

City of Lafayette Staff Report

For: Planning Commission and Circulation Commission
By: Niroop K. Srivatsa
Meeting Date: January 3, 2011
Subject: Parking Analysis for the Downtown Core

Attached for your consideration is the parking analysis for the Downtown Core. City staff prepared the base maps, conducted the June 2010 occupancy survey and inventoried all on-street and off-street parking spaces in the Downtown Core and its immediate surroundings. Additionally, a detailed assessment of parking demand, i.e., whether properties provide parking per City codes was conducted in-house.

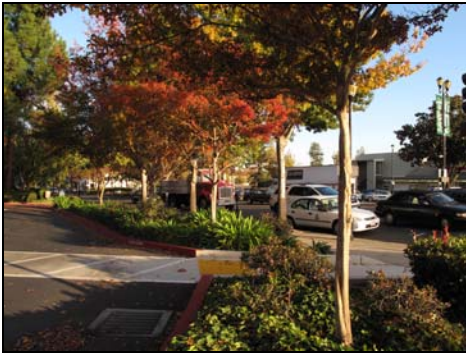
While many staff members contributed to this report, either by collecting the data or offering an assessment of the report's findings and recommendations, I would like to take this opportunity to recognize Greg Wolff and Sarah Allen. Greg prepared the parking demand assessment by analyzing one hundred and eighty eight parcels in the study area to determine if the parking provided met City codes. And Sarah developed a database of the information collected in the inventory and occupancy survey and prepared all the maps that are appended to this report. This report could not have been completed without their invaluable work.

Recommendation

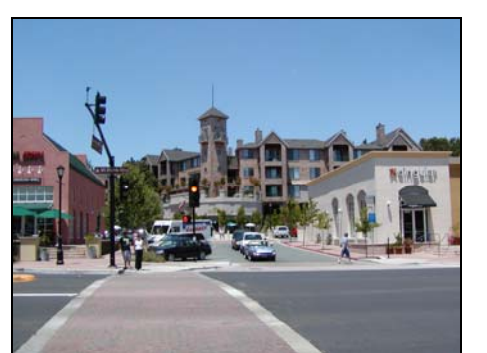
Review the report's findings and recommendations and provide direction to staff.

Attachments

1. Parking Analysis for the Downtown Core • January 2011
2. 2007 Employee and Employer Parking and Transportation Survey
3. Chapter 6-6 LMC "Off-Street Parking"



PARKING ANALYSIS FOR THE DOWNTOWN CORE





Parking Analysis for the Downtown Core

January 2011

Lafayette Planning Services Division



EXECUTIVE SUMMARY

The Planning Commission began its review of the draft Downtown Specific Plan in September 2009. In its review, the Commission stated that in order to develop a complete set of recommendations on the Downtown Specific Plan ("DSP"), it needed more information on the type, location and amount of parking in the Downtown Core¹. Staff has completed the Downtown Core Parking Inventory and Parking Occupancy Survey and has prepared a Parking Demand Assessment to assist in its evaluation of the adequacy of parking in the Core. This report provides a summary of the studies and surveys that were completed and lists key findings and recommendations for the Planning Commission's consideration.

There are 5,445 on-street and off-street parking spaces in the Downtown Core and its immediate vicinity. The majority of these spaces – 81% are located in off-street parking lots scattered throughout the area. Three hundred twenty eight spaces, less than 8% of the spaces in parking lots, are available without restriction to the public. This supply of public parking in the Downtown Core is extremely low when compared to other communities. By contrast, Danville has 799 spaces in public lots accounting for 27% of the total number of parking spaces in its Downtown. Walnut Creek's three multi-level public parking garages contain nearly 1400 spaces.

The occupancy survey conducted for the short-term (<2 hours), on-street metered spaces reveals that these spaces are largely underutilized, with occupancy rates ranging from less than 10% to 77%. This is lower than the optimum industry standard of 85% occupancy. Parking occupancy is the number of spaces per block which are being utilized in a given moment in time. According to industry standards, if a block has an average occupancy equal to 85 percent, then the price of parking for that block is considered optimal. Lower occupancy rates may suggest that the price of parking is too high; higher occupancy rates may require an increase in meter rates. Occupancy rates for non-metered spaces are also relatively low.

The Parking Demand Assessment reveals that while there is adequate parking in the Downtown Core as a whole to meet City parking standards, this parking is not evenly distributed. As a result, there are certain blocks that are more under parked than others. These blocks are located in the central portions of the Core where the parcels are small and properties were developed well before the City's incorporation. The problem is not how much parking the Downtown Core contains; it's where the parking is located, how accessible it is and how it is regulated or restricted.

There is no magic bullet to solve the City's parking challenges. Rather, it will take a series of small actions to effectively and efficiently manage parking in the Downtown Core. Staff hopes that the ideas contained in this report will stimulate a discussion between the City, the Chamber of Commerce, the property owners and the businesses that will lead to the adoption of a parking strategy for the Downtown Core. Cooperation of downtown property owners, businesses and the Chamber is critical to ensuring this strategy's success.

¹ The Downtown Core is generally defined as the area between Mountain View Drive and the Gazebo at Mt. Diablo Blvd. and Golden Gate Way. It covers the DSP's Downtown Retail and Civic and Cultural Districts. The study area for the parking occupancy and parking inventory extends slightly beyond the Core, as shown on the maps on pages 2 & 3 of this report.

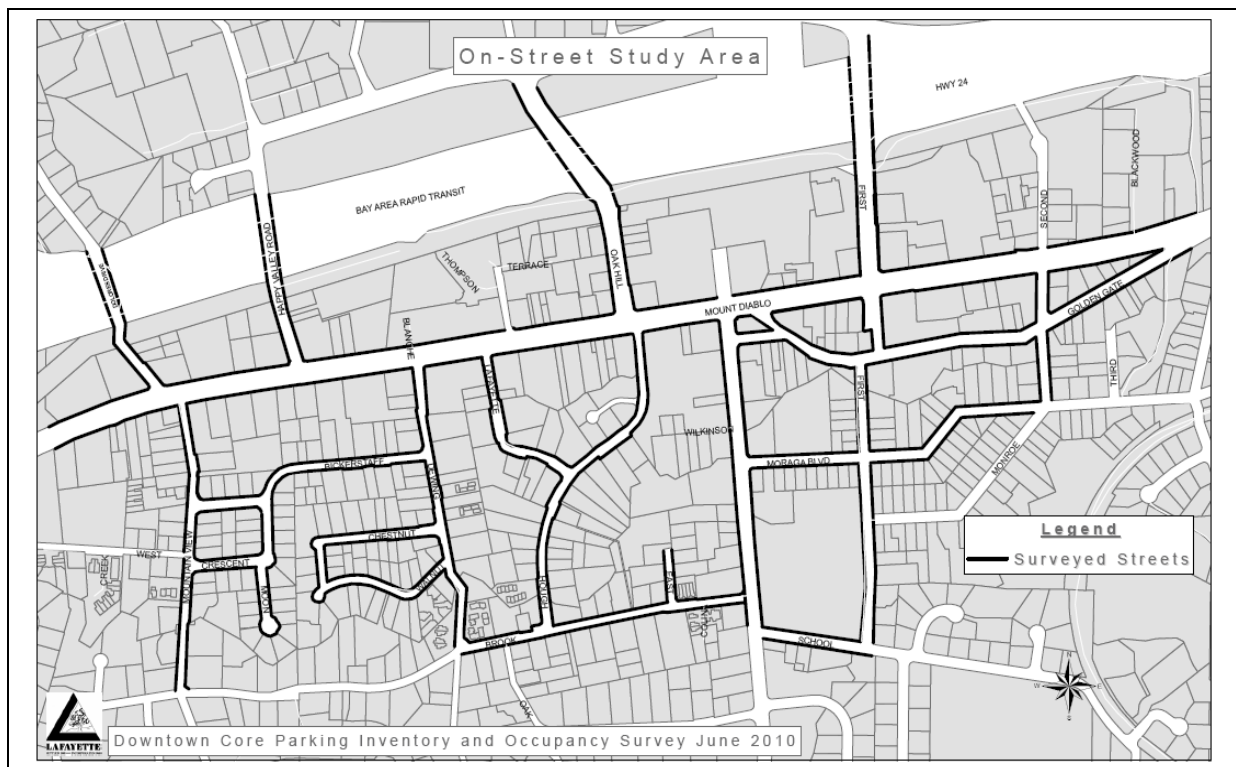
BACKGROUND

The draft Downtown Specific Plan recommends for a comprehensive parking strategy be prepared after the adoption of the Specific Plan:

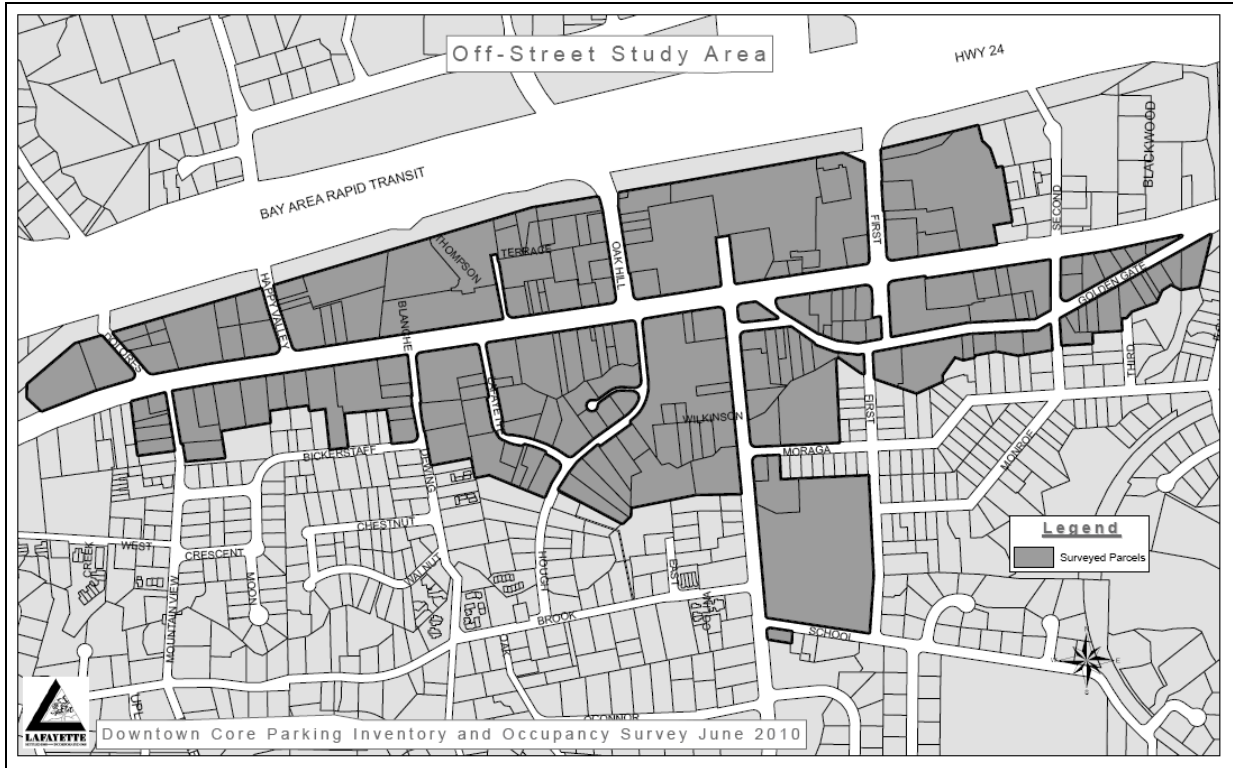
Policy C-5.1. Adopt a comprehensive, market-driven parking strategy that addresses the needs of both downtown customers and employees and on-street and off-street parking.

On January 13, 2010, the Commission held a workshop on downtown parking and land use issues. During its discussions, the Commission stated that in order to develop a complete set of recommendations on the DSP, it needed more information on parking than what the draft Plan contained. Gathering data on the type, location and nature of parking would determine if there was a supply problem or management problem (or both) in the Downtown Core. The Commission concurred with staff's recommendation that a parking inventory and occupancy survey should be conducted prior to the Plan's adoption and indicated that the DSP should also recommend ways to efficiently and effectively manage Downtown Core parking in the future. On March 8, 2010, the City Council approved the Planning Division's long range work plan authorizing staff to begin work on the parking inventory and occupancy survey. On May 17th, staff received further direction from the Circulation and Planning Commissions on the scope and extent of the inventory and survey. The boundaries of the survey area were extended beyond the Core to include certain residential neighborhoods and streets south of the Downtown as shown in the maps below.

STREETS IN THE STUDY AREA



BLOCKS IN THE STUDY AREA



DATA COLLECTION AND ANALYSIS

The findings and recommendations contained in this report are based primarily on five sources of information – June 2010 Parking Inventory, June 2010 On-Street Parking Occupancy Survey, November 2010 Parking Demand Assessment, 2007 Employee and Employer Parking and Transportation Survey and the City's Parking Ordinance. The first three were completed by the Planning Division staff and the fourth study was prepared for the City by Valerie Brock Consulting. A brief description of each study is provided below along with the key results. Maps of the parking inventory, the parking occupancy survey and the parking demand assessment are attached to this report along with the 2007 survey. In addition to these and other sources, staff queried planners from other California jurisdictions to understand how they dealt with parking in their downtowns. Results from that query are also provided in this section.

One of the most important elements of a successful parking strategy is identifying whether or not there is a "real" or "perceived" parking problem within the study area. There are two types of parking that are needed to support a successful commercial district. These are "real supply" and "perceived supply." Real supply is defined as the number of parking spaces needed to serve the area during its period of maximum demand. Perceived supply is the ease of access to parking spaces and their relative proximity to destinations within the downtown area. Real supply may be low without adversely impacting business, provided the perceived supply is high. Conversely, real supply may be high, but business could be adversely impacted if the perceived supply is low.

1. Parking inventory

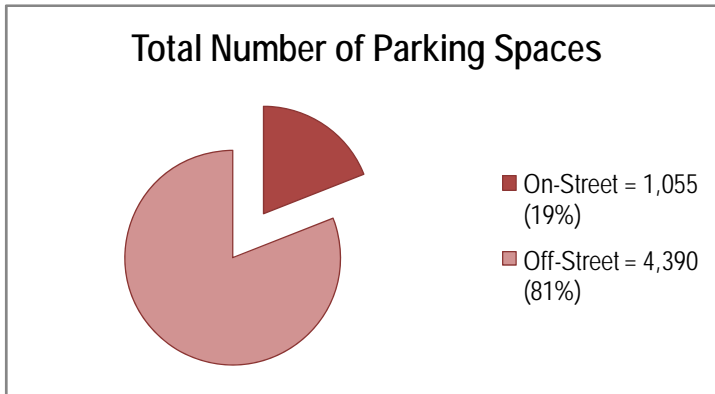
Methodology

When staff began its research on parking, the City lacked recent data on the number of parking spaces in the Downtown. Given that this information is vital in preparing a parking strategy, staff decided to prepare a comprehensive inventory of parking in the Downtown Core and its immediate surroundings. In May and June 2010, staff counted all the on-street and off-street spaces in the study area. Spaces were counted to determine the following:

1. Total number of spaces in the study area
2. Public versus private off-street spaces
3. Metered versus non metered on-street spaces
4. Time limits for on-street spaces

The data that was gathered was mapped and also entered into a database which can be periodically updated.

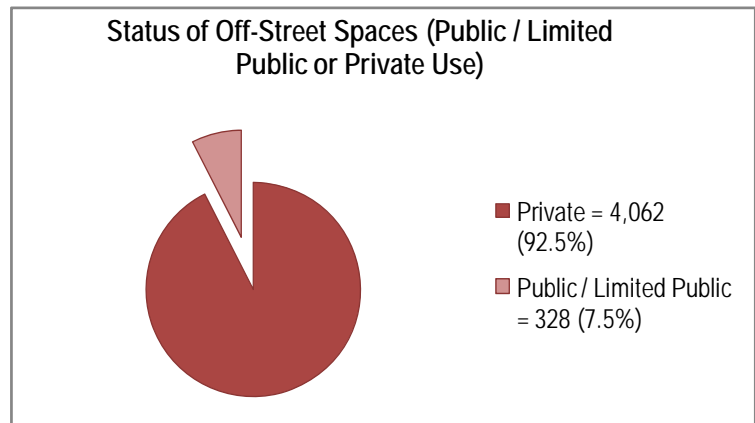
Key Results (refer to maps for more information)



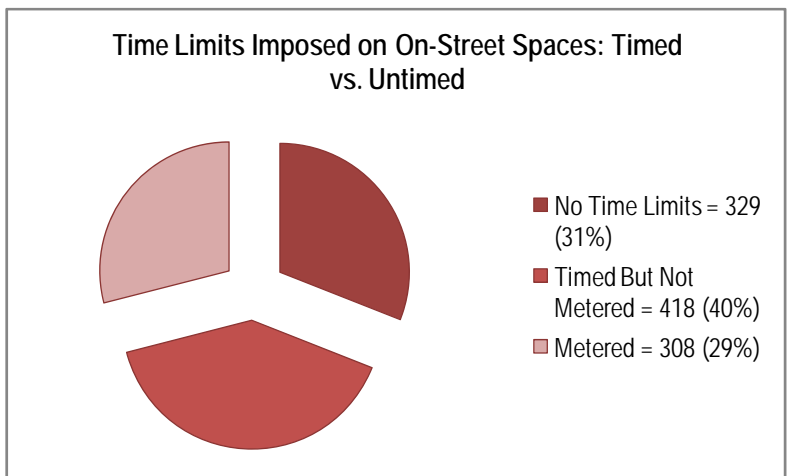
There are a total of 5,445 on- and off-street spaces in the study area.

Lots containing public and limited public spaces are:

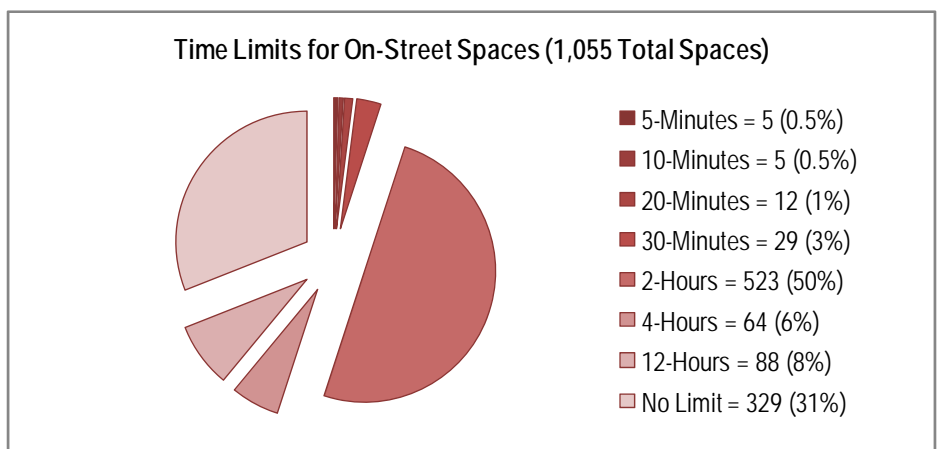
1. The lot at the corner of Mt. Diablo Blvd. and Oak Hill Road: Contains 21 spaces, but half the spaces are leased to Uncle Yu's restaurant and cannot be used by the public.
2. The Lafayette Library and Learning Center lot and garage: Contains 77 spaces and is primarily intended to serve library patrons. The garage is generally full during the day when the library is in operation.
3. The old library lot: Contains 40 spaces. These spaces may or may not be available to the public in the future when the property is redeveloped.
4. Lafayette Elementary School lot: Contains 41 spaces and is primarily intended to serve the school.
5. The Gazebo lot located at Golden Gate Way and Mt. Diablo Blvd.: contains 30 spaces, all of which are leased to nearby businesses to help them meet their parking requirements and needs. It is typically fully leased and therefore not available to the general public.
6. Lafayette Mercantile: Contains 130 spaces that are available to the public on weekday evenings and all day on weekends.



Short-term metered spaces (< 2 hours) are located on Mt. Diablo Blvd., Moraga Road, Oak Hill Road, Plaza Way and a block on Golden Gate Way. Long term metered spaces (12 hours) can be found under the freeway on Oak Hill Road, Happy Valley Road and First Street. These spaces are typically used by BART patrons



Fifty percent of the timed on-street spaces have a two hour time limit. Four hour spaces can be found on residential streets close to the Downtown.



2. On-street parking occupancy survey

Methodology

Parking occupancy is the number of spaces per block which are being utilized in a given moment in time. Many cities periodically conduct an occupancy survey to ensure that there is sufficient on-street parking available. The ideal occupancy rate for a block of downtown parking is defined as “practical capacity”, or the occupancy level at which a driver can find on average one empty space per block, even during the busiest hours. According to industry standards, if a block has an average occupancy greater than 85 percent, then the parking for that block is considered congested and unavailable for potential customers of the businesses. Motorists driving down the streets see the occupied parking spaces and perceive a lack of parking in the downtown area.

To determine the occupancy rates for the on-street parking spaces in the study area, staff conducted an hourly assessment on one weekday and one weekend day in June when school was still in session as follows:

1. Thursday, June 3: Hourly assessment starting at 10:30 AM and ending at 6:30 PM (9 shifts).
2. Saturday, June 5: Hourly assessment starting at 10:00 AM and ending at 2:00 PM (5 shifts).

Given limited time and resources, staff did not conduct occupancy surveys of the off-streets parking lots within the study area.

Key Results (refer to maps for more information)

1. On-street metered spaces on Mt. Diablo Blvd. are underutilized. (0 - 63% occupancy weekdays and 3 - 77% on weekends). Reasons could be:
 - a. Free parking is still available on private lots or side streets that are not metered
 - b. People don't like paying for parking in a small town like Lafayette
 - c. Parking meters may be priced too high

Occupancy rates for non-metered on-street spaces are also relatively low.

Anecdotally, during the week of Thanksgiving and the week of December 13th, staff drove to the Happy Valley Center to see if parking was available. On both visits, there was no available parking space in the shopping center's parking lot, and because of the congestion in the lot, staff had to wait five to ten minutes each time to exit the center. Yet, on both occasions, there were three to five metered spaces on Mt. Diablo Blvd. that were vacant and available.

2. Blocks with average occupancy rates > 75% on the weekday
 - a. West side of Dewing Avenue, between Mt. Diablo Blvd. and Bickerstaff Road (unmetered)
 - b. North side of Brook Street, between Dewing Avenue and Hough Avenue; and between East Street and Moraga Road (unmetered)
 - c. South side of Moraga Blvd., from Moraga Road to east of First Street (unmetered)
 - d. Happy Valley Road, Mt. Diablo Blvd. north to under the freeway. Spaces under the freeway are usually used by BART patrons. (metered)
 - e. West side of Oak Hill Road, under the freeway. These spaces are usually used by BART patrons. (metered)

Dewing Avenue and Happy Valley Road are the only commercial streets with this high occupancy rate. Residential streets Brook Street and Moraga Blvd. may be impacted due to their proximity to the Downtown as well as lack of regulation or minimal regulation. In the case of Brook Street, the spaces could be used by apartment residents who have insufficient on-site parking.

