



DISCUSSION ITEMS

Agenda Item # 8

AGENDA REPORT SUMMARY

Meeting Date: July 11, 2017

Subject: Use of Public Parking Plaza to Facilitate Private Development

Prepared by: Chris Jordan, City Manager

Attachment(s):

1. August 2014 City Council Report

Initiated by:

City Manager

Fiscal Impact:

Not applicable

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Is the City Council interested in allowing a developer to propose the re-design of Parking Plaza 10 to assist the developer in meeting the City's parking requirements?

Summary:

- The applicant for a new office building at 40 Main Street has suggested that the re-design of Parking Plaza 10 could be used to assist in meeting the City's parking requirement.
- In 2014, the City Council discussed adopting a policy for the re-design of parking plazas for this purpose, but chose not to adopt the policy.
- Staff is seeking Council guidance before the applicant begins to spend time and money on a re-design of this parking plaza.

Staff Recommendation:

Staff recommends the Council be willing to consider a re-configuration, provided that any new design comply with the City's standards for parking lots at 14.74.200 of the Municipal Code, and that this direction by the Council does not commit the City Council to approving a permit for this, or any future, project



Subject: Use of Public Parking Plaza to Facilitate Private Development

Purpose

Council direction is requested regarding the use of a City parking plaza by a private developer to assist the developer in meeting the City's parking requirements for a new office building.

Background/Discussion

During a public hearing of the Planning and Transportation Commission (PTC) on June 15, 2017, the applicants for developing a new office building at 40 Main Street proposed to redesign the layout of parking spaces at the City-owned Parking Plaza 10. This proposal was not included in the application and no proposed layout was shown to the PTC. The PTC chose to continue the hearing indefinitely until the applicant could amend the original application. The PTC also suggested other changes to the application.

In August 2014, the City Council reviewed a proposed policy on allowing the re-configuration of public parking plazas to facilitate private development. (Attached is the staff report and proposed Resolution with exhibits.) At the time, the City Council voted 5-0 against the policy. This policy would have included a process and design standards for this type of proposal.

Because this policy was not adopted, staff is requesting direction from the Council:

- 1) Is the Council interested in allowing City-owned parking plazas to be reconfigured by a private developer to facilitate a private development project?
- 2) If so, staff would assume that any re-configuration would need to comply with the parking lot development standards and other standards of the municipal code (attached to the August, 2014 staff report). Does the Council agree?

Please note that should the Council agree to allow a private developer to propose reconfiguration of a public parking plaza in their application, the City Council is not committing to approving the reconfiguration, or the building permit application.

Options

- 1) Allow a private developer to propose a reconfiguration of a public parking plaza to facilitate the applicant's project provided that the reconfiguration complies with the City's development standards?

Advantages:

- The reconfiguration could result in additional publicly-available parking, at no cost to the City.
- Facilitates private development that could contribute to the overall vitality of the community.



Subject: Use of Public Parking Plaza to Facilitate Private Development

Disadvantages:

- This is a case of first come-first served: only one development next to a parking plaza could utilize reconfiguration as a means to comply with the City's parking requirement. Once the parking plaza has been reconfigured, this option would not be available for any other property owners wanting to redevelop their property.
 - A reconfiguration could result in parking spaces that are less accessible and could eliminate existing landscaping.
- 2) Do not allow private developers to propose parking solutions that require the re-configuration of existing public plazas.

Advantage:

- Requires on-site parking solutions for all new development thereby not necessitating the need for the re-design of a community asset.

Disadvantage:

- Projects that cannot meet the City's parking requirement with on-site parking will not likely be permitted which may result in the City not realizing certain positive development opportunities.

Recommendation

Staff recommends option 1, provided that the applicant clearly understands that the City Council is not committing to approving the reconfiguration plan and not committing to approving the development permit.



DATE: August 26, 2014

AGENDA ITEM # 11

TO: City Council

FROM: Zachary Dahl, Senior Planner

SUBJECT: Public parking plaza reconfiguration policy

RECOMMENDATION:

Adopt Resolution No. 2014-28, adopting a policy to provide standards for the reconfiguration of public parking plazas by private developers

SUMMARY:

Estimated Fiscal Impact:

Amount: None

Budgeted: Not applicable

Public Hearing Notice: Not applicable

Previous Council Consideration: March 25, 2014

CEQA Status: Categorically Exempt pursuant to CEQA Section 15061(b)(3) – No potential for any effects on the environment

Attachments:

1. Resolution No. 2014-28
2. Referenced Municipal Code Sections
3. City Council meeting minutes, March 25, 2014
4. Planning and Transportation Commission meeting minutes, May 15, 2014
5. Public correspondence

BACKGROUND

The Downtown Parking Management Plan, adopted in September 2013, included a variety of analyses related to downtown parking. The results of those analyses resulted in development of potential strategies to provide and manage an adequate parking supply downtown in both the near and long-term.

Subsequent to adoption of the Plan, the City Council identified downtown parking as a 2014 priority, including exploring development of a policy to allow reconfiguration of the public parking plazas by private developers as a way to meet a property owner's required parking demand.

The Plan looked at two strategies to achieve additional parking. The first strategy analyzed restriping all 10 of the parking plazas to see how many spaces could be gained from a more efficient layout. The restriping analysis was completed by AECOM, a traffic engineering firm. The cost to reconfigure the parking plazas with a net yield of up to 76 new spaces (nine feet in width) was estimated to be \$21 per square foot, which translated to approximately \$8.3 million to reconfigure all of the plazas. The cost per net additional space under this strategy would be about \$110,000 per stall.

The second strategy looked at how many net spaces could be gained from a stand-alone parking structure located in one of the rectangular parking plazas. A modest height parking structure (under 30 feet in height) could yield a net increase of approximately 276 spaces. The total construction cost for this parking structure was estimated to be \$10.5 million, which translates to \$38,000 per net additional space.

While the results indicate a parking structure is the more cost-effective approach, it would take several years before design and construction could be completed. In the meantime, Council directed staff to initiate a policy discussion about allowing public parking plaza reconfiguration proposals from Downtown property owners. At its meeting on March 25, 2014, the City Council discussed allowing public parking plaza reconfigurations by Downtown property owners and the parameters under which such proposals could be considered. Following discussion, the Council directed staff to develop a policy within the following framework:

1. Stalls must be the adopted City standard of nine feet wide by 18 feet in depth
2. Overhead utilities must be undergrounded per the Los Altos Municipal Code (LAMC)
3. Improvements must comply with the Americans with Disabilities Act
4. All costs are borne by the developer
5. Allocation of spaces will be on a "first come, first serve" basis and further study of how superfluous spaces are allocated will be conducted
6. Include process for maintaining or replacing landscaping within the plaza, including tree canopy
7. Head-in or angled spaces will be allowed
8. The benefits of the parking spaces will apply to an adjacent, proximate property owners
9. Proposals should consider how the transitions between plazas will be managed

The March 25, 2014 meeting minutes are included in Attachment 3.

At its meeting on May 15, 2014, the Planning and Transportation Commission reviewed the draft policy. Following public comments and discussion, the Commission provided the following input on the draft policy:

- The policy should be consistent with the Zoning Code parking requirements for parking stall width
- Undergrounding utilities should be per LAMC Section 13.20.160
- Reconfiguration proposals should make all feasible efforts to maintain existing circulation patterns and functions (vehicle flow, loading areas adjacent to plaza, pedestrian paths, etc.)
- All signage in the subject plaza shall be maintained and/or replaced consistent with the City's Wayfinding Sign Program
- Plaza design features, such as street tree placement, lighting, landscaping species and hardscape elements should be consistent with City standards for Downtown public improvements
- The developer should be appropriately compensated for excess parking created beyond what is necessary for their project
- Projects may use newly created parking in plazas within 300 feet of their property

In addition, three of the five Commissioners present supported the ability of any property within the parking district to be able to use parking credits in any of the plazas to meet their required parking. The May 15, 2014 meeting minutes are included as Attachment 4 and all public correspondence related to the policy is included as Attachment 5.

In 2007, staff undertook an extensive evaluation of the City's parking standards. This included the hiring of a transportation engineering firm to provide professional input, review of parking standards from similar jurisdictions and receiving public feedback. The result, which was adopted by the City Council via code amendment, was the creation of a universal parking stall requirement (nine feet wide by 18 feet in depth). This standard parking stall, particularly the width, was most optimal for meeting the needs of a range of vehicle types and providing for ease of circulation. With regard to the Downtown parking plazas, it is important to make sure that the City balances the desire to maximize the number of public parking spaces with the goal of maintaining spaces that are functional and accessible for all users.

DISCUSSION

Based on the direction provided by the Council and the Planning and Transportation Commission, staff has drafted a policy that establishes development standards for public parking plaza reconfiguration proposals from private developers (Attachment 1). The policy includes goals, development standards, how newly created parking stalls will be allocated, and the process for review and approval of a proposal.

The Downtown Parking Management Plan provided an analysis of how many additional parking stalls could be created via restriping each plaza with nine-foot wide stalls (Appendix

4A). The Downtown Parking Management Plan and this appendix are available online and can be viewed here: <http://www.losaltosca.gov/communitydevelopment/page/downtown-parking-management-plan>. Below is a summary of the potential new parking spaces, per plaza, that could be added under this policy. Since Plaza 9 is not entirely owned by the City, it is not included in this discussion and is not subject to the policy.

<u>Plaza</u>	<u>Net new spaces (potential range)</u>
1	2-6
2	0-5
3	0-17
4	0-13
5	1-9
6	0-3
7	0-8
8	2-6
10	0-9

These estimates are approximate and do not factor in areas that may be needed for landscaping and street trees, underground utility vaults, storm water treatment areas and/or maintaining circulation flow (driveway alignment) with adjacent public parking plazas.

