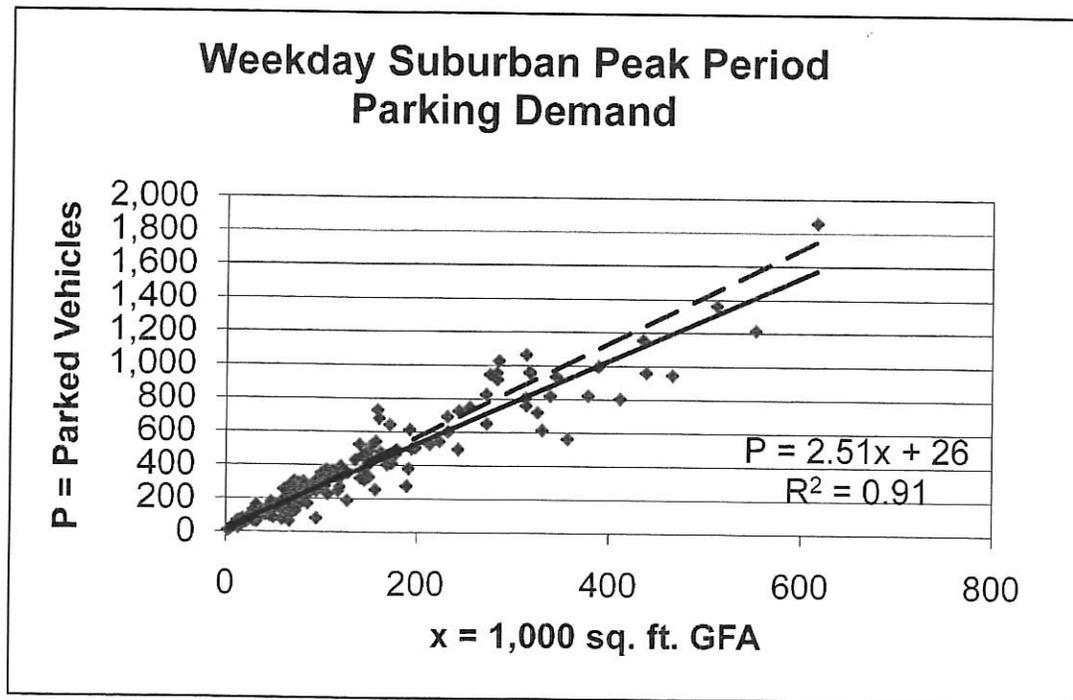


Institute of Transportation Engineers

Land Use: 701 Office Building

Average Peak Period Parking Demand vs. 1,000 sq. ft. GFA
On a Weekday
Location: Suburban

Statistic	Peak Period Demand
Peak Period	9:00 a.m.–4:00 p.m.
Number of Study Sites	176
Average Size of Study Sites	136,000 sq. ft. GFA
Average Peak Period Parking Demand	2.84 vehicles per 1,000 sq. ft. GFA
Standard Deviation	0.73
Coefficient of Variation	26%
95% Confidence Interval	2.73–2.94 vehicles per 1,000 sq. ft. GFA
Range	0.86–5.58 vehicles per 1,000 sq. ft. GFA
85th Percentile	3.45 vehicles per 1,000 sq. ft. GFA
33rd Percentile	2.56 vehicles per 1,000 sq. ft. GFA

