

CITY OF GLENDALE PLANNING DEPARTMENT  
JOINT PLANNING COMMISSION AND  
TRANSPORTATION AND PARKING COMMISSION  
STAFF REPORT

TO: Members of the Planning Commission and the Transportation and Parking Commission

PREPARED BY: Michael Nilsson, Mobility Planner *MN*

REVIEWED BY: Stephen Zurn, Director of Public Works *SZ*  
Timothy Foy, Assistant Director of Community Development  
Emil Tatevosian, Deputy Director of Policy Development  
Jano Baghdanian, Traffic and Transportation Administrator  
Christina Sansone, General Counsel *CS*

DATE: February 28, 2011

FILE NO. /CASE: Zoning Code Amendment Case No. PZON 2011-002

PROJECT: Amendments to Title 30 of the Glendale Municipal Code, 1995, to Parking Standards within the Downtown Specific Plan area

APPLICANT: City of Glendale

LOCATION: Downtown Specific Plan Area (DSP)

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**RECOMMENDATION**

(1) Community Development Department staff recommends the Planning Commission review proposed amendments to Title 30 of the Glendale Municipal Code, 1995, to parking standards within the Downtown Specific Plan area and provide a recommendation to the City Council. Motion is attached.

(2) Community Development Department staff recommends the Transportation and Parking Commission review proposed amendments to Title 30 of the Glendale Municipal Code, 1995, to parking standards within the Downtown Specific Plan area and provide a recommendation to the City Council. Motion is attached.

## **SUMMARY**

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On November 7, 2006 Council adopted the Downtown Specific Plan (DSP). A mixed-use, urban design plan, it is based on the City's long-term vision for Downtown to be an "exciting, vibrant urban center which provides a wide array of shopping, dining, working, living, entertainment and cultural opportunities within a short walking distance." Additionally, it sets the future blueprint for Glendale by channeling development downtown where growth can be effectively managed.

To support this vision, the Downtown Mobility Study was developed in tandem with the DSP and adopted by City Council in 2007. It includes a set of best practices in transportation policy, making future development and economic growth in downtown possible while minimizing traffic congestion and maintaining a high quality of life. An important component of the Mobility Study is to manage parking through maximizing the current parking supply and availability of parking before constructing new parking, as well as supporting alternative forms of transportation versus single-occupancy vehicular driving.

To expedite implementation of the Downtown Mobility Study, Council/Agency approved a contract with Nelson\Nygaard Consulting Associates to implement its policies. Based on City Council direction, research, stakeholder feedback in outreach meetings held from 2008-2009, Nelson\Nygaard prepared the following parking recommendations for downtown Glendale (Exhibit 1):

- Reduce the minimum requirements for parking as required by the Glendale Municipal Code.
- Raise the exemption on parking for change-of-use within the Downtown Specific Plan area.
- Allow tandem and stacked parking arrangements to satisfy parking requirements.
- Provide an option for new construction and change-of-use tenants to pay a fee in-lieu of providing required parking.
- Offer a menu of Transportation Demand Management (TDM) requirements, programs and incentives to reduce required parking.
- Adopt a Bicycle Parking Ordinance.

The following recommendations were presented to the Planning Commission, the Transportation and Parking Commission and stakeholders in meetings held from November 2010 through January 2011. Both commissioners and stakeholders were supportive of policy recommendations proposed by Nelson\Nygaard. On February 8, 2011, staff presented the recommendations to City Council. Council was also supportive of the recommendations and directed staff to initiate code changes for parking requirements within the Downtown Specific Plan area.

Community Development Department staff requests the following direction from the commissions:

- Transportation and Parking Commission to provide input and direction on proposed amendments to Title 30 of the Glendale Municipal Code, 1995, to parking standards within the Downtown Specific Plan area.
- Planning Commission to recommend adoption of the proposed amendments to Title 30 of the Glendale Municipal Code, 1995, to parking standards within the Downtown Specific Plan area and provide a recommendation to the City Council (Exhibit 2).

## **BACKGROUND**

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### **Presentations and Feedback on Parking Policy Recommendations for Downtown Glendale**

The proposed amendments to downtown parking have been presented to Council members, commissioners and stakeholders in a series of public meetings and presentations. On November 17, 2010, draft recommendations were presented to the Planning Commission and the Transportation and Parking Commission in a joint meeting. In addition to presenting specific recommendations for the Downtown Specific Plan area (Exhibit 1), members of both Commissions had the opportunity to review the background memorandums of peer research produced by Nelson\Nygaard from 2008-2010. In addition to the required public notice, representatives from the Downtown Merchant's Association, Glendale Chamber of Commerce, Glendale Transportation Management Association, and local developer, realtor and property management representatives were informed of the meeting.

In addition to being informed of the general public meetings, specific outreach was also conducted to stakeholders in downtown Glendale. Stakeholders were invited to an open house on potential incentives downtown on December 9, 2010 as well as a specific presentation with Nelson\Nygaard on Downtown Parking Amendments on January 12, 2011. A digital copy of the parking recommendations were provided to meeting attendees in advance of the January 12, 2011 meeting (Exhibit 1). Over 20 people were in attendance at both meetings, including representatives from the Downtown Merchant's Association, Glendale Chamber of Commerce, The Americana at Brand, Glendale Galleria, small business owners and local realtors, property managers and developers. Overall, participants were supportive of the proposal.

After receiving feedback from the commissions and stakeholders, staff and Nelson\Nygaard presented the parking recommendations to City Council as part of an update on implementation of the Downtown Mobility Study on February 8, 2011. As a result of input and comments received by commissioners and stakeholders, Staff included the following modifications to the parking recommendations –

- Set parking minimums to one parking space per residential unit due to comments received by officials and stakeholders.
- Remove the reduction of parking based on proximity to transit due to existing limitations in transit service.

Council members, commissioners and downtown stakeholders were generally supportive of the downtown parking recommendations. The following are comments that were received at the meetings:

#### **Areas of Support**

- Raise Parking Exemptions for Change-of-Use businesses from 2,000 to 5,000 square feet.
- Require Bicycle Parking in all new developments within the Downtown Specific Plan area.
- The In-Lieu Fee option and TDM requirements/incentives effective tools in creating a vibrant downtown.
- A Comprehensive approach to revise parking requirements is supported versus a piecemeal effort.

#### **Areas of Concern**

- Potential for spillover parking in adjoining residential neighborhoods.
- While the reduction in guest parking requirements is supported, there are general concerns regarding the complete removal of guest parking in residential uses.
- Develop language in the parking code that will ensure that SB 1818 incentives will not be used in conjunction with any parking incentives proposed for the Downtown Specific Plan area.
- In addition to ensuring that future TDM requirements and programs are adequately enforced, existing TDM programs in place downtown need to enforced as well.

As a result of this feedback, staff will address all comments into the draft code recommendations presented to the Planning Commission and Transportation and Parking Commission for consideration. Planning staff is also in collaboration with the City Attorney's office to develop code language to ensure that SB 1818 incentives (30.32.020 – Exhibit 2) will not counteract the amendments proposed for the Downtown Specific Plan area.

## **Policy Topics**

The following is a summary of the amendments proposed for parking in the Downtown Specific Plan area:

*Reduce the minimum requirements for parking as required by the Glendale Municipal Code*

- Table 30.32-A outlines revised parking standards for residential units (1 parking space – 1 bedroom units, 1 guest parking space per 10 units), medical and dental offices (4 spaces per 1,000 square feet), nightclubs (20 spaces per 1,000 square feet), general office (2 spaces per 1,000 square feet), full service and fast food restaurants (5 spaces per 1,000 square feet), general retail (3 spaces per 1,000 square feet) and taverns (5 spaces per 1,000 square feet). Parking requirements for use types not listed above will remain unchanged.

*Raise the exemption on parking for change-of-use within the Downtown Specific Plan area*

- 30.32.030.2 is amended to raise the parking exemption for change of use within the Downtown Specific Plan zone from 2,000 to 5,000 square feet for taverns, day care centers, general office, business support services, medical and dental offices, medical and dental labs, nursery and garden supplies, full service restaurants, retail and service activities, live/work spaces, banks and financial institutions, manufacturing, repair and maintenance, gymnasiums and health clubs, personal services, counter service restaurants and schools. The parking exemption for fast food restaurants within the Downtown Specific Plan area will be raised from 1,000 to 5,000 square feet.

*Allow tandem and stacked parking arrangements to satisfy parking requirements*

- 30.32.040.B allows tandem and stacked parking within the Downtown Specific Plan zone. Residential units may have up to 50% of code required parking in tandem or stacked spaces, while non-residential may have up to 25% of code required parking. Dimensions and assignment of parking spaces, including operational requirements for both residential and non-residential uses are described in this code section.

*Provide an option for new construction and change-of-use tenants to pay a fee in-lieu of providing required parking*

- 30.32.172 establishes an annual fee for change-of-use to satisfy 100% of required parking and a one-time fee for new construction to satisfy 50% of required parking. Fees will be deposited into the parking fund until a dedicated Mobility fund account is developed.
- Fees for the In-Lieu Fee will be established by a Council/Agency Resolution and be adjusted automatically each year based on the Consumer Price Index.
- Fee recommendations, to be adopted by resolution, are currently recommended as followed:
  - Existing Change-of-Use = Annual fee, \$600 per year per parking space
  - New Construction = One-time fee, \$24,000 per parking space

*Offer a menu of Transportation Demand Management (TDM) requirements, programs and incentives to reduce required parking*

- 30.32.171 lists TDM requirements in the Downtown Specific Plan area and includes the following provisions:
  - Requires new residential construction over 100 dwelling units (50 units for mixed-use projects), non-residential construction of over 25,000 gross floor area or 25 employees (or more) to join a Transportation Management Association/Organization (TMA/TMO), develop a TDM plan and develop appropriate bicycle, pedestrian and transit facilities as outlined in 30.32.171.3.
  - Requires businesses of any size that choose to apply for TDM incentives to reduce parking requirements as listed in table 30.32.C.
  - Outlines requirements for businesses to establish and enforce TDM programs.
- Table 30.32-C contains TDM measures and point values are listed in this table for reduction in parking requirements are based on establishing parking, financial incentive, automobile trip consolidation, scheduling, promotional and multi-modal infrastructure programs.

*Eliminate or reduce the need for discretionary administrative exceptions*

- 30.32.020 removes the Downtown Specific Plan area from being eligible to receive parking exceptions from the Redevelopment Agency.

*Adopt a Bicycle Parking Ordinance*

- 30.32.173 outlines the bicycle parking requirements for dwelling units (1 space per 20 units) and office (1 space per 10,000 square feet of floor area) and includes requirements for location and design of bicycle facilities and maximum reduction of vehicular parking spaces (10%).
- 30.32.171.B outlines short-term and long-term bicycle parking requirements for residential, retail, supermarkets, general office and personal service uses that are either required to be involved in Transportation Management programs or choose to use Transportation Demand Management parking incentives (see Table 30.32 C).

## **Next Steps**

Below are the anticipated next steps for the proposed amendments of parking requirements for the Downtown Specific Plan Area:

- March 22, 2011 – Introduce ordinance to City Council for approval
- March 29, 2011 – Council adoption of ordinance

Note that this timeline may be adjusted based on feedback received from stakeholders, Commissioners and Council members.