FISCAL IMPACT

None

PUBLIC CONTACT

The Chamber of Commerce, Los Altos Village Association and other interested groups and individuals were notified prior to the March 25, 2014 City Council meeting, which was a publicly noticed meeting.

The Chamber of Commerce, Los Altos Village Association and other interested groups and individuals were notified prior to the May 15, 2014 Planning and Transportation Commission meeting, which was a publicly noticed meeting.

A public display ad was published in the *Town Crier*, a public meeting notice was mailed to all property owners within the Downtown Parking Assessment District, and the Chamber of Commerce, Los Altos Village Association and other interested groups and individuals were notified for the August 26, 2014 City Council meeting.

Posting of the agenda serves as notice to the general public.

RESOLUTION NO. 2014-28

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
TO ADOPT A POLICY THAT WILL PROVIDE STANDARDS FOR THE
RECONFIGURATION OF PUBLIC PARKING PLAZAS DOWNTOWN
BY PRIVATE DEVELOPERS**

WHEREAS, the City seeks to encourage redevelopment of Downtown commercial properties by providing a policy that will allow private developers to reconfigure public parking plazas in order to help meet a project's onsite parking requirements as required by the Los Altos Municipal Code, referred herein as the "Policy"; and

WHEREAS, said Policy could help increase the number of public parking spaces available within the City's public parking plazas; and

WHEREAS, said Policy will maintain public parking spaces that are functional and usable for all vehicles and driveway aisles that are safe and easy to navigate; and

WHEREAS, said Policy was exempt from environmental review under Section 15061(b)(3) of the California Environmental Quality Act of 1970 as amended ("CEQA"); and

WHEREAS, the location and custodian of the documents or other materials which constitute the record of proceedings upon the City Council's decision is based in the Office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby adopts a policy that provides standards and the review process for the reconfiguration public parking plazas as outlined in Exhibit A.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 26th day of August, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Megan Satterlee, MAYOR

Attest:

Jon Maginot, CMC, CITY CLERK

EXHIBIT A

Policy for Public Parking Plaza Reconfiguration

The intent of this policy is to provide the development standards and the parameters to allow for the consideration of proposals from private developers to increase the number of surface parking stalls in the City's Downtown public parking plazas. The net increase in public parking spaces can be used to meet the parking requirements of a development proposal if the parameters outlined below are satisfied. All costs associated with the design, approval and construction of a public parking plaza reconfiguration shall be borne by the developer. This policy is applicable to plazas 1-8, and 10. Proposals to reconfigure a plaza will be considered on a "first come, first serve" basis.

A. Goals

1. Encourage redevelopment of Downtown commercial properties by providing an additional means to meet the City's parking requirements for a new project.
2. Increase the number of public parking spaces available within the City's parking plazas.
3. Maintain public parking spaces that are functional and usable for all vehicles and driveway aisles that are safe and easy to navigate.

B. Development Standards

1. All parking spaces shall be nine feet in width, conform to the City's standard parking stall dimensions and comply with all applicable development standards outlined in Section 14.74.200 of the Municipal Code (Development Standards for off-street parking and truck loading spaces).
2. All parking stall orientations outlined in the Standard Parking Stall Details (attached), including perpendicular (head-in) parking stalls, are allowed.
3. All overhead utilities in the subject plaza shall be undergrounded per Municipal Code Chapter 13.20.160 (Utilities).
4. The design shall include a landscape, irrigation and tree planting plan, with a goal of maintaining existing healthy mature trees to the greatest extent feasible. The landscaping shall be designed to comply with the City's Water Efficient Landscape Ordinance (Municipal Code Chapter 12.36).
5. A plaza reconfiguration proposal shall consider how the transitions between adjacent parking plazas align and make all feasible efforts to maintain the subject plaza's existing circulation patterns and functions (vehicle flow, loading areas adjacent to plaza, pedestrian paths, etc.).

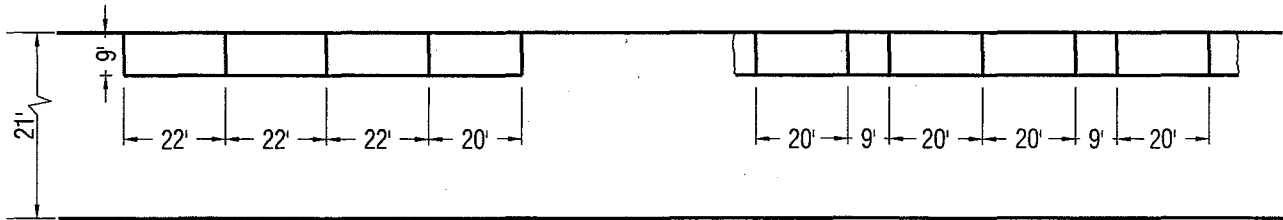
6. Plaza improvement plans, including grading, drainage, landscape and irrigation, shall be prepared by a registered civil engineer.
7. All signage in the subject plaza shall be maintained and/or replaced consistent with the City's Wayfinding Sign Program.
8. Plaza design features, such as street tree placement, lighting, landscaping species and hardscape elements, should be consistent with City standards for Downtown public improvements.
9. All improvements in the subject plaza shall comply with the Americans with Disabilities Act.
10. All improvements shall comply with the City of Los Altos Municipal Regional Stormwater (MRP) *National Pollutant Discharge Elimination System (NPDES)* Permit No. CA S612008, Order R2-2009-0074, Provision C.3 dated October 14, 2009, and include the "Blueprint for a Clean Bay" plan sheet in all plan submittals.

C. Parking Stall Allocation

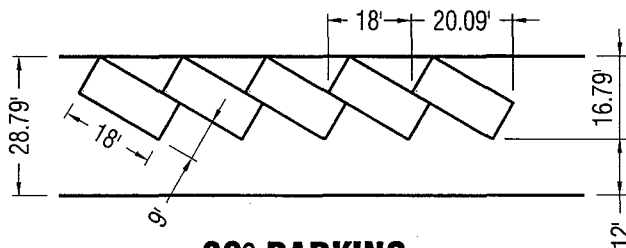
1. Allocation of newly created public parking spaces (net increase above the number previously existing in the subject plaza) will be on a "first come, first serve" basis, with the developer who installs the plaza improvements getting the first opportunity to use the parking credits for their project.
2. If there are any parking spaces created above and beyond what the developer needs to meet their project parking demand, the surplus parking may be allocated to a nearby property with appropriate compensation to the developer per approval by the City Council.
3. In order for a development to use this policy to develop new parking spaces in a plaza, the project site shall be within 300 feet of the subject plaza, consistent with Municipal Code Section 14.74.170 (Common parking facilities).

D. Review Process

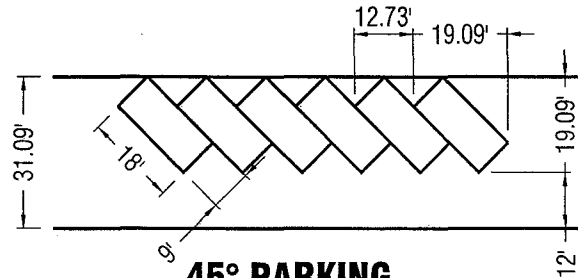
1. Review of a parking plaza reconfiguration proposal shall follow the Design and Transportation Review process outlined in Chapter 14.78 of the Municipal Code. This includes public meetings before the Bicycle and Pedestrian Advisory Commission, the Planning and Transportation Commission and the City Council.
2. An application fee to cover the staff time necessary to review and process the application shall be submitted at the beginning of the process. The application processing fee shall be equivalent to the Design Review application fee for Commercial/Multi-Family projects.