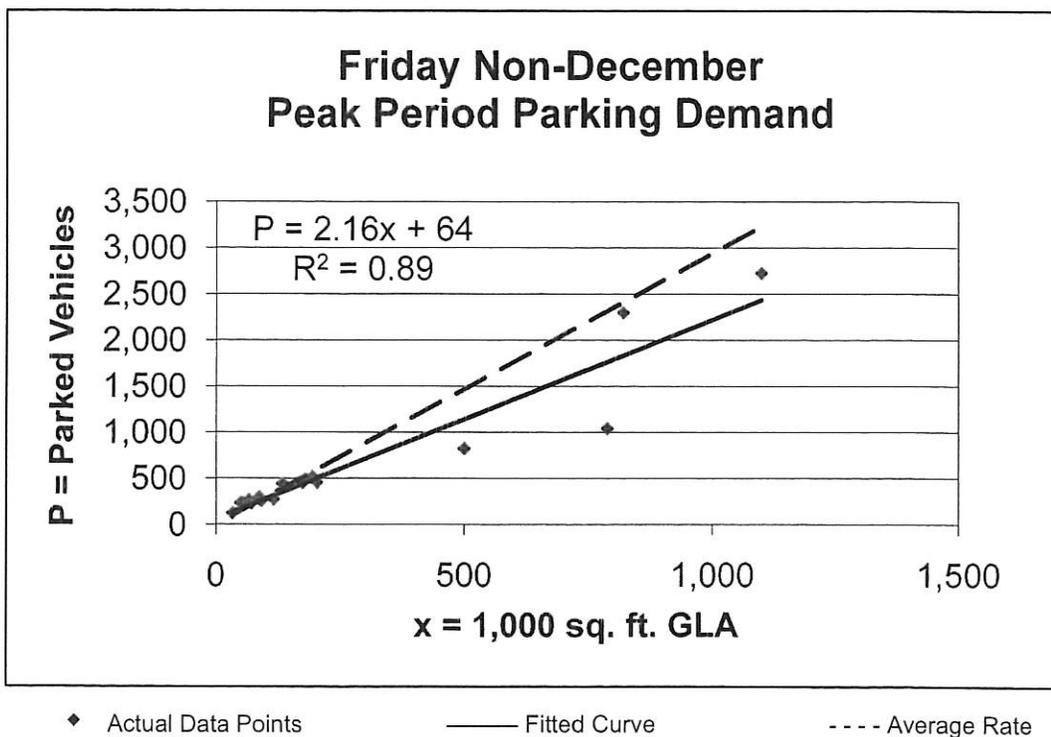


◆ Actual Data Points — Fitted Curve - - - Average Rate

Land Use: 820 Shopping Center

Average Peak Period Parking Demand vs. 1,000 sq. ft. GLA On a: Friday (Non-December)

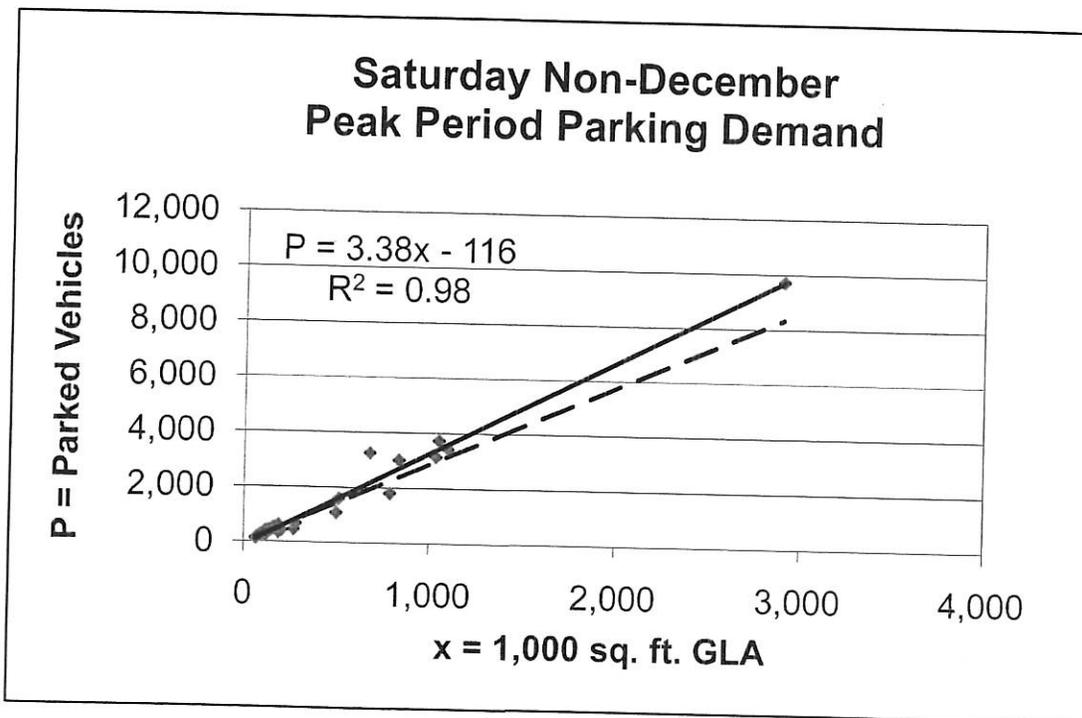
Statistic	Peak Period Demand
Peak Period	1:00–2:00 p.m.
Number of Study Sites	17
Average Size of Study Sites	275,000 sq. ft. GLA
Average Peak Period Parking Demand	2.94 vehicles per 1,000 sq. ft. GLA
Standard Deviation	0.87
Coefficient of Variation	30%
Range	1.32–4.66 vehicles per 1,000 sq. ft. GLA
85th Percentile	3.90 vehicles per 1,000 sq. ft. GLA
33rd Percentile	2.61 vehicles per 1,000 sq. ft. GLA