## ***EXHIBITS***

Exhibit 1 – Glendale Downtown Specific Plan Parking Recommendations

Exhibit 2 – Draft Ordinance Amending Title 30

**MOTION**

Moved by Commissioner \_\_\_\_\_, seconded by \_\_\_\_\_  
Commissioner \_\_\_\_\_, that the Planning Commission hereby  
recommends to the City Council the implementation of amendments to Title 30 of the Glendale  
Municipal Code, 1995, with regard to the parking standards within the Downtown Specific Plan  
area, as set forth in the Joint Planning Commission and Transportation and Parking Commission  
Staff Report dated February 28, 2011.

Vote as follows:

Ayes:

Noes:

Absent:

Abstain:

APPROVED AS TO FORM

Cherry Jones  
General Counsel - Public Works

Date: 2-23-11

**MOTION**

Moved by Commissioner \_\_\_\_\_, seconded by  
Commissioner \_\_\_\_\_, that the Transportation & Parking  
Commission hereby recommends to the City Council the implementation of amendments to Title  
30 of the Glendale Municipal Code, 1995, with regard to the parking standards within the  
Downtown Specific Plan area, as set forth in the Joint Planning Commission and Transportation  
and Parking Commission Staff Report dated February 28, 2011.

Vote as follows:

Ayes:

Noes:

Absent:

Abstain:

**APPROVED AS TO FORM**

Christie Sorenson  
General Counsel - Public Works

Date: 2-23-11



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## MEMORANDUM

**To:** Mike Nilsson  
**From:** Bonnie Nelson and Phil Olmstead  
**Date:** October 1, 2010  
**Subject:** Glendale Downtown Specific Plan Parking Recommendations

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### Introduction

This memorandum represents the result of over a year of work with City staff and stakeholders to develop a comprehensive set of parking reforms for Glendale's Downtown Specific Plan (DSP) area. These reforms are intended to balance the need for the economic vitality of the downtown, the experiences of those who work, shop and live downtown, and the need for mobility to, through, and within downtown for a variety of travelers. The parking reforms center on common sense changes to the existing parking code, combined with a toolkit of incentives to encourage smart growth development in the downtown core.

This memorandum first provides a brief history of the extensive work done on Glendale parking issues in recent years and gives a list of the documents previously sent to the City. Second, this memorandum gives an overview of the goals and rationale behind the proposed recommendations. Finally, this memorandum outlines a number of parking recommendations which are designed to work together to help the City solve its parking inefficiencies related to minimum parking requirements.

### Background

In 2006 NelsonNygaard Consulting Associates, in collaboration with City staff, completed the City of Glendale *Downtown Mobility Study*. The *Downtown Mobility Study* provided a series of recommendations designed to manage traffic congestion, to encourage the use of alternative modes, and to support the *Downtown Specific Plan* goal of creating a multimodal and pedestrian-oriented downtown district. The recommendations and implementation plan that emerged from the *Downtown Mobility Study* sought to address existing needs and future demand for improved access and circulation within downtown Glendale.

One of the key components of the *Mobility Study* was parking management. An analysis of existing parking conditions in the downtown area revealed that current policies, requirements, and regulations had created a number of parking inefficiencies in the downtown area, such as: localized parking shortages, parking spillover into residential areas, "cruising" for unregulated and free parking, underutilized off-street parking garages, and parking permit programs that did not effectively manage demand for on-street spaces.

In the years since the *Downtown Mobility Plan* was finalized, the City of Glendale has taken steps to implement some of the recommendations from that plan. The first, and most significant, initiative included the implementation of pay station meters on Brand Boulevard and in the surface parking lots serving Brand Boulevard businesses, thereby coordinating the pricing structures for both on-street spaces and off-street garages. The goal of these changes was to increase availability of parking on Brand Boulevard for customers of local businesses, while continuing to allow for free or low cost parking in garages where there was low demand. These actions have been a success, enabling the City to reduce "cruising" in the Brand Boulevard corridor, raise additional revenue, and begin to more efficiently manage its overall parking supply.

At the same time, many of the parking recommendations in the *Downtown Mobility Study* were not immediately implemented, and have since undergone additional study and refinement. Nelson\Nygaard has continued to work with City staff to develop and implement changes to existing parking policies and programs, and has produced a series of memos related to various parking issues.<sup>1</sup> In addition, Nelson\Nygaard has been working with the City to conduct a separate study of parking conditions in the South Brand Boulevard corridor, and recently completed a draft existing conditions analysis. A list of these documents is provided below:

- "Countywide Congestion Mitigation Fee" – June 23, 2008
- "Policy Considerations for TDM Ordinance REVISED" – August 8, 2008
- "In-Lieu Parking Fee" – August 12, 2008
- "DRAFT TDM Ordinance" – August 25, 2008
- "Downtown Transportation Fund" – September 19, 2008
- "Downtown Transportation Fund Planning and Implementation" – January 4, 2010
- "Relationship Between TDM and Parking Demand" – April 2, 2010
- "City of Glendale Parking Requirements – Peer Review" – May 5, 2010
- "City of Glendale – Preferential Parking District Program Peer Review" – May 19, 2010
- "Mixed-Use District Parking Requirements – Best Practices" – August 4, 2010
- "South Brand Boulevard Corridor Parking Study – Draft Existing Conditions Analysis" – August 2010

All of these documents have analyzed a particular aspect of parking in the City of Glendale and have incorporated extensive peer reviews and "best practices" research to develop appropriate recommendations for the City. It is not the intent of this memorandum to revisit the detailed findings from each of these memos and studies, but rather to synthesize their recommendations, particularly as they relate to revisions to the City's minimum parking requirements. For more detailed information, it is recommended that City staff review each memo or study individually.

## Parking Management Goals

Parking requirements impact much more than the number of vehicles that can be stored on a particular site. Parking requirements can determine the viability of a proposed new development, whether an existing building may be reused, how visitors and employees will access and experience downtown, and, ultimately, whether quality development will occur at all. The following specific goals, developed throughout the planning process for Glendale, have served as a guiding framework for these recommendations:

- Utilize parking management best practices as a tool to coordinate the entire parking supply as part of an integrated system.

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<sup>1</sup> In relation to minimum parking requirements, the May 5<sup>th</sup> and August 4<sup>th</sup> memos are particularly relevant.

- Manage parking facilities with a focus on maintaining availability, not simply increasing supply.
- Optimize investment in parking by making the most efficient use of all public and private parking facilities, before constructing new parking.
- Improve the coordination of Glendale's on-street and off-street parking policies, so that parking garages are not underutilized, while on-street parking shortages persist.
- Encourage economic revitalization of downtown and remove barriers to development and adaptive reuse projects by adopting parking standards that are tailored to the unique parking demand of mixed use, walkable downtowns.
- Create regulatory certainty for developers as a means to improve economic feasibility and encourage targeted development.
- Improve the quality of life for local residents by reducing congestion, vehicle emissions, and traffic conflicts related to parking inefficiencies.
- Maximize the use of valuable yet scarce street space at all times of the day.

The recommendations included in this memorandum are intended to reinforce these goals and better position the City to achieve its vision for a multimodal and pedestrian-oriented downtown.

## **Recommended Revisions to Parking Requirements**

The recommendations included below are designed to work together to meet Glendale's parking management goals. While these recommendations could theoretically be implemented piece by piece, their effectiveness can only be ensured if they are implemented together. The recommendations are based on sensible adjustments to the City's parking requirements, supplemented by a menu of options that can further adjust parking requirements based on proven performance standards.

### **1. Avoid a complete overall of the minimum parking requirements, but implement targeted reductions within the DSP zone.**

Previous analysis has shown that the minimum parking requirements for the land uses outlined below are artificially high, compared with local and best practice peers, and verified by actual demand in the City of Glendale. Adjusting these requirements will keep Glendale in line with peer cities making it an attractive city for new smart growth development.

Recommendations are for the DSP area, where mixed use and higher density development is likely to occur, multimodal access options are available, and demand management techniques are likely to have the greatest impact. Figure 1 provides a summary of the proposed recommendations for selected land uses, as well as a sample of the minimums from peer and best practice cities which helped to inform the recommendations.

It should be noted that the proposed standards represent minimum parking requirements, not the precise number of parking spaces that will be built. A developer may choose to provide additional parking, based on an analysis of market demand. Minimum standards simply provide the "floor" for parking spaces, and cannot be reduced unless by employing the specific measures that are described below.

**Figure 1. Proposed Reductions in Parking Minimums for Selected Land Uses**

Land Use	Existing Standard	Proposed Standard	Peer/Best Practice City Standards
<b>Multifamily in DSP</b>			
1 bedroom	1.25 spaces	1 space	Culver City: 1 space; Petaluma: 1 space
2+ bedrooms	2 spaces	2 spaces	Long Beach: 2 spaces; Pasadena: 2 spaces
Guest parking	.25 spaces per unit (w/ more than 4 units)	None or 1 per 10 units	Pasadena: 1 per 10 units; Denver: none
Retail	4 per 1,000 sq. ft.	3 per 1,000 sq. ft.	Pasadena: 3 per 1,000 sq. ft.; Culver City: 2.86 per 1,000 sq. ft.; W. Hollywood: 3.5 per 1,000 sq. ft.
Office	2.7 per 1,000 sq. ft.	2 per 1,000 sq. ft.	Denver: 2 per 1,000 sq. ft.; Sacramento: 1.7 per 1,000 sq. ft.; Hercules: 2 per 1,000 sq. ft.; Downtown Ventura: 2 per 1,000 sq. ft.
Medical/Dental Offices	5 per 1,000 sq. ft.	4 per 1,000 sq. ft.	Pasadena: 4 per 1,000 sq. ft.; Culver City: 2.86 per 1,000 sq. ft.
Bars/Taverns	10 per 1,000 sq. ft.	5 per 1,000 sq. ft.	Culver City, Pasadena, San Diego: 5 per 1,000 sq. ft.; Long Beach: 4 per 1,000 sq. ft.; Sacramento: 3.3 per 1,000 sq. ft.
Nightclubs	28.6 per 1,000 sq. ft. or 1 per each 5 fixed seats	20 per 1,000 sq. ft.	Sacramento: 10 per 1,000 sq. ft.; San Jose: 25 per 1,000 sq. ft.
Fast food restaurants	12.5 per 1,000 sq. ft.	5 per 1,000 sq. ft.	Denver: 5 per 1,000 sq. ft.; Long Beach: 5 per 1,000 sq. ft. plus 1 per 3 seats; Petaluma: 3.3 per 1,000 sq. ft.
Restaurants	10 per 1,000 sq. ft.	5 per 1,000 sq. ft.	Denver: 5 per 1,000 sq. ft.; San Diego: 2.5 per 1,000 sq. ft.

## **2. Amend change of use regulations to allow for parking exemptions for commercial spaces smaller than 5,000 square feet.**

According to the Glendale zoning code, if a building expansion creates an increase in floor area or additional seats then additional parking must be provided to meet the minimum parking requirements. Change of use and reuse regulations are particularly pertinent to Brand Boulevard and other streets near downtown Glendale, where small commercial spaces turn over frequently and a number of vacancies present opportunity sites for new development. However, with limited options for on-site parking, it is difficult to encourage developers to locate to Glendale's "Main Street" because it is challenging or impossible to provide the required parking. Developers at these sites almost always request exemptions from parking requirements, which are fully discretionary and can create uncertainty for developers. The current parking code, however, does provide some major exceptions to the change of use and reuse regulations, including:

- Additions of floor area up to 25 percent of a designated historic resource on the Glendale Register of Historic Resources shall be exempt.
- Any change of use permitted in a historic resource shall not be required to provide additional parking to that legally required prior to the change of use.
- Changes in use of commercial spaces under 2,000 square feet are not required to add more parking.