3. Blocks with average occupancy rates > 75% on the weekend
 - a. South side of Crescent Drive (unmetered)
 - b. South side of Brook Street, between Dewing Avenue and Hough Avenue (unmetered)
 - c. West side of Lafayette Circle (East) between Mt. Diablo Blvd. and Hough Avenue (unmetered)
 - d. South side of Mt. Diablo Blvd., between Lafayette Circle (East) and Moraga Road. (metered)
 - e. West side of First Street, between Moraga Blvd. and School Street (unmetered)

3. Parking Demand Assessment: Does the parking in the Downtown Core meet City codes?

Methodology

To calculate the parking requirements in the Downtown Core - a key component of a parking strategy - data on the number, square footage and types of business as well as the number of employees was required. Unfortunately, the City does not maintain a listing of all its business and the list prepared for the now-defunct business registration program is outdated. Therefore staff reviewed the following reports for information:

1. The 2007 Employee and Employer Parking and Transportation Survey
2. City and County assessor's records
3. Background reports prepared for the DSP

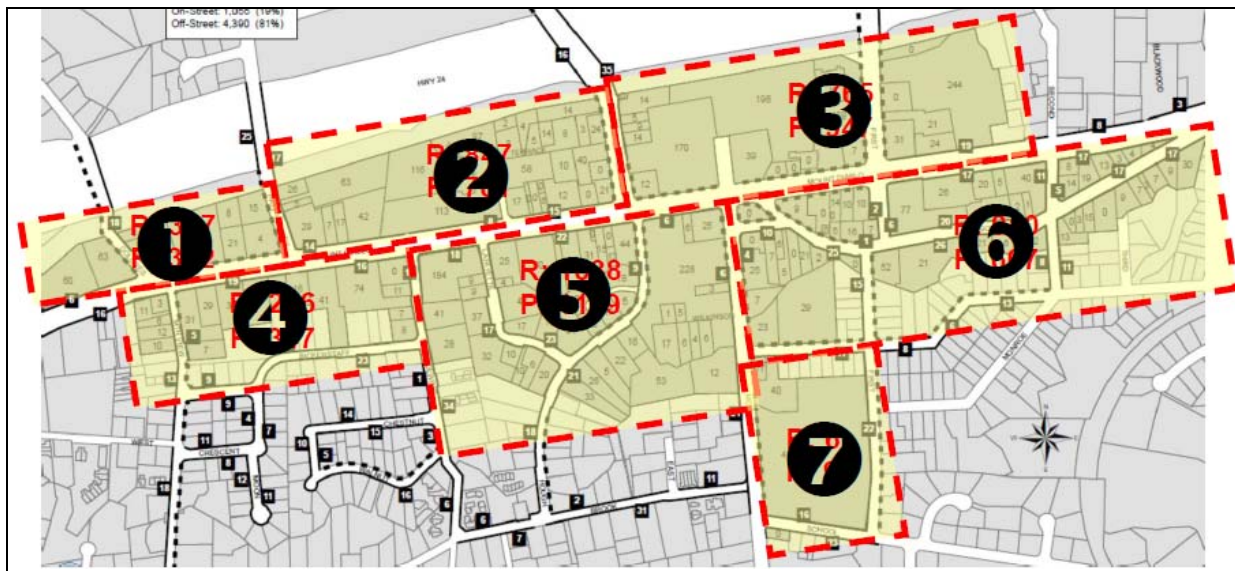
While these reports were useful, they did not contain the data that would help answer the question – *Does the parking in the Downtown Core meet City codes?* For many years, people have surmised that the Downtown has a shortage of parking spaces. Downtown parking is often cited as a problem in public opinion surveys. It was important for staff to study this issue in depth to arrive at a definitive conclusion based on actual numbers rather than perception. Planning staff conducted a comprehensive assessment of all parcels in the Downtown Core to estimate parking demand; i.e. parking that is required by the City's Off-Street Parking Ordinance. Staff looked at each parcel using publicly available sources of information and estimated the parking demand for each property based on current land uses. The assumptions and methodology for this exercise are provided below. Staff's estimate:

- Uses gross floor area ("GFA") shown by the Contra Costa County Tax Assessor's.
- Applies the 'Parking Spaces Required' under §6-641 of the Parking Ordinance for each kind of land use.
- Uses a multiplier of 80% x GFA to estimate the net floor area, upon which parking demand is calculated.
- Only takes into account the building square footage and parking on that specific parcel.
- Does not take into account parking that may be in the form of an easement on an adjoining parcel.
- Does not take into account shared parking that spans property lines.
- Uses the June inventory of actual striped spaces on the ground for "spaces provided."
- Uses its knowledge and best estimate as to how space was allocated internally for multi-tenant buildings.
- Uses its knowledge and best estimate as to how space was allocated internally when a single use or activity has multiple parking ratio requirements (e.g. restaurants 1 space:45 sq. ft. for dining area, 1 space:500 sq. ft. for non-dining area).

Staff used this methodology to calculate the parking demand on parcels for which the City has no data on building area (gross and net) or areas allocated for different tenants. For larger properties and those projects that have been recently reviewed by the City, staff used the Parking Analysis Tables (“PAT”) on file in the Planning Division. Typically these tables are prepared for larger properties (e.g. shopping centers) which have multiple tenants and more frequent turnover such as La Fiesta Square, Plaza Shopping Center, Lafayette Mercantile, and Town Center. In order to ensure that a property is meeting its parking requirements, the Planning Division requires the property owner/manager to submit an updated Parking Analysis Table prior to a new tenant moving in. For the purposes of this parking study, if a PAT was on file, staff did not estimate the parking demand, but instead used the actual numbers provided in the table. The data collected from this exercise has been tabulated by staff and can be periodically updated.

The table below compares the parking demand with the actual number of spaces provided per block. It indicates that 90% of the parking demand, i.e., the parking required by City codes, is provided in private and public off-street parking lots. The Plaza Way/Golden Gate Way/Moraga Blvd. block is the most under parked, providing only 67% of the required parking. Within this block, properties fronting Plaza Way and Moraga Road have the least amount of required parking. Additionally, Chateau Lafayette, a senior housing development built in the 1970s does not meet the City’s multifamily parking requirements.

BLOCKS STUDIED IN THE PARKING DEMAND ASSESSMENT



Block	Boundaries	Estimate of Parking Demand	Parking Provided	Provided/ Demand (%)
1	North Side of Mt. Diablo Blvd. – approx. Celia’s to Happy Valley Road	344	342	99%
2	North Side of Mt. Diablo Blvd. - Happy Valley Road to Oak Hill Road	700	761	109%
3	Oak Hill Road to Corporate Terrace (east of First Street)	1054	926	88%
4	South Side of Mt. Diablo Blvd. – 360 Burrito to Dewing Avenue	352	349	99%
5	South Side of Mt. Diablo Blvd. – Dewing Avenue to Moraga Road	1400	1239	89%
6	South Side of Mt. Diablo Blvd. – Plaza Way and Golden Gate Way	1009	681	67%
7	Lafayette Elementary School Area	TBD	92	TBD
	TOTAL	4859	4390	90%

Key Results (refer to maps for more information)

1. Taking the Downtown Core as a whole, there is adequate parking to meet City parking standards. The problem is not how much parking the Downtown Core contains; it's where the parking is located, how accessible it is and how it is regulated.
2. Parking in the Downtown Core is not evenly distributed amongst the blocks. There are blocks in the Downtown Core that do not have all of the parking required by the City codes.
3. The central portion of the Core is more under parked than its fringes. This area includes Plaza Way, western Golden Gate Way, portions of the Shield Block (Lafayette Circle) and properties north of Mt. Diablo Blvd. between S. Thompson Road and Oak Hill Road. Many parcels in this area are narrow and substandard in size. They contain older buildings that were built before the City's incorporation.
4. One of the most under parked blocks is historic Plaza Way. This block contains some of the oldest and most historic buildings and properties in Lafayette: the original Lafayette Plaza that was donated by Elam and Margaret Brown in 1864; and the Wayside Inn and the Pioneer Store buildings. It may not be feasible for businesses in this block to meet the City's current parking requirements given the block's historic value and the City's desire to maintain its unique character.

4. Employee and Employer Parking and Transportation Survey

The Employee and Employer Parking and Transportation Survey was prepared in 2007 by Valerie Brock Consulting for the City with the support and assistance of the Chamber of Commerce. Due to the limited information regarding on-site employee parking and employers' use of incentives to encourage alternatives to driving alone, and concerns about new parking meters, the City Council authorized this survey to gauge if policy modifications regarding employee parking should be considered. The survey covers the entire Downtown and divides it into three parts – East, Central and West. For purposes of this report, staff has copied some key findings pertaining to the Central section of the Downtown.

Key Findings include:

1. Surveys were mailed to 751 Downtown employers. A total of 181 employers and 689 employees responded to the survey.
2. Eighty percent of the employees stated that they parked in the same lot as their place of business. Four percent parked in time-restricted or metered parking on the street; 7% in unrestricted spaces on the street.
3. More than one-third of employers (36%) said parking is an "occasional" or "significant" problem for employees. More than half (53%) said parking is an "occasional" or "significant" problem for customers.
4. With 59% of employers saying parking is at capacity at some point during a typical weekday and more than one-half saying parking represents at least an occasional problem for their customers, lack of parking may be having an effect on business. The problem is most acute in central downtown Lafayette. Employees who park wherever they choose may be taking prime spaces away from customers and potential customers.
5. Employers were asked about ridesharing or alternative commute incentives that they were aware of, or offered to their employees. The results are somewhat disheartening. Most employers don't offer any

incentives. The most commonly offered incentive is a flexible schedule (45%), followed by the option of telecommuting (18%) and a compressed work schedule (10%). Employers were also asked if they would be interested in offering a benefit program like Commuter Check or Wage Works (which 28% say they are aware of, and 5% offer.) Only 11% of responding employers (17) were interested in learning more about this incentive. Among these, only a few provided contact information.

6. Lafayette's Parking Regulations

Lafayette's parking regulations were adopted in 1977. The parking standards (number of spaces required for different land uses) was last updated in 1989 – over twenty years ago. While our regulations are generally similar to other jurisdictions, the land use classifications need to be updated and parking standards need to be fine-tuned. An initial assessment of the parking code by staff planners who deal with this code on a daily basis resulted in the suggestions below.

- Simplify the ordinance by reducing the number of use categories and establishing uniform standards for uses that are similar in operation.
 - Combine the various categories of offices which have varying parking requirements and establishing a uniform requirement for offices
 - Consider the same for automotive uses
 - Fast food / specialty food is our highest parking ratio (1/100 and 1/45). Does it really have that high of a demand? Does this type of use get higher pedestrian traffic (walkers) that would offset parking? Could it have the same standards as full service restaurant (1/500 and 1/45)?
 - Why does a bakery have a different parking ratio than coffee shops or yoghurt shops? Combine all specialty food uses.
 - Create a category for after-school uses (dance schools, language schools, martial arts, music schools). These generate the need for more parking than is currently accounted for in the code.
- Introduce concepts that encourage alternative modes of transport and eco-friendly ideas.
 - Create a provision where alternative forms of transportation can off-set the minimum number of parking spaces (i.e. places for five bike parking spaces could fulfill the requirements for one or two vehicular parking spaces)
 - Create a provision where the minimum number of parking spaces can be reduced when designated for alternative fuel vehicles (hybrid, electric, etc.)
 - Require parking lots with a certain number of parking spaces to provide an EV charging station
 - Require developments with a certain number of parking spaces to provide locker and shower facilities
 - Require new developments to offer employees incentives to not drive (IRS 125 Flex Plans, Countywide free Transportation Demand Management programs)
- Other
 - Formally eliminate outdoor dining space as part of the calculation for the number of parking spaces. We should continue to encourage outdoor activities
 - Modify language to permit off-site parking for employees farther than 200-feet from the subject property
 - Include updated multifamily residential parking requirements
 - Encourage walking by requiring new development to eliminate pedestrian barriers and identifying opportunities to facilitate pedestrian connections with adjacent properties
 - Modify the parking ordinance to include guest, customer and employee parking requirements

In 2005, the City updated its parking in-lieu fees. An in lieu fee is a cash payment that Lafayette allows developers to pay instead of providing parking on site. The current in lieu fees are \$36,900 for a space in the Downtown Core and \$19,200 for a space outside the Core. These amounts reflect the cost of land and improvements. In the Core, the fee reflects the cost of a space in a two-level parking garage and outside the Core it reflects the cost of a space in a surface parking lot. No one has paid this in lieu fee since 2005. The high parking in lieu fee may be a disincentive to development and the City may not be able to collect sufficient funds to acquire public parking lots.

6. What Other Cities Do

Staff queried planners from other California jurisdictions to understand how they dealt with parking in their downtowns. The following question was posed:

1. *What are the top three strategies that your city has adopted to successfully address parking in the downtown?*

The answers are posted below.

1. Reduce the parking space requirements in downtown. Many downtowns still use their broad brushed suburban zoning requirements for compact urban downtowns. For example, the common commercial parking requirement is one space per 200 sq. ft. of commercial space. In the past five years, I can tell you that all of my city clients have reduced the parking in the Specific Plan to one space per 400 sq. ft. of commercial space.
2. Increase On-Street Parking Supply. If you have any downtown streets that have over a 62 foot curb to curb width, convert the parallel parking to diagonal parking spaces. You will double the number of parking spaces with paint. Very easy. Very affordable.
3. Establish an In Lieu Fee Program. Land is wasted in a downtown and development proposals are not as robust if everyone wants to have a separate and distinct parking lot on their site. Have the Council establish an in-lieu fee for each parking space that the development is required to provide. Take the proceeds from the program and have the City purchase lots to build centrally located public parking lots that are free.
4. For development proposals in our downtown, if the project is more than 10,000 sft, the applicant has to submit a parking study to demonstrate the impact to on-and-off-street parking.
5. For new uses, or expansions, or a change of use that doesn't require a use permit, the parking isn't required to be provided, so long as the FAR of the building/use doesn't exceed 1.0. For uses over a 1.0 FAR, parking is required.
6. We also conduct a yearly survey of occupied parking spaces in our downtown. We take surveys at three times during the day, at 12:15, 2:15 and 5:15, and we survey all of our downtown. We tabulate the data, and report this to the City Council. If the occupancy rates are at or above 90%, then the on-site parking exemption can't be continued.
7. We have language in our Zoning Ordinance that encourages shared parking for non-residential uses where there are clear differences in peak period uses.

8. Exemptions for buildings that are 2,500 sq. ft. or less require no parking and a parking exception for those with more. Some downtowns don't have the lot area to accommodate the parking spaces or lot, so, an exception is required.
9. We also waived parking on one downtown block to avoid the onerous process of a costly use permit/exception.
10. The City acquired some pieces of property in the downtown and turned them into parking lots. Business that don't meet parking standards can buy spaces – that would run with the property – to allow for uses that otherwise would be under parked, such as restaurants with large volumes of outdoor seating. I thought it was a good situation because the Town was giving businesses that otherwise would not have been allowed an opportunity to establish themselves the way they wanted to in the downtown. And the people who were putting the largest strain on the downtown parking shortage were the ones who ended up “funding” the additional parking lots.
11. Parking signs in the downtown that say “you can park in this block for 2 hours, and then you must park your car in a different block for at least 2 hours before returning and parking in this block.” This requirement targets employees.

Key Findings

1. **There is no magic bullet to solve the City's parking challenges.** Rather, it will take a series of small actions to effectively and efficiently manage parking in the Downtown Core
2. **Taking the Downtown Core as a whole, there is adequate parking to meet City parking standards.** The problem is not how much parking the Downtown Core contains; it's where the parking is located, how accessible it is and how it is regulated or restricted.
3. **Parking in the Downtown Core is not evenly distributed amongst the blocks.** There are blocks in the Downtown Core that fall short of parking required by the City codes.
4. **The central portion of the Core is more under parked than its fringes.** This area includes Plaza Way, western Golden Gate Way, portions of the Shield Block (Lafayette Circle) and properties north of Mt. Diablo Blvd. between S. Thompson Road and Oak Hill Road. Many parcels in this area are narrow and substandard in size. They contain older buildings that were built before the City's incorporation.
5. **One of the most under parked blocks is historic Plaza Way.** This block contains some of the oldest and most historic buildings and properties in Lafayette: the original Lafayette Plaza that was donated by Elam and Margaret Brown in 1864; and the Wayside Inn and the Pioneer Store buildings. It may not be feasible for businesses in this block to meet the City's parking requirements given the block's historic value and the City's desire to maintain its unique character.
6. **There are off-street private parking lots that are hardly used in blocks where there is a shortage of parking.** Examples of this are the Oak Bridge lot and the lot next to the Park Theater on Golden Gate Way. Together, these two lots contain over 40 spaces which are rarely used. Another example - the parking lots located behind the businesses on Mt. Diablo Blvd. between the Clock Tower building and the Round Up Saloon. Current access to these mostly vacant lots is through narrow alleyways from Mt. Diablo Blvd. Access could be improved, e.g., from the Clock Tower lot. Signage could be installed to alert drivers to the availability of parking spaces or if the lots are full.
7. **The City's parking regulations need to be updated.** The parking standards (number of spaces required for different land uses) was last updated in 1989 – over twenty years ago. Also, the high parking in lieu fee may be a disincentive to development and the City may not be able to collect sufficient funds to acquire public parking lots.
8. **Given the City's requirement that each property provide its parking on-site, property owners are protective of their parking and appear unwilling to share it with adjacent properties.** Proof of this can be found in signs that limit the use of parking and parking attendants who monitor who parks in their lots.
9. **There is an acute shortage of off-street public parking.** Lots offering full or limited access to 328 spaces to the public are:
 - a. The lot at the corner of Mt. Diablo Blvd. and Oak Hill Road: Contains 21 spaces, but half the spaces are leased to Uncle Yu's restaurant and cannot be used by the public.
 - b. The Lafayette Library and Learning Center lot and garage: Contains 77 spaces and is primarily intended to serve library patrons. The garage is generally full during the day when the library is in operation.

- c. The old library lot: Contains 40 spaces. These spaces may or may not be available to the public in the future when the property is redeveloped.
- d. Lafayette Elementary School lot: Contains 41 spaces and is primarily intended to serve the school.
- e. The Gazebo lot located at Golden Gate Way and Mt. Diablo Blvd.: contains 30 spaces, all of which are leased to nearby businesses to help them meet their parking requirements. In other words, it is not available to the public.
- f. Lafayette Mercantile: Contains 130 spaces that are available to the public on weekday evenings and all day on weekends.

Three hundred and twenty eight spaces - less than 8% of the spaces in parking lots are available without restriction to the public. By contrast, Danville has 799 spaces in public lots accounting for 27% of the total number of parking spaces in the Downtown². Walnut Creek's three multi-level public parking garages contain nearly 1400 spaces.

10. **Employees of businesses in Downtown Lafayette do not have the benefit of dedicated, off-site, long term parking nor are they routinely offered incentives to use alternative modes of transport.** Employees generally park in the same lot as their place of business – which may take away parking from customers; in timed spaces on commercial streets – which requires them to move their vehicles periodically; or on residential streets – which upsets the residents.
11. **On-street metered parking spaces on Mt. Diablo Blvd. are underutilized in many locations.** (<63% average occupancy weekdays and <77% weekends). Reasons could be:
 - a. Free parking is still available on private lots or unmetered side streets
 - b. People don't like paying for parking in a small town like Lafayette
 - c. Parking meters may be priced too high
12. **There is currently no way to keep track of the number and types of businesses and the number of employees in the Downtown.** This information is useful for many reasons:
 - a. Emergency contact information for Fire and Police
 - b. Determination of parking adequacy
 - c. Publicizing carpool, vanpool, rideshare and other Transportation Demand Management incentives
 - d. Identification of businesses that are lacking in the Downtown (Economic Development)
 - e. Outreach to businesses, employers and employees for various City activities (surveys, studies, informational campaigns, etc.)

² Downtown Parking Assessment Study, Town of Danville, 2009

RECOMMENDATIONS

As Downtown Lafayette continues to revitalize, it will attract more businesses and residents. This will result in the need and demand for additional parking. Rather than continue with the existing practice of requiring each property to provide all of its parking on-site, staff recommends that the City adopt a more holistic and creative approach to providing and managing parking in the Downtown Core. Tackling the challenges on a block by block level rather than on a parcel by parcel level may relieve pressures on individual property owners to provide all parking on site and could increase the development potential of the properties.

The recommendations below work together and individually cannot solve the problem. Staff hopes that the ideas contained below will stimulate a discussion between the City, the Chamber of Commerce, the property owners and the businesses that will lead to the adoption of a parking strategy for the Downtown Core. Cooperation of downtown property owners, businesses and the Chamber of Commerce is critical in ensuring this strategy's success.

I Increase the supply, accessibility and usage of off-street parking

1. Pursue opportunities to acquire land for public parking. Focus efforts near the Plaza Way/Golden Gate Way area, the Shield Block and on the north side of Mt. Diablo Blvd., between Happy Valley Road and Oak Hill Road
2. Work with owners of underutilized parking lots to allow the public and/or employees to park in those lots
3. Work with owners of adjacent properties to connect their parking lots
4. Work with banks and similar uses to allow the public to use the lots after business hours
5. Encourage businesses and nearby residential developments to enter into agreements that would allow parking to be shared

II Consider the creation of a Downtown Core Parking Improvement District.

A parking improvement district is a local self-help funding mechanism that allows businesses and property owners within a defined area to establish a special assessment district. Funds raised can be used to provide management, services, facilities, and programs to the district. Parking assessment districts also help to eliminate the "hoarding" of parking spaces. All parking – both on-and off-street – are now in a common pool and can be used by patrons of all businesses.

III Focus efforts on preserving historic Plaza Way (Moraga Road to the Park Theater)

This is an area where the imposition of the City's parking requirements on a lot-by-lot basis may be contrary to the City's goal of preserving the character of the area. For this historic and unique block, staff recommends:

Short term

1. Work with the owners of the Oak Bridge lot and the lot next to the Park Theater to allow public usage of those lots
2. Consider exempting businesses in this area from the City's parking requirements

Long term

1. Acquire land for public parking

IV Update the City's parking regulations

Review, at a minimum, the parking standards and the in lieu fees.

V Work with businesses to address parking for the employees

Strategies could include:

Short term

1. Work with businesses to provide, educate and promote alternative modes of transportation, pre-tax transit ticket purchase programs, ride share and BART incentives, etc.
2. Issue permits which would allow employees to park for a fee on Downtown side streets for longer periods of time

Long Term

1. Facilitate agreements between businesses and residents of nearby neighborhoods that would permit employees with permits to park on residential streets. Funds collected from the permits would be used to improve the neighborhoods.
2. Acquire land for long-term parking

VI Miscellaneous

1. Periodically update the parking inventory
2. Monitor parking occupancy on an ongoing basis
3. Adopt a method to track the number and type of businesses and quantity of off-street parking. This could be in the form of a business license or registration program
4. Establish time limits for spaces that are not timed in commercial areas – Second Street, Golden Gate Way, and west side of Dewing Avenue immediately south of Mt. Diablo Blvd.
5. Consider implementing paid, long-term parking on the west side of Dolores Drive to capture revenue from existing all-day parkers.
6. Review the timing of the existing on-street parking spaces to ensure that they are consistent and effective
7. Do not stripe parking spaces in residential areas and away from the boulevard. Striping in these locations will reduce the number of parking spaces



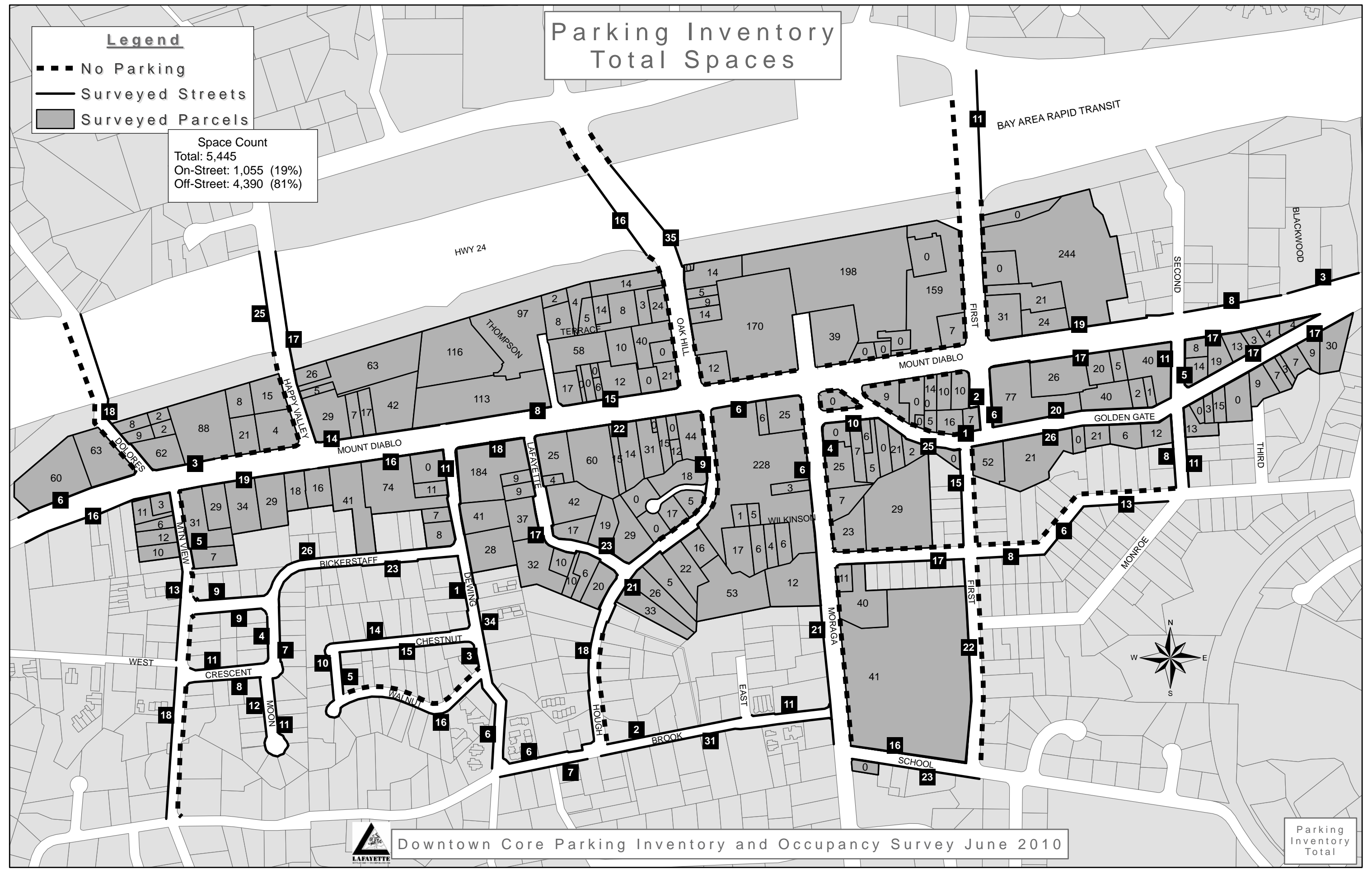


Parking Inventory Total Spaces

Legend

- No Parking
- Surveied Streets
- ▒ Surveied Parcels

Space Count
 Total: 5,445
 On-Street: 1,055 (19%)
 Off-Street: 4,390 (81%)



Downtown Core Parking Inventory and Occupancy Survey June 2010

Parking Inventory Total

Off-Street Parking Inventory Parcel Status

Legend

- Private
- Public & Civic
- Timed

Space Count:
 Total - 4,390
 Private - 4,062 (93%)
 Public* - 328 (7%)
 Timed - 1,693 (39%)
 Not Timed - 2,697 (61%)

Half of this lot is leased to Uncle Yu's Restaurant; the other half is time-restricted public parking.

All spaces leased to nearby businesses.