Land Use: 820 Shopping Center

**Average Peak Period Parking Demand vs. 1,000 sq. ft. GLA
On a: Saturday (Non-December)**

Statistic	Peak Period Demand
Peak Period	1:00–2:00 p.m.
Number of Study Sites	26
Average Size of Study Sites	458,000 sq. ft. GLA
Average Peak Period Parking Demand	2.87 vehicles per 1,000 sq. ft. GLA
Standard Deviation	0.70
Coefficient of Variation	24%
95% Confidence Interval	2.60–3.14 vehicles per 1,000 sq. ft. GLA
Range	1.73–4.82 vehicles per 1,000 sq. ft. GLA
85th Percentile	3.40 vehicles per 1,000 sq. ft. GLA
33rd Percentile	2.46 vehicles per 1,000 sq. ft. GLA

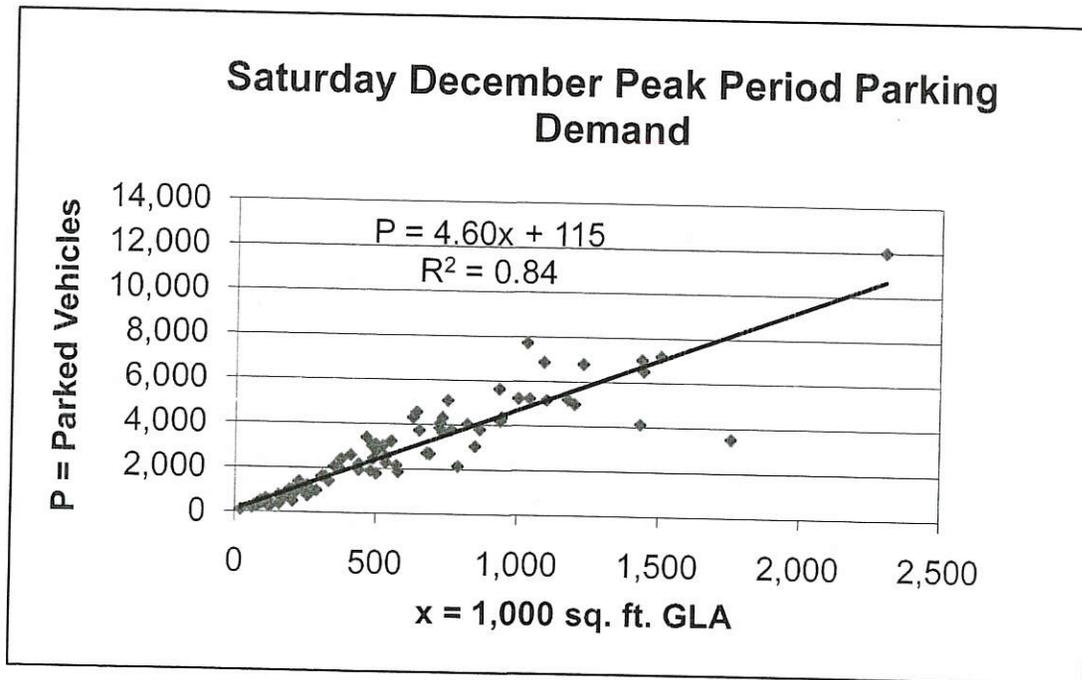


◆ Actual Data Points — Fitted Curve - - - Average Rate

Land Use: 820 Shopping Center

Average Peak Period Parking Demand vs. 1,000 sq. ft. GLA On a: Saturday (December)

Statistic	Peak Period Demand
Peak Period	11:00 a.m.–6:00 p.m.
Number of Study Sites	86
Average Size of Study Sites	560,200 sq. ft. GLA
Average Peak Period Parking Demand	4.67 vehicles per 1,000 sq. ft. GLA
Standard Deviation	1.21
Coefficient of Variation	26%
95% Confidence Interval	4.42–4.93 vehicles per 1,000 sq. ft. GLA
Range	2.01–7.50 vehicles per 1,000 sq. ft. GLA
85th Percentile	5.91 vehicles per 1,000 sq. ft. GLA
33rd Percentile	4.16 vehicles per 1,000 sq. ft. GLA