It is recommended that the City amend change of use exceptions to state that changes in use of commercial spaces under 5,000 square feet are not required to add additional parking. Such revisions will help to encourage redevelopment of smaller commercial establishments by lowering the parking burden on developers.

### **3. Provide a robust menu of options to *meet* parking requirements.**

While minimum parking standards are only recommended to be adjusted in targeted ways, the recommendations include increasing the opportunity for developers to comply with minimum parking requirements through “state of the practice” parking management techniques. These techniques do not reduce parking minimums themselves, but provide a toolkit that allows a developer to meet their requirement in the most efficient way possible. By providing developers with the option and flexibility to meet parking standards, the City can promote an environment that is both friendly to development and supportive of multimodal and sustainable growth. Outlined below are the key alternative methods. It should be noted that none of these alternatives would be required – a developer would consider the cost of building to the minimums (or above), the market advantages for doing so, and would balance those considerations against the opportunity offered by any one or a combination of the techniques outlined below.

#### **3.1 – Eliminate requirement that all parking be independently accessible and allow for tandem and/or stacked parking as of right.**

Glendale's minimum parking requirements, coupled with the current code requirement that all parking be independently accessible, means that often more than one square foot of parking area is required for every square foot of building. These requirements add significant additional expense to development – especially when parking is provided underground – and can act as a barrier to new development and adaptive reuse projects necessary to add vitality to downtown Glendale. In addition, when site conditions or financial constraints prompt developers to provide the required independently available parking on-site, the result is often monolithic parking podiums that present a “blank wall” to the pedestrian realm.

Tandem and/or stacked parking is an effective tool for reducing the need to construct additional off-street spaces and enabling more efficient use of existing facilities. The City of Glendale currently allows for tandem parking, but its regulations are strictly limited to parking spaces only “in excess of minimum requirements.” The Glendale parking code is silent on stacked parking.

Glendale should eliminate its requirement that all parking be independently accessible and revise its tandem parking requirements to allow for greater flexibility and more widespread use of this parking management tool. A number of specific parameters for tandem and stacked parking are recommended:

- Tandem and/or stacked spaces are permitted to count against parking minimums, as is the case in many other cities. For example, a single tandem or stacked parking space would count as two spaces, not one.
- For residential uses: 100 percent of off-street spaces required in residential uses should be allowed to incorporate tandem and/or stacked parking, under the condition that any given set of tandem/stacked spaces shall be assigned to the same unit.
- For non-residential uses: 50 percent of off-street spaces required in non-residential uses should be allowed to incorporate tandem and/or stacked parking, under the condition that valet parking is also provided.
- Tandem spaces shall have a recommended minimum size of 8.5 feet by 36 feet.

#### **3.2 – Allow for shared parking as of right.**

Shared parking works best when uses with different peak demand periods share spaces, thereby reducing the number of spaces needed to meet the combined peak parking demands. Shared parking also has the benefit of encouraging drivers to park once and visit multiple

sites on foot rather than driving to and parking at each site. This reduces vehicle traffic and increases foot traffic, creating a safer pedestrian environment. The City's existing zoning code allows parking to be shared among different uses but requires additional approvals, permits and public hearings to receive permission to share parking among compatible uses. In order to make the process of securing approval for shared parking less onerous for new downtown development and adaptive reuse projects, the City should:

- Allow parking to be shared among different uses within a single mixed use building as of right upon staff approval.
- Allow parking to be shared among different buildings and uses at an off-site facility by right upon staff approval, provided that the two uses are within a 1,000 foot walking distance of each other. Shared parking in excess of 1,000 feet walking distance between parking facility and destination may be allowed with approval by staff when accompanied by a detailed parking management plan showing how the shared facility will meet occupant's needs and that a reasonable provision has been made to allow off-site parkers to access the principal use (e.g. shuttle bus, valet parking, free Beeline transit passes, etc.).
- Shared on-site or off-site parking should be allowed to satisfy 100 percent of the minimum parking requirement for each use, so long as documentation can be provided that the existing or anticipated land use(s) will have different periods of peak parking demand, that the shared parking can accommodate the parking demand for both uses.
- When public parking is leased as shared and/or off-site parking for private development and adaptive reuse projects, the City should charge market rates. The City should monitor occupancy rates for individual facilities and increase parking rates when occupancy exceeds 85 percent.

### **3.3 – Implement an in-lieu parking fee within the DSP area.**

An in-lieu parking fee gives developers the option to pay a fee "in-lieu" of providing some portion of the number of parking spaces ordinarily required by the city's zoning ordinance. In-lieu fees provide flexibility for developers and enables projects (especially adaptive/historic reuse projects) that would have once been financially infeasible to move forward. The fees collected can also be used to build public parking spaces, manage parking supply, and/or to support mobility strategies in the downtown area.

As part of the *Downtown Mobility Plan* and its August 2008 memo on in-lieu fees, Nelson\Nygaard provided a detailed analysis of in-lieu fees, the high cost of providing parking in Glendale, a peer review of other in-lieu fee programs, and a tailored methodology for determining a new in-lieu fee in the DSP. The key recommendations from those documents remain relevant. They include:

- A combination of fee types (one-time and annual) is recommended. It is recommended that new developments are charged a *one-time* fee in order to avoid revenue collection issues which can occur when a property changes owners. In addition, a one-time fee would allow developers to more easily incorporate the fee into financial analyses and can decide early in the development or redevelopment process whether to provide the parking or pay the fee. By contrast, change of land uses should pay an *annual* fee. This option provides more flexibility, particularly since changing land uses poses more of a financial risk, such as when a retail establishment becomes a restaurant with no guarantee of financial success.
- The in-lieu fee ordinance should clearly state that once the annual in-lieu fee has been established, the fee remains with the land use rather than the property owner.

- The recommended *one-time* fee is \$24,000 per space. The recommended *annual* fee is \$600 per space per year.
- Fees should be adjusted every year according to the Consumer Price Index (CPI).
- Change of use projects should be allowed to use the in-lieu fee to forgo any portion up to 100 percent of required parking, however new developments are limited to using the lieu fee to no more than 50 percent of their adjusted parking demand.

#### **4. Provide additional methods, or a “toolbox,” to further reduce parking requirements by implementing proven techniques that decrease parking demand.**

In addition to providing alternatives for new development to *meet* parking requirements, it is also recommended that the City provide a number of options to *reduce* the overall amount of required parking by implementing and monitoring programs that are proven to reduce overall parking demand. By reducing the amount of required parking, the “toolbox” outlined below will provide developers with additional design flexibility and further enhance the financial feasibility of new projects. Furthermore, such methods can be used to leverage existing City investments in transit and other strategies to reduce driving while promoting sustainable growth.

##### **4.1 – Proximity to transit.**

In an effort to encourage the use of alternatives to driving, reduce dependence on vehicles, and leverage existing investments in transit, many cities grant parking reductions for projects located close to major transit facilities. These reductions typically come in one of two forms: an “across the board” reduction regardless of land use; or reductions tailored specifically to the proposed land use. It is recommended that the City of Glendale offer the latter method as a way to further reduce parking requirements. The following parameters are recommended:

- Projects eligible for parking reductions would include all new development, regardless of land use, within 1/4<sup>th</sup> mile of a “major transit facility”. A “major transit facility” is defined as: a bus stop that serves both local and regional transit with a net 15-minute peak-hour headway. Based on the current network of local (Beeline) and regional (Metro Rapid and Metro Local/Limited) bus routes serving the DSP zone, the streets that currently have a major transit facility in the DSP zone are Brand Avenue, Central Avenue, Broadway, and Colorado Street.
- Given the relatively low transit mode share in Glendale, it is recommended that the City take a slightly less aggressive approach than what other best practice cities have done. For example, the City of Denver grants up to a 25 percent reduction for any land use within 1/4<sup>th</sup> of a mile of a transit station. Given the relatively low transit mode share in Glendale, it is recommended that the City take a slightly less aggressive approach than what other best practice cities have done. More specifically, the City should implement a two-tier reduction program.
  - Tier 1: 10 percent parking reduction for all new development within 1/8<sup>th</sup> of a mile of major transit facility regardless of land use.
  - Tier 2: 5 percent parking reduction for all new development within 1/4<sup>th</sup> of a mile of major transit facility regardless of land use.

## 4.2 – Transportation Demand Management (TDM) programs

As detailed in Nelson\Nygaard's April 2010 memorandum, transportation demand management (TDM) programs have proven to be very successful in reducing the need for drive-alone commute trips, and thereby the demand for parking. TDM programs work by providing incentives to use alternative modes. The most effective TDM programs include some form of financial incentive, either through pricing parking or subsidizing transit and other alternative modes. This can be done through a parking cash out program or other program where employees are given a choice about how to spend transportation dollars. The City currently has a TDM ordinance (see Chapter 30.32.170 of the Glendale Municipal Code), which applies to only non-residential development and only requires limited TDM measures, such as informational and promotional materials, vanpool/carpool parking, and limited bicycle parking. The recommendations included below are designed to tie the commitment to transportation demand management to the reduction in parking requirements.

Figure 2 below provides a menu of TDM measures organized into six general categories. Some of these measures are more applicable to retail/commercial developments, others would work best with residential projects, and some are applicable to all types of land uses. While it is not an exhaustive list, it does include the most common TDM measures. Additional programs could be included if found to be applicable to the DSP zone. A relative "score" has been given to each TDM measure based on its proven ability to reduce drive-alone rates and demand for parking. For example, research has shown that financial incentives, such as pricing of parking, parking cash out, and subsidized transit, are the most effective ways to reduce drive alone commutes.<sup>2</sup> As such, these financial incentives would be assigned a higher point total than, for example, marketing services, an effective, yet less robust TDM measure. Research has also shown that a "well-balanced" TDM program that offers a variety of measures which support each other (e.g. a subsidized transit pass program in addition to a Guaranteed-Ride-Home program) will be more effective than a TDM program built around a single trip reduction measure. Therefore, to obtain more significant parking reductions a new development would have to demonstrate a TDM program that utilizes a variety of trip reduction measures.

Under this recommendation, developers could establish a TDM program for their development using the menu provided in Figure 2, and after submitting their TDM plan to the City, could be granted a reduction in parking requirement based on how comprehensive and robust a program they offer. Depending on the total point value of the TDM program, each development would qualify for a reduction from the minimum parking requirements. It is recommended that Glendale provide a "tiered" range of percent reductions as away to incentivize robust and diverse TDM programs, as well as specific TDM measures that are known to be particularly effective. As outlined in Figure 3, the proposed range of parking reductions includes three tiers. For example, in order to obtain a 20 percent parking reduction, a TDM program must generate a minimum of 10 points from at least three different TDM categories. The highest reduction, 30 percent, would require at least 15 points from four different categories, one of which must be a parking or financial incentive measure.

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<sup>2</sup> See April 2, 2010 TDM memo for detailed findings.