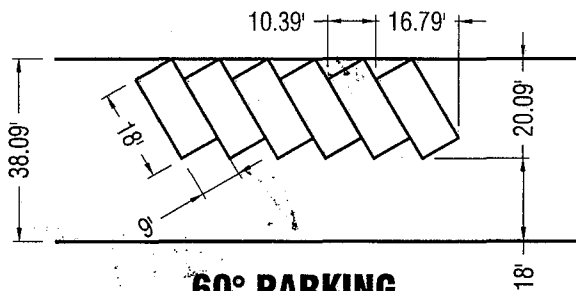
PARALLEL PARKING ALTERNATES



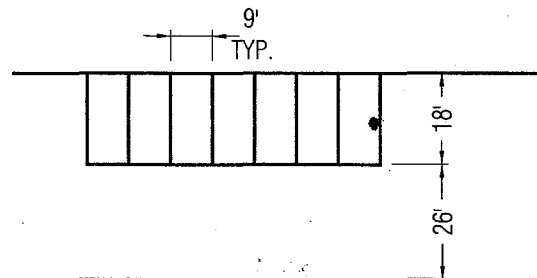
30° PARKING



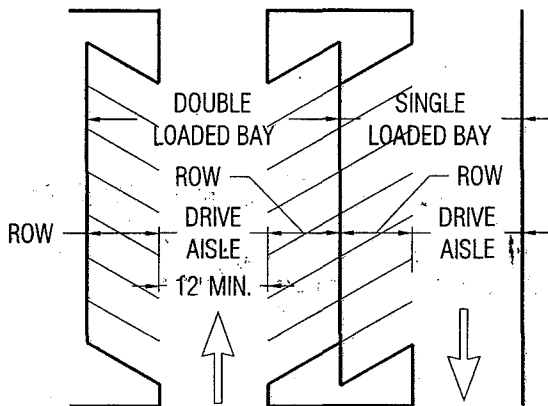
45° PARKING



60° PARKING

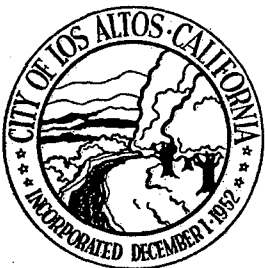


90° PARKING



ONE WAY

Approved: _____
City Engineer Date



REVISION

Description

Date

DEPARTMENT OF PUBLIC WORKS

**STANDARD PARKING STALL
DETAILS**

SU-21

14.74.200 Development standards for off-street parking and truck loading spaces.

- A. Off-street parking facilities shall conform to the following standards:
 - 1. Perpendicular parking space size. Each standard parking space shall consist of an area not less than nine feet wide by eighteen (18) feet long, except as noted on the drawing labeled "Parking Standards Exhibit A" on file in the office of the planning department.
 - 2. Handicapped persons perpendicular parking space size. Parking stalls for the use of the physically handicapped shall comply with the requirements set forth in Part 2 of Title 24 of the California Administrative Code and Chapter 9 of Division 11 of the Vehicle Code of the state.
 - 3. Truck loading space size. Truck loading spaces shall not be less than ten (10) feet wide by twenty-five (25) feet long.
 - 4. Clearance. Standard and compact parking spaces shall have a vertical clearance of at least seven feet over the entire area. In addition, the spaces shall be clear horizontally (for example, pillars in a basement or parking structure shall not be located in required parking spaces). Truck loading spaces shall have a vertical clearance of at least fourteen (14) feet.
- B. Each parking and loading space shall be accessible from a public street or alley.
- C. The parking and loading area shall be paved with an all-weather asphaltic concrete or portland cement concrete pavement and marked in accordance with the city engineering standards (not applicable for single-family dwellings).
- D. Concrete bumper guards or wheel stops shall be provided for all parking spaces, except as provided in this section. The concrete curb around a perimeter landscaped area shall not be used as a bumper stop unless approved by the commission and the council. In such cases, the commission and the council may allow a parking space length to be reduced by two feet.
- E. Lighting shall be deflected downward and away from any residential property.
- F. No advertising or sign, other than identification or direction signs, shall be permitted in the parking or loading area.
- G. No repair or servicing of vehicles shall be permitted in the parking or loading area.
- H. No area which lies within the precise plan line for a public street or alley adopted by the council shall be computed as satisfying the parking and loading space requirements of this chapter.
- I. A parking area abutting on property in an R District or across a street or an alley from property in an R District shall be screened, subject to the approval of the planning department, by a solid fence or wall or a compact evergreen hedge or other screening not less than six feet high, subject to the provisions of Chapter 14.72 of this title regulating fences (not applicable for single-family dwellings).
- J. The minimum width of a one-way drive shall be twelve (12) feet.

- K. The minimum width of a two-way drive shall be eighteen (18) feet.
- L. Space for turning around on the site shall be provided for parking areas of three or more spaces so that no cars need back into the street (not applicable for single-family dwellings).
- M. Parallel and acute angle parking shall be designed for one-way traffic only, unless otherwise specified by the commission.
- N. The minimum standards for the design of off-street parking areas shall be in accordance with those shown on the drawing labeled "Parking Standards Exhibit A" on file in the office of the planning department.
- O. If found to be necessary or desirable by the city, the design standards set forth in this section may be waived for public and community facility uses or commercially operated public parking facilities in order to permit attended or supervised parking.
- P. District requirements resulting in one-half or greater parking space shall be deemed to require a full space.
- Q. For the purposes of this section, "net square footage" shall mean the total horizontal area in square feet on each floor, including basements, but not including the area of inner courts or shaft enclosures.

13.20.160 Utilities.

- A. Water mains and fire hydrants connecting to existing systems shall be installed as required by the council for fire protection purposes. The location of water and gas mains and utility poles in street areas shall be subject to the approval of the city engineer.
- B. In all cases where trunk line sewer facilities are available, sanitary sewers and appurtenances shall be installed inside and outside subdivisions and connected to such trunk line sewer facilities. Such facilities shall be constructed in accordance with the Los Altos sewer master plan and in the location and to the grade approved by the city engineer. The installation shall be subject to the provisions set forth in [Title 10](#) of this code.
- C. All new extensions of public utility facilities for power, street lighting, and communications shall be underground.

In residential areas, transformers, disconnect switches, fuses, junction boxes, and pedestal-mounted terminal boxes may be placed above-ground in enclosures as approved by the planning department.
- D. In commercial areas, transformers, disconnect switches, fuses, junction boxes, and pedestal-mounted terminal boxes may be placed aboveground provided a suitable location is found that will be essentially hidden from the general public view. Such locations shall be approved by the city planner.
- E. In areas served by existing overhead facilities, all new service drops shall be installed underground from the most convenient existing pole.

- F. In locations where existing overhead facilities are in a rear yard easement, a new service drop may be served overhead if this is the last possible lot that will be served by the particular pole. If two or more possible services may be served from the pole, they shall be underground, and an underground riser shall be installed adequate to serve all possible future services.
- G. Relocations and extensions of existing overhead facilities shall be prohibited; provided, however, relocation of existing poles shall be permitted, when they do not constitute an extension or reconstruction of existing facilities, as follows:
 - 1. Where up to a maximum of four pole relocations shall reduce the total number of poles on a public right-of-way; and
 - 2. Where individual pole relocations are required to accommodate the location of driveways, trees, hydrants, pathways, curbs, and gutters, curb returns, storm drains, sewers, and other overhead or underground utilities in the public right-of-way.
- H. Relocation of more than four consecutive poles in a line shall require approval of the council.
- I. All underground facilities shall be owned and maintained by the utility except as provided by the utility's rules on file with the Public Utilities Commission of the state.
- J. In all existing overhead areas, pole risers shall be owned and maintained by the utility except as provided by the utility's rules on file with the Public Utilities Commission of the state.
- K. The provisions of this section apply to new extensions of public or private utility distribution facilities for power and communication only and shall not prohibit the maintenance, repair, or alteration of overhead power and communication systems existing on August 24, 1965.

12.36.010 Adoption of water efficient landscape regulations.

Water efficient landscape regulations, dated December 8, 1992, and any amendments thereto, are hereby adopted by reference, as if fully set forth herein, including each and all of the regulations, provisions, penalties, conditions, and terms thereof. A copy is available at Los Altos City Hall for use and examination.

14.74.170 Common parking facilities.

Parking space requirements prescribed in this chapter may be satisfied by the permanent allocation of the required area or number of spaces for each permitted use in a common parking facility, cooperatively established and operated, either under private auspices or a public assessment district, which includes the site of any use permitted under this chapter, provided the total number of spaces allocated shall be not less than the sum of the individual requirements, and provided also that the parking facility shall be within three hundred (300) feet of the site of the permitted use, and further provided that the parking facility meets the

design standards set forth in this chapter. When off-site parking spaces are provided as prescribed, appropriate legal documents, as approved by the city attorney, shall be executed to insure permanent use of such spaces.

**MINUTES OF THE MEETING OF THE CITY COUNCIL OF THE CITY
OF LOS ALTOS, HELD ON TUESDAY, MARCH 25, 2014, BEGINNING
AT 7:00 P.M. AT LOS ALTOS CITY HALL, 1 NORTH SAN ANTONIO
ROAD, LOS ALTOS, CALIFORNIA**

ESTABLISH QUORUM

PRESENT: Mayor Satterlee, Mayor Pro Tem Pepper, Councilmembers Bruins, Carpenter and Fishpaw

ABSENT: None

PLEDGE OF ALLEGIANCE

Brownie Scouts Troop 60649 led the Pledge of Allegiance to the flag.

CLOSED SESSION ANNOUNCEMENT

1. Conference with Labor Negotiators
Pursuant to Government Code Section 54957.6(a)
Employee organization: Los Altos Peace Officers' Association
Unrepresented Employees
Agency designated representatives: J. Logan, Assistant City Manager
Joe Aguilar, Interim Finance Director
Rick Bolanos, Outside Legal Counsel
Marcia Somers, City Manager
Jolie Houston, City Attorney
2. Conference with Legal Counsel – Anticipated Litigation
Pursuant to Government Code Section 54956.9(d)(2) – One case

Mayor Satterlee reported that no action was taken during the Closed Session.

CHANGES TO THE ORDER OF THE AGENDA

There were no changes to the order of the agenda.

PUBLIC COMMENTS

Santa Clara County Librarian Nancy Howe introduced Judith Gregg as the new Los Altos Community Librarian.

CONSENT CALENDAR

Councilmember Fishpaw disclosed a financial conflict of interest with item number 3 (owns property within 500 feet of the proposed project area) and that he would be abstaining from voting on that item.

Action: Upon a motion by Mayor Pro Tem Pepper, seconded by Councilmember Carpenter, the Council unanimously approved the Consent Calendar, with Councilmember Fishpaw abstaining on item number 3, as follows:

1. Council Minutes

Approved the minutes of the March 11, 2014 regular meeting.

2. City Seal ordinance

Adopted Ordinance No. 2014-399, amending Chapter 1.08 of the Los Altos Municipal Code entitled City Seal.

3. New office building at 467 First Street – zoning map amendment

Adopted Ordinance No. 2014-400, amending Chapter 14.88 of Title 14 of the Los Altos Municipal Code pertaining to rezoning of two properties (Burger Town) and a portion of public alley right-of-way to Commercial Downtown/Multiple-Family (CD/R3).

4. AB 1799 (Gordon) – Land Use: Mitigation Lands

Authorized the City Manager to send a letter of support for AB 1799 Land use: Mitigation Lands.

DISCUSSION ITEMS

5. Public parking plaza reconfiguration

Senior Planner Dahl presented the report.

Public Comments

Los Altos resident Michael Abrams supported developing a policy but opposed requiring a developer to pay the full cost of undergrounding utilities.