Mercantile allows public parking after hours weekdays and on weekends.

The City has purchased these 4 parcels for public parking as an interim use.

Unrestricted spaces to serve library patrons.

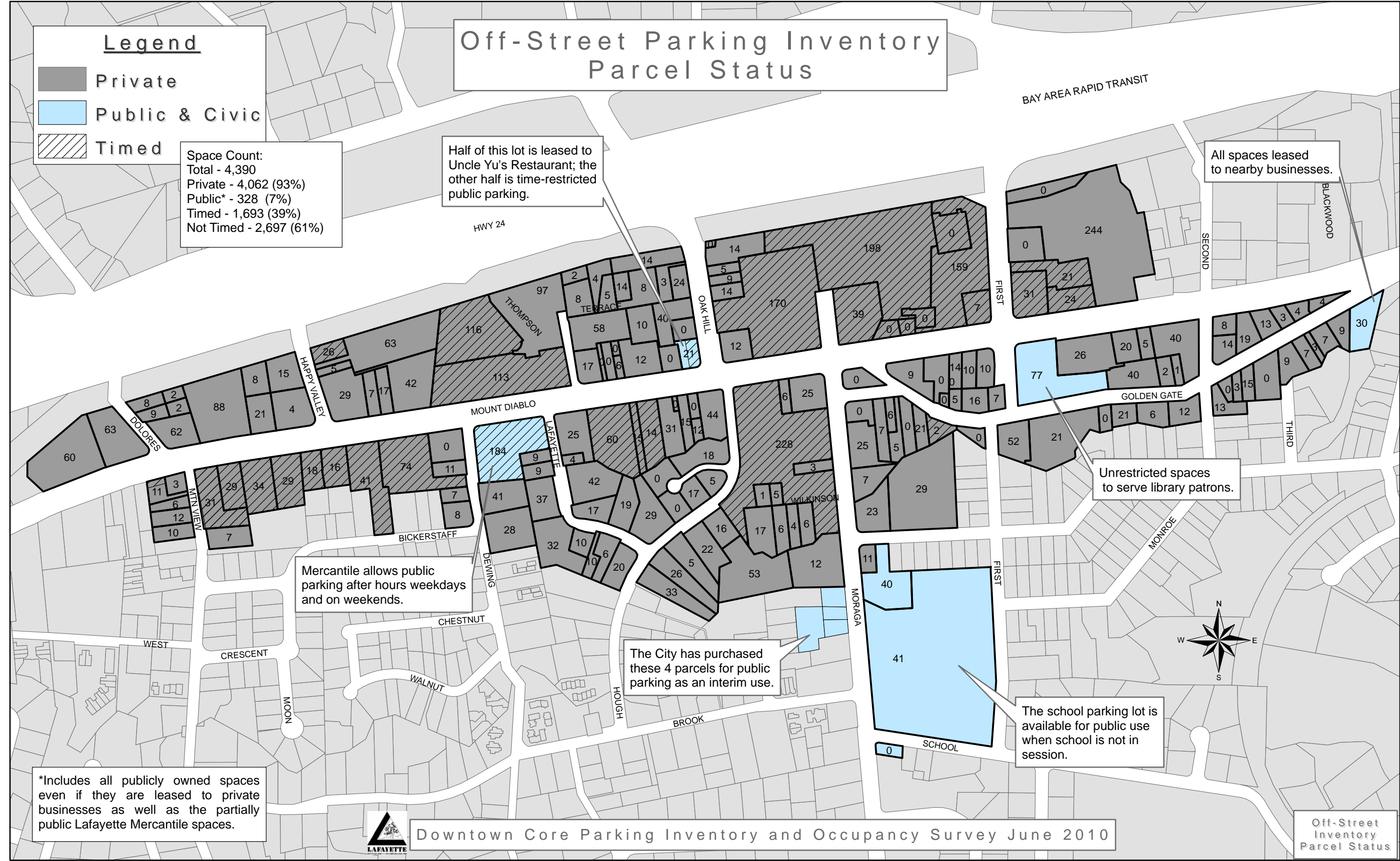
The school parking lot is available for public use when school is not in session.

*Includes all publicly owned spaces even if they are leased to private businesses as well as the partially public Lafayette Mercantile spaces.



Downtown Core Parking Inventory and Occupancy Survey June 2010

Off-Street Inventory Parcel Status



On-Street Parking Inventory Land Use

Legend

- Commercial Parcels
- Residential Parcels
- Mixed Parcels

Space Count:
 Total - 4,390
 Commercial - 3,904 (89%)
 Residential - 486 (11%)



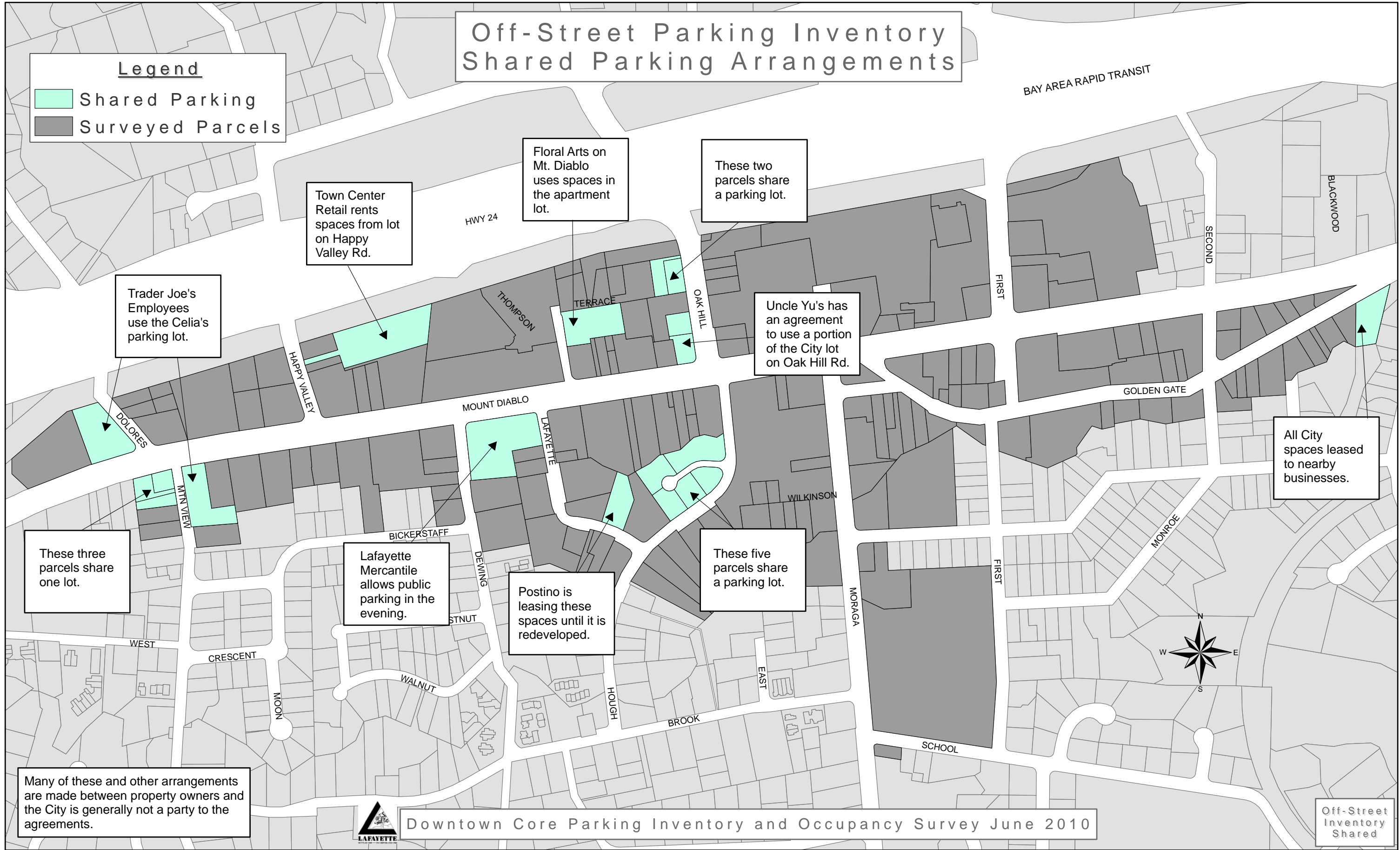
Downtown Core Parking Inventory and Occupancy Survey June 2010

Off-Street
Inventory
Land Use

Off-Street Parking Inventory Shared Parking Arrangements

Legend

- Shared Parking
- Surveyed Parcels



Trader Joe's Employees use the Celia's parking lot.

Town Center Retail rents spaces from lot on Happy Valley Rd.

Floral Arts on Mt. Diablo uses spaces in the apartment lot.

These two parcels share a parking lot.

Uncle Yu's has an agreement to use a portion of the City lot on Oak Hill Rd.

All City spaces leased to nearby businesses.

These three parcels share one lot.

Lafayette Mercantile allows public parking in the evening.

Postino is leasing these spaces until it is redeveloped.

These five parcels share a parking lot.

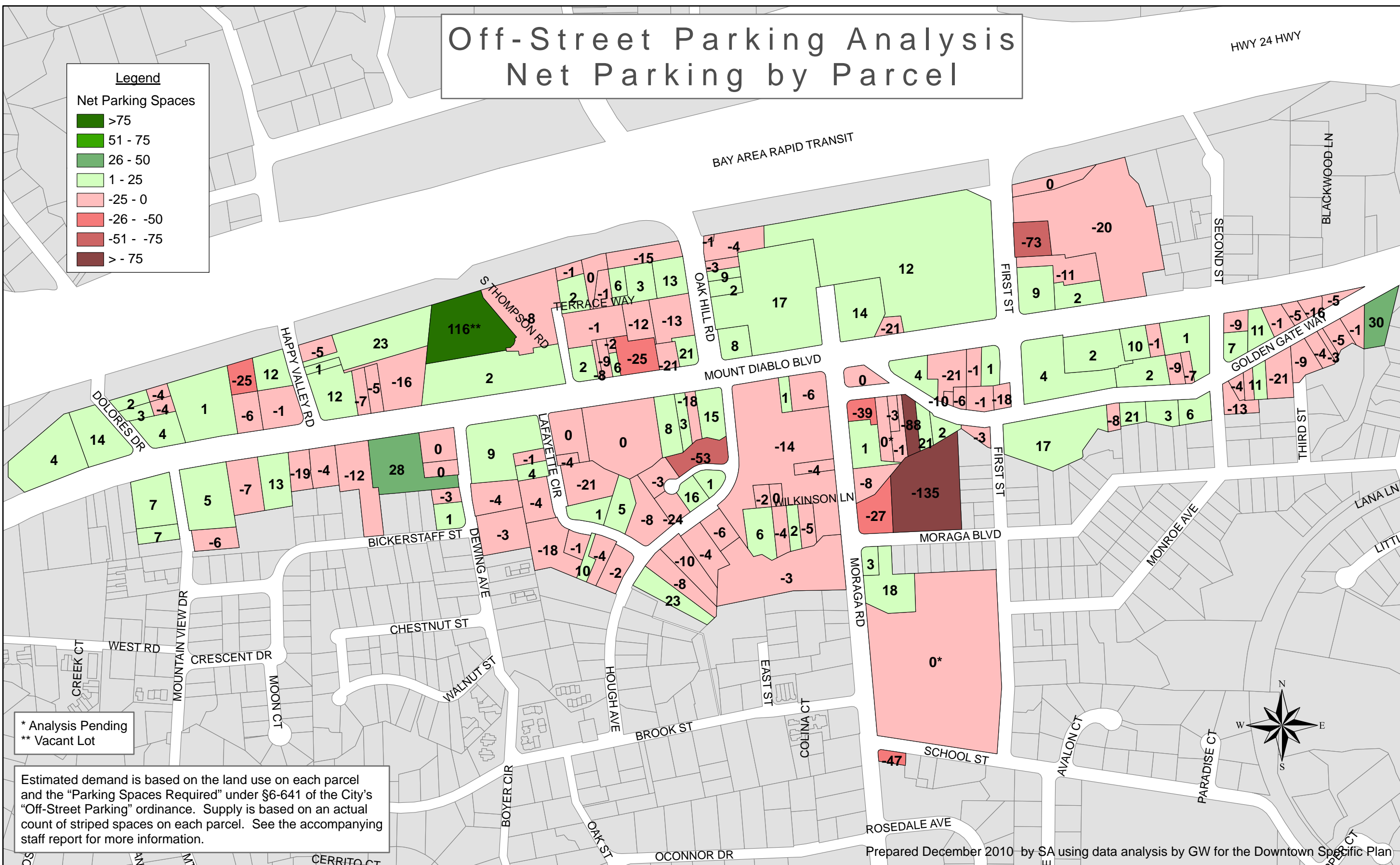
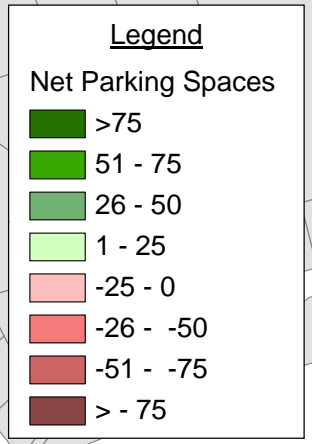
Many of these and other arrangements are made between property owners and the City is generally not a party to the agreements.



Downtown Core Parking Inventory and Occupancy Survey June 2010

Off-Street Inventory Shared

Off-Street Parking Analysis Net Parking by Parcel

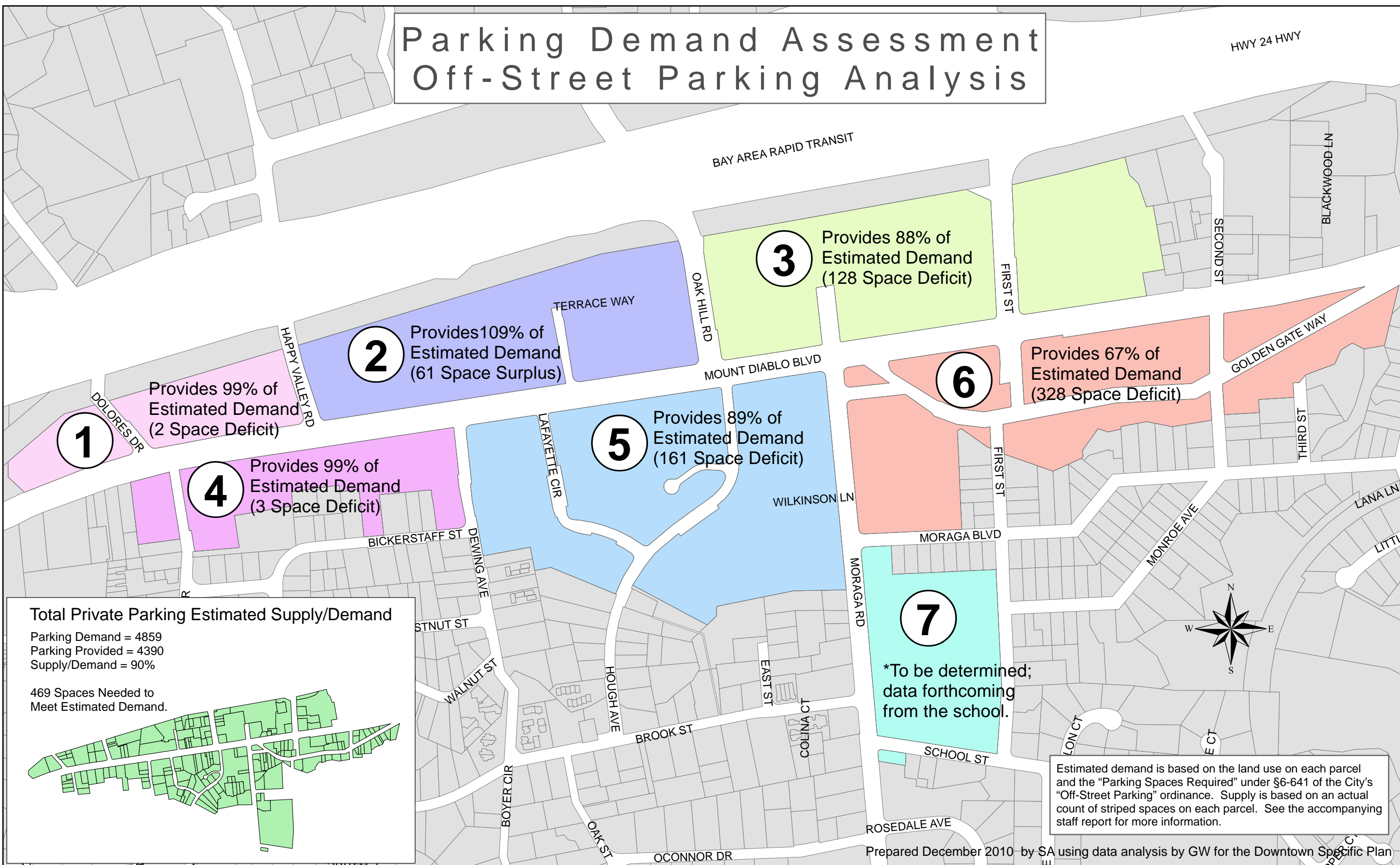


* Analysis Pending
** Vacant Lot

Estimated demand is based on the land use on each parcel and the "Parking Spaces Required" under §6-641 of the City's "Off-Street Parking" ordinance. Supply is based on an actual count of striped spaces on each parcel. See the accompanying staff report for more information.



Parking Demand Assessment Off-Street Parking Analysis



Total Private Parking Estimated Supply/Demand

Parking Demand = 4859
 Parking Provided = 4390
 Supply/Demand = 90%

469 Spaces Needed to Meet Estimated Demand.

Estimated demand is based on the land use on each parcel and the "Parking Spaces Required" under §6-641 of the City's "Off-Street Parking" ordinance. Supply is based on an actual count of striped spaces on each parcel. See the accompanying staff report for more information.

On-Street Parking Inventory Street Status

- Legend**
- No Parking
 - No Time Limit
 - Timed
 - Metered

Space Count
 Total: 1,055
 Not Timed: 329 (31%)
 Timed: 418 (40%)
 Metered: 308 (29%)



Downtown Core Parking Inventory and Occupancy Survey June 2010

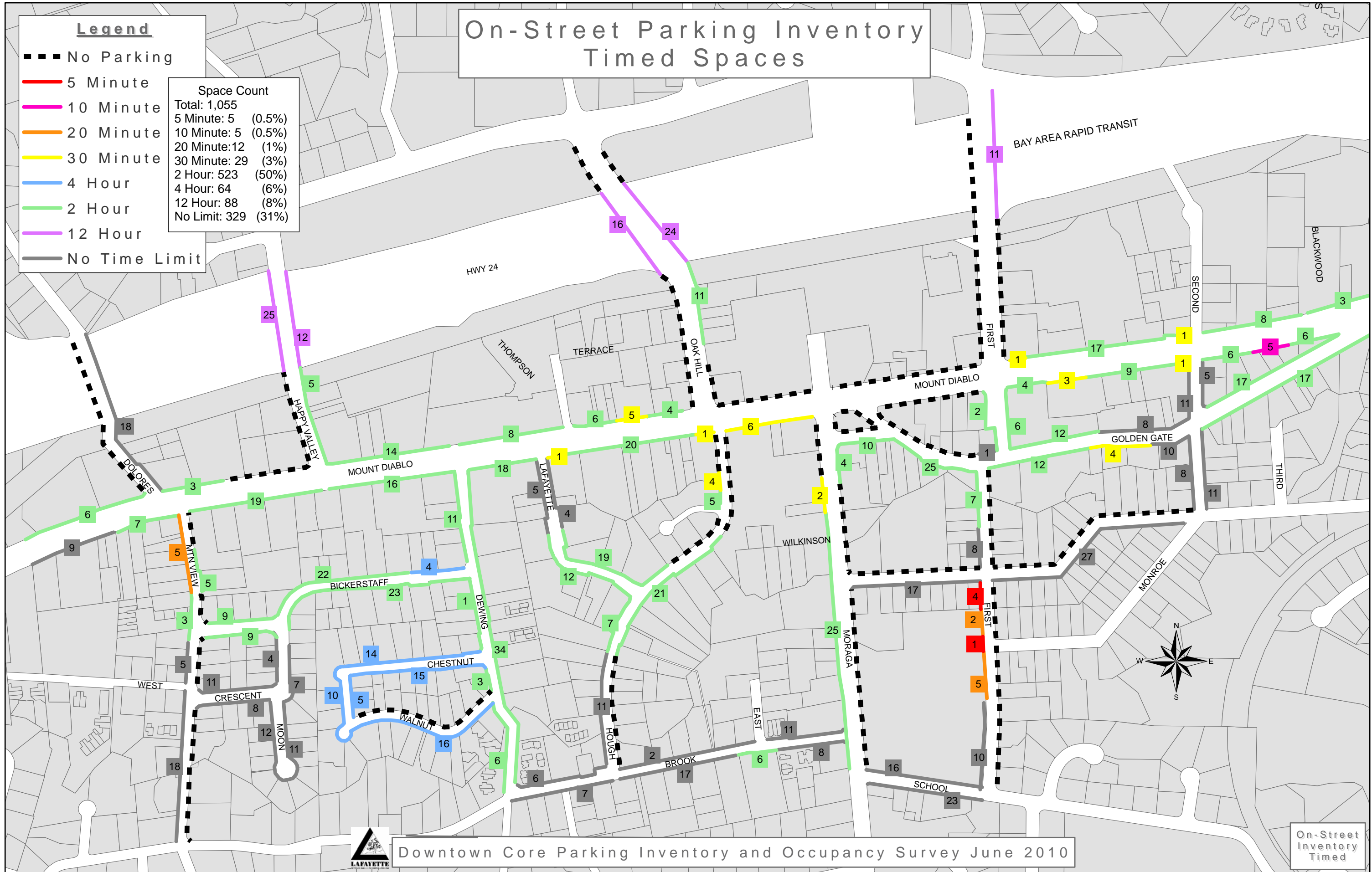
On-Street
Inventory
Status

On-Street Parking Inventory Timed Spaces

- Legend**
- No Parking
 - 5 Minute
 - 10 Minute
 - 20 Minute
 - 30 Minute
 - 4 Hour
 - 2 Hour
 - 12 Hour
 - No Time Limit

Space Count

Total:	1,055
5 Minute:	5 (0.5%)
10 Minute:	5 (0.5%)
20 Minute:	12 (1%)
30 Minute:	29 (3%)
2 Hour:	523 (50%)
4 Hour:	64 (6%)
12 Hour:	88 (8%)
No Limit:	329 (31%)



Downtown Core Parking Inventory and Occupancy Survey June 2010

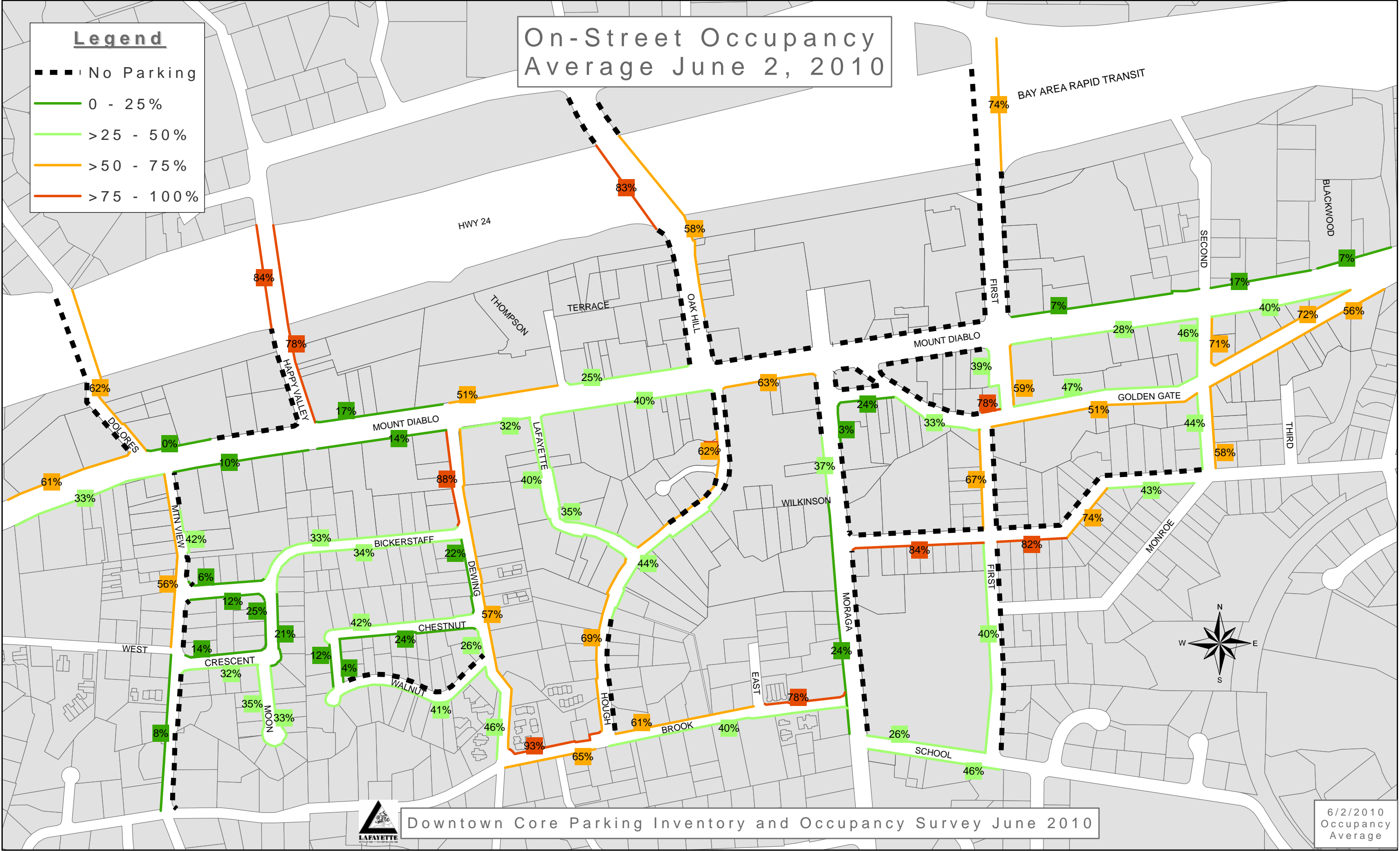


On-Street
Inventory
Timed

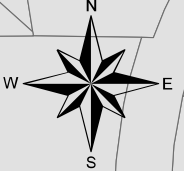
On-Street Occupancy Average June 2, 2010

Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >50 - 75%
- >75 - 100%



Downtown Core Parking Inventory and Occupancy Survey June 2010

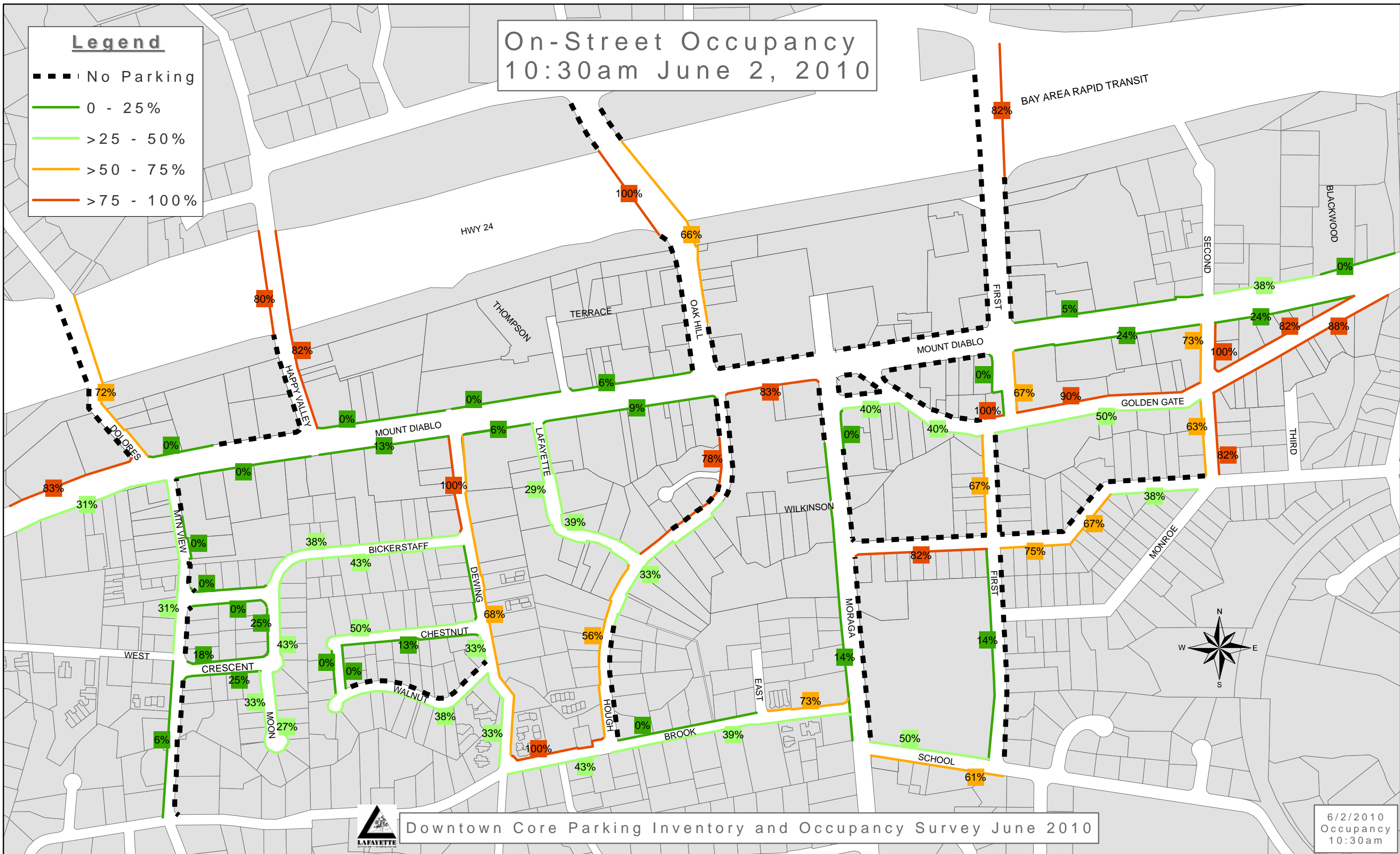


6/2/2010
Occupancy
Average

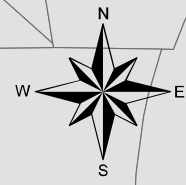
Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >50 - 75%
- >75 - 100%

On-Street Occupancy
10:30am June 2, 2010



Downtown Core Parking Inventory and Occupancy Survey June 2010

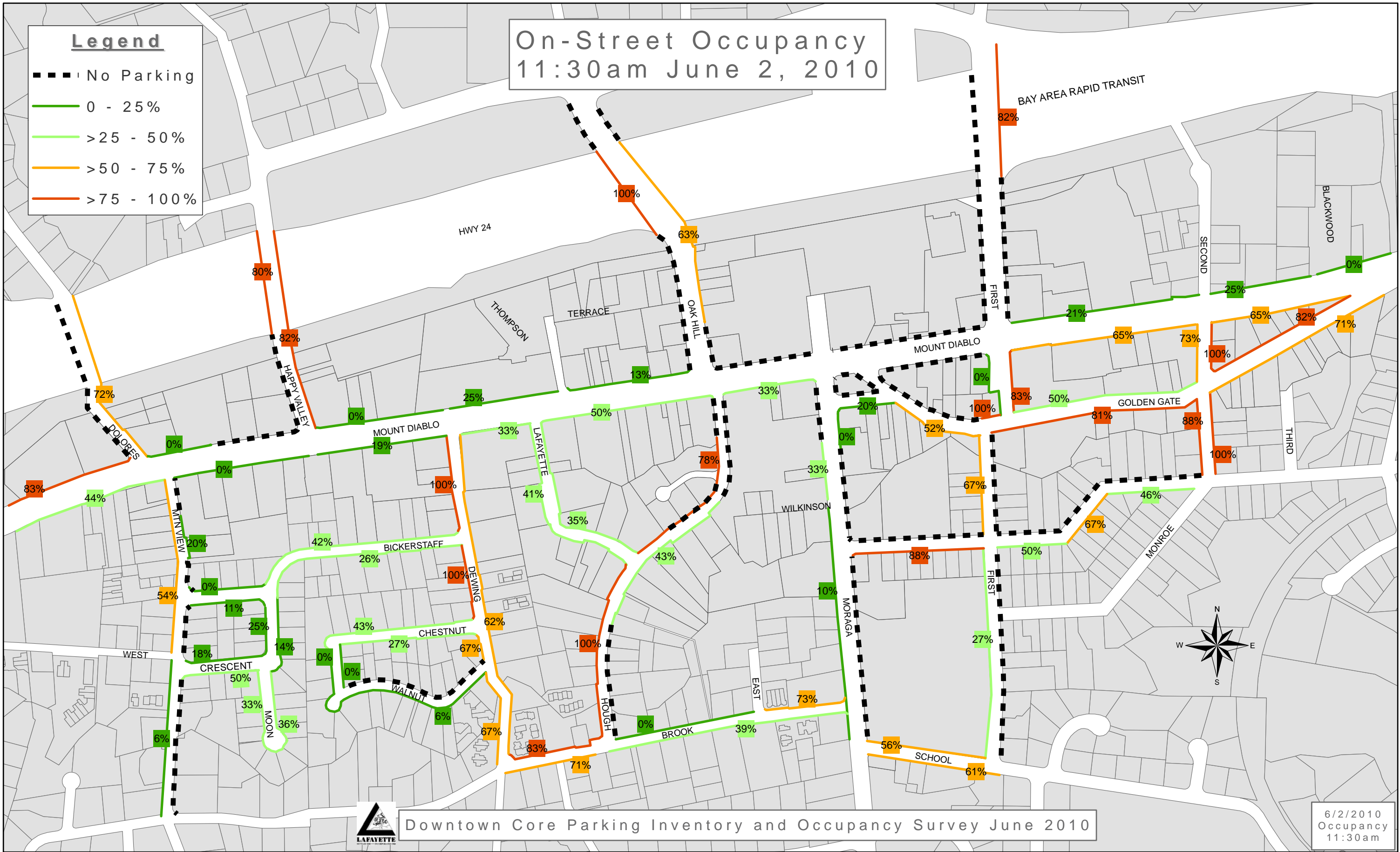


6/2/2010
Occupancy
10:30am

Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >50 - 75%
- >75 - 100%

On-Street Occupancy
11:30am June 2, 2010



Downtown Core Parking Inventory and Occupancy Survey June 2010

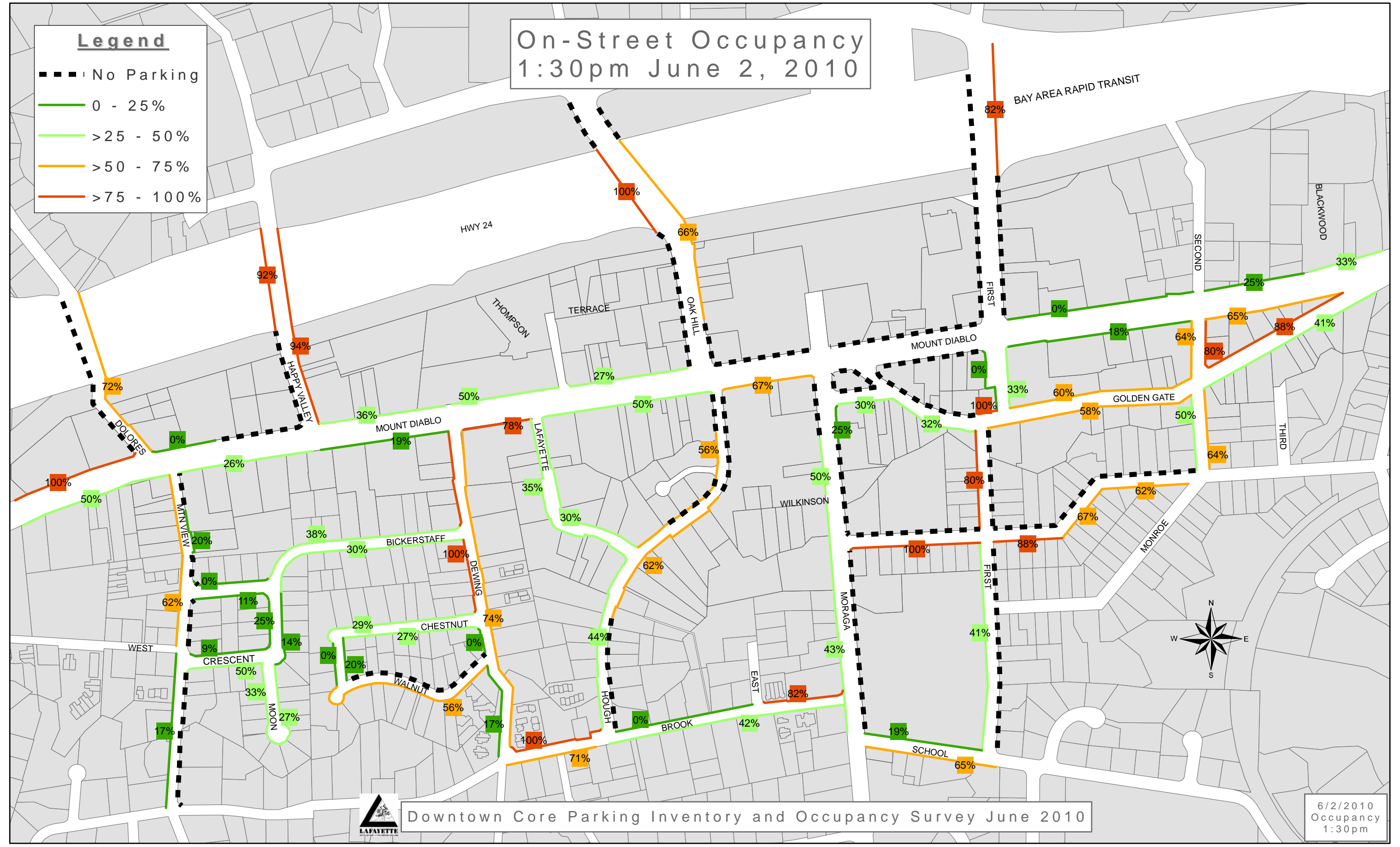


6/2/2010
Occupancy
11:30am

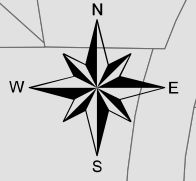
On-Street Occupancy 1:30pm June 2, 2010

Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >50 - 75%
- >75 - 100%



Downtown Core Parking Inventory and Occupancy Survey June 2010

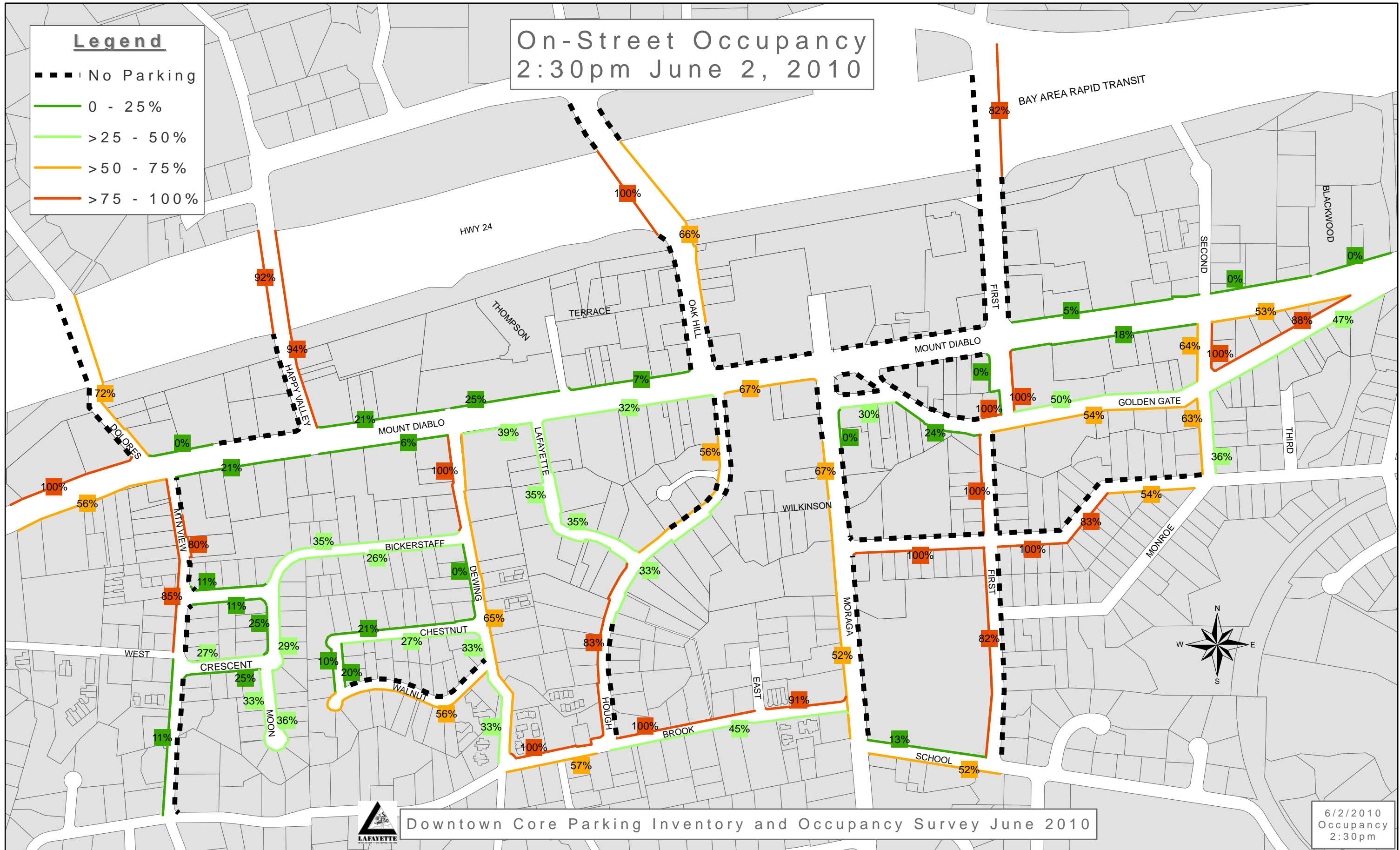


6/2/2010
Occupancy
1:30pm

Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >50 - 75%
- >75 - 100%

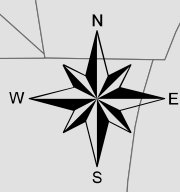
**On-Street Occupancy
2:30pm June 2, 2010**



Legend

- No Parking
- 0 - 25%
- > 25 - 50%
- > 50 - 75%
- > 75 - 100%

On-Street Occupancy 3:30pm June 2, 2010



Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >50 - 75%
- >75 - 100%

On-Street Occupancy
4:30pm June 2, 2010



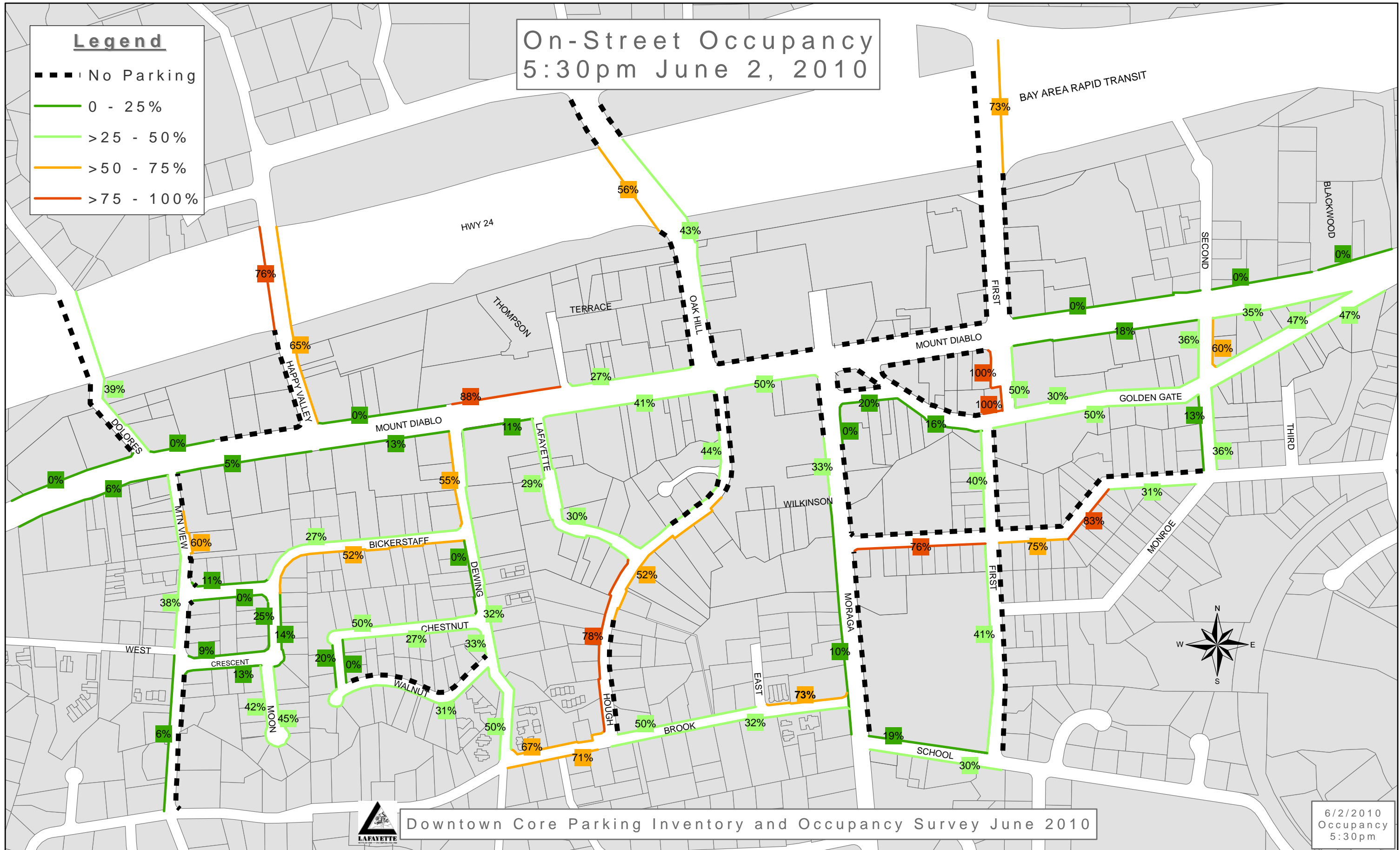
Downtown Core Parking Inventory and Occupancy Survey June 2010

6/2/2010
Occupancy
4:30pm

On-Street Occupancy 5:30pm June 2, 2010

Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >50 - 75%
- >75 - 100%



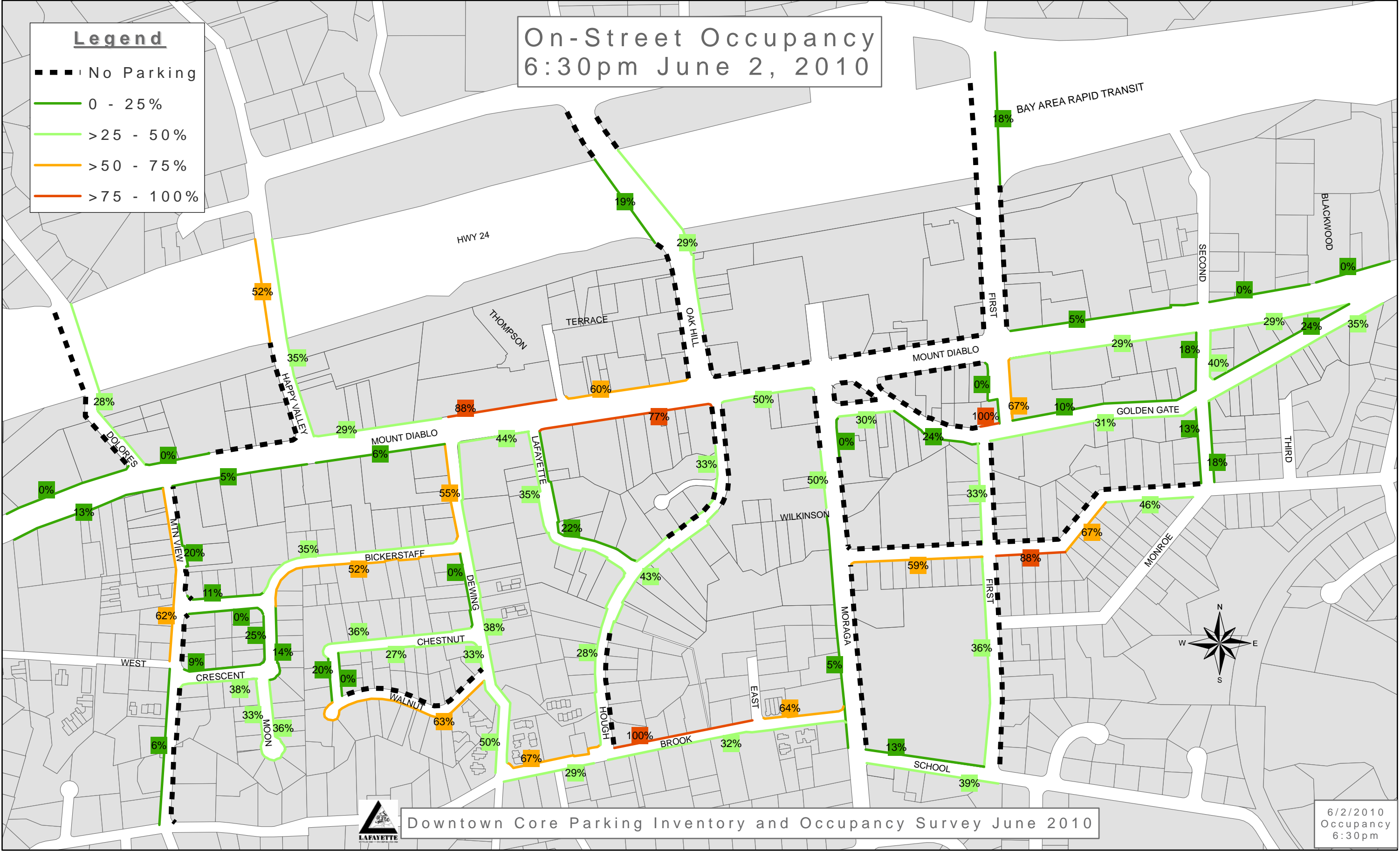
Downtown Core Parking Inventory and Occupancy Survey June 2010