**Figure 2. Potential TDM measures and proposed point values**

Potential TDM Measures Eligible for Parking Reductions	Summary of TDM Measure	Proposed Point Values
<b>Parking</b>		
Pricing parking	Pricing parking for commuters.	6
<b>Financial Incentives</b>		
Subsidized Transit	Provide free or highly reduced transit passes.	5
Parking Cash-out	Employees who do not drive to work are offered a cash value equal to parking subsidies.	5
Commuter benefit programs	Use tax-free dollars to pay for commuting expenses.	4
Free HOV/Carpool Parking	Free parking for HOV or carpools.	1
<b>Automobile Trip Consolidation</b>		
Carpool/Vanpool Programs	Shared use of private vehicle or rented/purchased vans.	2
Rideshare Matching Services	Help commuters find travel partners and share costs.	3
Guaranteed Ride Home	Provide occasional subsidized rides to commuters to help deal with unexpected conditions.	3
Shuttle services	Shuttle service to/from location and public transit facilities.	4
<b>Scheduling</b>		
Telecommute	Use of telecommunications to substitute for physical travel.	2
Flextime	Employees are allowed some flexibility in their daily work schedules.	2
Compressed work week	Employees work fewer but longer days.	1
Staggered shifts	Shifts are staggered to reduce the number of employees arriving and leaving at one time.	1
<b>Promotion</b>		
Marketing/Outreach	Determining consumer needs/preferences, creating appropriate products, and promoting use.	1
Travel Training	Provide individualized training/materials on transit, ridesharing, car sharing, and bicycle systems.	2
Transportation Coordinator	Professionals who implement and monitor TDM programs.	3
<b>Multi-modal Infrastructure</b>		
Car sharing	Provide access and/or reduced fees for car sharing facilities.	4
Bike sharing	Provide access and/or reduced fees for bike sharing facilities.	3
On-site amenities	Includes showers/lockers, secure bicycle parking, child care services, etc.	2

**Figure 3. Proposed range of parking reductions and point thresholds**

	% Reduction	Point Thresholds	Annual Monitoring	TMA Membership
Tier 1	10% reduction	6-9	Required	Required
Tier 2	20% reduction	10-14 (from 3 categories)	Required	Required
Tier 3	30% reduction	15+ (from 4 categories, including at least 1 parking or financial incentive)	Required	Required

Finally, it is recommended that each development wishing to obtain a parking reduction by implementing a TDM program should also be subject to a number of additional requirements to ensure the effectiveness of the TDM program. These conditions include:

- **Annual Reporting:** TDM programs are only as effective as their ongoing management. As a result, it is recommended that the City of Glendale require that each development monitor its TDM program annually to not only ensure compliance among businesses and tenants, but also document effectiveness. The City should require that each development conduct an annual survey of its TDM programs and participants. This survey information would then be used to produce an annual citywide report which would document the mode share shifts and TDM participation.

The Lloyd District TMA in Portland, Oregon provides an excellent example of an annual effort made to evaluate and quantify the effects of TDM programs.<sup>3</sup>

- **TMA Membership:** Each development granted a parking reduction via a TDM program should also be required to join a Transportation Management Association (TMA). Mandatory membership would increase the effectiveness of TMAs and generate additional revenue for citywide mobility programs. This requirement would be designed to complement Recommendation #5.
- **Leasing Requirement:** Any development that obtains a parking reduction via a TDM program would need to include in the tenant lease a requirement for mandatory implementation of the approved TDM measures. This requirement would help to ensure that approved TDM measures are being implemented by all tenants of any new development, and that their parking reductions are justified. This requirement would run with the lease and not with the tenant. For residential projects, the TDM measures would be a part of the HOA agreement and could not be changed without penalty to the City.

## **5. Require all new development, of a certain size located within the DSP, to become members of a Glendale TMA.**

In addition to requiring TMA membership for any new development with a TDM program, the City should also require all new development, of a certain size, to become dues paying members of a TMA. This would yield a significant revenue stream from new development to be spent on programs to improve transportation, both for that new development and for all employees, residents, and visitors to within Glendale's downtown specific plan area. The City should require that new commercial properties of at least 30,000 square feet join the TMA serving their location. Additionally, all new residential development, with 8 or more units in a single development, should also be required to join a TMA. Finally, this requirement would apply not to the tenant but to the development itself. This particular recommendation is discussed in greater detail in the August 8, 2008 memo.

## **6. Eliminate or reduce the need for discretionary administrative exceptions by allowing all recommended parking alternatives and reductions as of right.**

The City of Glendale currently offers two methods by which a reduction in parking requirements can be obtained. First, owners or developers can apply for an administrative exception to the parking code, which are limited in scope (three spaces or 5 percent, whichever is greater). Second, there is a discretionary process by which the City Council can reduce parking requirements under certain conditions – mixed use projects, new construction near exiting parking, adjacent to transit, projects in redevelopment areas, and disabilities upgrade. Currently, many developers request exceptions for their projects through one of these two methods, and are usually granted such an exception by City Council.

Unfortunately, this process has a number of significant drawbacks. First, it creates a large administrative burden on the City, as both staff and Council must process and evaluate each request individually. Second, the City essentially gives the reduction away for “free” and gets little in return, other than the desired development. Many of these exceptions rely on publicly available parking to meet their parking demand, and as public parking spaces are a limited (though currently very plentiful) commodity, the City must be able to weigh requests carefully. Finally, the discretionary process for granting reductions ultimately undermines the

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<sup>3</sup> Lloyd District TMA – Annual Report 2010.

effectiveness of any larger parking management strategy. Parking policies exist to guide overall management of the City's supply and demand of parking, yet consistent exceptions to these policies create "loopholes" that make efficient parking management even more challenging.

Therefore, it is recommended that the City dramatically reduce the use of administrative exceptions and discretionary review of parking requirements. By implementing the revisions to the parking minimums and providing a well-defined menu of reduction strategies, there should no longer be a need for a developer to go to City Council for an exception. The recommendations provided in this memorandum offer a clear and defined path by which new developments can meet or reduce their parking requirements. Furthermore, the City can reduce its administrative burden and ensure that parking reductions are consistent with, and supportive of, larger parking management goals. For example, providing the option of paying an in-lieu parking fee to satisfy some portion of a property's parking requirements would reduce the number of parking requirement reduction requests made, thus reducing administrative work involved in this process, and would also raise money for the City to spend on additional transportation projects or mobility programs. Parking exceptions would still be possible, but should be considered favorably by Council only after all other available remedies have been exhausted.

## 7. Adopt a bicycle parking ordinance

In recent years many cities have adopted bicycle parking requirements for new development. These ordinances are designed to encourage the use of non-motorized travel modes, ensure that bicyclists have adequate infrastructure, and reduce the need for vehicle parking. The City of Glendale currently has limited requirements for bicycle parking in nonresidential developments (see Chapter 30.32.170 of Glendale Municipal Code). It is recommended that the City create a more comprehensive ordinance that applies to all land uses within the DSP. It should be noted that while bicycle parking is available as a potential TDM reduction measure, a statutory bicycle parking ordinance is preferred, as it would formalize the provision of bicycle parking, a crucial piece of non-motorized infrastructure, in all new City developments.

Bicycle parking ordinances are similar to existing parking requirements in that they set general provisions for applicability, detail facility design standards, and detail the minimum number of bicycle parking spaces by land use. For example, 1 space for every 20 dwelling units in a multi-family residential project or 1 space for every 10,000 square feet of office space.<sup>4</sup> These minimum requirements would be tailored to respond to the demand and need for bicycle parking in downtown Glendale.

Numerous cities have also leveraged their bicycle parking ordinances to offer vehicle parking reductions for bicycle parking that is supplied beyond the minimum. It is recommended that the City of Glendale adopt a similar provision in any new bicycle parking ordinance. The City should allow bicycle parking to substitute for up to 10 percent of required parking. Such a provision would reflect policies in best practice cities, such as Portland, which allows bicycle parking to substitute for up to 25 percent of required parking, but be more consistent with local conditions in Glendale. Like in Portland, existing parking spaces in Glendale should also be allowed to be converted to take advantage of this provision. For example, for every five *non-required* bicycle parking spaces that provide short (standard bicycle racks) or long-term (secure bicycle parking, such as a bicycle locker) bicycle parking, the motor vehicle parking requirement is reduced by one space.

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<sup>4</sup> See example: City of Oakland – [Bicycle Parking Ordinance](#)

## Summary of Parking Recommendations

The recommendations outlined in this memorandum will not solve all of Glendale's parking inefficiencies, but they are carefully designed to enable the City to address its most pressing parking challenges in a pragmatic and readily achievable manner. It is also important to note that all of the recommendations outlined in this memorandum are "additive." In other words, these recommendations have been created to purposefully allow new developments to achieve significant reductions in parking. Figure 4 provides a simplified illustration of how these recommendations could coalesce to offer a maximum parking reduction for a 100-unit multifamily residential project in the DSP zone, as well as the innovative methods a developer could utilize to meet its parking requirement.

**Figure 4. Illustration of Parking Reductions with Proposed Recommendations**

Proposed Project: 100-unit (50 1 bdrm, 50 2+ bdrm) multifamily residential project; Located in DSP zone; 1/8th of a mile from transit		
	Existing Requirement	With Proposed Recommendations
50 1 bedroom units	62.5	50
50 2+ bedroom units	100	100
Guest Parking	25	0
<b>Baseline Requirement</b>	<b>187.5</b>	<b>150</b>
Potential Reductions Using Proposed "Reduction Toolbox"		
1/8 of a mile to major transit facility (-10%)	n/a	15 space reduction
15-point TDM program (-30%)	n/a	45 space reduction
Bicycle parking beyond minimum (-10%)	n/a	15 space reduction
<b>Baseline Requirement w/ Maximum Reductions</b>	<b>n/a</b>	<b>75</b>
Additional Methods to Meet Baseline Requirement		
Use of tandem/slacked	n/a	Up to 100%
Use of shared parking, if applicable	n/a	Up to 100%
Use of an in-lieu fee	n/a	Up to 50%

Under the current code, this example development would need to provide a baseline of 187.5 parking spaces. However, under the proposed revisions to the parking code, that baseline would be reduced to 150 spaces. Utilizing the new "toolbox," a developer could achieve further reductions. In this example, the developer has agreed to create an aggressive TDM and bicycle parking program, plus take advantage of proximity to a major transit corridor. This combination of toolbox reductions would reduce the minimum parking requirement to 75 spaces. This is not to suggest that any developer would build a 100 unit building with only 75 spaces, but that the required minimum would drop to this level, and then allow the developer to determine the number of spaces needed for a saleable development.

Once the developer determines the number of spaces to be provided, he could meet the requirement entirely on site, through shared or off-site parking and or by paying an in-lieu fee. The maximum potential for those methods are also shown on Figure 4. While these recommendations represent a significant change to the way parking is managed in Glendale, they are not designed to let developers avoid their parking responsibilities, but rather to push them to concretely demonstrate a strong commitment to smart growth planning and progressive parking and trip reduction policies. Ultimately, the reforms will give developers the additional flexibility they need to meet parking requirements in a manner that supports the City of Glendale's vision for a walkable, sustainable, and multimodal downtown.