Los Altos resident Jim Wing opposed redeveloping the parking plazas and encouraged Council to defer any action.

Los Altos resident Michael McTighe encouraged Council to evaluate where employees can park rather than restriping the parking plazas.

Los Altos resident Ron Packard stated that restriping the plazas could not be done immediately.

Councilmember Carpenter opposed developing a policy related to the reconfiguration of public parking plazas by private developers at this time.

Action: Upon a motion by Mayor Satterlee, seconded by Councilmember Fishpaw, the Council directed staff to develop a policy to be first reviewed by the Planning and Transportation Commission related to the reconfiguration of public parking plazas by private developers with the following conditions: 1) stalls must be 9' by 18'; 2) utilities must be undergrounded per the Los Altos Municipal Code; 3) improvements must be compliant with the Americans with Disabilities Act; 4) all costs are borne by the developer; 5) allocation of spaces will be "first come, first serve" and further study of how superfluous spaces are allocated to be conducted; 6) include process for maintaining or replacing landscaping within the plaza, including tree canopy; 7) head-in or angled spaces will be allowed; 8) the benefits of the parking spaces apply to an adjacent, proximate property owner; and 9) consider how the transitions between plazas will be managed, by a 4-1 vote with Councilmember Carpenter dissenting.

6. State Street Green

Public Information Coordinator Ray presented the report and Sandra Winter, PhD of the Stanford Prevention Research Center presented the results of a study conducted by the Center.

Public Comments

Los Altos resident Jim Wing encouraged the City to not close downtown streets and to consider other locations.

Los Altos residents Robin Abrams, Penny Iave and Maddy McBirney, and Michael McTighe, representing GreenTown Los Altos, supported exploring the installation of another pop-up park downtown.

Brooke Ray Smith, representing Passerelle Investment Company LLC., stated Passerelle would like to partner with the City again in hosting a pop-up park downtown.

Nancy Dunaway, representing the Los Altos Village Association, stated those businesses adjacent to the State Street Green were not accurately represented in those surveys conducted.

Councilmember Carpenter disclosed ex parte communications with Brooke Ray Smith. Councilmember Bruins disclosed ex parte communications with Brooke Ray Smith, John McBirney, Dianne Edmonds, Belinda Chung, Fred Sischka, Harry Price, Kamrin Knight Desmond, Paula Rini and Katie Stern.

Mayor Satterlee encouraged waiting until construction downtown was completed to evaluate if a permanent open space could be created.

Action: Motion made by Councilmember Fishpaw to direct staff to look at the feasibility of holding a temporary park installation at First, Second or Third Street between Main or State Street and the Central Parking Plaza, the Central Parking Plaza behind 367 and 371 State Street, and the Central Parking Plaza behind 169 State Street. The motion died for a lack of a second.

**MINUTES OF A REGULAR MEETING OF THE PLANNING AND
TRANSPORTATION COMMISSION OF THE CITY OF LOS ALTOS, HELD ON
THURSDAY, MAY 15, 2014, BEGINNING AT 7:00 P.M. AT LOS ALTOS CITY HALL,
ONE NORTH SAN ANTONIO ROAD, LOS ALTOS,
CALIFORNIA**

ESTABLISH QUORUM

PRESENT: Vice-Chair BODNER, Commissioners BAER, JUNAID, McTIGHE and LORELL
ABSENT: Chair MOISON and Commissioner BRESSACK
STAFF: Planning Services Manager KORNFIELD and Senior Planner DAHL

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR

These items will be considered by one motion unless any member of the Commission or audience wishes to remove an item for discussion. Any item removed from the Consent Calendar for discussion will be handled at the discretion of the Chair.

1. **Planning and Transportation Commission Minutes**
Recommendation to approve the minutes of the April 3, 2014 regular meeting.

MOTION by Commissioner BAER, seconded by Commissioner McTIGHE, to approve the minutes of the April 3, 2014 Planning and Transportation Commission regular meeting.
THE MOTION PASSED BY A 4-0-1 VOTE, WITH McTIGHE ABSTAINED.

DISCUSSION

2. **Election of Design Review Commission Chair and Vice-Chair**

Commissioner BAER nominated Vice-Chair BODNER as the new Planning and Transportation Commission Chair and Commissioner LORELL seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

Chair BODNER nominated Commissioner JUNAID as the new Planning and Transportation Commission Vice-Chair and Commissioner BAER seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

3. **Public Parking Plaza Reconfiguration Policy**
Consideration of a policy that would allow the reconfiguration of public parking plazas by private developers. *Project Planner: Dahl*

Senior Planner DAHL presented the staff report, provided a summary of the draft policy and noted that the City Council was seeking input and a recommendation from the Commission

Five members of the public provided comments:

- Chris Hlavka, speaking as a citizen and a representative of the BPAC (Bicycle and Pedestrian Advisory Commission), noted that private improvements to public property could interfere with future City projects (e.g., residential streets) and raised a concern about the removal of landscaping and mature trees.
- Architect Bill Maston presented a letter, provided an overview of a parking lot restriping project in Mountain View and noted that since this policy would only be a short term solution, it should not include requirements to underground utilities and comply with stormwater requirements and should allow for 8.5-foot wide stalls.
- Downtown property owner Kim Cranston presented a letter and spoke in support of the policy, but said the City should allow narrower stalls; nine feet in width was too restrictive and many other cities allowed for narrower stalls (8.5-foot widths).
- Resident Jim Wing stated that the City should put more specifics into the policy because maximizing the plaza parking would result in more congestion because perpendicular stalls slow circulation and disrupt turnover; that overhead utilities are the backbone of Downtown and requiring undergrounding could have unintended consequences; and that the California Vehicle Code recommends parking spaces to be nine feet by 18 feet in size.
- Downtown property owner Ted Sorensen stated that he agreed with Kim Cranston and Bill Maston and noted that the policy should allow projects within 300 feet of a plaza to use parking credits, that parking stalls should be allowed to be 8.5 feet wide and that perpendicular spaces should be allowed to have a backup area of 24 feet. He also shared his intent to submit a proposal to restripe of public plaza and noted that restriping proposals should be processed concurrently with development applications.

The Commission debated the merits of the draft policy - is allowing private developers to restripe plazas was necessary and/or desirable; should public parking stalls be narrower than nine feet; what is the overarching goal that the policy seeks to achieve; should developers be required to underground utilities and comply with stormwater requirements and should developers be allowed to profit from selling excess parking credits.

Following the discussion, the Commission provided the following input and comments on the draft policy:

- The policy should be consistent with the Zoning Code parking requirements for parking stall width, but not mandate a nine-foot width.
- Undergrounding utilities should be per LAMC Section 13.20.160.
- Reconfiguration proposals should make all feasible efforts to maintain existing circulation patterns and functions (vehicle flow, loading areas adjacent to plaza, pedestrian paths, etc.).

- All signage in the subject plaza shall be maintained and/or replaced consistent with the City's Wayfinding Sign Program.
- Plaza design features, such as street tree placement, lighting, landscaping species and hardscape elements should be consistent with City standards for Downtown public improvements.
- The developer should be appropriately compensated for excess parking created beyond what is necessary for their project.
- Projects may use newly created parking in plazas within 300 feet of their property.

A majority of the Commission (three of five commissioners) supported the ability of any property within the parking district to be able to use parking credits in any of the plazas to meet their required parking.

NO MOTION

COMMISSIONER'S REPORTS AND COMMENTS

Commissioner McTIGHE reported on the last City Council meeting he attended on March 25, 2014 regarding the discussions on the Public Parking Plaza Reconfiguration Policy and State Street Green. He further commented on the 2014 Planning Commissioner's Academy he attended from March 26-28, 2014. Commissioner BAER reported on the May 13, 2014 City Council meeting he attended regarding Project Photosimulations, Building Story-Poles, and more prominent notices; and the City Council's Tour of Downtown Development Projects that will take place in September.

POTENTIAL FUTURE AGENDA ITEMS

None.

ADJOURNMENT

Chair BODNER adjourned the meeting at 9:41 P.M.

David Kornfield, AICP
Planning Services Manager

Zach Dahl

From: Yvonne Dupont on behalf of Planning (FAX)
Sent: Thursday, May 29, 2014 8:12 AM
To: Zach Dahl
Subject: FW: parking plazas

Importance: High



From: Pat Marriott [<mailto:patmarriott@sbcglobal.net>]
Sent: Wednesday, May 28, 2014 8:01 PM
To: City Council; Planning (FAX)
Cc: Zach Dahl
Subject: parking plazas

Council Members and Commissioners,

Today's Crier reports that "The commission suggested tying parking-space dimensions specifically to city code requirements at the time of the project, instead of requiring a standard dimension of 9 feet wide by 18 feet long."

Given the number of oversized vehicles and bad parking practices frequently exhibited in the plazas, please do not change the directive you gave staff at the March 25th meeting: "Retain the standard parking space size – 9 feet wide by 18 feet long."

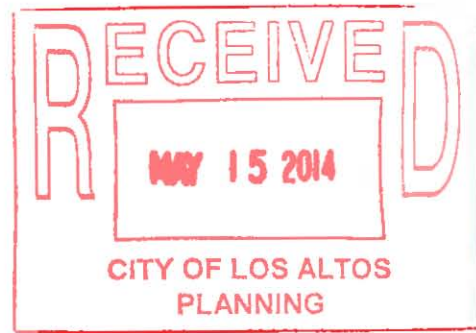
Thank you,
Pat Marriott Oakhurst Ave. Los Altos

May 15, 2014

From: Los Altos Property Owners Downtown

To: Los Altos Planning and Transportation Commission

Re: Public Parking Plaza Reconfiguration Policy



Dear Commissioners:

Los Altos Property Owners Downtown (LAPOD) is generally supportive of the Public Parking Plaza Reconfiguration Policy that you are considering tonight.