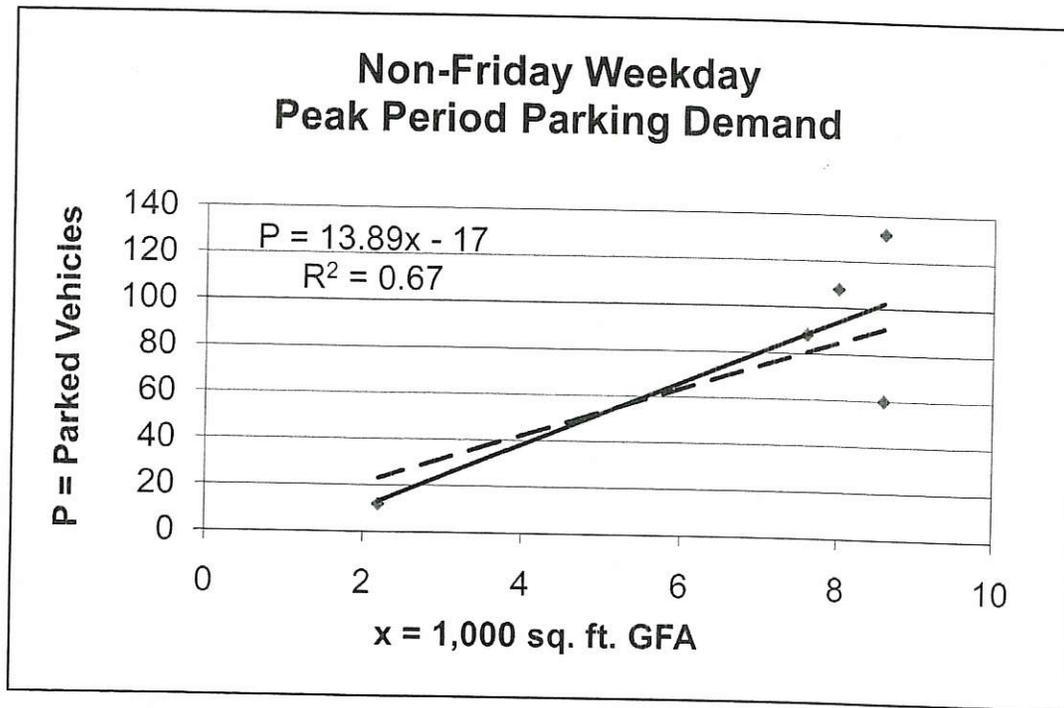
◆ Actual Data Points

— Fitted Curve/Average Rate

Land Use: 931 Quality Restaurant

**Average Peak Period Parking Demand vs. 1,000 sq. ft. GFA
On a: Non-Friday Weekday**

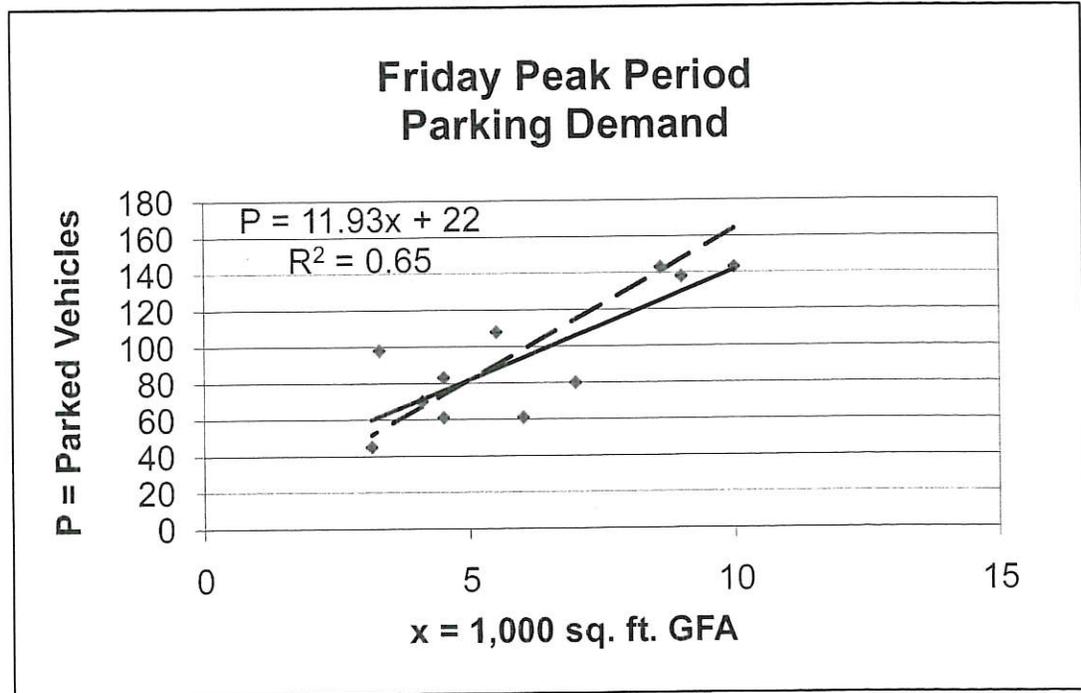
Statistic	Peak Period Demand
Peak Period	7:00–9:00 p.m.
Number of Study Sites	5
Average Size of Study Sites	7,000 sq. ft. GFA
Average Peak Period Parking Demand	10.60 vehicles per 1,000 sq. ft. GFA
Standard Deviation	4.23
Coefficient of Variation	40%
Range	5.46–15.35 vehicles per 1,000 sq. ft. GFA
85th Percentile	14.20 vehicles per 1,000 sq. ft. GFA
33rd Percentile	8.40 vehicles per 1,000 sq. ft. GFA



Land Use: 931 Quality Restaurant

Average Peak Period Parking Demand vs. 1,000 sq. ft. GFA On a: Friday

Statistic	Peak Period Demand
Peak Period	7:00–8:00 p.m.
Number of Study Sites	11
Average Size of Study Sites	6,000 sq. ft. GFA
Average Peak Period Parking Demand	16.41 vehicles per 1,000 sq. ft. GFA
Standard Deviation	5.20
Coefficient of Variation	32%
Range	10.17–29.70 vehicles per 1,000 sq. ft. GFA
85th Percentile	19.00 vehicles per 1,000 sq. ft. GFA
33rd Percentile	14.30 vehicles per 1,000 sq. ft. GFA