**Figure 5. Summary of Parking Recommendations**

Recommendation	Key Elements	Potential Impacts
1. Targeted reductions to minimum requirements.	Lower parking minimums for key land uses in DSP: multifamily residential, office, retail, etc.	Reduced parking burden; Improved project feasibility
2. Amend change of use exceptions.	Allow for parking exceptions for commercial spaces smaller than 5,000 square feet	Improved project feasibility
3. Provide a menu of alternatives to meet parking requirements.	<p>1. Allow tandem/stacked to count towards minimum.</p> <p>2. Allow shared parking among uses in a mixed-use building.</p> <p>Allow shared parking among different uses or an off-site parking facility by right upon staff approval, provided that the two uses are within the DSP boundaries and within a 1,000 foot walking shed of each other.</p> <p>3. In-lieu fees: Combination of fee types</p> <p>Fee remains with land use, not property owner</p> <p>\$24,000 per space (one-time)</p> <p>\$600 per space (annual)</p> <p>Adjusted annually</p>	Residential: 100% of minimum (same unit) Non-residential: 50% of minimum (w/ valet services)  100% of minimum
4. Provide additional methods to further reduce parking requirements.	<p>1. Proximity to transit</p> <p>2. Implement a "point-based" TDM program.</p> <p>3 "tiers" of parking reduction.</p> <p>Required annual reporting and TMA membership.</p> <p>TDM leasing requirement.</p>	1/4 mile: 5% reduction 1/8 mile: 10% reduction  Tier I: 10% reduction Tier II: 20% reduction Tier III: 30% reduction
5. Require mandatory TMA membership	Require all new development in DSP (commercial development greater than 30,000 sq. ft; residential developments with 8 or more units) to join the Glendale TMA.	Additional revenue for mobility programs.
6. Allow for parking alternatives and reductions as of right.	Reduce the need for administrative exceptions by providing a well-defined path for meeting and/or reducing minimum requirements.	Reduced administrative burden; Additional revenue; Consistent regulatory framework
7. Adopt a bicycle parking ordinance.	Require all new development in DSP to provide bicycle parking. Allow additional vehicle parking reductions for bicycle parking built in excess of minimum standards.	Formalize bicycle parking as a key mobility strategy. Up to 10% reduction.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF GLENDALE, CALIFORNIA AMENDING  
SECTIONS 30.32.020, 30.32.030, 30.32.040, 30.32.050, 30.32.070, 30.32.090, 30.44.020, AND  
30.50.030 OF TITLE 30 OF THE GLENDALE MUNICIPAL CODE, 1995, AND ADDING  
SECTIONS 30.32.171, 30.32.172, AND 30.32.173 TO TITLE 30 OF THE GLENDALE  
MUNICIPAL CODE, 1995, RELATING TO PARKING AMENDMENTS IN THE  
DOWNTOWN SPECIFIC PLAN (DSP) ZONE**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GLENDALE:**

**SECTION 1.** Section 30.32.020 of the Glendale Municipal Code, 1995 is hereby amended to read as follows:

**30.32.020 – Applicability**

The provisions of this ~~e~~Chapter shall apply and govern in all zones. No person shall use or occupy any premises, or cause or permit the use or occupancy of any premises unless the off-street parking and loading facilities maintained thereon or in connection therewith conform to the requirements of this ~~e~~Chapter. Exceptions to the standards shall be subject to the provisions of Chapter 30.43 (variances) and Chapter 30.44 (administrative exceptions), except that exceptions to the number of parking spaces required for non-residential uses shall be subject to the provisions of Chapter 30.44, Administrative Exceptions, or Chapter 30.50, Request for Parking Reduction Permit. Projects in the Downtown Specific Plan area which receive density bonus incentives or concessions under Chapter 30.36 (Density Bonus Incentives) are ineligible to receive additional parking incentives under this Chapter.

In the Redevelopment Project Areas ~~not located in the DSP zone only, however, the Glendale Redevelopment Agency or the Director of Community Development may, upon application, grant exceptions to the minimum number of required parking spaces and parking standards. The Director of Community Development may grant exceptions where a maximum of three (3) spaces or (5) percent reduction, whichever is greater, in the number of total parking spaces required in conjunction with a change of a commercial or industrial use in an existing building. Such exceptions shall be granted only if the Glendale Redevelopment Agency or the Director of Community Development finds that:~~

- A. Parking spaces required for the proposed use or construction proposal cannot reasonably be provided in size, configuration, number of spaces or locations specified by the provisions of this ~~t~~Title without impairment of the project's viability; and
- B. The parking exception will serve to promote specific goals and objectives of the adopted plans for the Glendale Redevelopment Areas and be consistent with the various elements of the general plan and promote the general welfare and economic well-being of the area; and
- C. The project involves exceptional circumstances or conditions applicable to the property involved, or the intended use or development of the property that do not apply generally to other property in the area; and
- D. There are mitigating circumstances whereby the exception will not be materially detrimental to the public welfare or injurious to property or improvements in the vicinity of the property or in the neighborhood in which the property is located.

**SECTION 2.** Section 30.32.030 of the Glendale Municipal Code, 1995 is hereby amended to read as follows:

**30.32.030 – Parking and Loading Spaces Required – General**

- A. Minimum Parking Requirements.** There shall be provided at the time of the occupancy of any building or structure a minimum number of off-street parking and loading spaces as hereinafter required in this chapter for said building or structure with adequate provision for safe ingress and egress. Furthermore, there shall be provided at the time of the establishment of any outdoor use area a minimum number of off-street parking and loading spaces as hereinafter required in this ~~e~~Chapter for said outdoor use area with adequate provision for safe ingress and egress.
- B. Expansion or Remodeling of Building, or Change in Use.**
  - 1. Expansion of building or use, generally.** Upon change or enlargement of a building, or outdoor use area which creates an increase in the number of dwelling units on a lot, additional floor area, additional floor area devoted to a use, additional outdoor use area, or additional seats, additional parking and loading spaces shall be provided for such new floor area, dwellings, outdoor use area or seats without diminishing the existing parking provided for the existing use, buildings and/or structures unless said parking exceeds the requirements of this ~~e~~Chapter.
  - 2. Reduction in parking due to disabilities upgrade.** When required solely as a need to upgrade existing parking facilities to comply with Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24, the total number of parking spaces may be reduced at the discretion of the Director of Community Development.
  - 3. Addition of floor area to a dwelling unit.** Subsection 1 above notwithstanding, addition of floor area to any dwelling unit may be permitted only when the number of off-street parking spaces provided is equal to or greater than the number that would be currently required for the entire building if it were newly constructed, unless an administrative exception is obtained in accordance with Chapter 30.44. Addition of floor area outside of an actual dwelling unit in a common area such as a common laundry room, common recreation room, or common garage on a lot containing more than one dwelling unit shall be permitted without the need to provide any additional parking spaces.
  - 4. Addition of floor area to a historic resource.** Additions of floor area up to twenty-five (25) percent of a designated historic resource on the Glendale Register of Historic Resources shall be exempt from the requirements of this subsection. Additional parking shall be provided only for the floor area being added which exceeds a twenty-five (25) percent increase.
  - 5. Change of use, generally.** When the use of a building changes to a use that is required by Section 30.32.050 to have the same number of parking spaces as the immediately previous use, no additional parking spaces shall be required for the new use, regardless of the number of spaces actually provided by the previous use, provided that the previous use was legally established and the number of spaces has not decreased. When a change in use requires more off-street parking than the previous use, additional parking spaces shall be provided equal in number to the difference between the total number of spaces required by the new use and the number of spaces required for the immediately previous use. When a change in use requires less off-street parking than the previous use, no additional parking spaces are required.

**C. Change of Use, Exceptions.** Upon the change of use of an existing building, or lot, or a portion of a building, or lot, additional parking and loading spaces shall be provided for the new use as required by this chapter over and above the number of parking and loading spaces required by this eChapter for the prior use only, with the following exceptions:

1. Change of use in a historic resource. Any change of use permitted in a historic resource shall not be required to provide additional parking to that legally required prior to the change of use.
2. Change of use in a space under 5,000 square feet in the DSP zone, or 2,000 square feet in all other zones. (this rule only applies if there is a legitimate Zoning Use Certificate on file for a use/uses that have actually existed). The occupancy in any tenant space of less than 5,000 square feet in the DSP zone, or 2,000 square feet in all other zones, may be interchanged among the following land uses without the need to provide additional parking beyond that currently provided on-site or in covenanted off-site spaces provided that the final total gross floor area does not exceed 5,000 in the DSP zone, or 2,000 square feet in all other zones. For new buildings and structures, uses must be established with a valid Zoning Use Certificate for a minimum of one year, from date of issuance. An occupancy that was permitted under this subsection in a space under 5,000 square feet in the DSP zone, or 2,000 square feet in all other zones, may not combine with another occupancy to create an occupancy of 5,000 square feet or more in the DSP zone, or 2,000 square feet or more in all other zones, without providing the number of parking spaces required by this Code. Required parking shall be determined by the last occupancy that did not use this subsection in a space under 5,000 square feet in the DSP zone, or 2,000 square feet in all other zones. Parking will be determined by Section 33.32.030.B.5.
  - Taverns
  - Day Care Centers
  - Offices, general
  - Business support services
  - Medical and Dental Offices
  - Medical and Dental Labs
  - Nursery and Garden Supplies
  - Restaurants, Full Service
  - Retail and Service Activities
  - Live/Work Spaces
  - Banks and financial institutions
  - Manufacturing
  - Repair and maintenance, consumer products
  - Gyms and health clubs
  - Personal Services
  - Restaurants, counter service
  - Restaurants, fast food, up to 5,000 square feet in the DSP zone and up to 1,000 square feet in all other zones, provided there is no drive-through facility
  - Schools, physical instruction
3. Change of use in the CR zone. Any proposed change in occupancy in the "CR" Commercial Retail Zone from an office, retail or service use to a "high-intensity general office/service activity use" as defined herein, shall be required to provide parking and loading spaces as would be required for a new use in full compliance with the standards as specified in this eChapter.

4. Change of use in the DSP zone. When the use of a building changes to an art gallery use, as defined by the DSP, no additional parking is required. (See 30.32.030.B.5)

**D. Maintenance of Required Parking.** All off-street parking and loading spaces being maintained in connection with any existing main building, structure or use on October 22, 1952 and all parking spaces subsequently required by the zoning ordinance for any building, structure or use shall be maintained as long as said building, structure or use remains, unless an equivalent number of parking and loading spaces is provided conforming to the requirements of this eChapter; provided, however, that this regulation shall not require the maintenance of more parking spaces than are herein required for a new building, structure or use. The zoning administrator Director of Community Development may grant an Administrative Exception pursuant to Section 30.44.020 for the alteration of an existing parking facility to increase the number of parking spaces, where that facility is non-conforming as regards the number of parking spaces, when said alteration may create, continue or exacerbate a non-conformity regarding parking design standards, when, in the opinion of the zoning administrator Director of Community Development, the benefits of the increased number of parking spaces outweighs the impacts of the non-conformity regarding parking design standards.

**E. Mixed Use Sites.** A site with multiple tenants shall provide the aggregate number of parking spaces required by this eChapter for each separate use, except where a reduction of parking is allowed by the reviewing authority in compliance with Section 30.32.080 (Reduction of Off-Street Parking Requirements). Rounding of quantities of parking spaces shall be done in accordance with Section 30.32.060 (B).

**SECTION 3.** Section 30.32.040 of the Glendale Municipal Code, 1995 is hereby amended to read as follows:

#### **30.32.040 – General Parking Regulations**

These requirements are intended to ensure adequate parking for residents, and the employees and customers of all businesses.

**A. Layout and Access Plan Required.** All land use permit applications and any request for new or modified parking facilities shall include a parking layout and access plan, for approval of parking design and layout, access, signage, driveways, landscaping, and screening.

**B. Location of Parking.** Off-street parking shall be located as follows:

1. All required off-street parking and loading spaces shall be accessible, except for domestic violence shelters, and shall be located on the same lot as the use and/or development requiring such spaces, except as otherwise permitted herein. For the purposes of this chapter, "accessible" shall mean capable of being reached for purposes of parking during hours of operation or occupation by means of the full and unobstructed minimum dimensions as specified herein. Section 30.32.180 Chart VI shall be illustrative of the meaning of "accessible." Required parking shall be located on the same site as the activities or uses served, unless a parking use permit is obtained in accordance with Chapter 30.51 and Section 30.32.120.