However, we have concerns about the following three items included in the Reconfiguration of Public Parking by Developers framework proposed by the City Council at the March 25, 2014 meeting, which are reflected in the policy recommended by staff.

1. "Stalls must be nine feet wide by 18 feet in depth."

The nine-foot width figure appears to have been based to some extent on information from staff that 9 feet is a standard used by the City, other cities, and others, including Stanford and Safeway. However, this is not the case:

- The City's plazas currently have parking stalls that vary between 7, 7.5, 8, 8.5, 9 and 9.5 feet in width (it appears that some of the smaller width parking stalls in the City's parking plazas resulted from the City restriping plazas in the 1980s).
- The following neighboring cities all provide for 8.5 foot wide parking stalls: **Belmont, Los Gatos, Menlo Park, Mountain View, Palo Alto, Redwood City, San Carlos**. These other neighboring cities provide for parking stall widths of 8.5 feet and less: **Burlingame, Sunnyvale and Walnut Creek**. We have been unable to find any cities on the peninsula, other than Los Altos, that required 9 foot wide stalls (even though, as noted above, Los Altos stalls range from 7 to 9.5 feet in width).
- Stanford Shopping Center and Safeway both have parking stalls that are 8.5 feet in width. The Stanford Shopping Center outdoor parking plazas have 8.5 foot wide stalls and the Stanford Shopping Center garage has 8.5 and 9 foot wide stalls. Also, while the Safeway in Mountain View has 9-foot wide stalls, Safeway in Menlo Park has 8.5 foot wide stalls (we understand that the reason some shopping centers, such as Safeway, have 9 foot wide stalls is to allow space for shopping carts to move between cars; obviously, this reason should not be considered in determining the width of parking stalls in the Los Altos Plazas).

Requiring that all stalls resulting from reconfiguration be 9 feet in width would presumably serve to actually reduce the number of net new spaces attainable by restriping because of the elimination of the many stalls that are currently less than 9 feet in width. Why should a reconfiguration of public parking by developers result in the loss of parking stalls less than 9 feet in width in the plazas, such as "compact" parking spaces, which, for example, make more spaces available for the "white dot" program? In this regard, the city should determine if keeping different stall widths would serve to increase the number of net new stalls that would result from restriping from the 76 new stalls projected in the Parking Management Plan. Further, we understand that two recent best practices in some cities, which we encourage Los Altos to investigate and consider employing, include (1) providing "Family Spaces" for large vehicles, with larger (perhaps 9.5 or 10 foot) widths and signage similar to that for Disabled Parking stalls and (2) making all parking stalls a uniform width of 8.5 feet so people in the region become accustomed to a standard parking experience wherever they go.

We think it is also important for the City to consider double striping parking stalls so that they are, for example, 8.5 feet in width and with stripes that are only 16 feet in length – we understand this approach has the psychological impact of encouraging people to park cars in the center and toward the front of parking spaces (the City has already double-striped most of the parking stalls in the parking plazas). We also encourage the City to examine the aisle width it is considering using – the drawings accompanying the proposed policy depict some 26 foot wide aisles, which we understand are too wide and will result in the unnecessary loss of valuable space as the standard aisle

3. “Overhead utilities must be undergrounded per the Los Altos Municipal Code” and “4. All costs are borne by the developer.”

While we understand the City’s desire to have a developer pay for as much of the costs of reconfiguring public parking as possible, we feel it is better for the city to be able to determine allocation of costs, including undergrounding of utilities, on a case-by-case basis to avoid some possible undesired negative financial results. For example, as we understand it the city’s parking plazas were created in the late 1950s, and will require significant maintenance in the next 15 to 20 years. Further, we understand the trees in the plazas can be expected to live approximately 70 years and will need replacement in the next 15 to 20 years. If the City takes the approach that costs of any reconfiguration of the plazas must be “borne by the developer”, the city may lose opportunities to share some of the plaza maintenance costs it will otherwise have to pay entirely by itself in the near future as well as discourage development that could provide more “feet on the street”. We feel it would be better for the city to have flexibility to allocate costs on a case-by-case basis to optimize city finances.

Because of these concerns, we generally support the proposed Public Parking Plaza Reconfiguration Policy but oppose the following elements of the draft policy proposal:

“Development Standards:

1. All parking spaces shall conform to the City’s standard parking stall dimension of nine feet wide...”

We recommend that instead the city determine what mix of stall widths makes the most sense for the mix of people who will be parking in any particular plaza -- customers closer to businesses, families with larger vehicles, and merchants and their employees near the outer edges of the plazas -- and design the policy to provide for that mix of parking spaces.

“Parking Stall Allocation

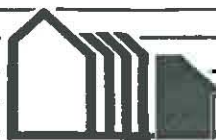
2. If there are any parking spaces created above and beyond what the developer needs to meet their projected parking demand, the surplus parking may be allocated to a nearby property per approval by the City Council.
3. In order for a development to use this policy to develop new parking spaces in a plaza, the property shall be directly adjacent to the subject plaza -- either shared frontage along the plaza or be located across a street or alley from the plaza.”

We recommend instead that the policy provide:

2. If there are any parking spaces created above and beyond what the developer needs to meet their project parking demand, the surplus parking may be allocated to any other property in the district per approval by the City Council.
3. In order for a development to use this policy to develop new parking spaces in a plaza, the property shall be in the parking district.”

We think the City should also include as part of this policy:

1. A financing mechanism that would, among other things, provide that if a developer utilizing the reconfiguration policy creates additional parking stalls in excess of what their development requires, when a subsequent development wants to utilize some of the excess parking stalls the first developer is compensated.



William Maston

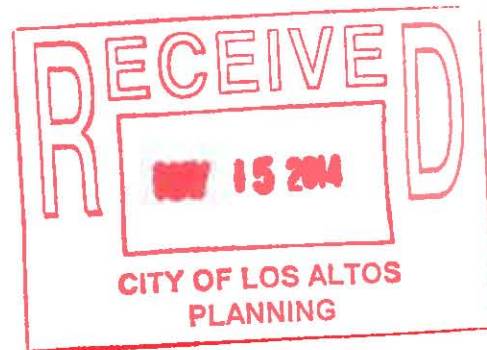
ARCHITECT & ASSOCIATES

Los Altos – Planning Commission & Transportation Commission

May 13, 2014

RE: Proposed Restriping Program

Dear Planning Commissioners,



As part of your review of the proposed restriping program, please consider the following:

1. Any Restriping Program should be considered in context of the short-term, medium-term, and long-term goals of providing additional parking in downtown Los Altos. Assuming that the Restriping Program would be considered an interim solution until an updated downtown master plan and potential new parking structure could be built, any restriping should look at the cost benefits of the new parking spaces created.
2. Any Restriping Program can easily be accomplished as part of a maintenance program rather than a capital improvement. It should be as simple as slurry coating the existing asphalt areas and then restriping them. There is no need to require removal of existing asphalt and replacement of utilities, subgrade, asphalt, etc.
3. The current traffic study suggests significant capital improvements including undergrounding of utilities, storm-water management, landscaping, lighting. These capital improvements are not necessary for increasing our available parking supply and should be addressed separately.
4. The interim parking Restriping Program should also take advantage of compact and full-size parking to better reflect the types of cars used today which will also help increase the available parking supply. New parking space dimensions should not be limited to 9' in width for full size cars. Los Altos currently uses a variety of parking space widths throughout the downtown. Standard width could be reduced to 8.5' or smaller without compromising usability of the parking lots.

Best,

Bill Maston

From: James Wing <jameswing@msn.com>
Sent: Friday, May 09, 2014 1:34 PM
To: James Walgren
Cc: Zach Dahl; David Kornfield; Marcia Somers
Subject: Plaza Parking Reconfiguration



Planning and Transportation Chair Moison,

Subject: PTC 5-15-14 Meeting Agenda Item 3, Plaza Parking Reconfiguration Guidelines

These guidelines need to be objective in describing all unique parking plaza requirements so that developers know what is required to reconfigure. Guidelines must provide design requirements for all plaza parking reconfiguration questions. Staff has a good start in preparing draft guidelines. In my opinion draft guidelines are not complete and I recommend you request staff to provide complete requirements on the following:

- A. Municipal Code Chapter 12.68 is written for residential and does not provide direction for plaza electrical power pole [poles] relocation and undergrounding impact on electrical power line landings of adjacent buildings. *- 13.20.160 pole reloc.*
- B. Guidelines do not provide a map of allowable parking reconfiguration zones in current plazas. Plaza North and South have outer edge alley that should be exempt, Main and State stores have rear entrance for delivery truck loading, and Plaza 1 has alley access from San Antonio.
- C. Development Standard 5 asks for "feasible efforts to maintain existing vehicle flow patterns". This is a subjective term and should be more objective with map that shows mandatory circulation routes.
- D. Parking Stall Allocation 3 implies that properties such as 86 and 240 Third that were not part of original Plaza agreement could have used reconfiguration instead of providing on-site parking. Building at 170 State owns most of plaza 9 and may not be eligible for parking reconfiguration. Address of all eligible properties should be listed in guidelines.
- E. Guidelines for electric car and bicycle parking are required
- F. Guidelines for solar power as option for trees is required
- G. Exempt Plaza 4, 5 & 6 from any reconfiguration due to narrow width.