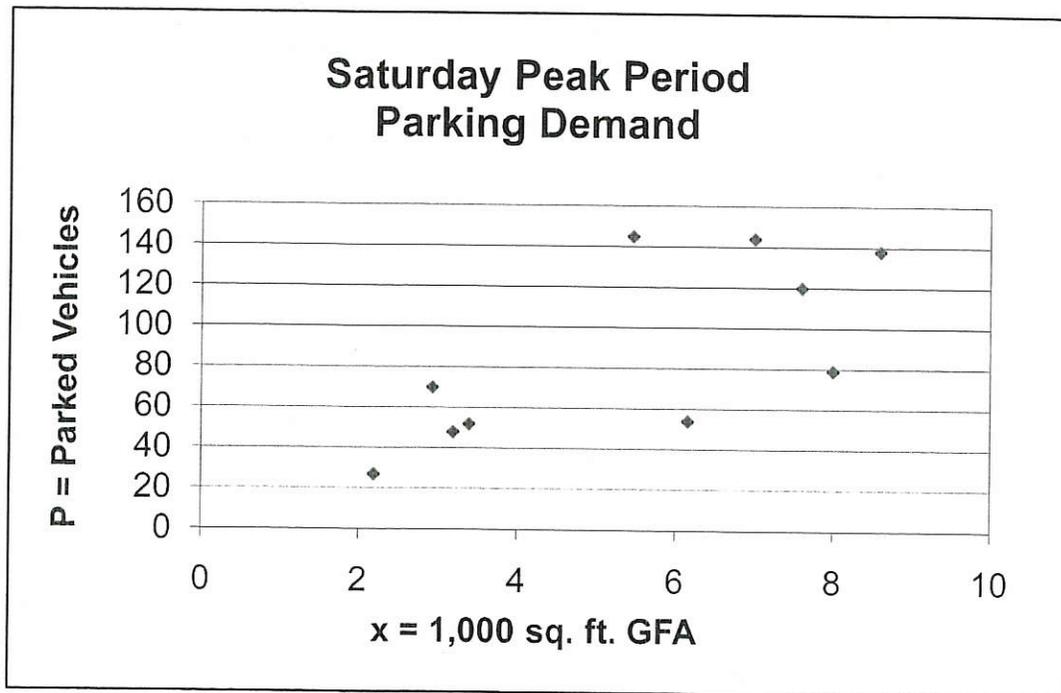


◆ Actual Data Points — Fitted Curve - - - Average Rate

Land Use: 931 Quality Restaurant

Average Peak Period Parking Demand vs. 1,000 sq. ft. GFA On a: Saturday

Statistic	Peak Period Demand
Peak Period	7:00–9:00 p.m.
Number of Study Sites	10
Average Size of Study Sites	5,500 sq. ft. GFA
Average Peak Period Parking Demand	16.40 vehicles per 1,000 sq. ft. GFA
Standard Deviation	5.70
Coefficient of Variation	35%
Range	8.77–26.56 vehicles per 1,000 sq. ft. GFA
85th Percentile	22.70 vehicles per 1,000 sq. ft. GFA
33rd Percentile	14.90 vehicles per 1,000 sq. ft. GFA