In the DSP zone, off-street parking spaces that are not accessible, i.e., tandem or stacked, shall be permitted as required off-street parking spaces, subject to the following standards:

- a. For residential uses, a maximum of 50% of the required off-street parking spaces may be tandem or stacked, provided that each set of accessible and tandem or stacked parking spaces shall be assigned to the same residential unit.
    - b. For non-residential uses, a maximum of 25% of the required off-street parking spaces may be tandem or stacked.
    - c. Tandem or stacked off-street parking spaces shall have a minimum width of 8.5 feet and a minimum length of 18 feet.
    - d. The use of tandem or stacked parking spaces for non-residential uses shall require that the operator of the parking facility provide a valet or attendant at all times that the parking is accessible to users, except where the Traffic and Transportation Administrator determines that the nature of the use and its operation will not require attended parking
    - e. The assignment of tandem or stacked parking spaces and the restrictions of their use shall be the responsibility of the owner of the premises or the owner's assigned representative.
  - 2. Off-street parking and loading spaces may not be located within any street setback area, except for domestic violence shelters.
  - 3. Parking and loading spaces shall not preclude direct and free access to stairways, walkways, elevators, any pedestrian accessways or fire safety equipment. Such access shall be a clear minimum width of forty-four (44) inches, no part of which may be within a parking space.
  - 4. When there is more than one (1) dwelling unit for each two thousand five hundred (2,500) square feet of lot area or when there are more than four (4) dwelling units in one (1) building on a lot, all required off-street parking spaces for such dwelling units shall be provided in subterranean or semi-subterranean garages, except guest parking spaces which may be located above or below grade. Projects utilizing a garage design that is not subterranean or semi-subterranean shall provide private and direct access to the unit for which the garage is provided and ground level living space shall occupy not less than twenty-five (25) percent of the total unit area. Private and direct access shall mean access through a door directly into the floor area of a unit or access through a private outdoor area of the unit and then through a door into the unit and never through any common area of the project.
  - 5. For additional regulations concerning the location of parking in the CPD zone, see Section 30.12.030.
- C. Availability.** Parking and loading spaces required by this chapter shall be available during all hours of operation, and shall be marked and maintained for parking or loading purposes for such intended use.
- 1. Persons in control of the operation of a premises for which parking or loading spaces are required by this chapter shall not prevent, prohibit, or restrict other persons from using those spaces for their required parking.

2. Parking shared between uses during simultaneous operating hours may be allowed in accordance with Section 30.32.090, and subject to a parking use permit pursuant to Chapter 30.50.
  3. Parking for residential uses shall be maintained for the exclusive use of occupants and their guests, unless otherwise allowed by this code or through the issuance of a request for parking reduction permit pursuant to Chapter 30.50 or a parking use permit pursuant to Chapter 30.51.
- D. Maintenance.** Parking spaces, driveways, maneuvering aisles, turnaround areas, and landscaping areas shall be maintained free of dust, graffiti, and litter. Striping, paving, walls, light standards, and all other facilities shall be maintained in good condition.
- E. Commercial Vehicles in Residential Zones.** Not more than one (1) commercial vehicle may be stored, parked or in any manner left on any lot in the ROS, R1R, R1, R-3050, R-2250, R-1650 and R-1250 zones. The size of this vehicle may not exceed either eight (8) feet in width, eight (8) feet in height, or twenty (20) feet in length. Such dimensions shall include the vehicle together with fixtures, accessories or property, with the exception of single-post radio antennas and side mirrors.

**SECTION 4.** Section 30.32.050 of the Glendale Municipal Code, 1995 is hereby amended to read as follows:

#### **30.32.050 – Minimum Number of Parking Spaces Required**

The minimum number of off-street parking spaces provided for any land use shall not be less than the following (see Sections 30.32.171 and 30.32.173 for bicycle parking requirements):

**Table 30-32 – A**

**A. Residential Uses.**

<b>Residential Uses</b>	<b>Number of Required Parking Spaces</b>
Dwelling units in all zones except the ROS, R1R, R1, and DSP zones where more than one dwelling unit exists on a lot	Efficiencies of up to 1,500 square feet and 1 bedroom units – 2 spaces
	2 bedroom units – 2 spaces
	Efficiencies of 1,501 to 2,000 square feet and 3 bedroom units – 2.5 spaces
	Efficiencies of more than 2,000 square feet and any unit containing 4 or more bedrooms – 3 spaces

	<p>Guest parking – <math>\frac{1}{4}</math> space per unit for residential projects of 4 or more units; spaces must be accessible, screened from view of the street, may be unenclosed and must be clearly identified with the words, "GUEST PARKING" painted in the space with minimum eight-inch high letters; if the guest spaces are located behind security gates a communication system shall be provided and maintained to allow guests to communicate with residents to allow for guest vehicular access through the gates</p> <p>In the PRD zone, 1 uncovered guest space per dwelling unit in addition to enclosed parking spaces; the guest space shall be in close proximity and bear direct relationship to the dwelling unit for which it is intended; such guest parking space may be located within the public right-of-way</p>								
Dwelling units in the DSP zone	<p>1 bedroom units – <math>\frac{1}{2}</math> spaces            Units of 2 bedrooms or more – 2 spaces, except that only 1 parking space is required for each senior residential unit</p> <p>Guest parking – <math>\frac{1}{4}</math> 1 space per 10 units space for projects of 4 10 or more units and residential use is more than 80% of the entire floor area; spaces must be accessible, screened from view of the street, may be unenclosed and must be clearly identified with the words, "GUEST PARKING" painted in the space with minimum eight-inch high letters; if the guest spaces are located behind security gates a communication system shall be provided and maintained to allow guests to communicate with residents to allow for guest vehicular access through the gates</p>								
Boarding houses, lodging houses, dormitories, fraternities, religious quarters	1 space for each habitable room								
Senior housing	1 space per unit in projects with more than 1 dwelling unit								
Residential congregate care facilities	1 space for every 3 residents								
Dwelling units in the ROS, R1R and R1 zones	<p>Cumulative Gross Floor Area of dwelling:</p> <table> <tr> <td>0 – 3,499 sq. ft.</td><td>2 spaces</td></tr> <tr> <td>3,500 – 5,999 sq. ft.</td><td>3 spaces</td></tr> <tr> <td>6,000 – 7,999 sq. ft.</td><td>4 spaces</td></tr> <tr> <td>8,000 + sq. ft.</td><td>5 spaces</td></tr> </table>	0 – 3,499 sq. ft.	2 spaces	3,500 – 5,999 sq. ft.	3 spaces	6,000 – 7,999 sq. ft.	4 spaces	8,000 + sq. ft.	5 spaces
0 – 3,499 sq. ft.	2 spaces								
3,500 – 5,999 sq. ft.	3 spaces								
6,000 – 7,999 sq. ft.	4 spaces								
8,000 + sq. ft.	5 spaces								
Dwelling units in the R-3050, R-2250, R-1650 and R-1250 zones where only one dwelling unit exists on a lot	<p>In the PRD zone, 1 uncovered guest space per dwelling unit in addition to enclosed parking spaces (4)</p>								
Domestic violence shelters	Any spaces in excess of 2 in the ROS, R1R and R1 zones may be designed in a manner that is not directly accessible								
Residential congregate care facilities, limited	3 spaces for the first 2,000 square feet and 3 spaces per 1,000 square feet for any additional floor area over 2,000 square feet.								
Live/work units	3 spaces for the first 2,000 square feet and 3 spaces per 1,000 square feet for any additional floor area over 2,000 square feet.								

## B. Commercial Uses.

<b>Commercial Uses</b>	<b>Number of Required Parking Spaces</b>
Assembly halls, auditoriums, or similar places of assembly	28.6 spaces per 1,000 square feet of seating or viewing area or one space per each five (5) fixed seats.
Banks and financial institutions	4 spaces per 1,000 square feet of financial customer service area, plus 2.7 spaces per 1,000 square feet of office floor area.
Car Washes, full service	Ten (10) parking spaces or 1.43 spaces per 1,000 square feet of floor area, whichever is greater. Car washes may contain up to 200 square feet of restaurant, fast food, or restaurant, counter service, without providing parking for that restaurant use.
Car Washes, self service	One (1) parking space per washing module plus two (2) parking spaces. The washing module shall not be construed as a parking space.
Children's indoor play area	10 spaces per 1,000 square feet of floor area.
Day Care Centers	3.0 spaces per 1,000 square feet of floor area. Of these required spaces, one space for each 12 clients the facility is licensed to serve must be marked as "Drop-off Space – Ten Minute Parking Only – 6-9 a.m. and 4-7 p.m."
Gas Station	4 spaces per 1,000 square feet of floor area; however, in no event shall less than three (3) parking spaces be provided. No work station used for the repair of vehicles may be credited toward meeting the parking requirement.
Gymnasium and health clubs and schools, physical instruction	10 spaces per 1,000 square feet of floor area.
Hospitals	1 space per each two (2) beds.
Hotels and Motels	1 space per each habitable room.
Medical and dental offices and medical labs with patient visitation	5 spaces per 1,000 square feet; <del>4 spaces per 1,000 square feet in the DSP zone,</del> however, this requirement may be reduced to 2.7 spaces per 1,000 square feet where the medical office-is on a lot that is located within 500 feet of a lot containing a hospital.
Medical labs without patient visitation and dental labs	2.7 spaces per 1,000 square feet of floor area
Museums and cultural art centers	4 spaces per 1,000 square feet of floor area.
Nightclubs	<del>28.6 spaces per 1,000 square feet of seating or viewing area or one space per each five (5) fixed seats; 20 spaces per 1,000 square feet of seating or viewing area or one space per each five (5) fixed seats, in the DSP zone.</del>
Nursery and garden supplies only	4 spaces per 1,000 square feet of floor area in a building, plus one (1) parking space per each one thousand (1,000) square feet of outdoor storage area.

Offices, general, including psychiatrists, psychologists and psychotherapists where the primary use is the treatment of no more than 2 clients at a time by any practitioner. (1)	2.7 spaces per 1,000 square feet, 2 spaces per 1,000 square feet in the DSP zone.
Private clubs, including banquet halls	28.6 spaces per 1,000 square feet of seating or viewing area.
Restaurants, fast food	12.5 spaces per 1,000 square feet of floor area, 5 spaces per 1,000 square feet of floor area in the DSP zone
Restaurants, full service	10 spaces per 1,000 square feet of floor area, 5 spaces per 1,000 square feet of floor area in the DSP zone.
Retail and service activities, general (2)	4 spaces per 1,000 square feet of floor area, 3 spaces per 1,000 square feet of floor area in the DSP zone.
Stables	One (1) parking space per each four (4) horses, based on the maximum number of horses stated on the stable permit.
Taverns	10 spaces per 1,000 square feet, 5 spaces per 1,000 square feet in the DSP zone
Theaters	One (1) parking space per each five (5) fixed seats, or 28.6 spaces per 1,000 square feet of floor area where there are no fixed seats.

- | (1) – For the purpose of this sSection, offices, general includes: ambulance services; broadcasting studios and indoor support facilities; contractor's office; office; office, consumer services; and office of towing and impound yards as defined in section Chapter 30.70.020 – Definitions.
- | (2) – For the purpose of this sSection, retail and service activities, general include: adult business uses; arcade establishment; automobile supply stores; billiard establishments; building materials, supplies, sales and service; business support services; cyber-café establishment; equipment rental yards; firearms, weapons sales; hardware stores; indoor recreation centers; jewelry stores; liquor stores; massage services; outdoor commercial recreation; paint and wall paper stores; pawnshops; personal services; pet grooming; repair and maintenance, consumer products; restaurant, counter service with limited seating; spas and swimming pools, sales and service; supermarkets; tire stores; vehicle repair garage; vehicle sales, leasing and rental agencies; veterinary offices; and western retail and supply stores as defined in section Chapter 30.70.020 – Definitions.