6/2/2010
Occupancy
5:30pm

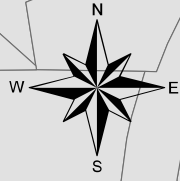
On-Street Occupancy 6:30pm June 2, 2010

Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >50 - 75%
- >75 - 100%



Downtown Core Parking Inventory and Occupancy Survey June 2010

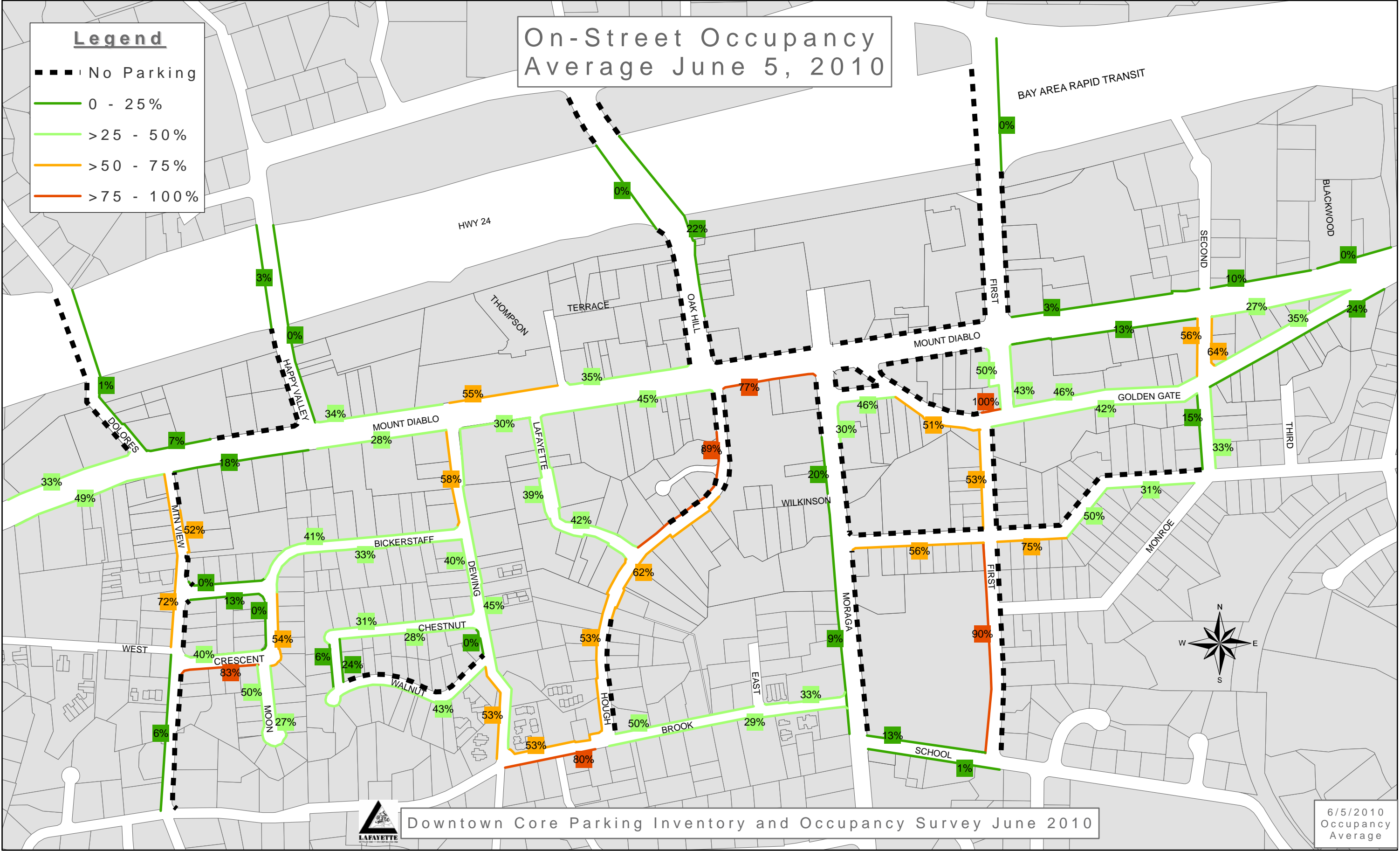


6/2/2010
Occupancy
6:30pm

On-Street Occupancy Average June 5, 2010

Legend

- No Parking
- 0 - 25%
- > 25 - 50%
- > 50 - 75%
- > 75 - 100%



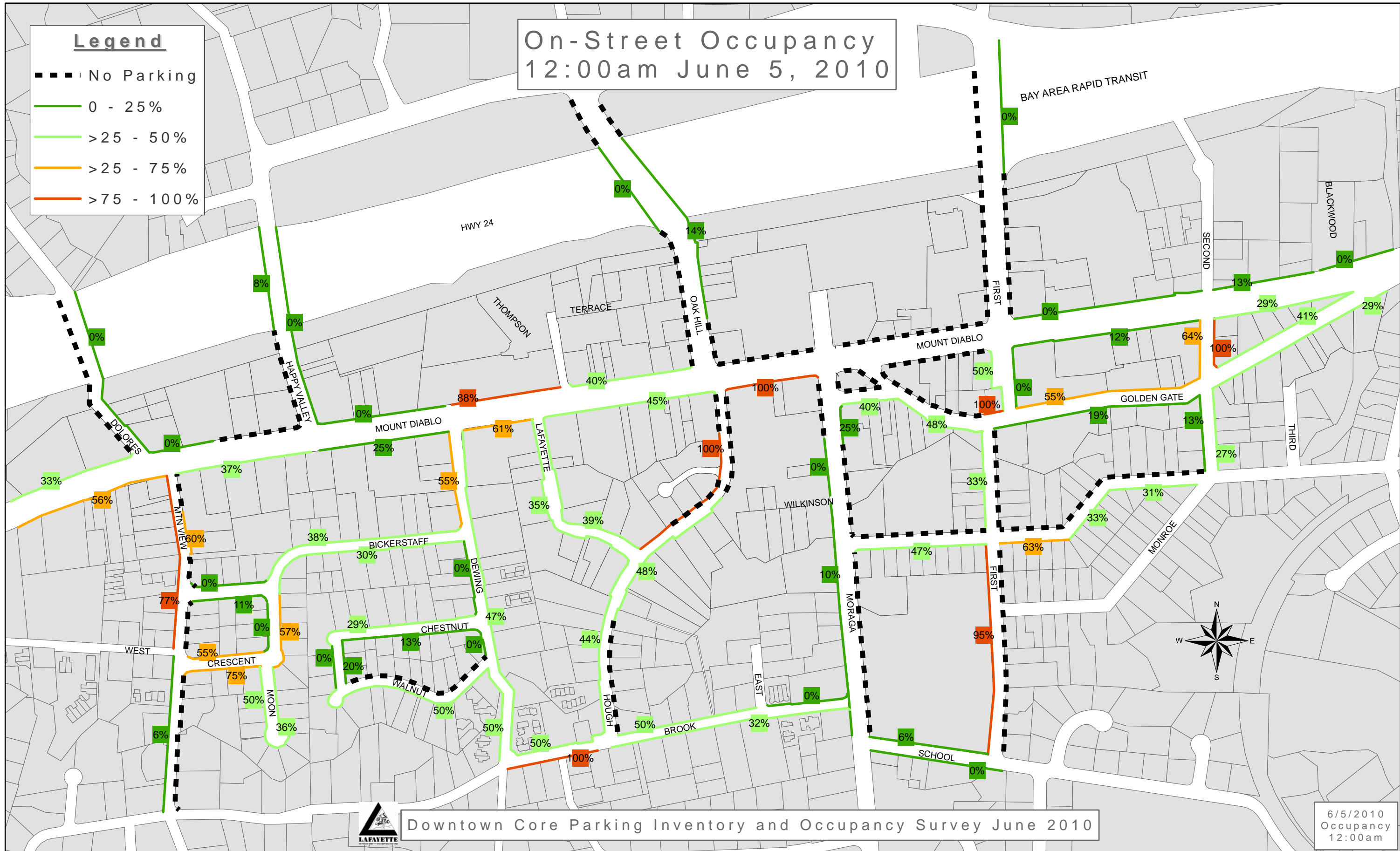
Downtown Core Parking Inventory and Occupancy Survey June 2010

6/5/2010
Occupancy
Average

Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >25 - 75%
- >75 - 100%

On-Street Occupancy
12:00am June 5, 2010



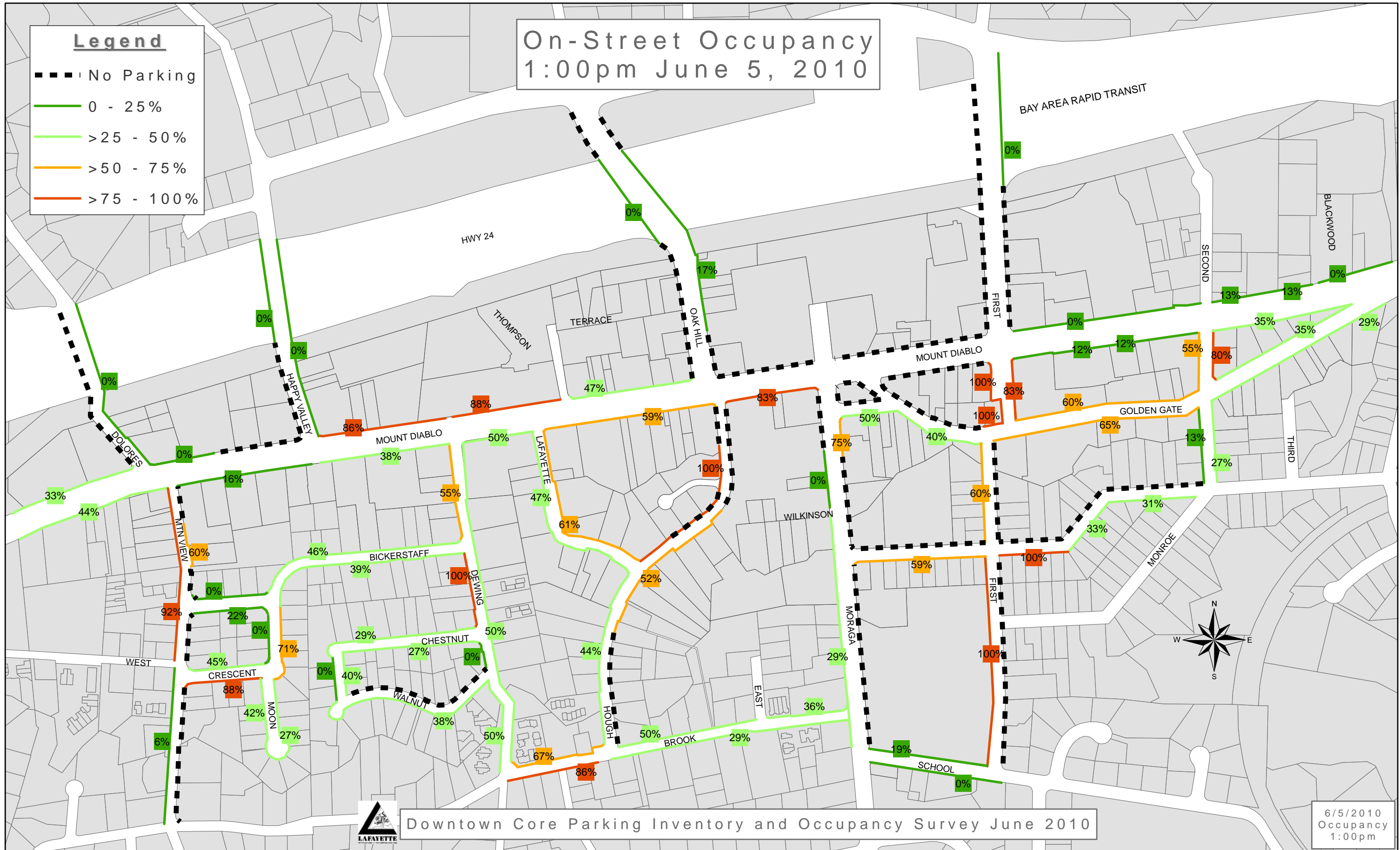
Downtown Core Parking Inventory and Occupancy Survey June 2010

6/5/2010
Occupancy
12:00am

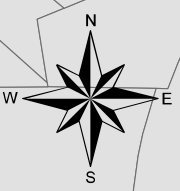
On-Street Occupancy 1:00pm June 5, 2010

Legend

- No Parking
- 0 - 25%
- >25 - 50%
- >50 - 75%
- >75 - 100%



Downtown Core Parking Inventory and Occupancy Survey June 2010



6/5/2010
Occupancy
1:00pm

City of Lafayette

2007 Employee and Employer Parking and Transportation Survey



BAY AREA
AIR QUALITY



TRANSPORTATION
FUND FOR
CLEAN AIR

January, 2008
Valerie Brock Consulting
Valerie@ValerieBrock.com

City of Lafayette
2007 Parking and Transportation Survey

Table of Contents

Introduction	2
Methodology.....	3
Business Characteristics	7
Location.....	7
Parking Availability.....	7
Employee Parking	9
Business Hours	11
Capacity Parking	12
Impact of Problem	14
Commute Behavior.....	16
Employee Work Hours	16
Employee Home Location	17
Commute Mode	20
Mode Choice Factors.....	21
Factors Influencing Employee Mode Choice	21
Choosing to Drive.....	22
Use of Alternative Commute Modes	22
Encouraging Alternative Commute Modes	23
Awareness of Ridesharing Incentives	26
Conclusions and Recommendations.....	27
Next Steps.....	32

Appendices:

1. List of participating employers
2. Employer survey
3. Employee survey
4. Employee survey - Spanish

City of Lafayette 2007 Parking and Transportation Survey

Introduction

The City of Lafayette has over 24,000 residents and approximately 7,300 employees¹. Most people work in the Downtown Lafayette area which surrounds Mt. Diablo Blvd. from Risa Road to Pleasant Hill Road. Parking and traffic congestion are perceived as chronic problems, as businesses in the thriving “small-town” downtown attempt to accommodate customers and employees.

In September, 2007, the City conducted its Downtown Strategy Survey among all Lafayette residents and employers. This survey gathered input from the community to guide the City in planning and development of the downtown area. Parking and traffic congestion emerged as key concerns for both employers and patrons of local businesses. This study further addresses those concerns, specifically asking how employers and employees manage parking. If they drive alone to work, they are asked about incentives which would encourage the use of ridesharing alternatives like transit and carpooling.

Also during this time period, the Lafayette City Council agreed to install additional parking meters in the downtown. The Chamber of Commerce and some merchants expressed concern regarding the possible financial impact to employees who were parking in these locations. Members of the business community reiterated to the Council their general sentiment that there was an inadequate supply of employee parking in the downtown. The City staff then investigated further and reported that existing, longer term parking was not being fully used and the on-street parking areas to be metered were not locations that should be used as employee parking.

Due to the limited existing information regarding on-site employer parking and employers’ use of incentives to discourage driving alone, the City Council authorized this follow-up survey to

¹ Employee estimates are from the City and the Chamber of Commerce.

gauge if policy modifications should be considered. The City received \$20,000 in Transportation Demand Management program funds from 511 Contra Costa to conduct the survey and analyze the results.

Methodology

Using a current list from the Chamber of Commerce and a City-supplied list of employers from several years ago, a mailing list of 884 employers was created. Each employer on the list received a letter from the City, a postage-paid return envelope, an employer survey, and some employee surveys. Surveys were in English; however, depending on the type of business, employee surveys also were provided in Spanish. For many businesses, neither the number of employees was available, nor was there an estimate. In these cases, the number of employee surveys distributed was determined by the name and type of business.

The downtown area was divided into three areas along Mt. Diablo Blvd.: from Risa Road to Dolores Drive (West), between Dolores Drive and 1st Street (Central) and from 1st Street to Pleasant Hill Road (East). Orchard Nursery and the Oakwood Athletic Club are not in the downtown area, but were included in the survey as they are two of Lafayette's largest employers.

The Chamber of Commerce also included the employer survey in its monthly newsletter and encouraged members to return it. Larger employers (those with more than 20 employees) were reminded repeatedly by phone and in person with the business managers to return their surveys. Also, an article about the survey appeared in the Lamorinda Weekly and in the Lamorinda Sun. For employers that may have been missed, or who needed more surveys, the survey was available in English and Spanish on the City's website. Survey respondents could choose to be entered in a raffle for more than \$1000 in prizes sponsored by local employers, the City and the Chamber of Commerce. Employers who returned completed surveys were to be publicly thanked in a newspaper ad.

Despite the aggressive reminders, deadline extensions and attractive incentives, the response was disappointing. Unfortunately, several key employers chose not to participate in the survey.

These employers included several restaurants and one large retail establishment, all of which have been the source or generator of many parking-related complaints. Typical transportation demand management surveys don't get high response rates, but they usually include at least some responses from all major employers in the survey area.

It is always difficult to get surveys returned, but in this case, several factors exacerbated the problem. In addition to the uncooperative large employers, many people had just completed the Downtown Strategy Survey; this may have created some confusion and/or survey fatigue. The lack of an updated employer database and inaccurate figures on the number of employees at each business, meant that some employers may have received too few surveys. Additionally, the outdated address mailing list generated 133 returned, non-deliverable envelopes (15%), far more than would be expected from an updated mailing list.

Outdated employer lists severely compromise the City's ability to accurately survey employees and businesses. Businesses have no compelling reason to have employees complete a survey, yet that information can be valuable in developing City policy. The cost of trying to reach employers and employees anew should factor in the City's decision not to require business licenses. In the event that this decision is revisited, a relatively updated list of employers is now available. This list includes all employers, whose survey invitations were not returned, indicating that they are still viable businesses. This list will be provided separately to the City of Lafayette.

Among the 884 employers on the final list who were mailed surveys, 133 envelopes were returned as undeliverable, leaving a pool of 751 potential responding employers. A total of 181 employers participated by returning surveys, for a response rate of 24%. Approximately 6,600 employees had the opportunity to take the survey². Again, this depended on the employer distributing the survey and returning it to the City, and on the estimated number of employees at each employer. We have no way of knowing how many employees there are at each of the

² The number 6,600 was determined using estimates from the Downtown Strategy Survey, discussions with the Chamber of Commerce, and information from participating employers.

570 employers who didn't complete surveys. Of the 6,600 estimated employees, a total of 689 completed the survey, making the response rate 10%.

Among the employers, a response rate of 24% is enough to get a sense of what the employers are thinking. For statistical validity, a response rate of at least 60% would be needed. On surveys of this type, a response rate of 20%-30% is typical. The response rate of 10% among employees is unusually low, but provides a sense of their parking and commuting concerns.

However, the response rates among both groups are at best vague estimates. The actual number of employers is an approximation based on the limited available employer data provided by the Chamber of Commerce and the City. The true number of employees could range from 3,000 – 7,100. If the true population is smaller, the response rates are much better. The survey responses cannot be mapped back to actual numbers, so it is impossible to determine if the size or location distribution of employers accurately reflects reality. Estimates of the number of employees among employers who returned surveys (and provided the number of employees) were not very accurate.

The survey directly focuses on parking, and is most concerned with the areas where parking is particularly problematic. Additionally, the City wanted to focus its efforts on businesses within a half mile of the Lafayette BART station where an alternative to driving may be the most viable for some employees. In the development and distribution of the survey, the following areas were identified as needing special attention due to past complaints regarding a lack of parking:

- Lafayette Circle East
- Mt. Diablo Blvd. and Mountain View Drive
- Mt. Diablo Blvd between Lafayette Circle East and West
- Mt. Diablo Blvd and Carol Lane.

Employers and employees in these areas had the opportunity to take the survey, but low response may impact the results and the conclusions drawn.

Employers located outside of these identified problematic areas still had concerns about parking, and the City is interested in the impact of ridesharing incentives on all employees. These incentives address parking indirectly; if employees can use alternatives to solo driving, the number of employee-driven vehicles in downtown Lafayette will be reduced, and more of the parking spaces will be available for customers.

Data in this report are presented in tables. Percentages may not total 100% due to rounding. “Employers” refers to those who completed surveys. “Employees” refers to those who completed paper questionnaires. Both employer and employee questionnaires are included at the end of this report.

Business Characteristics

Location

The largest proportion of responding employers (39%) is located in the middle of downtown Lafayette, between Trader Joe’s and Taco Bell (Dolores Drive to First Street). (Table 1) The rest are about evenly divided between west of Trader Joe’s (to Risa Rd.) and east of Taco Bell (to Pleasant Hill Road).

Employees are most likely to say they work west of Trader Joe’s (43%) where the typical land use is for offices. The disparity between employers and employees reflects the different sizes of employers, and the disproportionate survey response among employees of different employers. For example, an employer with five employees might return five employee surveys, and an employer with fifty employees might return five employee surveys. Also, not all employers and employees answered every question.

Table 1 - Location

Location:	Employers		Employees	
	Percent	Number	Percent	Number
On or near Mt. Diablo Boulevard or an intersecting street ...and <u>west</u> of Trader Joe’s (Dolores Drive)	23%	40	43%	276
...between Trader Joe’s and Taco Bell (between Dolores Drive and 1 st Street)	39%	68	28%	179
...and <u>east</u> of Taco Bell (1 st Street)	33%	58	22%	143
None of the above	5%	9	8%	49
Total	100%	175	100%	647

Data collected 12/07

Parking Availability

Lafayette’s downtown is comprised of mainly small businesses, most of whom share parking with other small businesses in a common lot. There is a perception that lot usage is often at capacity. Where there is friction over parking issues, it seems to stem from overflow parking

from other businesses. A restaurant may generate extra traffic at lunch, resulting in additional pressure on surrounding parking. Patrons perhaps park in unacceptable locations such as in a neighboring business’s lot or take up too large a proportion of the spaces in the restaurant’s shared lot to the perceived detriment of other business’ customers.

The average employer has 11 employees; with three-quarters of employers having fewer than 10 employees (*Table 2*). Overall, one-quarter of all employers have only 1-2 employees, and 30% have 3-5 employees. Those in the west part of downtown Lafayette have more employees, on average, than those in the central and east parts.

Table 2 – Number of Employees

Number of Employees	Total	West	Central	East
1-2	25%	18%	27%	29%
3-5	30%	28%	27%	31%
6-10	21%	23%	27%	16%
11-25	17%	18%	15%	17%
More than 25	8%	15%	6%	7%
Total	100%	100%	100%	100%

Data collected 12/07

Employers generally report having sufficient parking for their employees and customers at any given time. (*Table 3*) For example, 24% of the employers say the maximum number of employees they would ever have at one time is one or two, and they have an average of 13 available spaces. Similarly, 38% say that the maximum number of employees on any shift is 3-5, and those employers have an average of 11 available spaces. Regardless of the number of employees they have, all employers, on average, have sufficient spaces to accommodate them, plus a few for customers.

Table 3 – Maximum Employees and Available Parking Spaces

Number of Employees	Maximum Employees	Average Available Parking Spaces
1-2	24%	13
3-5	38%	11
6-10	23%	12
11-25	12%	29
More than 25	4%	76

Data collected 12/07

Three-quarters (75%) of employers say they have parking spaces that are available for either employees or customers. Only one-third of employers (34%) say they have sole control over their parking spaces. With so many employers sharing spaces, it is incumbent upon the City to help negotiate or arrange a shared solution to parking problems.

One-quarter of the employers (25%) say they have spaces designated or reserved for employees. Among this group, the average number of spaces for employees is five. Only 7% have spaces specifically for business vehicles; the average among these 12 employers is four spaces for business vehicles.

Nearly 20% of employers say that they have spaces reserved for customers only. Among these 34 employers, the average number of reserved spaces is 11.

Employee Parking

Employers are most likely to say that all employees who drive park on-site (64%). Employers say that employees who park elsewhere are most likely to park in spaces on the street, either unrestricted (26%) or restricted (21%). (Table 4) Again, the west part of downtown is markedly different from the central and east parts. Those in these latter sections are more likely to park in unrestricted spaces on the street, less likely to park on-site.

Table 4 – Employer Perception of Where Employees Park

Location	Total	West	Central	East
All employees who drive park on-site	64%	81%	61%	59%
In unrestricted spaces on the street	26%	17%	26%	26%
In time-restricted or metered spaces on street	21%	11%	30%	19%
In other parking unaffiliated with our company	7%	6%	12%	4%
In satellite parking leased by our company	4%	-	5%	6%
Other	1%	-	3%	-

Data collected 12/07

Columns may total more than 100% because respondents were permitted to select multiple responses.

Most employees who drive to work say they park in the employer’s lot “wherever I choose.” or “in employee spaces.” (*Table 5*) Employees in West Lafayette are much more likely to say they park in the employer lot wherever they choose, less likely to say they park on the street or in other parking. (Note that employee responses from West Lafayette include those from Orchard Nursery and the Oakwood Athletic Club, which have ample onsite parking. Responses from these two employers may comprise as much as 20% of the West Lafayette responses –due to unidentified respondents sent separately, a precise figure is unavailable.)

Table 5 – Where Employees Park

Location	Total	West	Central	East
In employer lot wherever I choose	51%	64%	46%	41%
In employer lot in employee spaces	34%	33%	34%	35%
In unrestricted spaces on the street	8%	2%	7%	14%
In other parking unaffiliated with our company	5%	4%	8%	2%
In time-restricted or metered spaces on the street	4%	1%	4%	9%
In satellite parking leased by our company	3%	1%	5%	6%
Other	3%	1%	1%	5%

Data collected 12/07

Columns may total more than 100% because respondents were permitted to select multiple responses.