Our existing plazas are very well designed to accommodate short term shoppers. Parking stalls are diagonal to provide quick entrance and exit that minimizes "within plaza" circulation congestion. Many residents are concerned about recent San Antonio Streetscape circulation changes to Plaza 1 that have increased "within plaza" congestion. Each of the three sets of plaza systems provide direct traffic circulation between adjacent plazas that allows drivers easy transition to adjacent plaza when one is full or get closer to store of choice. All stores along Main and State have rear doors for curbside delivery truck loading and trash pick-up. Many have both front and rear store entrance and we have six paseos for mid-block parking access. All trees are mature with great canopies that keep cars cool and are symbolic of Los Altos character. We have a very good parking plaza design that gives our downtown an "ease of parking" competitive advantage over other shopping districts. This advantage fits well with our small store business models.

Council noted importance of undergrounding plaza utilities and that it will be done at developer's expense. Parking reconfiguration almost always requires relocation of power poles and each plaza has two or more poles with a total of 28 power poles and 43 transformers. Most poles provide service to three or more properties. A pole relocation of more than 15 feet will require undergrounding of utilities to adjacent buildings and that will necessitate changing electrical power landing control box from top entrance to bottom entrance plus bring control box up to current code. Many buildings along alleys running out of plaza area receive electrical power

from plazas and some alleys supply main electrical power to plazas. Packard Foundation was only able to do half of planned utility undergrounding due to transformer location, adjacent building power landings, and PG&E delays. Guidelines must provide how details on electrical power distribution changes will be made and require developer to pay for change if he chooses to relocate poles.

A map is needed to understand boundaries of our parking plaza eligible for reconfiguration. Map should also show delivery and waste truck circulation within / between plazas. Both Second and Third streets are very narrow and many trucks will block traffic if they have to jog to enter adjacent plaza. Going straight across to adjacent plaza then to wide First, Edith, San Antonio is the proper route. Outer edge alley's need to be exempt from reconfiguration and defined on map because some have circulation across plaza parking. Plaza 9 ownership by 170 State, Plaza 10 Well Fargo access, Plaza 6 Bank of West access / Citi ownership, business on-site parking in Central Plaza, business frontage on Plazas [1, 2, 4, 5, 7, 8, 9, 10] and paseo exits needs to be detailed on map. Once you see a map of Central Plaza and understand electrical power distribution / service truck access, I do not understand how any parking reconfiguration can be done. Guidelines need to exempt Plaza 4, 5, and 6 from reconfiguration.

Thank You for your consideration!

Jim Wing, Milverton Road, Los Altos, CA.

MEMORANDUM

TO: Marcia Somers, City Manager
City Council

DATE: March 24, 2014

SUBJECT: Issues surrounding the development of a Policy for landowner use of City-Owned Parking Plazas for the development of new parking for the purpose of fulfilling parking requirements in future developments within the parking district.



BACKGROUND:

In the mid 1950's, a number of local landowners petitioned the City Council to create an Assessment District covering the areas generally circumscribed by Edith and First Street (North and South) and by the outer bounds of the parking plazas. Most property owners participated and either donated portions of their existing properties that were currently used for parking or other uses or cash. For others, bonds were sold and, over the next 25 years or so, the bonds were retired. The City collected tax payments and made payments on the bonds. Once the bonds were paid, assessments were no longer made. The Assessment District has been dormant since.

In order to limit demand on the parking plazas, changes were made to the parking requirements for new development downtown and the last office building within the plaza district was constructed at 4 Main which was completed about 1987. An office building was approved at 45 Main Street but, ultimately, that project was abandoned and the hotel, currently under construction, replaced the proposed office building. The retail component downtown faces many challenges of competition both at the new Village at San Antonio and Downtown Mountain View and California Ave. in Palo Alto.

The best way to support retail is to create development rules and regulations that encourage development of office buildings in the downtown. Such development will provide a captive audience of new support for the existing shops and restaurants downtown.

With parking limited, and a potential garage still years away, it is important that a close look be taken at developing a program that will permit immediate increases in parking supply nearby any proposed new development.

The CDM Smith parking report, after careful study, concluded that a restriping program did not offer a sufficient yield to make investment in a restriping program cost effective when compared to a new parking garage, except in Plaza 10. Nevertheless, some landowners have proposed alternative layouts to what CDM Smith proposed that promise higher yields in the other plazas and, in an effort to be open to other development in the Plaza District before a garage can be constructed, it is important to adopt a policy that will permit property owners the option of proposing new parking in the plazas in order to remove that impediment to new office development downtown.

SHORT, MEDIUM AND LONG TERM PARKING STRATEGIES.

As part of solving our long term parking problems it is important to develop short and medium strategies as well as long term strategies to provide downtown parking needs. The city has recently started addressing short term options by implementing better code enforcement, creating better signage and updating the white dot parking permit program for long term all day parking and employee parking.

The next step is to develop and implement a restriping program to make more efficient use of the existing parking plazas where that makes sense. In some cases restriping can be as simple as a slurry coat and new striping of the parking lot as part of a maintenance program. In others, it might require more extensive improvements including new pavement, lighting, landscaping, undergrounding utilities, planting new trees, etc.

The third phase would be to build a new parking structure or other creative solution in conjunction with property owners while maintaining the parking we already have.

DISCUSSION

This document is designed to develop a general approach that allows landowners to move forward with development within the plaza district should they elect to do so. Policies that need to be adopted include:

1. **Layout.** The most efficient parking layout is "head in" parking. Should we permit the restriping of our plazas to allow for head in parking?
2. **Stall dimensions.** Current dimensions for head in parking are 9' X 18'. Should we consider allowing 8½' stalls? It should be noted that all surrounding communities have gone to 8½' parking dimensions.
3. **Proximity.** Landowners will want to develop stalls in the adjacent plaza. But, what if that plaza has already been restriped? What if the proposed development requires more parking than is available by restriping the adjacent plaza? Should they be allowed to develop stalls in a non-adjacent but proximate plaza within XX feet of the proposed development, or anywhere in the Plaza District?
4. **Allocation.** How do we allocate the available new parking stalls among property owners in the plaza system? Is it "first come, first served" or is some other allocation method appropriate?
5. **Lighting.** What new lighting standards should be applied? How about those used in Plaza 3?
6. **Landscaping.** Can we use the landscaping standards applied in Plaza 3?
7. **Utilities.** If a plaza is to be restriped, should all adjacent utilities be undergrounded? If so, who will pay for the undergrounding?
8. **Trees.** It is most efficient if all trees are removed and new trees planted. Our parking lot trees are now approximately 60 years old and are likely to require replacement over the next 10-20 years. Many trees in a restriped plaza may be preserved and replaced at a later date when the new trees have grown and provided new cover for the plaza.

9. **Storm Water Pollution Prevention Plan.** For the maintenance completed on Plaza 3, the staff concluded that it was not necessary to comply with this program. If the City were to perform maintenance on the plazas, would they reach the same conclusion? Is restriping maintenance (not requiring SWPPP compliance)? Is it part of a new construction project? If SWPPP compliance is a goal, who will pay for it?
10. **Handicap Stalls.** Do we maintain our current supply of Handicap Stalls, or do we increase the supply?
11. **On-Street Parking.** Can we allow additional credit for on-street stalls that are created as a result of the re-striping of a plaza?
12. **Excess Stalls.** Since a landowner may generate more stalls than a proposed project requires, what happens to those excess stalls?
13. **Properties within the Plaza Zone that are non-participants.** Large segments of Plaza 9 are not owned by the City. The largest non-participant property owners are some of the properties adjacent to Plaza 9. Should these property owners and the City adopt a specific arrangement with respect to any development in Plaza 9? Other property owners within the Plaza District such as the Costume Bank and the Masonic Hall will require a special arrangement to redevelop their properties.
14. **Process.** Staff desires direction on the issue of how much detail must a property owner provide in order to advance a proposed restriping program.
 - a. Plan Drawing.
 - b. Undergrounding of utilities.
 - c. Should NPDES Compliance (SWPPP) be required? If so, when is the detailed plan required?
 - d. How detailed does the landscape plan need to be?
 - e. Peer review of proposed plans. (Plaza 10 was already reviewed.)

PROPOSED POLICY

The policy proposed below is designed to be a complete policy that will permit the Staff to work with a landowner or developer to solve the parking supply issue for proposed developments within the parking district.

1. **Layout.** Head in parking is allowed.
2. **Stall dimensions.** The back rows of the plazas currently are 7 ½' stalls. Should we permit 8½' stalls in long term parking and in the all-day stalls (white dot stalls); 9' stalls elsewhere. In a restriping, those 7 ½' stalls would be eliminated.
3. **Proximity.** Landowners should restripe the closest feasible parking area to their own development. For plazas 4, 5 and 6, re-striping may generate too few stalls to merit a restriping effort. We should keep in mind that the Plaza System is a System and there are numerous methods for re-arranging stall usage within the system. Generally, a stall created in any plaza, due to an approved restriping plan will be allowed a credit. No credit will be allowed for converting loading zones to parking.
4. **Allocation.** How do we allocate the potential stalls among developers? The only viable methodology is a "first come, first served" policy. Part of this strategy is to encourage early redevelopment to achieve density goals. A scarce resource will generate more interest in development proposals.