### C. Institutional, Educational or Instructional Uses.

Institutional, Educational or Instructional Uses	Number of Required Parking Spaces
Assisted living centers	Efficiencies and 1-bedroom units – 1 space Units with more than one bedroom – 1.5 spaces
Places of worship	28.6 spaces per 1,000 square feet of seating or viewing area. floor area where there are no fixed seats
Convalescent homes, extended care and retirement or rest homes	One (1) parking space per 4 beds

Emergency shelters	1 space for every 10 beds
Mortuaries and funeral homes	14 spaces per 1,000 square feet of floor area
Private pre-schools, kindergarten & grades 1 through 9 when used exclusively for this purpose	2.7 spaces per 1,000 square feet of floor area
Private schools in which any portion of their instruction includes grades ten or above	28.6 spaces per 1,000 square feet of floor area used for instruction or 1 space per each five (5) fixed seats
Schools, private specialized education and training	28.6 spaces per 1,000 square feet of floor area used for instruction

#### D. Industrial Uses.

Industrial Uses	Number of Required Parking Spaces
Industrial, general (1)	2 spaces per 1,000 square feet for the first twenty-five thousand (25,000) square feet of floor area or less; 1.5 spaces per 1,000 square feet of floor area for that portion of a building having more than twenty-five thousand (25,000) to fifty thousand (50,000) square feet of floor area; and 1.25 spaces per 1,000 square feet of floor area for that portion of a building more than fifty thousand (50,000) square feet of floor area
Backlots/Outdoor facilities	1 space per 1,000 square feet of floor area of any indoor facilities
Office space within manufacturing or warehousing use, when clearly incidental to such use and occupying no more than forty (40%) percent of the building.	Same parking requirement as the primary use (manufacturing or warehousing)
Research and Development	2.7 spaces per 1,000 square feet of floor area
Warehousing and wholesaling (2)	1 space per 1,000 square feet of floor area

(1) – For the purpose of this section, industrial general includes: body shops and painting booths, heavy manufacturing, industrial mixed use large scale projects, kennel animal boarding and daycare, laundries and dry cleaning plants, light manufacturing, printing publishing and lithographic services, recycling and soundstages as defined in section Chapter 30.70.020 – Definitions.

(2) – For the purpose of this section, warehousing and wholesaling includes: moving services, storage personal facilities, warehousing and wholesaling as defined in section Chapter 30.70.020 – Definitions.

**SECTION 5.** Section 30.32.070 of the Glendale Municipal Code, 1995 is hereby amended to read as follows:

### **30.32.070 – Reduction of Parking Requirements**

This section provides procedures and criteria for the reduction of the off-street parking requirements of this chapter.

- A. Allowable Reductions in Parking Space Requirements. The number of off-street parking spaces required by this chapter may be reduced as provided by the following table.

TABLE 30.32 – B

Qualifying Project Feature	Description and Criteria for Granting Reduction
Mixed Use Projects - a project combining different land uses on the same parcel	A parking reduction may be granted where the Zoning Administrator Hearing Officer determines that a reduction is justified based on characteristics of the uses, an hourly parking demand study published by the Urban Land Institute, and/or other appropriate source as determined by the Director of Community Development. The Director of Community Development may require a parking demand study conducted by a licensed traffic engineer or other traffic professional acceptable to the Director of Community Development.
New construction and use intensification near public parking	A parking reduction may be granted for the construction of new buildings, and for proposed intensification of use within an existing building that is determined by the Zoning Administrator Hearing Officer to be located within a reasonable distance of a City parking facility. The Director of Community Development may require a parking demand study prepared by a licensed traffic engineer or other traffic professional acceptable to the Director of Community Development. A parking reduction may be granted subject to payment of a fee determined by the City Council, if any, based on the type of use and its parking characteristics, including: a. Peak hours of use and turnover rate; b. The ability of the use to meet parking requirements through other means; c. The availability of spaces in a nearby City parking facility; d. The distance to the use from the parking facility; and e. Measures proposed by the applicant to ensure employee and patron use of the City parking facility.
Uses adjacent to transit	A parking reduction may be granted for commercial or residential uses proposed adjacent to local or regional mass transit lines or routes, a parking reduction may be granted when the Zoning Administrator Hearing Officer determines that a parking demand study provided by the applicant, prepared by an independent licensed traffic engineer or other traffic professional acceptable to the Director of Community Development, justifies the reduction based on documented mass transportation use characteristics of the patrons and employees of the use.
Projects in Redevelopment Areas, except if partially or entirely located in the DSP zone	The Glendale Redevelopment Agency or the Director of Community Development may grant exceptions to the minimum number of required parking spaces and parking standards, pursuant to Section 30.32.020, where it can make the findings required in Section 30.32.020
Disabilities Upgrade	A parking reduction may be granted for reduction in parking spaces due solely to compliance with the Americans with Disabilities Act, Title III and California Code of Regulations (CCR), California Access Code, Title 24, at the discretion

	of the Director of Community Development, see Section 30.32.030.B.2.
All others	A parking reduction may be granted for any other circumstance where the applicant wishes to request a parking reduction. A parking reduction may be granted where the <u>Zoning Administrator Hearing Officer</u> can make the findings required in Section 30.50.040.D.

B. **Parking Reduction Procedure.** All requests for Parking Reduction shall be processed pursuant to Chapter 30.50, except requests for parking reductions due to compliance with the Americans with Disabilities Act, Title III and California Code of Regulations (CCR), California Access Code, Title 24, may be approved by the Director of Community Development without public hearing or notice, and requests for parking exceptions in redevelopment project areas, may be approved by the Glendale Redevelopment Agency pursuant to Section 30.32.020.

C. **Additional Parking Reductions in the DSP Zone:** In the DSP zone, projects that provide a Transportation Demand Management (TDM) plan pursuant Section 30.32.171 to the City may request parking reductions based on the total point value to the applicable TDM measures in the table below, subject to approval by the Director of Community Development:

#### Transportation Demand Management (TDM) Measures and Point Values

TDM Measures Eligible for Parking Reductions	Summary of TDM Measure	Maximum Point Values
<u>Parking</u>		
Pricing parking	Pricing parking for commuters.	6
<u>Financial Incentives</u>		
Subsidized Transit	Provide free or highly reduced transit passes.	5
Parking Cash-out	Employees who do not drive to work are offered cash value equal to parking subsidies.	5
Commuter benefit programs	Use tax-free dollars to pay for commuting expenses.	4
Free HOV/Carpool Parking	Free parking for HOV or carpools.	1
<u>Automobile Trip Consolidation</u>		
Carpool/Vanpool Programs	Shared use of private vehicle or rented/purchased vans.	2
Rideshare Matching Services	Help commuters find travel partners and share costs.	3
Guaranteed Ride Home	Provide occasional subsidized rides to commuters to help deal with unexpected conditions	3
Shuttle services	Shuttle service to/from location and public transit facilities.	4
<u>Scheduling</u>		
Telecommute	Use of telecommunications to substitute for physical travel.	2
Flextime	Employees are allowed some flexibility in their daily work schedules.	2
Compressed work week	Employees work fewer but longer days.	1
Staggered shifts	Shifts are staggered to reduce the number of employees arriving and leaving at one time	1
<u>Promotion</u>		
Marketing/Outreach	Determining consumer needs/preferences, creating appropriate products, and promoting use.	1

Travel Training	Provide individualized training/materials on transit, ridesharing, car sharing, and bicycle systems.	2
Transport Coordinator	Professional who implement and monitor TDM Programs.	3
Multi-modal Infrastructure		
Car sharing	Provide access and/or reduced fees for car sharing facilities.	4
Bike sharing	Provide access and/or reduced fees for bike sharing facilities.	3
On-site amenities	Includes showers/lockers, secure bicycle parking, child care services, etc.	2

### Parking Reductions and Point Thresholds

The following parking reductions shall apply based on the point values from above, however, a minimum of one accessible off-street parking space per residential unit shall be provided.

% Reduction	Point Thresholds	Annual Monitoring	TMA Membership
10% Reduction	6-9	Required	Required
20% Reduction	10-14, from 3 incentive categories	Required	Required
30% Reduction	15+, from 4 incentive categories, including at least 1 parking or financial incentive	Required	Required

**SECTION 6.** Section 30.32.090 of the Glendale Municipal Code, 1995 is hereby amended to read as follows:

#### **30.32.090 – Parking Area Design and Layout Standards**

##### **A. Enclosed Parking.**

Required parking for residential uses, except guest parking and parking for domestic violence shelters, must be fully enclosed, except for entryways to subterranean and semi-subterranean garage and necessary ventilation for parking structures in the R-3050, R-2250, R-1650, R-1250 zones. This shall only apply in all mixed use zones where more than one dwelling unit exists on a lot, and in all residential zones.

##### **B. Width, Length and Aisle Width.**

Each parking space shall have a width, length and aisle width in accordance with Section 30.32.180 I, II, and III; provided, however, that parking spaces in excess of the number required herein or as regulated by Section 30.32.040 B (Location of Parking), may be tandem parking spaces.

Encroachment onto a required residential (R) zone parking space may be permitted to accommodate structural reinforcement, installation of pipes, vents or other similar improvements for six (6") inches of the length. This subsection shall apply only to retrofitting of existing construction. The encroachment shall not impair the overall usefulness of the parking space or parking area for its intended purpose as a parking space or area.

**C. Turning Radius.**

The outer radius of any turning area to a required parking space into any 1 or 2 car garage shall be a minimum of 25 feet. See Section 30.32.180 Chart VII.

**D. Turning Area.**

Turning and approach areas for more than two (2) parking spaces shall have a minimum clear dimension illustrated by the letter "D" on Section 30.32.180 Charts II and III which is set out at the end of this chapter and by this reference made a part hereof, from the nearest end of a parking space to any property line, structure, obstruction or other parking space, except where such turning space abuts an alley in which case the turning space dimension may include the width of the alley.

**E. Vertical Clearance.**

All parking spaces shall have a minimum seven (7) foot vertical clearance. The front three (3) feet of a parking space in an enclosed garage in a residential zone, however, may have a vertical clearance of four (4) feet. See Section 30.32.180 Chart VIII.

**F. Slope.**

No parking space shall exceed a slope of five (5) percent.

**G. Back-up.**

Direct backing into or out of a parking area to the street shall not be permitted except for parking for three or fewer residential dwelling units where backing onto a street designated as a local street in the Circulation Element of the Glendale General Plan may be permitted. Direct backing onto any street is permitted for properties with only one (1) single family dwelling. Direct backing into or out a parking area onto an alley is permitted.

**H. Drive-through Waiting Lane.**

Any drive-up or drive-through bay for in-car service shall be provided with an on site vehicular waiting lane for each drive-up or drive-through bay having a minimum width of nine (9) feet and a minimum length of one hundred (100) feet to two hundred (200) feet measured from the service window or area, as deemed appropriate by the reviewing authority. In no event shall there be less than sixty (60) feet from the start of the lane and any ordering device. Such drive-through lane shall be a separate lane from the circulation routes and aisles necessary for ingress to or egress from the property or access to any off-street parking spaces. See Section 30.32.180 Chart IX.

**I. Gates.**

Parking lot and parking garage gates shall not move in a direction that interferes with on-street or pedestrian circulation.

**J. Landscaping.**

See Section 30.32.160 for landscaping requirements.