Business Hours

About nine out of ten Lafayette employers are open Monday-Friday; most of the retail establishments are open on at least one of the weekend days. (Table 6) Businesses in West Lafayette are less likely to be open on the weekend than those in Central and East Lafayette.

Table 6 – Businesses Open by Day of Week

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Total	83%	89%	90%	89%	87%	34%	14%
West	80%	83%	85%	83%	80%	23%	8%
Central	88%	94%	94%	94%	93%	41%	19%
East	81%	90%	91%	88%	88%	35%	16%

Data collected 12/07

Most employers are open from about 8:00 a.m. to 5:00 p.m. (Tables 7a and 7b)

Table 7a – Hour of the Day When Business Opens

Time	Weekday	Weekend
Before 7 a.m.	5%	5%
7:00 – 7:59	12%	12%
8:00 – 8:59	47%	24%
9:00 – 9:59	23%	15%
10:00 or later	13%	43%
Total	100%	100%

Data collected 12/07

Table 7b – Hour of the Day When Business Closes

Time	Weekday	Weekend
Before 5 p.m.	11%	30%
5:00 – 5:59	50%	26%
6:00 – 6:59	25%	26%
7:00 or later	14%	18%
Total	100%	100%

Data collected 12/07

Capacity Parking

During the week, 59% of employers say that parking is at capacity either some or all of the time. Parking is less a concern on weekends. (Table 8) Two-thirds of those in Central and East Lafayette say they are at capacity parking during the week.

Table 8 – Businesses Saying Parking is at Capacity Some Time during Business Hours

	Weekday	Weekend
Total	59%	15%
West	40%	3%
Central	66%	22%
East	64%	17%

Data collected 12/07

While many employers say parking is at capacity the entire time they are open, the most common times for capacity issues start between 10 a.m. and noon (44%), and end before 3 p.m. (35%), suggesting that lunch traffic is an important source. (Tables 9a and 9b, Chart 1)

Table 9a – Start of Capacity Parking

Time	Weekday	Weekend
7:00 – 7:59	4%	4%
8:00 – 8:59	22%	27%
9:00 – 9:59	23%	23%
10:00 -noon	44%	39%
12:01 - midnight	7%	8%

Data collected 12/07

Table 9b – End of Capacity Parking

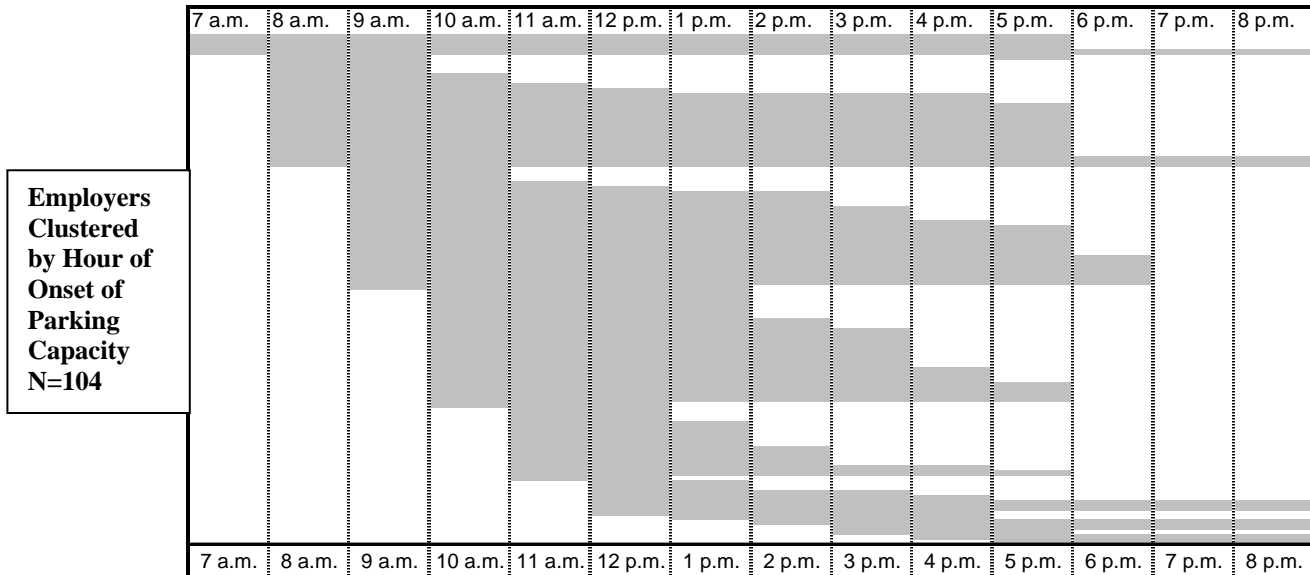
Time	Weekday	Weekend
Before 3 p.m.	35%	12%
3:00 – 4:59	21%	23%
5:00 – 5:59	27%	19%
6:00 – 6:59	11%	31%
7:00 or later	7%	15%

Data collected 12/07

Among the 104 employers who said that their parking was ever at capacity, the bulk of them said that the hours from 11 a.m. to 2 p.m. were the most likely to be at capacity. The chart on the following page shows each employer’s capacity parking, clustered by the hour in which the parking is first at capacity.

Employers whose capacity parking begins early generally say that it lasts throughout the day. Most of those for whom capacity parking begins later also experience it over the lunch hours. While for some, capacity parking only lasts for a few hours, for many, capacity parking continues all day.

Chart 1 – Weekday Hours with Parking at Capacity



Impact of Problem

More than one-third of employers (36%) say parking is an occasional or significant problem for employees. More than half (53%) say it is an occasional or significant problem for customers.

(Table 10)

Table 10 – Employer Assessment of Impact of Parking on Employees and Customers

Impact	On Employees	On Customers
Never a problem	37%	22%
Rarely a problem	27%	24%
Occasional problem	22%	32%
Significant problem	14%	21%
Don't know	-	2%
Total	100%	100%

Data collected 12/07

With 59% of employers saying parking is at capacity at some point during a typical weekday (*Table 8*), and more than one-half saying parking represents at least an occasional problem for their customers, lack of parking may be having an effect on business. The problem is most acute in central downtown Lafayette. Employees who park wherever they choose may be taking prime spaces away from customers and potential customers.

However, when asked if they would be interested in sharing parking with other employers, only 22% of employers would be interested. (Shared parking was described in the survey like this: “Some businesses may have unused spaces at times when other businesses could use them. Would you be interested in accessing additional parking for your employees and/or customers by sharing with other businesses, if liability issues were addressed?”) Among those who said they were interested, none were in West Lafayette, and the others were divided between Central and East Lafayette. In this group, only 16% would be willing to pay for the arrangement, even if the City facilitated it for free. This means that more than one-third of employers who have said parking is at least an occasional problem for their customers are not interested in pursuing a potential solution.

On the surface, this lack of interest in solving the problem appears not to bode well for the City. But it is possible that this survey is not the best forum to address what may be seen as a complex problem. Survey respondents may have been rushing to complete the survey, or they may have hesitated to ask for help. Identifying potential participants in a shared parking arrangement and contacting them may elicit greater enthusiasm.

Commute Behavior

Employee Work Hours

Based on the survey responses, employee work hours correspond to the hours when businesses are open to the public. About 85% -90% of respondents work Monday through Friday, 28% work on Saturday and 20% work on Sunday. Those in West Lafayette are least likely to work on weekends, most likely to work during the week. (Table 11)

Table 11 – Employees Working Each Day

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Total	85%	90%	91%	90%	86%	28%	20%
West	91%	96%	97%	95%	91%	16%	13%
Central	88%	87%	87%	88%	87%	37%	24%
East	78%	85%	87%	85%	75%	35%	24%

Data collected 12/07

Most employees start work between 8:00 a.m. and 9:00 a.m., and leave between 5:00 p.m. and 6:00 p.m. (Tables 12a and 12b) Eighty percent of employees start work between 7 a.m. and 10 a.m., and 81% leave work between 3:00 p.m. and 7:00 p.m.

Table 12a – Employee Arrival Time

Time	Start Work
Before 6 a.m.	2%
6:00 – 6:59 a.m.	5%
7:00 – 7:59 a.m.	22%
8:00 – 8:59 a.m.	38%
9:00– 9:59 a.m.	20%
10:00 a.m.-2:59 p.m.	8%
3:00 – 6:59 p.m.	3%
7 p.m. or later	1%
Total	100%

Data collected 12/07

Table 12b – Employee Departure Time

Time	Leave Work
Before noon.	1%
12:00 – 2:59 p.m.	8%
3:00 – 4:59 p.m.	23%
5:00 – 5:59 p.m.	44%
6:00 – 6:59 p.m.	14%
7:00 -10:59 p.m.	8%
11 p.m. or later	2%
Total	100%

Data collected 12/07

Employee Home Location

Lafayette businesses attract employees from throughout the Bay Area. Most employees live in the East Bay (*Table 13*)

Because the entire City of Lafayette is included in one ZIP code, it is not clear how close residents live to the downtown area. Depending on which area in the City they live, alternatives, especially a shuttle, may have a different level of benefit. Given the percentage of Lafayette residents who work in downtown, future employee studies should ask more detailed questions to pinpoint where in Lafayette or Lamorinda employees actually live so alternatives to driving can be designed to meet their needs

Surprisingly few employees live in Lamorinda, outside of Lafayette. Over 42% of the employees have home locations north and east of Lafayette. Right now, there is no bus service on Pleasant Hill Road or linking downtown Lafayette with residential areas to the east.

Table 13 –Employee Home Location

City	Percent
Lafayette	18%
Concord	12%
Walnut Creek	10%
Martinez	7%
Pleasant Hill	5%
Pittsburg	4%
Antioch	4%
Moraga	3%
Oakland	3%
San Francisco	2%
Orinda	2%
Alamo	2%
San Ramon	2%
Berkeley	1%
Vallejo	1%
El Sobrante	1%
Pleasanton	1%
San Pablo	1%
Benicia	1%
Clayton	1%
Piedmont	1%
Richmond	1%
San Leandro	1%
Alameda	1%
Brentwood	1%
El Cerrito	1%
Fairfield	1%
Hercules	1%
Pinole	1%
Other	10%
Total	100%

Data collected 12/07

Commute Mode

Eight out of ten survey respondents (83%) drive alone to work; another 1% rides a motorcycle. Six percent take BART, and 5% carpool or vanpool. Fewer than one percent report riding the bus or telecommuting. (Table 14) Employees who work in Central Lafayette are more likely to ride BART, perhaps because Central Lafayette is closest to the BART station.

The rate of transit use (bus and BART) is a function of home location. Unlike cities such as San Francisco, where residents who work in the city are most likely to use transit, Lafayette has lower transit use because even *residents* are likely to drive to work. Low population density throughout the Lamorinda area, varied topography and a limited number of arterials leads to a corresponding level of transit service. The only commuters who are likely to use transit are those who travel longer distances (10+ miles one-way) and can ride BART.

Table 14 – Employee Commute Modes

Mode	Total	West	Central	East
Drive alone	83%	85%	78%	86%
BART	6%	5%	9%	5%
Carpool/Vanpool	5%	7%	2%	3%
Walk	2%	2%	5%	1%
Bicycle	1%	-	3%	2%
Motorcycle	1%	1%	1%	2%
Bus	-	-	1%	-
Telecommute	-	-	1%	-
Other	-	-	1%	1%
Total	100%	100%	100%	100%

Data collected 12/07

Mode Choice Factors

Factors Influencing Employee Mode Choice

All employees were asked about the three most important factors in choosing their commute mode. (Table 15) Percentages show the proportion of people who gave each answer; as most people cited more than one factor, the columns do not sum to 100%.

The leader, by a wide margin, was that they simply prefer to drive their own cars (59%). The next most commonly cited factor was the ease of getting home in an emergency (38%). One-third (33%) mentioned parking availability at their worksite, and a similar proportion cited the need to make stops en route (32%).

About one-quarter mentioned working late or irregular hours (27%) or needing their car on the job (24%). Reflecting the low use of transit, not too many are concerned about transit fares and reliability. There are a few important differences among employees in different parts of downtown Lafayette: those in East Lafayette are most likely to use their cars on the job; those in West Lafayette are most likely to make stops en route to work.

Table 15 – Factors Influencing Employee Mode Choice

Factor	Total	West	Central	East
Prefer to drive my own car	59%	60%	54%	60%
Ease of getting home in emergency	38%	45%	38%	27%
Parking availability at my worksite	33%	34%	32%	31%
Need to make stops en route	32%	40%	29%	27%
Work late or irregular hours	27%	31%	26%	26%
Use my car on the job	24%	23%	22%	31%
BART or transit reliability	13%	12%	11%	17%
BART or transit fare	9%	9%	9%	8%
Adequate bicycle/pedestrian access	6%	5%	10%	7%
Cost of parking near worksite	3%	2%	4%	2%

Data collected 12/07

Choosing to Drive

To further isolate the impact of parking supply and cost on mode choice among Lafayette commuters, respondents were asked what influenced their decision to drive or not drive. Among these potential influences, the need for using the car for errands, and time savings, emerged as most important. Parking availability is an issue for one in four commuters regardless of work location in the downtown Lafayette. The cost of parking is an issue for only one in ten respondents. On-street parking time limits are all but inconsequential. “Other” reasons were most often “need car for work” or “I don’t have a car” or “price of gas.” (Table 16)

Those in East Lafayette were more likely to mention the cost of parking, and less likely to need the car for errands. Those in Central Lafayette were least concerned about time savings.

Table 16 – Influences on Employee’s Choice to Drive

Influence on Choice to Drive	Total	West	Central	East
Time savings	49%	57%	39%	48%
Need car for errands	45%	46%	50%	38%
Parking availability	23%	23%	25%	24%
Cost of parking	4%	3%	4%	8%
On-street parking time limits	2%	2%	2%	4%
Other	26%	26%	27%	25%

Data collected 12/07

Use of Alternative Commute Modes

Respondents who usually drive alone to work were asked which commute alternatives they would consider using at least one day per week. The most popular alternatives, by a wide margin, were BART and carpooling (40% each). One in five (21%) would telecommute, and

13% would bicycle. Walking, taking the bus, and vanpooling would be options for 9% or less. (Table 17)

There is little variation by area within downtown Lafayette, with one exception: one-third of those in West Lafayette would telecommute, significantly higher than the rest of the City. This undoubtedly reflects the higher percentage of office use in West Lafayette.

Table 17 - Alternative Commute Mode Considered by Employees

Potential Mode	Total	West	Central	East
BART	40%	42%	40%	41%
Carpool	40%	36%	37%	42%
Telecommute	21%	33%	13%	11%
Bicycle	13%	15%	16%	14%
Walk	9%	9%	12%	6%
Bus	9%	8%	9%	9%
Vanpool	8%	11%	5%	6%

Data collected 12/07

Encouraging Alternative Commute Modes

Employers were asked about ridesharing or alternative commute incentives that they were aware of, or offered to their employees. The results are somewhat disheartening. Most employers don't offer any incentives. (Table 18)

The most commonly offered incentive is a flexible schedule (45%), followed by the option of telecommuting (18%) and a compressed work schedule (10%). Interestingly, one-quarter say they are aware of a free shuttle from the Lafayette BART station to their worksite, and 1% say they use it. As this option is not known to be available, perhaps the respondents were not reading carefully.

Employers were also asked if they would be interested in offering a benefit program like Commuter Check or Wage Works (which 28% say they are aware of, and 5% offer.) Only 11% of responding employers (17) were interested in learning more about this incentive. Among these, only a few provided contact information.

Table 18 – Employer Incentives to Rideshare

Incentive to Rideshare	Aware Of	Offer
Flexible schedule	44%	45%
Telecommuting option	56%	18%
Compressed work schedule (9/80, 4/40, 3/36)	49%	10%
Subsidized BART or transit tickets	33%	7%
Bike lockers or bike racks	37%	6%
Flexible spending benefit plans allowing BART or transit tickets to be purchased at a discount with pre-tax dollars	28%	5%
Showers on-site	23%	5%
Free Guaranteed Ride Home program for emergencies	16%	4%
Sale of BART or transit tickets at work	39%	3%
Preferred parking for carpools or vanpools	28%	1%
Free shuttle from Lafayette BART station to worksite	25%	1%
Subsidized carpool or vanpool vehicles	25%	1%
Onsite or nearby childcare facilities	24%	-

Data collected 12/07

Employees who usually drive alone to work were asked which incentives would get them to consider using a ridesharing alternative at least one day per week. (*Table 19*) One-third said a free shuttle from the Lafayette BART station to their worksite would get them to make a change. However, only 20% of those in Central Lafayette were interested in a shuttle, compared to 33% in West Lafayette and 44% in East Lafayette. Not surprisingly, the farther you are from BART, the more attractive the shuttle.

A flexible schedule was cited by 30%, presumably meaning more flexible than the one offered by 45% of employers now. The definition of “flexible schedule” is unclear. For some it may refer to a variable schedule, while to others it may mean changing hours to make them more convenient.

Telecommuting was cited by 28%; it’s most popular in West Lafayette. For obvious reasons, telecommuting may be an option for office workers, but not for retail workers, so the popularity of telecommuting is linked to the type of employment most prevalent in an area.

Nearly one out of five (18%) employees said that a guaranteed ride home for overtime or emergencies would encourage them to rideshare at least once a week and only 16% of the employers are aware of the existing guaranteed ride home program. In this case, the solution is already available; employers and employees just need to be made aware of it.

Subsidized transit tickets appealed to 17% of the employees; similarly, 15% said pre-tax transit ticket purchases would influence their commute decisions.

Table 19 – Employee Interest in Ridesharing Incentives

Employee Interest in Incentives	Total	West	Central	East
Free shuttle from Lafayette BART	32%	33%	20%	44%
Flexible schedule	30%	25%	31%	32%
Telecommuting option	28%	40%	20%	19%
Free GRH for emergencies	18%	20%	16%	23%
Subsidized transit tickets	17%	17%	21%	13%
Compressed schedule	16%	17%	23%	11%
Pre-tax transit ticket purchase	15%	15%	20%	11%
Sale of transit tickets at work	9%	10%	11%	7%
Bike lockers, racks	7%	7%	9%	9%
Subsidized carpools and vanpools	7%	8%	6%	8%
Showers onsite	6%	8%	2%	8%
Preferred parking for carpools & vanpools	3%	2%	4%	3%
Onsite childcare	3%	2%	2%	4%
Other	13%	11%	18%	12%

Data collected 12/07

Awareness of Ridesharing Incentives

Among existing incentives, commuters are most aware of, and most likely to have purchased transit tickets with pre-tax dollars (*Table 20*). Note that employees may have used this program at this job, or their previous job. Only 5% of employers offer transit tickets that can be purchased with pre-tax dollars. The “511” commuter transportation website is also well known and used. While one-third of the respondents know about ridematching services, only 3% have used them. The remaining programs are neither well-known, nor used. Again, it’s particularly disappointing to see that only 16% of the employees are aware of the free guaranteed ride home program.

Table 20 – Employee Incentives to Rideshare

Incentive to Rideshare	Aware Of	Used
BART or transit tickets purchased with pre-tax dollars	51%	22%
www.511.org	24%	14%
Ridematching services (help find carpool/vanpool)	33%	3%
<u>Lamorinda Schoolbus Program</u>	22%	3%
Carpool Incentive Program	22%	2%
Vanpool Incentive Program	20%	2%
Transit Incentive Program	17%	2%
Pool to School	17%	1%
Free Guaranteed Ride Home Program	16%	1%

Data collected 12/07

Conclusions and Recommendations

Parking Issues

While parking scarcity is clearly a concern for many downtown Lafayette employers, relatively few of them are motivated to address the problem. Parking is infrequently a problem for employees, but more than half of employers say it is at least an occasional problem for customers. Parking is much less of a concern on weekends. (Still the survey results indicate that the problem is “occasional” at best. In other words, there is no crisis that demands immediate and radical measures.)

- **Recommendation: Focus on weekday parking concerns.**
- **Recommendation: Publicize transit and rideshare incentives and existing available long-term parking.**

Employees and employers in West Lafayette have notably different concerns and opinions than those in Central and East Lafayette. West Lafayette is characterized more by “office” work, where employees work a standard workweek, and there are fewer parking concerns.

- **Recommendation: Focus on parking problems in East Lafayette and especially Central Lafayette.**
- **Recommendation: Help the West Lafayette employers, in particular, promote ridesharing solutions, like carpooling, which work well with standard work schedules.**

Well over half of employers say that their parking is at capacity at least some of the day, every weekday. Some, especially among those in the central part of downtown Lafayette, say that parking is a significant problem for their customers. However, according to both employers and employees, nine out of ten employees park in employee lots, or in unrestricted spaces on the street. This suggests that employers accommodate their employees even at the occasional (or significant) expense of the customers. Parking is most likely to be at capacity at the middle of the typical weekday, and is more likely to be at capacity in central Lafayette.

- **Recommendation: Promote parking solutions such as a shuttle, offsite parking, ridesharing among employees to address the insufficient parking.**
- **Recommendation: Work with the restaurants that are drawing the excess traffic to find solutions. Perhaps a lunchtime delivery service among downtown Lafayette employers could reduce the number of cars at midday and increase business.**

Resolving parking issues seems to be a “tragedy of the commons;” everyone has a slight interest in solving it, but nobody owns the problem, or wants to pay for it. The level of enthusiasm for contributing to a solution appears tepid at best. The City is addressing the problem; to take further action would require greater effort from the employers. To accomplish this, the business licenses should be reinstated. Each year, to renew their license, a business must provide information about the number of employees, their hours of operation, the amount of parking they have available and what incentives they offer to discourage their employees from driving. This basic information will allow the City to at least gauge the extent of any parking problems. A mandatory license compels businesses to be responsible corporate citizens. Further, revenue from the business licenses can help fund the City’s efforts to solve this common problem. Congestion impacts businesses. When employees don’t want to leave at

lunch to go to a restaurant or run errands for fear of losing their parking spaces, Lafayette businesses miss that revenue.

- **Recommendation: Reinstate the business licenses in Lafayette.**

As noted earlier, the City can help specific employers who are interested with solutions like shared parking. In addition to the ones who said they were interested in this survey, other opportunities have been identified. Publicizing successful shared parking arrangements via the Chamber of Commerce may lead to more interest.

- **Recommendation: Publicize successful shared parking arrangements**
- **Recommendation: Invite interested businesses to discuss these arrangements with assistance from the City (arrange and facilitate meeting).**
- **Recommendation: Identify potential partners and invite them to discuss arrangements.**

Ridesharing

The other way to address parking concerns is to reduce the number of employee vehicles in Lafayette. Because awareness and use of ridesharing incentives is so low, there are many opportunities to improve.

The low awareness of the Guaranteed Ride Home program presents one opportunity. Only 16% of employees know about the program, yet 18% say that it would encourage them to rideshare.

- **Recommendation: Expand promotion of the Guaranteed Ride Home Program. The employee commuter guide is one opportunity for promotion.**

Carpooling is one of the most popular commute alternatives among employees who drive alone to work. It is also one of the most viable alternatives for local commuters. These people find transit inadequate, BART isn't an option, and they may live too far away to bike or walk. The challenge here is demonstrating that sharing a ride for even a short distance is beneficial.

- **Recommendation: Promote carpooling, even if only one day per week.**

- **Recommendation: Focus efforts on West Lafayette, where employees are more likely to have office jobs and regular, peak-period commutes.**

BART is the other most popular commute alternative. Not coincidentally, the most attractive ridesharing incentive is a shuttle from the Lafayette BART station to their worksite. A shuttle could work for several reasons:

- Most commuters travel to work at the same time each day. A shuttle that ran at peak hours could meet their needs.
- A shuttle at lunch could help the congestion arising from people driving within Lafayette to go to lunch, one of the peak demand periods for parking. The top reason for driving alone is “need my car for errands.” A downtown shuttle could prevent people from having to move their cars during the day thus reducing lunch time traffic congestion.
- A shuttle that ran from BART could fill in the transit gaps, enabling commuters to use County Connection. The shuttle could potentially attract the hard-to-serve population that lives too far away to walk, but not so far that transit is an alternative.
- Lafayette doesn’t have any “big box” retailers; shopping bags from many shopping trips can probably be managed on the shuttle.
- Lafayette employers may be willing to subsidize a shuttle; other support might come from BART or the Bay Area Air Quality Management District.

Several years ago, the City of San Leandro formed a Business Improvement District (BID) to operate a free shuttle. Employers with more than five employees were required to subsidize the shuttle, but anybody can ride it. The shuttle runs, at capacity, in the morning and evening from the San Leandro BART station on a circuit past many large employers. The BID promoted the shuttle as a way to attract and retain employees, and results clearly indicate that employees rely on it. For the past three years, 85% of the shuttle riders say that losing the shuttle would be a financial hardship for them. San Leandro and Lafayette are very different communities, but the core principle of reducing congestion to make business more convenient applies.

- **Recommendation: Consider a shuttle that connects Lafayette BART to local businesses and potentially fills gaps in local bus service.**
- **Recommendation: Investigate implementing transit service to link employees commuting from Northeast Lafayette, Pleasant Hill and Walnut Creek.**

Very few commuters telecommute. Respondents suggested that they are interested in pursuing this alternative. As with the other alternative commute modes, respondents may try it once a week, or even once a month. Likewise, many respondents are interested in working compressed schedules. Enough people travel in the citywide peak commute hours that compressed schedules could make a significant impact on congestion.