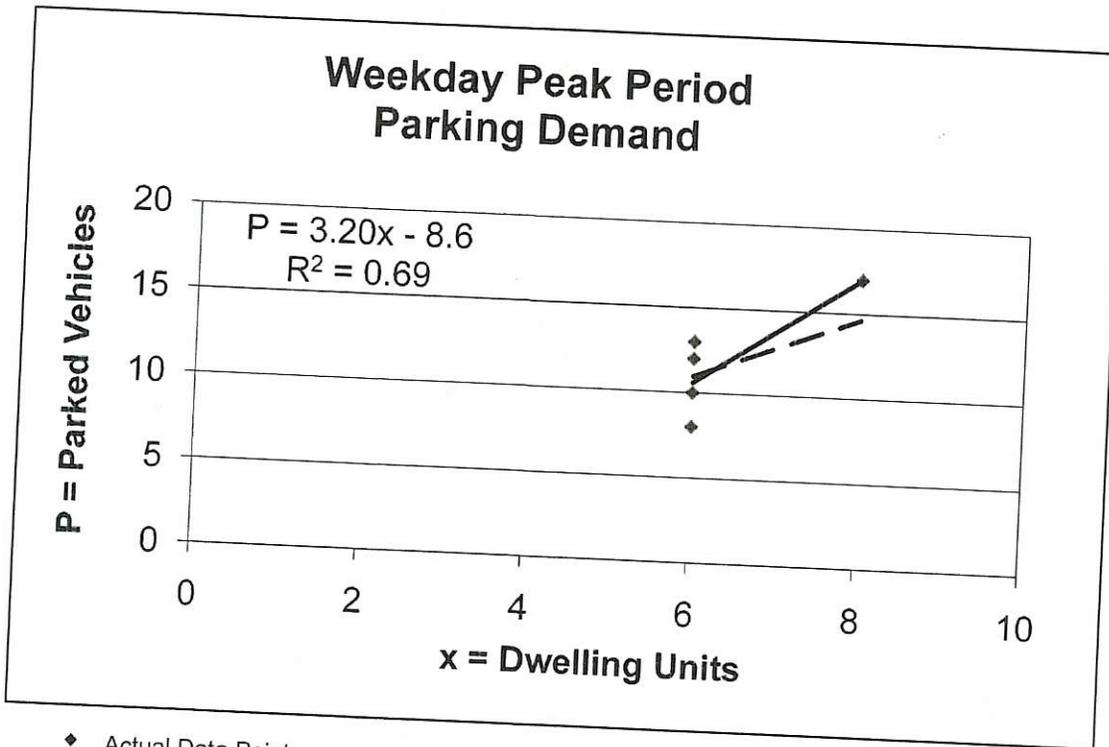


◆ Actual Data Points

Land Use: 210 Single-Family Detached Housing

Average Peak Period Parking Demand vs. Dwelling Units On a Weekday

Statistic	Peak Period Demand
Peak Period	10:00–11:00 p.m. (only time period with data)
Number of Study Sites	6
Average Size of Study Sites	6.3 dwelling units
Average Peak Period Parking Demand	1.83 vehicles per dwelling unit
Standard Deviation	0.33
Coefficient of Variation	18%
Range	1.33–2.17 vehicles per dwelling unit
85th Percentile	2.14 vehicles per dwelling unit
33rd Percentile	1.67 vehicles per dwelling unit