5. **Lighting.** Lighting standards should be the same standards as are used in the downtown zone generally on State and Main.
6. **Landscaping.** We should use the same landscaping standards that were used in Plaza 3.
7. **Utilities.** Undergrounding utilities is an important downtown goal. The best opportunity to underground utilities is when a plaza is being re-striped. These utilities should be undergrounded at that time and it can be paid for out of the City's parking or other funds.
8. **Trees.** Trees should be preserved, where feasible. The landowner should receive credit for the stall where the old tree resides and, as the new foliage grows out, the City can remove the old tree and allow parking in that spot when the time is right.
9. **Storm Water Pollution Prevention Plan.** Since it is a goal of the City to upgrade the plazas, a developer should be asked to work to the same standards as those that the City requires of itself.
10. **Handicap Stalls.** Handicap stall allocations should be adjusted to current standards.
11. **Excess Stalls.** If a landowner generates excess stalls, that landowner can receive a refund when another developer uses the excess. The amount should be based on actual costs, plus an appropriate index. A Landowner/developer loses this right after 10 years (and the asset becomes a City asset).
12. **On-Street Parking.** Closing of curb cuts should be credited to a proposed new development. Our policy should be to encourage closing of curb cuts. This is a good way to further that policy.
13. **Properties within the Plaza Zone that are non-participants.** This policy should not apply to properties that are not within the District.
14. **Process.** The process should be to include plan level documentation only. No construction and engineering details required for (i) undergrounding utilities, (ii) SWPPP compliance, (iii) landscape and lighting plans; (iv) peer review is not required (comments from the City Engineer will be sufficient and should be compared to similar parking layouts that are already in existence).

ADDITIONAL BENEFITS

This is an opportunity for the City to achieve some additional benefits including the following:

1. Improved traffic circulation;
2. Improved lighting;
3. Improved security;
4. Improved handicap accessibility;
5. Undergrounding of utilities;
6. Re-surfacing resolves current maintenance issues;
7. Added bike racks;
8. Improved trees;
9. Improved irrigation of plants and trees;
10. Eliminates compact and other substandard stalls in the plaza system;
11. Eliminates traffic blocks due to short-term deliveries and passenger unloading;
12. Improves safety for pedestrians and autos.

CONCLUSION

Parking requirements introduced in the late 1980's have effectively eliminated development within the Parking Plaza District for nearly 3 decades. The only new development is the Hotel on the vacant lot at 1 Main Street, where the parking requirement was reduced. Implementation of a program that allows property owners to develop new stalls within the parking plaza district might open the door to development in the Parking plaza district and provide needed "feet on the street" to support local merchants and restaurants.

Zach Dahl

From: James Wing [jameswing@msn.com]
Sent: Friday, March 21, 2014 5:40 PM
To: Zach Dahl
Cc: James Walgren; Jim Gustafson; Marcia Somers
Subject: Parking Plaza

Los Altos Mayor Satterlee,

Subject: Council 3/25/14 Meeting Agenda Item 5, Public Parking Plaza Reconfigurations

I feel reconfiguration of our existing parking plazas will have a negative impact on Los Altos as a desirable destination for shopping. It is difficult for most of us to park in perpendicular 9 feet wide by 18 feet long parking spaces and we will think of "easier to park" shopping destinations. Already many of my neighbors do not shop at new Safeway at El Camino / San Antonio because of ground level 9 X 18 perpendicular parking. They also avoid Rancho for the same reason. Our new First Street Safeway will have 9 X 18 perpendicular parking and we will soon learn if parking difficulty has negative impact their business model. It would be wise to withhold decision on plaza reconfiguration until reaction to Safeway is known. Data on how many drivers use Safeway 90 minute public parking will also be helpful in making a decision.

Undergrounding of plaza electrical power distribution utilities will reduce parking spaces because of need for several new underground transformer vaults. When First Street underground utilities were done, vaults eliminated 3 plaza parking spaces [2 in Plaza 3, 1 in Plaza 7]. Packard Foundation could not find space for vaults and kept transformers on poles. I am not sure consultant factored underground utilities parking loss.

We in Los Altos love our trees! Our downtown trees play a major role in making Los Altos a desirable destination for shopping. Trees give our parking plazas a warm welcome feel and offer shade on a warm afternoon so you do not have to get into a hot car. Los Altos is unique in having parking plazas with trees. Trees are our selling point differentiator when people think of where to go for shopping and eating. If trees are removed for plaza reconfiguration Los Altos will lose some of its desirability.

If I worked in our downtown, I would park on Lincoln in one of the 142 diagonal 10 X 18 spaces that are always vacant on weekdays. Lincoln has 81 spaces along Foothill and 61 on church side. Lincoln has great car access to Foothill and short walk to downtown is great exercise. This is a parking resource for downtown employees that should be utilized to minimize employee parking in plazas.

Thank you for your consideration.

Jim Wing, Milverton Road, Los Altos, CA



3/24/2014

Zach Dahl

From: Pat Marriott [patmarriott@sbcglobal.net]
Sent: Friday, March 21, 2014 5:10 PM
To: City Council
Cc: Planning (FAX); Zach Dahl
Subject: Parking Plaza Reconfiguration

Council Members:

Re Item 5 on March 25th agenda for March 25:

Public parking plaza reconfigurations (Z. Dahl)

Recommendation to consider guidelines of a policy related to the reconfiguration of public parking plazas by private developers, and direct staff accordingly

http://los-altos.granicus.com/MetaViewer.php?view_id=4&event_id=132&meta_id=37353

I don't know how bad parking is downtown. I've never had a problem finding a place on the street or in one of the lots, other than when there's a special event going on.

I'm opposed to *"the loss of a significant number of mature shade trees and ... a different, tighter overall layout."*

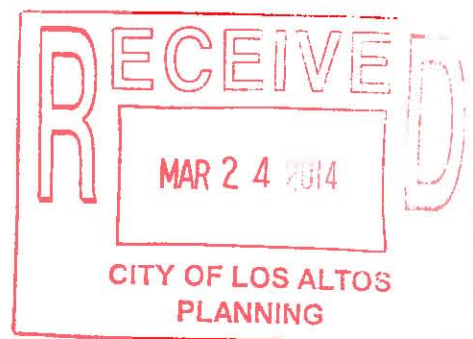
Keep the trees! Mature trees are important for the shade they provide (keeping our cars from heating up while parked), the ambiance of downtown, and for the environment (an acre of trees absorbs enough CO2 over one year to equal the amount produced by driving a car 26,000 miles).

I'm opposed to restriping if it will result in narrow spaces. There are an awful lot of large SUVs and trucks throughout the area. Even now, I'm afraid to park in a spot between 2 SUVs because I can barely get out of my car. And many drivers take up two spaces to avoid getting their cars dinged. Be realistic! Until everyone drives a compact or a pod car, smaller spaces are not going to work.

Don't give away – or sell! – public parking to developers. If they can't provide underground parking or surface parking on their own land, deny the permit.

Thank you,

Pat Marriott Oakhurst Ave. Los Altos



3/24/2014

Zach Dahl

From: Yvonne Dupont on behalf of Planning (FAX)
Sent: Monday, March 24, 2014 1:44 PM
To: Zach Dahl
Subject: FW: Parking reconfiguration
Importance: High

From: Tom Ferry [mailto:tomferry1@gmail.com]
Sent: Monday, March 24, 2014 11:20 AM
To: City Council
Cc: Planning (FAX)
Subject: Parking reconfiguration

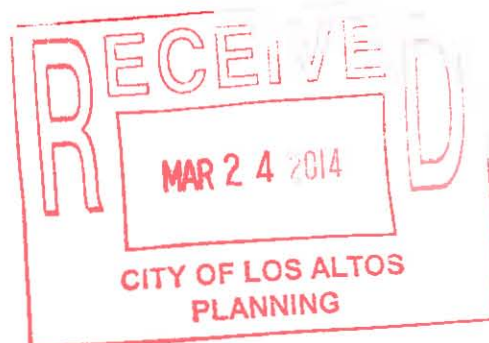
Dear Council Members,

With respect to the 'Public parking plaza reconfigurations' (http://los-altos.granicus.com/MetaViewer.php?view_id=4&event_id=132&meta_id=37353), my opinion is that re-striping spaces to a smaller size is a false solution and should not be considered.

Though this solution has been a popular trend in the last 15-20 years, it clearly does not work. The smaller size spaces do not practically enable more parking - it only encourages cars to occupy two spaces, creates hard-to-navigate lots, and creates tremendous business for auto body repair shops to fix door dings. The negative effects of removing trees (less shade, aesthetics, less CO2 consumption,...) is another huge strike against re-striping.

If more parking is needed, please build more parking lots and/or structures. It would be nice if our community was moving towards driving smaller vehicles which would make smaller spaces practical, but that clearly is not happening in Los Altos.

Thank you,
Tom Ferry
1055 Rosemont Ave.



3/24/2014

Zach Dahl

From: Marcia Somers
Sent: Monday, March 24, 2014 4:22 PM
To: Zach Dahl
Cc: James Walgren; David Kornfield
Subject: FW: Downtown parking garage

FYI.

From: K. Gabrielle Tiemann [mailto:kgabrielle@gmail.com]
Sent: Monday, March 24, 2014 4:10 PM
To: City Council
Subject: Downtown parking garage

Since I won't be able to attend tomorrow's city council meeting, here is my input on this subject. As a downtown resident for the past 8 years I have seen many changes in the downtown corridor. Most of them very positive and keeping with the changing demographics. I respectfully request you put this project on the back burner until the construction on first street is completely finished. Since I walk the downtown corridor everyday I have seen an increase of people using bikes to come downtown. Just today there was a family of four that had a most unique bike that accommodated mom, dad and two young children, and it only had 2 wheels.

I have no problem with a one story garage that has underground parking and compliments the surrounding area.

Also you may read the current issue of vanity fair, pages 158 through 187 which describes Los Altos in a most unique way. It is an article on Sergey Brin, but it starts out describing us as a town dotted with trees and apricot orchards and goes on from there to describe most of our doentown. Worth reading, I would forward it to you but the vanity fair website does not seem designed to share articles for free. Respectfully submitted,

K. Gabrielle Tiemann
W. Edith Ave. Los Altos

Don't let what you cannot do interfere with what you can do. (John Wooden)



Scott Atkinson
Atkinson Management
Four Main Street, Suite 240
Los Altos, CA 94022

August 20, 2014

Re: Plaza Reconfiguration Agenda Item
City Council Meeting of 8-26-2014

Dear Los Altos City Council,

Having received a notice from the City of this agenda item regarding reconfiguration of the parking plazas, and having been the manager of the building at 4 Main Street for over 15 years, I would like to share some thoughts.