Increasing bus ridership is also important. With so many people living in Lafayette or the surrounding communities, it may be a viable commute alternative for many more people than are using it. Subsidizing transit is a popular ridesharing incentive. If possible, incentives should be offered that allow people to benefit from them even if they only use transit once or twice a week. For example, a discounted book of transit passes might be more appealing than a discounted monthly pass. The idea is to get people using transit, even if they don't use it every day. While 17% of commuters said that subsidized transit tickets would encourage them to use transit (bus and BART), only 7% of employers offer them.

- **Recommendation: Encourage all employers to offer pre-tax subsidized transit tickets.**

The low incidence of bicycling is striking. While only 1% of employees bicycle, 13% of employees say they would consider this mode. Many suggested enhancements, such as bike lockers and showers, or improved bike routes. Working with the individual employers to further promote bicycling can be very effective.

- **Recommendation: Approach employers who already offer lockers and showers (Oakwood Athletic Club, e.g.), would they be willing to allow non-employees to share their facilities for a discount.**

- **Recommendation: Identify employers interested in bike parking and coordinate the use of 511 Contra Costa’s existing program to fund rack and locker purchase and installation.**

The City of Lafayette can boost awareness of ridesharing alternatives among employees in several ways:

- Work with the Chamber of Commerce to promote “just once a week” ridesharing.
- Use public relations activities to inform employees of the TDM programs available to them, especially the Guaranteed Ride Home service.
- Target residents who also work in downtown Lafayette.
- The “Slow Down Lamorinda!” speed reduction program appears to have been effective: emulate this program’s outreach efforts with a goal of promoting ridesharing at least one day per week among residents and employees.

Next Steps

1. Promote existing programs that are not well used such as the Guaranteed Ride Home Program and commuter benefit programs.
2. Follow up with employers who said they were interested in shared parking.
3. Reinstate mandatory business licenses.
4. Establish an employee transportation contact at all employers with more than twenty employees in the City. As exact numbers are unavailable, use the Chamber of Commerce to identify “larger” employers.
5. Use the employee transportation contact to promote ridesharing alternatives as outlined in the recommendations.
6. Working with the Chamber of Commerce, the largest employers, especially the restaurants, explore the idea of a Business Improvement District and shuttle.
7. Work with County Connection to explore how its transit service can better serve Lafayette employees.

Appendix 1

Participating Employers

A-1 Carpet Company	Diablo Foods, Inc.
A3 Comm	Dona Speakman & Associates
Access & Mobility Finance, Inc.	Dr. Nathalie Bera-Miller
All Phone Company	East Bay Oral Surgery
Allegro Copy and Print	EDC Systems
Amerex Instruments, Inc.	Employerware, LLC.
Arbor Building Group, Incorporated	Episcopal Homes Foundation
Argus Services & Diablo Tax Service	Fastframe Of Lafayette
Art and Science of Eyewear	Fitness Together
Art of Smile - Family and Cosmetic Dentistry	Floral Arts Florist
Assistance League Wayside Inn Thrift Shop	French For Fun
Bar K Inc.	Frontier International Shipping Corp.
Barbara Epperson P H D	Futures Explored
Barnes Capital	Gifford Fong Associates
Bay Area Physical Therapy Inc.	Gilliss Valla & Dalsin, LLP
Beadazzled	Global Energy Partners, LLC
Benefit Marketing/ Benefit Administrators	Govers Engineers
Better Homes Realty	Greg's Muffler
Betty S. Vodzak, DDS	Griggs Resource Group
Blodgett's Floor Covering	Gronowski Law Offices
Bodin Associates	Hair by Dallas & Company
Brilliant Buildings, Inc.	Hairitage
Bruce Cornelius, Attorney	Hank & Frank Bicycles
Buckley, Patchen, Riemann and Hall, CPAs	Hansen McArdle, Inc.
Burke Marketing Research	Human Resource Advisors
Caesar C. Perales, CPA	Humann Company
California Insurance Center	Hypnosis Clearing House/Transformational
California Star / Lamorinda Benz, Inc.	Image Studio (The)
Central Self Storage	Jack In The Box - #429
Chiropractic Offices	Ja-Co Distributors Inc.
Christopher J. Gilman, Architect	Jensen/Ptaszynski Architects
City of Lafayette	Johnson Clark & Associates
Clean Sweep Housekeeping	Jon E. Sammann, D D S
Clocks, Etc.	Judy Francis - State Farm Insurance
Cold Stone Creamery	Kathy Andree-Rissel, M.A., M.F.T.
Coleman Computer Services	Keenan Heinz Company / Really Cool Stuff
Comyns, Smith, McCleary & Deaver LLP	Kosich & Callahan Insurance Services
Cool Tops Cuts for Kids	Kurt R. Wharton, MD
Cotton Patch (The)	Kwik stop
Counseling Services	L.S. Mason & Associates
Coupon Country	Lafayette Ace Hardware
Cowden, Douglas E., DDS	Lafayette Auto Repair
D & D Security Resources	Lafayette Car Wash & Detail Center
David Babcock & Associates	Lafayette Lighting & Fixture Repair
Deans & Homer	Lafayette Park Hotel & Spa
John Devor, MD	Lafayette Pet Shoppe
Dewing Spa	Lafayette Square Insurance Services, Inc.

Lafayette United Methodist Church	Risk Concepts Insurance Brokers, Inc.
Law Office of Karen Almquist Stein	Robert C. Kendall & Associates
Law Offices of J. Gregg Riehl	Robert J. Kent and Assoc.
Leather Perfect	Robyn Scherr, NCTMB
Lescure Co., Inc.	Ronald D. Henson DDS Inc.
Lightriver Technologies	Ronald Y. Wake D D S
Long Law Offices	Ryan Miyasaki, DDS
Lynn Trent Snider, C P A	Sacred Lotus
M C I Computer Leasing Inc.	Safeway Stores
Main Street Property Services	Samuel Jay Lewis, MD. Inc.
Marion B. Iles, C P A	Schell & Martin Engineers
Mark F. Swimmer, DDS, Inc.	Scott Anderson Construction Corporation
Marshall Steel Cleaners/T.D.M. Green Tech.	Service Outlet, The
Mary Schrey, M.A., MFT	Sharp Bicycles
Mediacool	Sheldon Winnick M D
Megan Haney Designs	Sherman Swim School
Meritage Jewelry Concepts	Sinai Memorial Chapel
Montebello Builders Group, Inc.	Solar winds.net, inc
Morrison & Frazier, LLC	Souvenir
Mount Diablo Veterinary Medical Center	SpringLoaf Catering
MPT	Stanley E. Smith Insurance Agency
Mt. Diablo Nursery & Garden	State Farm Insurance (2)
Ned A. Herrington D D S Inc	Sturtevant Enterprises
Nerd4Rent, Inc	Style Bath & Kitchen
New Expressions	Switch Management Corp.
Noroian Capital Management	Szygy Consulting Group
Oakwood Athletic Club	Tech Prose
OB-GYN Partners for Health	TechExcel, Inc.
Open Sesame Specialty Health Foods	Temple Isaiah
Orchard Nursery & Florist	TenantFinders, Inc.
Overland Solutions, Inc.	The Storyteller, Inc.
P & L Framing	Tomei & Tonjes, LLP
Pacific Economic Consultants	Toot Sweets
Papyrus	Town Hall Theatre Company of Lafayette
The Patio	Transam Inc
Patti Hofherr, Notary Public	Triton Subs, Inc.
Pedder, Hesseltine, Walker & Toth, LLP	Twigs Floral & Art
Piedmont Planning Consultants LLC	US Bank
Prive Jewelers	Valhalla Automotive, Inc.
Professional Automotive, LLC	Viva el Espanol
Queen Bee	Ware Designs
Redwood Patio Apartments	Westamerica Bank
RG Davis & Company	William L. Gonser, Attorney at Law
Richard J. Cadenasso	Working Capital Company Inc.
World Travel Headquarters	

Appendix 2: Lafayette Employer Survey

1. Company name: _____

2. In which part of Lafayette is your business located?

On or near Mt. Diablo Boulevard or an intersecting street ...

- and west of Trader Joe's (Dolores Drive)
- and between Trader Joe's and Taco Bell (between Dolores Drive and 1st Street)
- and east of Taco Bell (1st street)

None of the above

3. Number of part-time and full-time employees, including yourself, at your Lafayette work site(s): _____

4. What are your business hours each day?

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open							
Close							

5. How many on-site parking spaces do you have for your employees and customers?

_____ (If greater than zero, answer Questions 5a and b)

5a. Does your business solely control the use of these parking spaces?

- Yes (answer Question 5b)
- No
- Don't know

5b. Among the spaces described in question 5, how many spaces specifically are ...?

- _____ designated or reserved for employees
- _____ for other business vehicles
- _____ reserved for customers only

6. What is the maximum number of spaces needed for your employees at any time? _____

7. During a typical week (M-F), is your on-site parking ever at or near capacity? If so, when? (e.g. 8:45-9:15 and 5:00-6:00)

7a. During a typical weekend (Saturday and Sunday), is your on-site parking ever at or near capacity? If so, when ? (e.g. 8:45-9:15 and 5:00-6:00)

8. Where do your employees park if they don't park on-site? (Check all that apply.)

- 1 All employees who drive park on-site
- 2 In satellite parking leased by our company
- 3 In time-restricted or metered spaces on the street
- 4 In unrestricted spaces on the street
- 5 In other parking unaffiliated with our company
- 6 Other (specify: _____)

Please turn page over to complete survey.

9. Please assess the impact of parking for your employees and customers.

	Never a Problem	Rarely a Problem	Occasional Problem	Significant Problem	Don't know
Employees	1	2	3	4	5
Customers	1	2	3	4	5

10. Some businesses may have unused spaces at times when other businesses could use them. Would you be interested in accessing additional parking for your employees and/or customers by sharing with other businesses, if liability issues were addressed?

- Yes (answer Question 10a) No Don't know

10a. If yes, would you be willing to pay for this shared parking if the City of Lafayette facilitated the arrangement for free?

- Yes
 No
 Don't know, depends on cost

11. Which of the following ridesharing or alternative commute incentives are you aware of or do you offer to your employees?

Incentive	Aware Of	Offer
Flexible schedule	1	2
Compressed work schedule (9/80, 4/40, 3/36)	3	4
Telecommuting option	5	6
Sale of BART or transit tickets at work	7	8
Subsidized BART or transit tickets	9	10
Flexible spending benefit plans allowing BART or transit tickets to be purchased at a discount with pre-tax dollars	11	12
Free shuttle from Lafayette BART station to worksite	13	14
Bike lockers or bike racks	15	16
Showers on-site	17	18
Preferred parking for carpools or vanpools	19	20
Subsidized carpool or vanpool vehicles	21	22
Onsite or nearby childcare facilities	23	24
Free Guaranteed Ride Home program for emergencies	25	26
Other _____	27	28

12. Would you be interested in a benefit program so employees can reduce the cost of BART or transit by purchasing tickets with pre-tax dollars such as Commuter Check or Wage Works? These programs also benefit employers by saving them money on payroll taxes.

- Yes, please send information: (email) _____
 No
 Don't know, depends on program administration and savings

Please return this survey along with your employees' surveys in the enclosed postage paid envelope by November 9th.

Appendix 3: Employee Commute Survey

Please complete this survey and return it to your supervisor by **November 9, 2007**. Your answers will help the City of Lafayette plan parking improvements and develop ways to reduce traffic congestion. Your responses are confidential. To thank you for your participation, you may enter a free raffle for hundreds of dollars of prizes including gift packages from Diablo Foods, Oakwood Athletic Club, Lafayette Park Hotel, and cash from the Chamber of Commerce and the City of Lafayette. To enter, please provide your name and a daytime phone number on the back of this questionnaire.

This survey can be downloaded in English and Spanish at the City of Lafayette's website:
<http://www.ci.lafayette.ca.us/>.

1. In which part of Lafayette do you work?

On or near Mt. Diablo Boulevard or an intersecting street ...

- and west of Trader Joe's (Dolores Drive)
- and between Trader Joe's and Taco Bell (between Dolores Drive and 1st Street)
- and east of Taco Bell (1st street)
- None of the above

2. What is your home postal ZIP code? _____

3. What time do you usually start work?

- Before 6 am 7:00-7:59 am 9:00-9:59 am 3:00 -6:59 p.m.
- 6:00-6:59 am 8:00-8:59 am 10:00 a.m. - 2:59 p.m. 7:00 p.m. or later

4. What time do you usually leave work?

- Before noon 3:00-4:59 pm 6:00-6:59 pm 11:00 p.m. or later
- 12:00-2:59 pm 5:00-5:59 pm 7:00 - 10:59 p.m.

5. How do you usually travel to work each day of the week?

From the list below, indicate the appropriate number **on the line** for each day of the week (For example, enter "3" for Tuesday if you take BART to work that day). If you use more than one means of transportation, choose the method that accounts for the longest distance of your trip. If you don't work on a particular day, simply leave that line blank.

1. Drive alone	4. Bus	7. Motorcycle
2. Carpool/Vanpool	5. Bicycle	8. Telecommute
3. BART	6. Walk	9. Other

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

6. If you drive to work, where do you *usually* park?

- ₁ In employer lot in employee spaces
- ₂ In employer lot wherever I choose
- ₃ In time-restricted or metered spaces on the street
- ₄ In unrestricted spaces on the street
- ₅ In satellite parking leased by our company
- ₆ In other parking unaffiliated with our company
- ₇ Other (specify: _____)

ALL RESPONDENTS: Please turn page over to complete survey

7. Please select the *three* most important factors in choosing your commute mode.

- 1 Transit service quality
- 2 Transit service cost
- 3 Use my car on the job
- 4 Work late or irregular hours
- 5 Ease of getting home in emergency
- 6 Adequate bicycle/pedestrian access
- 7 Parking availability at my worksite
- 8 Cost of parking near worksite
- 9 Need to make stops en route
- 10 Prefer to drive my own car

8. Which of the following influences your decision to drive or not drive to work?

- 1 Parking availability in employer's lot
- 2 Parking availability near worksite
- 3 Time limits on street parking
- 4 Cost of on-street parking
- 5 Need car for errands
- 6 Other: _____

9. If you usually drive alone to work, which of the following commute alternatives would you consider using at least one day per week? Please check all that apply.

- 1 Carpool
- 2 Walk
- 3 Vanpool
- 4 Bike
- 5 Bus
- 6 Telecommute
- 7 BART

10. If you usually drive alone to work, which of the following incentives would encourage you to use a commute alternative at least one day per week? Please check all that apply.

- 1 Flexible schedule
- 2 Compressed work schedule (9/80, 4/40, 3/36)
- 3 Telecommuting option
- 4 Sale of BART or transit tickets at work
- 5 Subsidized tickets for BART, or other transit
- 6 Purchasing BART or transit tickets at a discount with pre-tax dollars (e.g. Commuter Check, Wage Works)
- 7 Free shuttle from Lafayette BART station to worksite
- 8 Bike lockers or bike racks
- 9 Showers on-site
- 10 Preferred parking for carpools or vanpools
- 11 Subsidized carpool or vanpool vehicles
- 12 Onsite or nearby childcare facilities
- 13 Free Guaranteed Ride Home program for emergencies
- 14 Other (please specify: _____)

11. Which of the following ridesharing incentives are you aware of or have you used?

	Aware Of	Have Used
BART or transit tickets purchased with pre-tax dollars	1	2
Free Guaranteed Ride Home Program	3	4
Ridematching services (help find carpool/vanpool)	5	6
Pool to School	7	8
Lamorinda Schoolbus Program	9	10
www.511.org	11	12
Carpool Incentive Program	13	14
Transit Incentive Program	15	16
Vanpool Incentive Program	17	18

Thank you for your time! If you would like to be entered into the raffle, please provide your name and a daytime phone number. (This information will be used ONLY for the raffle and will be kept confidential.)

Name: _____ **Daytime phone:** _____

Appendix 4 Cuestionario de Conmuta para Empleados

Por favor, complete este cuestionario y regreselo a su supervisor hasta el **9 de Noviembre de 2007**. Sus respuestas ayudarán la Ciudad de Lafayette a planear mejoras del estacionamiento y desarrollar maneras de reducir congestión de tráfico. Sus respuestas son confidenciales. Para agradecerle por su participación, usted puede entrar en un sorteo gratis de centenas de dólares, incluyendo paquetes de regalo de Diablo Foods, Oakwood Athletic Club, Lafayette Park Hotel, y dinero del Cámara de Comercio y la Ciudad de Lafayette. Para entrar, por favor incluya su nombre y un número para contactarle durante el día atrás de este cuestionario.

Este cuestionario puede ser bajado en Inglés y Español en la página de Internet de la Ciudad de Lafayette: <http://www.ci.lafayette.ca.us/>.

1. ¿En cuál parte de Lafayette trabaja?

En o cerca de Mt. Diablo Boulevard o una calle que cruza...

- y oeste de Trader Joe's (Dolores Drive)
 y entre Trader Joe's y Taco Bell (entre Dolores Drive y calle 1)
 y este de Taco Bell (calle 1)
 Ninguno mencionado

2. ¿Cuál es el código postal de su casa? _____

3. ¿A qué horas normalmente comienza a trabajar?

- Antes de las 6 am 7:00-7:59 am 9:00-9:59 am 3:00 -6:59 p.m.
 6:00-6:59 am 8:00-8:59 am 10:00 a.m. - 2:59 p.m. 7:00 p.m. o más tarde

4. ¿A qué horas normalmente sale del trabajo?

- Antes del mediodía 3:00-4:59 pm 6:00-6:59 pm 11:00 p.m. o más tarde
 12:00-2:59 pm 5:00-5:59 pm 7:00 - 10:59 p.m.

5. ¿Normalmente, cómo va usted a trabajar en cada día de la semana?

De la siguiente lista, indique el número apropiado **en la línea** pretendiente a cada día de la semana (Por ejemplo, escriba "3" para martes si usted utiliza el BART al trabajo en aquel día). Si usted usa más que un medio de transporte, escoja el transporte que cubra la más larga distancia de su viaje. Si usted no trabaja en algún día, simplemente deje la línea en blanco.

1. Maneja solo	4. Autobús	7. Motocicleta
2. Comparte carro/van	5. Bicicleta	8. Teleconmuta
3. BART	6. Camina	9. Otro

Lunes Martes Miércoles Jueves Viernes Sábado Domingo

6. ¿Si usted maneja al trabajo, donde *normalmente* estaciona?

- 1 Adentro del estacionamiento del patrón, en espacios de empleados
 2 Adentro del estacionamiento del patrón, donde yo quiera
 3 En espacios con tiempo limitado o medidores en la calle
 4 En espacios sin límites en la calle
 5 En estacionamiento satélite alquilado por nuestra compañía
 6 En otro estacionamiento sin relación a nuestra compañía
 7 Otro (especifique:_____)

Por favor voltear la página para completar el cuestionario

7. Por favor escoja los *tres* factores más importantes en escoger su modo de conmuta.

- 1 BART o Transit disponibilidad 6 Acceso adecuado para bicicleta/peatón

- 2 El precio de BART o Transit
- 3 Uso el carro en mi trabajo
- 4 Trabajo tarde o horas irregulares
- 5 Facilidad de llegar a la casa en emergencia
- 7 Disponibilidad de estacionamiento en local de mi trabajo
- 8 El custo de estacionamiento cerca de mi trabajo
- 9 Necesito parar en varios lugares en el camino
- 10 Prefiero manejar mi propio carro

8. ¿Cuál del siguiente enfluencia usted en su decisión de manejar o no manejar al trabajo?

- 1 Disponibilidad de estacionamiento
- 2 Tiempo limitado de estacionamiento en la calle
- 3 Ahorro de tiempo
- 4 Custo de estacionamiento
- 5 Necesito carro para otros quehaceres
- 6 Otro: _____

9. Si usted normalmente maneja solo al trabajo, ¿cuál de las siguientes alternativas de conmuta usted consideraría en utilizar por lo menos un día por semana? Por favor marque a todos que apliquen.

- 1 Compartir carro (Carpool)
- 2 Caminar
- 3 Compartir van (Vanpool)
- 4 Bicicleta
- 5 Autobús
- 6 Teleconmuta
- 7 BART

10. Si usted normalmente maneja solo al trabajo, ¿cuál de los siguientes incentivos which of the following incentives le animaría a utilizar una alternativa de conmuta por lo menos un día por semana? Por favor marque a todos que apliquen.

- 1 Agenda flexible
- 2 Agenda de trabajo comprimido (9/80, 4/40, 3/36)
- 3 Opción de teleconmuta
- 4 Venta de boletos para BART o Transit en el trabajo
- 5 Boletos subvencionados para BART, o otro transporte
- 6 Comprar boletos con descuento de BART o Transit con dólares de pre-impuesto (ejemplo, Commuter Check, Wage Works)
- 7 Lanzadera gratis de la parada de Lafayette BART al local de trabajo
- 8 Candado de bicicleta o estantes para bicicletas
- 9 Dulchas en local
- 10 Estacionamiento preferido para compartimiento de carros o vans
- 11 Vehículos subvencionados de carros o vans compartidos
- 12 Guardería en local o cerca
- 13 Programa de Transporte Garantizado a la casa en casos de emergencia
- 14 Otro (por favor especifique: _____)

11. ¿De cuál de los siguientes incentivos de compartimiento de transporte está usted enterado o ha usted usado?

	Enterado	He usado
Venta de boletos de transporte o BART con dólares pre-impuesto	1	2
Programa Gratis de Transporte Garantizado a la Casa	3	4
Servicio de Emparejamiento de Transporte (ayuda encontrar carpool/vanpool)	5	6
Comparte vehículos a la Escuela	7	8
Programa de Autobús de Escuela de Lamorinda	9	10
www.511.org	11	12
Programa para incentivar compartimiento de carro	13	14
Programa para incentivar transporte de Transit	15	16
Programa para incentivar compartimiento de van	17	18

¡Gracias por u tiempo! Si le gustaría entrar en el sorteo, por favor incluya su nombre y número de teléfono para contactarle durante el día. (Esta información será usada SÓLO para el sorteo y será mantenido confidencial.)

Nombre: _____ **Número de teléfono:** _____



Planning Services Division
3675 Mt. Diablo Boulevard, Suite 210
Lafayette, CA 94549
Tel. (925) 284-1976 • Fax (925) 284-1122
<http://www.ci.lafayette.ca.us>

OFF-STREET PARKING

Article 1. General

- 6-601 Purpose.
- 6-602 Nonconforming uses.
- 6-603 Parking shortages.
- 6-604 Parking development payment.
- 6-605 Off-street parking account.
- 6-606 Fractional parking space.
- 6-607 Combined uses.
- 6-608 Shared parking.
- 6-609 Location of off-street parking.
- 6-610 Net floor area.
- 6-611 Maintenance and operation.
- 6-612 Parking lots in residential areas.

Article 2. Parking Lot Design

- 6-621 General.
- 6-622 Dimensions.
- 6-623 Access driveways.
- 6-624 Paving.
- 6-625 Uses prohibited.
- 6-626 Parking lot landscaping requirements.
- 6-627 Pavement marking.
- 6-628 Lighting.
- 6-629 Repealed.
- 6-630 Backing onto streets prohibited.
- 6-631 Boundary walls.
- 6-632 Wheel stops.
- 6-633 Abutting obstruction.
- 6-634 End of aisle spaces.

Article 3. Number of Parking Spaces

- 6-641 Parking spaces required.

Article 4. Off-street Loading Spaces

- 6-651 Loading spaces required.
- 6-652 Design.

Article 5. Variances

- 6-661 Modifiable sections.

ARTICLE 1. GENERAL

6-601 Purpose.

It is the intent of this chapter, together with other parking regulations contained in this title, that all land uses shall be provided with sufficient space located off-street for the parking of vehicles to meet the needs of persons employed or residing at or patronizing such land uses. No use shall be established or expanded and no building or structure shall be erected, enlarged or structurally altered, unless adequate parking is provided as required by this chapter. The provisions of this chapter are intended, collectively and in an equitable manner, to:

- (a) Alleviate existing parking shortages, and prevent an aggravation of those shortages, especially in the downtown business district;
- (b) Encourage property owners and tenants to provide for their own sufficient parking;
- (c) Foster assistance from the city, and from residential and business owners and occupants, in correcting parking shortages, which discourage orderly use of properties, including associated tenancy and patronage; and
- (d) Establish the foundation for viable development of supplemental off-site parking areas where needed.

(Ord. 181 § 2 (part), 1977)

6-602 Nonconforming uses.

- (a) It is the policy of the city that land uses in the land use districts for which regulations are prescribed in Chapters 6-9 and 6-10 of this title, and which do not comply with the parking requirements prescribed in this chapter, shall be brought into compliance by the owners of such land at the earliest practical time. In order to help such owners comply with said parking requirements, the city will encourage, and try to assist in, the establishment of off-site parking facilities. Primary purposes of the off-site parking facilities so established shall be (1) to provide a means to offset existing parking shortages, and (2) to the extent possible, to provide for the parking needs resulting from the application of the provisions of Section 6-603 of this chapter.
- (b) Methods of financing individual off-site parking facilities shall include, but shall not be limited to, (1) exclusive use of parking development payments; (2) special districts and authorities; (3) tax increments; and (4) any combination of the foregoing. Whenever a public parking facility is provided at the expense of any owner of benefited property, on behalf of which a parking development payment has previously been paid to the city, the owner shall be given credit against his share of the cost up to the amount of his parking development payment (or any remaining portion thereof not previously used for a prior parking facility).

(Ord. 181 § 2 (part), 1977)

6-603 Parking shortages.