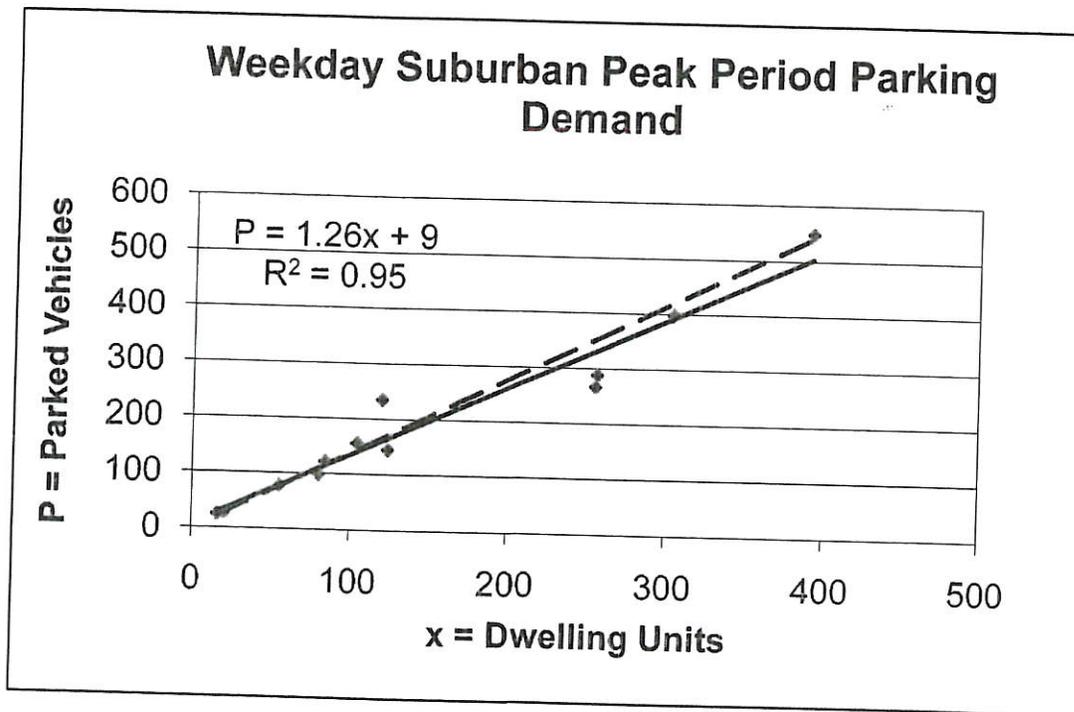


◆ Actual Data Points — Fitted Curve - - - - Average Rate

Land Use: 230 Residential Condominium/Townhouse

**Average Peak Period Parking Demand vs. Dwelling Units
On a: Weekday
Location: Suburban**

Statistic	Peak Period Demand
Peak Period	11:00 p.m.–6:00 a.m.
Number of Study Sites	12
Average Size of Study Sites	151 dwelling units
Average Peak Period Parking Demand	1.38 vehicles per dwelling unit
Standard Deviation	0.24
Coefficient of Variation	17%
Range	1.04–1.96 vehicles per dwelling unit
85th Percentile	1.52 vehicles per dwelling unit
33rd Percentile	1.28 vehicles per dwelling unit



◆ Actual Data Points — Fitted Curve - - - Average Rate

ATTACHMENT D

Problem statements identified at April 1, 2015 Committee meeting:

- Not feasible for developments to provide parking
- Ordinances need to clearly define size vs required parking and gross or net square footage
- Don't be too rigid – allow flexibility
- Clear/precise in ordinances but realistic parking ratio may require more spaces than needed
- Consistent application of parking ratios
- Expand Downtown Parking District
- What uses do we want to encourage Downtown
- Done in context w/vision of Downtown and Civic Center – modify parking policies to reflect
- Incentive driven policy
- No tools to incentivize vibrancy/development
- Parking adjacent to plazas visible to public
- Fairly include properties outside District to share w/District
- Expand Downtown Parking District
 - Where?
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 - Method for adding to District (square footage of land, not buildings)
 - How apply credit
- How to address change in use after construction
- Parking District properties allowed parking beyond what is there
- Find out what public wants re: vibrancy
 - Downtown Plan and Vision
- Non-auto options – mitigate parking needs
- Update employee parking policy

PARKING ISSUES AND POTENTIAL SOLUTIONS

Identified Problems:

1. Development is restricted by the difficulty of providing onsite parking. There is currently no alternative other than granting waivers to the parking requirements for most properties throughout the City but particularly within the Parking District.
2. There is currently no mechanism to fund additional parking solutions other than use of the General Fund.
3. Properties bordering the Parking District (PD) unfairly benefit when the City grants waivers to the parking ordinances.
4. There is no systematic and consistent way to value “public benefits”.
5. Our parking ratios may overstate real demand, particularly in the shared environment of the PD.
6. Measurement of square footage, a key item to apply parking ratios, is not well defined and consistent.
7. After a building is built, the use may change as allowed by code, but there is no way to adjust the number of parking spaces.
8. The Employee Parking Program and free parking on Main and State may result in a poor allocation of a scarce resource.

Elements of Potential Solutions and problem addressed:

- | | |
|---|-------|
| A. Create a Parking-in lieu program | 1,2,7 |
| B. Expand the size of the PD | 3 |
| C. Adjust our parking ratios | 5 |
| D. Establish a system to value Public Benefits | 4 |
| E. Establish clear rules for measuring building areas | 6 |
| F. Review the Employee Parking program | 8 |
| G. Consider parking meters in DT Triangle | 2 |