First, it should be remembered that the parking plazas were developed in large part to provide adequate parking *throughout* the village. The zoning laws were passed in an effort to maintain that adequate parking. Various studies on the plaza utilization have showed that some plazas are far more heavily utilized than others. That is particularly the case for plaza 10, which is often at full capacity. Any development that is outside the normal zoning in terms of parking would create a *pressure point* on the zone around that development, which should be resolved there, not on a plaza far away that may not already be at the same heavy use.

Assuming that the draft policy you will be receiving is the same as the staff presented to the Planning and Transportation Commission, I fully support it and the 9 points contained in the motion passed by the Council during its March 25, 2014 meeting. The only slight modification I would recommend is to reconsider that parking stalls be *diagonal only* and not head-in. Diagonal stalls are far more convenient to the drivers, easier to navigate, result in less dings, and are consistent with Main Street; also backing out is less complex, and it is easier to view oncoming cars.

As to stall width, some claim that Los Altos is the only community on the Peninsula that has a standard of 9 foot widths. Saratoga, however, is another town that is upscale and has a smaller downtown that is not on El Camino. It has a 9.5 foot standard, per the attached from its zoning code. I have parked in Los Altos plazas for many years, and am not aware of ever having received a car ding. I cannot say the same for many of the other neighboring communities that have smaller widths. Years ago the City of Los Altos experimented with narrower parking stalls for compact cars. Apparently there were so many complaints that the zoning was discontinued. The fact that the City did not spend the money to restripe those sub-standard stalls should not now be used to cloud the fact that the City has a 9 foot standard.

The historic parking district was developed to provide adequate parking throughout the core downtown. If a proposed development exceeds the square footage for which that area of the the parking district can provide, the zoning rules require that the development provide *on-site* parking. Such a requirement is not a "balkanization" (a pejorative word used by some and not appropriate here) of the parking district, but an effort to maintain a balanced *distribution* of available parking spaces. Indeed, with the requirements imposed by the Council's original motion, the additional parking would be provided where the need is created. This is the most sensible approach. It would also reduce the traffic circulation and waste generated when parking is not created at, or very near, the location of the need created by a developer.

Some have suggested that the City needs to make the reconfiguration policy more financially favorable to developers since they cannot otherwise profitably develop their properties. This need, however, may not be correct as indicated on the one-page attachment which was part of the complaint recently filed against the Sorensens. It was page 9 of the prospectus they used to obtain investors and states that a single story project could have been built subject to current zoning and *still* have generated a profit of \$2.5 million on a \$2.8 million investment.

Let's protect our wonderful parking plazas, and not allow them to be destroyed by developers who may be far more interested in profits than the convenience of our residents, shoppers, and the beauty of our downtown. As the elected guardians of our community, please preserve the good standards and principles that prior Councils and citizens created.

Sincerely,

Scott C. Atkinson

Attachments (2)

Saratoga, California, Code of Ordinances >> Chapter 15 - ZONING REGULATIONS >> **Article 15-35
OFF-STREET PARKING AND LOADING FACILITIES >>**

Article 15-35 OFF-STREET PARKING AND LOADING FACILITIES

Sections:

- 15-35.010 Purposes of Article.
- 15-35.020 General requirements and regulations for off-street parking spaces.
- 15-35.030 Schedule of off-street parking spaces.
- 15-35.035 Parking ratios for off-street parking and loading facilities.
- 15-35.040 Design standards for off-street parking facilities.
- 15-35.045 Schedule of bicycle parking.
- 15-35.050 General requirements and regulations for off-street loading spaces.
- 15-35.060 Schedule of off-street loading spaces.
- 15-35.070 Design standards for off-street loading facilities.
- 15-35.080 Reduction of off-street parking or loading facilities.
- 15-35.090 Off-street parking and loading facilities to serve one site.
- 15-35.100 Designation of off-street parking and loading facilities.
- 15-35.110 Use for advertising prohibited.

15-35.010 Purposes of Article.

In order to alleviate or prevent traffic congestion and shortage of curb spaces, off-street parking and loading facilities shall be provided as required by this Article. The number of parking spaces and the number of loading berths prescribed in this Article, or to be prescribed by the Planning Commission, shall be in proportion to the need for such facilities created by the particular type of use. Off-street parking and loading areas shall be laid out in a manner to ensure their usefulness, protect the public safety and, where appropriate, insulate surrounding land uses from their impact.

15-35.020 General requirements and regulations for off-street parking spaces.

- (a) **Off-street parking requirements:** At the time of initial occupancy of a site or structure or at the time of an alteration or enlargement of a site or structure, there shall be provided off-street parking spaces for automobiles in accord with the schedule of off-street parking space requirements for the type and extent of use at the site or structure as prescribed in Section 15-35.030. For the purposes of this Section, the term "alteration or enlargement" shall mean a change of use or an addition which would increase the number of parking spaces required above the total number required prior to such change or addition.
- (b) **Fractional numbers:** Except as otherwise specifically provided, if, in the application of the requirements of this Article, a fractional number is obtained, one parking space shall be provided for a fraction of one-half or more, and no parking space shall be required for a fraction of less than one-half.
- (c) **Multiple uses:** If more than one use is located on a site or structure, the number of parking spaces provided shall be equal to the sum of the requirements prescribed in this Article for each use.

(Amended by Ord. 245 § 2 (Att. A) (part), 2006; Ord. No. 307, § 1.C.14, 10-16-2013; Ord. No. 313, § 1.3, 2-5-2014)

15-35.035 Parking ratios for off-street parking and loading facilities.

- (a) Where a site is located within and constitutes a part of a City parking district, the off-street parking requirement for each district shall be as follows, regardless of the particular category of use or uses occupying the site:

District	Space Required
No. 1	One space for each 473.5 square feet of floor area.
No. 2	One space for each 380 square feet of floor area.
No. 3	One space for each 350 square feet of floor area, plus any additional square footage allowed on the site as a result of the acquisition of development rights created by the City upon formation of Parking District No. 3.
No. 4	One space for each 380 square feet of floor area.

- (b) For the purpose of determining the required number of parking spaces for a development located within a City parking district, the term "floor area" shall not include enclosed or covered areas used for off-street parking or loading, or interior courts of a building not occupied by a use for which off-street parking is required; but such floor area shall include any exterior balcony used as the sole means of access to a business establishment and any basement, or portion thereof, occupied by a use for which off-street parking is required. If a fractional number is obtained, one parking space shall be provided for a fraction of one-half or more, and no parking space shall be required for a fraction of less than one-half.

(Ord. 71-108 § 2, 1992; Ord. 245 § 2 (Att. A) (part), 2006)

15-35.040 Design standards for off-street parking facilities.

Off-street parking facilities shall comply with the following standards:

- (a) Each standard parking space shall be not less than eighteen feet in length and nine feet, six inches in width, exclusive of aisles and access drives. The spaces shall be marked by double strips two feet apart and the width of each space shall be measured from center to center of the double strips. Each parallel standard parking space shall be not less than twenty-three feet in length and eight feet in width.
- (b) Each compact parking space shall be not less than sixteen feet in length and eight feet in width, exclusive of aisles and access drives; provided, however, when spaces are marked by double strips two feet apart, the width of each compact parking space may be not less than seven feet, six inches as measured from center to center of the double strips. Each parallel compact parking space shall be not less than nineteen feet in length and eight feet in width.
- (c) Sufficient room for turning and maneuvering vehicles shall be provided on the site.
- (d) The width of the driveway within a single-family residential district shall be a minimum of twelve feet or greater, as required by the Fire District having jurisdiction. The width of the driveway in all other zoning districts shall be as required by the Fire District having jurisdiction.
- (e)

Pro Forma Summary - Four Alternatives

	Current Zoning	Two Story Office	Three Story Office/Residential	Three Story Office
Investment	2,800,000	2,800,000	2,800,000	2,800,000
Cash Returned on Takeout	1,100,000	1,000,000	1,100,000	1,100,000
Floor Area First Floor	7,841	7,449	7,449	7,449
Floor Area Second Floor	0	6,665	-	6,665
Residential Area Third Floor	0	0	5,489	0
Office Area Third Floor	0	0	0	5,489
FAR	95%	180%	250%	250%
Parking/thousand over lot size	4	3	3	3
Parking/Res. Unit	n/a	n/a	2	n/a
Parking in lieu fee per stall (projected)	35,000	35,000	35,000	35,000
Required Stalls	none	19	25	35
Underground Stalls	none	20	20	20
Projected Parking Fee	none	none	174,500	540,900
Gross Rents per month				
First Floor	5.00	5.00	5.00	5.00
Second Floor	n/a	5.00	5.00	5.00
Third Floor	n/a	n/a	n/a	5.50
Resid Sale price/Ft.			640	
Resid Sale Price	n/a	n/a	3,513,000	n/a
Assumed Cap. Rate	4.5%	4.5%	4.5%	4.5%
Projected Value	7,561,000	13,610,000	17,123,000	19,432,000
Price per office foot	\$964	\$964	\$964	\$991
Total Projected Costs	5,059,000	7,701,919	8,164,000	9,977,000
Projected profits	2,502,000	5,908,000	8,958,924	9,455,000
Percentage Profit	33.1%	43.4%	52.3%	48.7%
Investor Projected Profits	1,251,000	2,954,000	4,480,000	4,728,000
ROI (Project)	45%	106%	160%	169%