- (a) Whenever one of the following situations pertains to a particular parcel of land, and the required parking spaces under Article 3 of this chapter for the proposed new, expanded or reestablished occupancy, combined with the required parking spaces under Article 3 of this chapter for the other continuing occupancies, if any, exceed the number of parking spaces existing on the parcel, or serving the parcel as provided in Sections 6-604 and 6-609, the provisions of this section shall apply:
- (1) A proposed change of use, to a use enumerated in a different section of Article 3 of this chapter, unless the parking requirements of the new use are less than the parking requirements for the previous use;
 - (2) A proposed expansion of an existing use, with no enlargement of any building, such as adding beds in a hospital or seats in a restaurant, or adding to an outdoor use some previously unused land;
 - (3) A proposed change from one type of outdoor use to a different type of outdoor use, both of which are subject to the provisions of Section 6-641(n);
 - (4) A proposed use for premises in which the immediately prior use, even though the same, has been abandoned for at least 120 days;
 - (5) A proposed action affecting land or improvements which requires a land use permit, a rezoning, land acquisition or site plan and building elevations approval (except site plan and building elevations applications which pertain to exterior building facade changes only).
- (b) Whenever one of the situations enumerated in subsections (a)(1) through (a)(5), inclusive, of this section pertains, the property owner or tenant shall apply to the planning commission for approval of the proposed use, expansion or occupancy. All such applications which involve parking shortages shall be referred to the planning commission for decision with regard to the off-street parking.
- (c) The planning commission, after notice and hearing, shall approve, conditionally approve or deny the request for approval of the proposed parking. In making its decision the commission shall consider the present and probable future availability of off-street parking in the immediate vicinity of the subject property, the extent of the parking deficiency on the subject property and other pertinent facts. If parking shortages exceed 20 percent, the commission shall impose the payment requirements of Section 6-604.
- (d) Appeals from the decision of the planning commission shall be to the city council, using the same procedure as applies to appeals from decisions of the sign commission on applications for sign permits (see Section 6-2548 of this title).

(Amended during 10-98 supplement; Ord. 457 § 1, 1996; Ord. 378 § 1, 1989; Ord. 291 § 1, 1983; Ord. 261 §§ 1, 2, 1982; Ord. 181 § 2 (part), 1977)

6-604 Parking development payment.

- (a) Whenever the parking shortage exceeds 20 percent, the planning commission shall and for lesser shortages the commission may, impose, among other reasonable conditions, as a condition of approval, a requirement that the applicant pay to the city off-street parking account an amount of money, referred to as a parking development payment (“PDP”).
- (b) The PDP is \$36,900.00 for a parking space in the Downtown Core area, and \$19,200.00 for a parking space in the East End Commercial or West End Commercial areas of the Downtown. The Downtown Core, East End Commercial and West End Commercial areas are shown on Map I-1 Land Use in the general plan.

The PDP fee is based on the cost of land and improvements for a 350 square foot parking space. The \$19,200.00 surface parking fee is based on the assumption that the unit cost of land is \$44.25 per square foot and the cost of improvements is \$10.31 per square foot. The \$36,900.00 structured parking fee is based on the assumption that half an acre of land is utilized to construct a two-level parking structure with one level underground, and one at grade, containing 124 stalls. The total cost of land equals \$963,765.00 and the total cost of improvements equals \$3,611,512.00. The total project costs of $\$4,575,277/124 = \$36,900.00$. The estimate of land cost at \$44.25 per sq. ft. is based upon a survey of properties sold in Downtown Lafayette between the years of 1997 and 2004, after trending for time.

- (c) Upon approval of an application, the tendered PDP becomes nonrefundable.
- (d) The amount required under subsection (b) of this section shall be reviewed every two years and revised as appropriate.
- (e) The number of parking spaces for which a PDP has been made shall be taken into account in processing any subsequent applications under Section 6-603 for the subject property.

(Ord. 552 § 2, 2005; Ord. 457 § 2, 1996; Ord. 431 § 1, 1994; Ord. 403 §§ 1, 2, 1993; Ord. 239 § 1, 1981; Ord. 181 § 2 (part), 1977)

6-605 Off-street parking account.

An off-street parking account is established in the general fund. Revenues credited to the account under Section 6-604 shall be used only for the acquisition, construction, operation and maintenance of municipally-owned or leased public parking facilities. (Ord. 431 § 2, 1994; Ord. 181 § 2 (part), 1977)

6-606 Fractional parking space.

Where the computation of required off-street parking spaces results in a fractional number, only the fraction of one-half or more shall be counted as one. (Ord. 181 § 2 (part), 1977)

6-607 Combined uses.

When two or more uses are proposed for a property, with differing parking requirements, the number of parking spaces shall be calculated separately for each use, and the results shall be totaled to determine the number of parking spaces required for the property, except as otherwise provided in Section 6-608 of this chapter. Nothing in this chapter shall be construed to prevent joint use of off-street parking for two or more land uses if the total of such spaces when used together shall not be less than the sum of the requirements for the various individual uses computed separately in accordance with the requirements of this chapter, except as otherwise provided in Section 6-608. (Ord. 181 § 2 (part), 1977)

6-608 Shared parking.

When two or more uses proposed for a property have differing hours of operation, or differing peak time parking needs, the parking commission may, pursuant to an application therefor, authorize a reduction in the total number of parking spaces required by Section 6-607 of this chapter, provided that the number of parking spaces is adequate for the peak needs of the property. (Ord. 181 § 2 (part), 1977)

6-609 Location of off-street parking.

- (a) Required off-street parking shall normally be provided on the same lot or premises as the main use it serves, but, separated from said use by the exterior walls of the building, or if within the same building, by a wall of minimum one-hour construction; or on an adjoining lot. Where this is impractical, the parking commission may, pursuant to an application therefor, authorize provision for parking on any parcel of land, except parcels in single-family residential zoning districts (see Section 6-612) located within 200 feet of the lot containing the main use.
- (b) Whenever any required off-site parking facilities are located on a lot other than the lot containing the activity served, the owner or owners of both lots shall prepare and execute to the satisfaction of, and on a form provided by, the city, an agreement guaranteeing that such facilities will be maintained and reserved for the activity served, for the duration of said activity.

(Ord. 312 § 1 (part), 1984; Ord. 261 § 3, 1982; Ord. 181 § 2 (part), 1977)

6-610 Net floor area.

In calculating the net floor area of a building, each floor area which is permanently set aside and used for the following shall be excluded: corridors, storage areas, mechanical room and toilet. The excluded area must contain permanently installed fixtures or equipment or otherwise be so shaped and constructed that they are unsuitable for work area regardless of the occupancy (such as a corridor in open office space plans where fire codes and uniform building codes make it illegal to occupy this space). (Ord. 431 § 3, 1994; Ord. 261 § 4, 1982; Ord. 181 § 2 (part), 1977)

6-611 Maintenance and operation.

All required parking facilities shall be provided and maintained so long as any uses exist which require the parking facilities. Off-street parking facilities shall not be reduced in total area or in number of parking stalls, except when such reduction is in conformity with the requirements of this chapter. (Ord. 181 § 2 (part), 1977)

6-612 Parking lots in residential areas.

Notwithstanding other provisions in this title to the contrary, parking lots for business purposes may be constructed and used on land in residential zoning districts, subject to the following conditions:

- (a) The parking areas are limited to land contiguous with, and within 150 feet of the boundary of, the district allowing the business use. Any portion of a parcel of land beyond this distance may be used for landscaping and planting in conjunction with the parking lot.
- (b) The parking area may be used for automobile parking only.
- (c) No commercial repair work or sales of any kind are allowed.
- (d) No signs are permitted other than those to guide traffic, to identify the parking lot, and to state the conditions of use.
- (e) The parking area is designed and developed in the manner and with the conditions deemed proper and adequate to protect residences in the vicinity. These conditions shall include, among others, the following:
 - (1) Proper planting and screening shall be provided either with fencing or planting, or both, to protect nearby residences from noise, light and other detrimental effects.
 - (2) The entrances and exits shall be designated and located to minimize conflict with both existing and reasonably foreseeable vehicular and pedestrian traffic.
 - (3) The area used for drives and parking shall be suitably paved to prevent dust and mud.
 - (4) Proper provision shall be made for adequate lighting of entrances, exits and parking areas, with measures to shield adjacent residential areas from the lights.
- (f) Approval shall require a land use permit for the residentially zoned land. The application shall contain a precise plot plan depicting the design details of the parking lot and shall be consistent with requirements for such land use permits.

(Ord. 361 § 1, 1987; Ord. 181 § 2 (part), 1977)

ARTICLE 2. PARKING LOT DESIGN

6-621 General.

All parking lots which are subject to the provisions of this chapter shall comply with the design standards contained in this article. The purpose of the design standards is to provide adequate parking space size and access drive width to facilitate the use of the parking lots by all sizes of passenger motor vehicles. Parking lots shall be designed so that all parking spaces can be entered with no

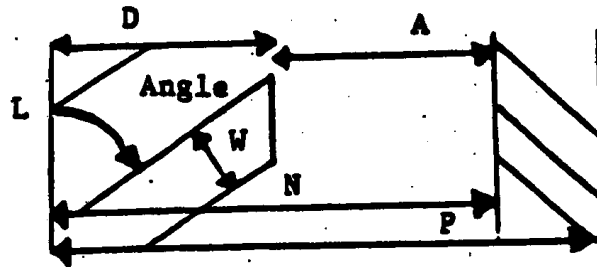
backing movement required and exited with only one backing movement required. (Ord. 291 § 2, 1983: Ord. 181 § 2 (part), 1977)

6-622 Dimensions.

All off-street parking spaces required under this chapter shall have the minimum dimensions set forth in Table 6-622. All required off-street parking spaces shall have a standardized width of 8.5 feet.

**Table 6-622
OFF-STREET PARKING DIMENSIONS
8.5 Foot Stalls**

Angle	Curb Length L	Depth D	Aisle A	(D+A) N	(D+A+D) P
0	22.0	8.0	*12.0	20.0	28.0
30	17.0	16.3	*12.0	28.3	44.6
35	14.9	17.0	*12.0	29.0	46.0
40	13.2	17.8	*12.0	29.8	47.6
45	12.0	18.5	*12.0	30.5	49.0
50	11.1	19.0	*12.0	31.0	50.0
55	10.4	19.2	*13.0	32.2	51.4
60	9.8	19.8	*15.0	34.8	54.6
65	9.4	19.5	*18.0	37.5	57.0
70	9.1	19.5	**21.0	40.5	60.0
90	8.5	18.0	*26.0	44.0	62.0



* For one-way aisles only. Minimum width for primary two-way aisles is 26.0 feet and for secondary two-way aisles is 19.0 feet.

** For one-way aisles only. Minimum width for primary two-way aisles is 26.0 feet and for secondary aisles is 21.0 feet.

(Ord. 403 § 3, 1993: Ord. 261 § 5, 1982: Ord. 181 § 2 (part), 1977)

6-623 Access driveways.

All off-street parking facilities shall be designed with appropriate maneuvering areas and means of vehicular access to the main and auxiliary streets. Where the parking area does not abut on a street, there shall be provided an access drive not less than 12 feet in width in the case of one-way traffic, and not less than 20 feet in width in all other cases, leading to the parking area in such a manner as to secure the most appropriate development of the land. Curb cuts for driveways shall be so located as to ensure an efficient and safe traffic flow into the parking areas and along the public streets. (Ord. 181 § 2 (part), 1977)

6-624 Paving.

Required off-street parking areas shall be surfaced with an asphaltic or portland cement binder pavement, or similar material so as to provide a durable and dustless surface, and shall be so graded as to prevent the ponding of water. (Ord. 181 § 2 (part), 1977)

6-625 Uses prohibited.

Parking areas shall not be used for automobile sales, storage, repair work, dismantling or servicing of any kind. (Ord. 181 § 2 (part), 1977)

6-626 Parking lot landscaping requirements.

- (a) A planting or landscape strip at least five feet wide shall be provided adjacent to all public street rights-of-way. Low walls, earth berms, dense landscaping, or other similar material shall be used to screen the parking lot from the adjacent street.
- (b) A planting strip not less than three feet wide (exclusive of auto overhangs and curbs) shall be provided between parking lots and adjoining buildings, private road easement lines, fences, property lines or other nonstreet edges of the parking lot, wherever practical.
- (c) Dead corners and other unused areas shall be landscaped to provide a visual break in the paved area.
- (d) Parking areas of more than 15 spaces shall provide, within the interior of the lot and in addition to the required perimeter landscaping, an area of planting strips equal to that shown in the following table:

Size of Parking Lot (sq. ft.)	Minimum of Required Interior Planting (% of total area)
Under 14,999	5.0
15,000—29,000	7.5
30,000+	10.0

To be counted in this calculation the area may not include that portion under car overhangs. In addition, the planting strip must have a minimum dimension of five feet.

Where total parking provided is located in more than one place on a site separated by at least ten feet of nonpaved area, each such area shall be considered a separate facility.

- (e) Rows of 15 or more adjoining parking spaces shall, in addition to other required landscaping, be interrupted by a landscape area at least five feet in width at intervals no greater than every ten spaces.
- (f) Trees shall be a major design feature in all parking lots. Canopy trees shall be provided at a maximum spacing of one tree per 27 lineal feet and with a minimum of one tree per four parking stalls. The final location and spacing of trees is dependent on the type of tree used, but the overall effect should be a relatively consistent tree cover which at maturity will shade the majority of the pavement and vehicles.
- (g) An automatic irrigation system shall be installed within all landscaped planters and strips. In most cases low-volume spray, bubbler or drip systems will be required.
- (h) Where a minimum-width planting strip is required by subsection (a) or (b) of this section, and the planter is proposed to be used as an overhang for vehicles, the planter strip shall be increased two feet in width greater than that otherwise required. Vehicle overhangs shall not be permitted over sidewalks or other pedestrian walkways. Measurement of parking lot landscape areas required by this section shall be exclusive of curbing.
- (i) Site plans and landscape plans for parking lots must also show dumpsters, utility boxes or underground vaults, loading areas, wheel stops if required, and vehicular overhangs.
- (j) Unless specifically excluded by the city in the design review process, all landscaped areas within or abutting parking lots and access driveways shall be protected by a six-inch-minimum-high concrete curb.
- (k) Additional requirements may be imposed through the design review procedure.
- (l) For parking lots of five or less parking spaces, or the addition of five or less spaces to an existing lot the requirements contained in subsection (a) through (k) are advisory rather than mandatory.

(Ord. 403 §§ 4, 5, 1993; Ord. 378 § 2, 1989; Ord. 181 § 2 (part), 1977)

6-627 Pavement marking.

Parking spaces shall be marked and maintained on the pavement and necessary directional markings or signs shall be installed to ensure the maximum utilization of space, convenient traffic flow, and general safety. Unless otherwise specified in the approved documents, parking stalls shall be double-striped to demarcate the central six and one-half feet of width in each space. (Ord. 403 § 6, 1993; Ord. 181 § 2 (part), 1977)

6-628 Lighting.

Lighting, if provided, shall be directed downward and away from residential areas and public streets so as not to produce a glare as seen from such areas, in order to ensure the general safety of other vehicular traffic and the privacy and well-being of the residential areas, and the lighting intensity shall be no greater than reasonably required to light the parking area. (Ord. 181 § 2 (part), 1977)

6-629 Repealed by Ordinance 378.

6-630 Backing onto streets prohibited.

Within any of the business and commercial, office and multiple-family residential land use districts, and within parking lots created pursuant to Section 6-612, parking areas shall be designed so that vehicles are not permitted to back out of the parking areas onto streets. (Ord. 181 § 2 (part), 1977)

6-631 Boundary walls.

A six-foot-high solid fence, or masonry wall of acceptable design, shall be provided along the edge(s) of any public parking areas adjacent to residentially zoned property to protect these residential properties from the interruption and nuisances of the vehicles using the parking areas (including parking lots created pursuant to Section 6-612). (Ord. 181 § 2 (part), 1977)

6-632 Wheel stops.

A barrier curb or wheel stop firmly attached to the ground at least six inches in height shall be provided adjacent to landscaping, buildings and other structures to prevent damage to these facilities by the vehicles utilizing the parking areas. (Ord. 181 § 2 (part), 1977)

6-633 Abutting obstruction.

Each parking space adjoining a wall, column, landscape planting strips or other obstruction higher than 0.5 feet shall be increased in width by one foot on each obstructed side. (Ord. 378 § 4, 1989)

6-634 End of aisle spaces.

At the end of a parking bay, an aisle providing access to a parking space perpendicular to the aisle shall extend a minimum of two feet beyond the required width of the parking space. (Ord. 378 § 5, 1989)

ARTICLE 3. NUMBER OF PARKING SPACES

6-641 Parking spaces required.

Off-street parking spaces complying with the applicable provisions of this chapter shall be provided for the various uses enumerated in this section in the indicated amounts:

For a new commercial building or addition over 500 square feet the number of parking spaces shall be the number of spaces indicated in this section but in no case shall the number of spaces be less than one space per 333 gross square feet of constructed building area:

- (a) Administrative activity: one space for each 250 square feet of net floor area;
- (b) Administrative civic activity: one space for each 250 square feet of net floor area;
- (c) Animal care commercial activity: one space for each two hundred square feet of net floor area.
- (d) Automotive repair and/or cleaning activity: One space for each 250 square feet of net floor area for repair/cleaning inside or outside; parts storage/warehouse, not including repair stalls; one space for each 500 square feet of net floor area. One space for each 250 square feet of net floor area for retail parts sales activity and office space.
- (e) Automotive sales, rental and delivery activity: one space for each 250 square feet of net floor area;
- (f) Automotive servicing: one space for each 250 square feet of net floor area;
- (g) Business and communications service activity: one space for each 250 square feet of net floor area;
- (h) Commercial automotive fee parking activity: See Article 2, Chapter 6;
- (i) Commercial laundry activity: one space for each 250 square feet of net floor space;
- (j) Commercial recreation: theaters, sports arenas, auditoriums, and assembly halls, one space for each four permanent seats, plus one space for each 40 square feet of assembly and meeting areas which do not contain permanent seats, except as noted below:
 - (1) Bowling alleys: five spaces for each alley.
- (k) Community assembly and education activity: office use, one space for each 250 square feet of net floor area. Meeting rooms/assembly halls, one space for each four permanent seats plus one space for each 40 square feet of assembly and meeting areas which do not contain permanent seats; shops/repair/miscellaneous, one space for each 500 square feet of net floor area, except as noted below:
 - (1) Adult schools: one space for each 100 square feet of net floor area in classrooms and libraries, plus one space for each 250 square feet of office area, plus one space for each 40 square feet of assembly area,
 - (2) Churches: either one space for each four permanent seats in the main auditorium or meeting hall, or one space for each 40 square feet of floor area in the main auditorium or meeting hall, whichever provides the greater number of spaces;
- (l) Consultative service activity: one space for each 250 square feet of net floor area;
- (m) Construction sales and service activity: office/retail/hardware, one space for each 250 square feet of net floor area. Outdoor sales/service yards, one space for each 1,000 square feet of land area designed for use in the business. Warehouse/storage buildings, areas not used for sales, one space for each 2,000 square feet of gross land area;
- (n) Convenience market activity: one space for each 250 square feet of net floor area;
- (o) Day care and educational service activity: one space for each 400 square feet of net floor area, plus additional number of pickup/dropoff spaces, four spaces for first 20 children, plus one space for each additional ten children.

- (p) Fast-food restaurant activity: one space for each 100 square feet of gross floor area, not including floor area used for customer seating, plus one space for each 45 square feet of gross dining area (both indoor and outdoor areas).
- (q) Financial service activity: one space for each 200 square feet of net floor area.
- (r) Full service restaurant activity: including nightclub, cocktail lounge and other alcoholic beverage on-sale activity, one space for every 45 square feet of gross dining area (both indoor and outdoor area), plus one space for every 500 square feet of gross kitchen area;
- (s) General commercial sales and service activity: retail sales, except as otherwise specified in this section: one space for each 250 square feet of net floor area;
 - (1) Sales and service, bulk item, such as furniture, major appliances, and floor coverings: one space for each 500 square feet of net floor area,
 - (2) Outdoor sales and service yards: one space for each 1,000 square feet of land area designated for use in the business,
 - (3) Offices in conjunction with principal use, one space for each 250 net square feet.
- (t) General food sales activity: one space for each 250 square feet of net floor area except as noted below:
 - (1) Specialty food sales activity: where there is any form of customer seating such as delicatessen, ice cream, yogurt, gourmet coffee shop, etc., one space for each 100 square feet of gross floor area, not including floor area used for customer seating, plus one space for each 45 square feet of gross dining area (both indoor and outdoor areas),
 - (2) Bakery: one space for each 250 square feet of net floor area.
- (u) General personal service activity: one space for each 250 square feet of net floor area, except as noted below:
 - (1) Beauty parlors, barbershops and nail salons: one space for each 200 square feet of net floor area,
 - (2) Exercise studio: one space for each 250 square feet of net floor area of gym or weight room, plus one space for each 100 square feet of net floor area of aerobics or other areas of assembled exercise classes, plus one space for each 250 net square feet of office/retail area.
- (v) General retail sales activity: one space for each 250 square feet of net floor area. (Storage area, one space for each 500 square feet of net floor area.)
- (w) Health care activity: such as health clinics and hospital services, one space for each two beds.
 - (1) Sanitariums, convalescent homes, rest homes and nursing homes: ten spaces, or one space for each four beds, whichever is the larger number.
- (x) Home/business furnishings: one space for each 500 net square feet of floor area.
- (y) Hotels and motels: one space for each sleeping unit;
 - (1) Roominghouses and lodginghouses service activity: one space for each bedroom;

- (z) Light manufacturing and research activity: one space for each 500 square feet of net floor area, plus one space for each 250 net square feet of office, plus loading spaces as required in Section 6.651;
- (1) Non-sales warehousing and storage buildings: one space for each 1,000 square feet of gross building area;
- (aa) Limited child care: zoning district parking required;
- (bb) Medical service activity: medical and dental offices: one space for each 200 square feet of net floor area;
- (cc) Kennel activity: zoning district requirements plus additional spaces as required by land use permit approval.
- (dd) Multiple pet activity: zoning district requirements plus additional spaces as required by land use permit approval.
- (ee) Real estate activity: residential sales, one space for each 100 square feet of net floor area; commercial/industrial sales, one space for each 250 square feet of net floor area.
- (ff) Sales representative — goods broker: one space for each 250 square feet of net floor area.
- (gg) Self-service laundry activity: one space for each 250 square feet of net floor area.
- (hh) Undertaking service activity: either one space for each four permanent seats in the main auditorium or meeting hall, or one space for each forty square feet of floor area in the main auditorium or meeting hall, whichever provides the greater number of spaces.
- (ii) Utility distribution and civic service activity:
 - (1) Utility distribution such as communications equipment installations and exchanges, electrical substations, gas substations: one space for each 500 square feet of net floor area, plus one space for each 250 net square feet of office, plus loading spaces as required in Section 6-651;
 - (2) Civic service activity: one space for each 250 square feet of net floor area for office use; one space for each 40 square feet of assembly and meeting area; one space for each 500 square feet of net floor area for shop/repair/miscellaneous;
- (jj) Warehousing, storage building and other non-sales area service activity: one space for each 1,000 square feet of building area or gross land area used for storage, plus loading space as required in Section 6-651;
- (kk) All other uses: the number of spaces deemed most appropriate by the approving authority, based upon the most nearly comparable use category, if any such category is determined to be comparable; and based upon expected parking demand if no comparable category is listed in this section.

(Ord. 378 § 6, 1989; Ord. 312 § 1 (part), 1984; Ord. 277 § 1, 1982; Ord. 181 § 2 (part), 1977)

ARTICLE 4. OFF-STREET LOADING SPACES

6-651 Loading spaces required.

In any district, in connection with every building or part thereof hereafter erected or enlarged, which is to be used for manufacturing, storage, warehousing, goods display, retail sales, wholesaling, hotel, hospital, mortuary, laundry, dry cleaning or other uses similarly requiring the receipt or distribution by vehicles of materials, there shall be provided and maintained on the same lot with such building, or on an adjoining lot, off-street loading spaces as per the following schedules:

- (a) 10,000 to 20,000 square feet of gross floor area: one space;
- (b) 20,001 to 30,000 square feet of gross floor area: two spaces;
- (c) 30,001 to 45,000 square feet of gross floor area: three spaces; and
- (d) 45,001 to 75,000 square feet of gross floor area: four spaces; plus one space for each additional 75,000 square feet of gross floor area.

(Ord. 181 § 2 (part), 1977)

6-652 Design.

The requirements of this section shall apply to the loading spaces required by this article:

- (a) No loading operation for any use required to provide off-street loading space, nor the parking of any vehicle incident to such loading operation shall be permitted within any street right-of-way.
- (b) Each off-street loading space shall have a minimum width of ten feet, a minimum length of 35 feet and a minimum height of 15 feet.
- (c) Off-street loading spaces required by this section shall be separately and permanently maintained as such, and shall be used only for this purpose. No part of a required loading space shall be encroached upon by buildings, storage or any other activity.
- (d) Each off-street loading space shall be accessible from a public street and shall not be located within the required front yard or side yard, nor cause trucks to encroach upon the front yard or side yard during the process of loading or unloading.

(Ord. 181 § 2 (part), 1977)

ARTICLE 5. VARIANCES

6-661 Modifiable sections.

Variance permits to modify the provisions of Sections 6-606, 6-609, 6-612, 6-621 to 6-632 inclusive, 6-641, 6-651 and 6-652 of this chapter may be granted in accordance with the applicable provisions of Part 1 of this title. (Ord. 181 § 2 (part), 1977)