**K. Parking Structure Standards in the IND, IMU, IMU-R and SFMU Zones.**

For parking structure standards in the IND, IMU, IMU-R and SFMU zones, see Section 30.34.120.

**SECTION 7.** Section 30.32.171 is hereby added to the Glendale Municipal Code, 1995 to read as follows:

**30.32.171 – Additional Trip Reduction and Travel Demand Measures in the DSP Zone**

The provisions of this Section shall apply in addition to the provisions of Section 30.32.170.

**A. Definitions:** For the purposes of this Section, the following words and phrases shall have the meanings ascribed to them unless otherwise noted:

AVR. Average vehicle ridership.

Carpool. A vehicle carrying two to five persons to and from work on a regular schedule.

Development. The construction of new non-residential floor area.

Preferential Parking. Parking spaces, designated or assigned through use of a sign or painted space markings for Carpools or Vanpools, that are provided in a location more convenient to the entrance for the place of employment than parking spaces provided for single-occupant vehicles.

Transportation Demand Management (TDM). The alteration of travel behavior through programs of incentives, services, and policies, including encouraging the use of alternatives to single-occupant vehicles such as public transit, cycling, walking, carpooling/ vanpooling and changes in work schedule that move trips out of the peak period or eliminate them altogether (as in the case in telecommuting or compressed work weeks).

Trip Reduction. Reduction in the number of work-related trips made by single-occupant vehicles.

Vanpool. A vehicle carrying six or more persons to and from work on a regular schedule, and on a prepaid basis.

Vehicle. Any motorized form of transportation, including but not limited to automobiles, vans, buses and motorcycles.

**B. Applicability:** The provisions of this Section shall apply to the following developments referred to as Tier 1, Tier 2, and Tier 3, as defined below:

**I. Tier 1.**

- a. All new non-residential development 25,000 square feet or more of gross floor area or having 25 employees or more.
- b. Any non-residential addition of 25,000 square feet or more of gross floor area or having 25 employees or more, either prior to or subsequent to the expansion.
- c. Any change of use for an existing non-residential development that currently has a nonconforming use, and for which the new use will require a conditional use permit, variance, or for which an amendment to the Zoning Code or General Plan is proposed.
- d. All new residential development with 100 units or more, or mixed-use projects with 50 residential units or more and 25,000 gross square feet or more of non-residential floor area.

- e. All new development with multiple employers on one site that in combination have 25 employees or more, with the TDM requirements applying to the property manager of the site.
- f. All developments, as defined in this Section, that join a Business Improvement District in the City of Glendale.
- g. Other projects to which the TDM requirements shall be applicable, based on a covenant, development agreement, or other such binding agreement with the City.

2. Tier 2.

Developments greater than 50,000 square feet in gross floor area or an expansion resulting in a development greater than 50,000 square feet.

3. Tier 3.

Developments exceeding 100,000 square feet, or an expansion resulting in a development greater than 100,000 square feet.

**C. Requirements:**

The requirements herein shall apply to Tier 1, Tier 2, and Tier 3 projects as specified.

1. Transportation Demand Management (TDM) Plan:

For Tier 1, Tier 2, and Tier 3 projects, prior to the issuance of a building permit or approval of a development agreement, the project applicant shall develop a Transportation Demand Management (TDM) plan, including a detailed list of facilities and programs that will be implemented, to meet the requirements listed below in this Section. The TDM plan shall also include a schedule of implementation for TDM programs, and a budget for both programs and facilities. All programs shall be implemented within one year of initial occupancy.

2. Transportation Management Association/Organization (TMA/TMO)

The property owners of Tier 1, Tier 2 and Tier 3 projects shall become dues paying members of the designated Transportation Management Association (TMA) or Transportation Management Organization (TMO), and eligible for participation in the programs and activities of the TMA/TMO. Rates shall be set by the Board of the TMA/TMO and adopted by the City Council, with the provision that they may be increased annually, based on changes to the Consumer Price Index. Prior to the issuance of a certificate of occupancy or of a Zoning Use Certificate for a project, annual dues for the first year of membership shall be paid to the City and then transferred to the designated TMA/TMO. The City shall define performance standards for the designated TMA/TMO to ensure effective administration of the TMA/TMO and communication with and between members of the TMA/TMO. The performance standards shall include the following standards:

- a. Completion of an annual AVR survey for all member organizations, with a report provided to the City documenting the results of this survey.

- b. Assurance that all members of the board are decision makers or their designees, for the organizations they represent.
- c. At least four (4) meetings of the board each year, with a quorum present at all meetings.

3. Facilities:

The following facilities shall be implemented prior to the issuance of a certificate of occupancy:

a. Bicycle Facilities:

- (1) Secure bicycle parking shall be provided for all development subject to the bicycle parking ordinance, at the following rates for various land uses:<sup>1</sup>

	<u>Long-term</u>	<u>Short-term</u>
Residential with private garage	None	None
Multifamily Residential	1 space per 4 units	1 space per 20 units
Retail and personal service uses	1 space per 12,000 sq ft	1 space per 5,000 sq ft
Supermarkets	1 space per 12,000 sq ft	1 space per 2,000 sq ft
Office, excluding medical, dental, and consumer services	1 space per 10,000 sq ft	1 space per 20,000 sq ft

“Long-Term” bicycle facility means a locker, individually locked enclosure or supervised area within a building providing protection for each bicycles therein from theft, vandalism and weather.

“Short-Term” bicycle facility means a rack, stand or other device constructed so as to enable the user to secure by locking the frame and one wheel of each bicycle parked therein. Racks must be easily usable with both U-locks and cable locks. Racks should support the bikes in a stable upright position so that a bike, if bumped, will not fall or roll down.

- (2) Additionally, Tier 2 developments shall provide a changing room and shower facilities.

b. Pedestrian Facilities:

- (1) Tier 1 and Tier 2 developments shall provide full pedestrian access to the public sidewalk as required by the Zoning Code and design guidelines as adopted by the City.
- (2) Tier 3 developments shall provide sidewalks or other designated pathways following direct and safe routes from the external pedestrian circulation system to each building in the development.

c. Transit Facilities:

- (1) For Tier 1, Tier 2, and Tier 3 developments, the design shall enable safe and convenient access to nearby transit stops and facilities.

(2) For Tier 3 developments, a bus stop with shelter and other amenities shall be provided if required by the Director of Community Development.

d. Vehicle Facilities:

- (1) For Tier 1, Tier 2, and Tier 3 developments, preferential parking shall be provided for carpools and vanpools (most proximate to main entrances and/or at a reduced price).
- (2) For Tier 3 developments, and for Tier 2 developments at the discretion of the Director of Community Development, a convenient drop-off point for carpools and vanpools shall be provided onsite.

4. Programs:

The following programs shall be implemented within one year of project completion, following the schedule included in the TDM Plan for the project. All employers shall:

- a. Designate an on-site transportation coordinator to be a point of contact with the City and the designated TMA/TMO regarding transportation demand management facilities and programs. For Tier 1 developments with multiple employers that in combination have 25 or more employees, the property manager shall designate an on-site transportation coordinator.
- b. Provide an information board or kiosk in a prominent location for employees, residents, and/or visitors, with information about access to all modes of transportation, as well as the activities of the designated TMA/TMO.
- c. In Tier 2 and Tier 3 developments, either provide on-site transit pass sales or a pre-tax transit pass program.
- d. Participate in the Guaranteed Ride Home program of the designated TMA/TMO.
- e. Demonstrate proof of compliance with the State of California's parking cash out law.
- f. Develop or participate in a ridesharing program to encourage carpooling and vanpooling.

D. Monitoring: For the purposes of determining whether applicable developments are complying with the provisions of this eChapter, the eCity shall monitor compliance in a manner it deems appropriate and reasonable. Monitoring mechanisms include, but are not limited to the following:

1. All projects shall submit an annual performance report to the City to validate continued compliance with the requirements of this Section. A statistically-valid survey shall be conducted of employees and/or residents of the project, to ascertain the level of success in achieving the goals of this Section, including a determination of the AVR for that project. The AVR shall be determined according to the requirements of the South Coast Air Quality Management District (AQMD). The costs to conduct the survey and produce the report shall be borne by the employer, property owner, or homeowners association, as appropriate.
2. City staff shall confirm to the City Council on an annual basis that all projects subject to this Section are in compliance with its requirements.

3. City staff shall prepare a summary report evaluating the overall success of achieving the goals of the TDM provisions in this Chapter. If the goals are not being met, staff shall propose alternate programs or strategies that could be pursued to achieve these goals. Costs for preparation of staff reports shall be borne by the City.
4. For Tier 2 and Tier 3 projects that fail to achieve an AVR of at least 1.25, the City shall work with the designated TMA/TMO and the employer to modify their TDM plan to include programs and strategies that are expected to better support achievement of an AVR of at least 1.25. The City may mandate the implementation of certain programs and strategies until this goal is reached.

**E. Enforcement:** Enforcement of the provisions contained within this eChapter shall be delegated to the Neighborhood Services section Division of the eCommunity Development and housing division Department in a manner consistent with such enforcement provisions as authorized by the eCity eCouncil. If a project subject to this ordinance is not in compliance, a nominal fine per employee per day shall be assigned by the City until compliance is achieved.

**SECTION 8.** Section 30.32.172 is hereby added to the Glendale Municipal Code, 1995 to read as follows:

**30.32.172 – In-Lieu Parking Fee in the DSP Zone**

- A. Applicability.** In the Downtown Specific Plan (DSP) zone only, off-street parking requirements defined in Section 30.32.050 may be satisfied by paying a fee in lieu of each parking space not provided on-site, according to the following restrictions:

  1. New construction and building expansion projects shall pay a one-time fee prior to the issuance of a building permit.
  2. Change of use for which a greater number of off-street parking spaces is required shall pay an annual fee. The first year's fee shall be paid prior to the issuance of a building permit or a zoning use certificate.
  3. New construction and building expansion projects may pay an in-lieu parking fee in order to satisfy any portion up to 50% of required parking.
  4. Change of use projects may pay an in-lieu parking fee in order to satisfy any portion up to 100% of required parking.
  5. The in-lieu parking fee may be used in conjunction with other methods for satisfying the minimum parking requirements.

**B. Change of Ownership.** The In-lieu parking fee shall apply to the land use.

**SECTION 9.** Section 30.32.173 is hereby added to the Glendale Municipal Code, 1995 to read as follows:

### **30.32.173 – Bicycle Parking Standards in the DSP Zone**

The following bicycle parking standards shall be applicable to all bicycle parking in the DSP zone:

**A. Minimum number of bicycle parking spaces required:**

Dwelling units in the DSP zone	1 space per 20 units
Office, all	1 space per 10,000 square feet of floor area

**B. A maximum of 10% of the required off-street parking spaces may be replaced with an equal amount of bicycle parking spaces, subject to the approval of the Director of Community Development and provided that a minimum of one off-street parking space per dwelling unit is maintained.**

**C. A reduction of one required off-street parking space shall be permitted for every 5 bicycle parking spaces that are provided in excess of the required number of bicycle parking spaces.**

**D. Location and Design of Bicycle Facilities:**

All bicycle facilities shall be located and designed as follows, as a minimum:

1. In close proximity to the building entrance and clustered in lots not to exceed sixteen spaces in each lot.
2. Capable of supporting bicycles in a stable position without damage to the frame, wheels, or other components.
3. Located in highly visible, well-lighted areas to minimize theft and vandalism.
4. Securely anchored to the lot surface so they cannot be easily removed and of sufficient strength to resist theft and vandalism.
5. Not impede pedestrian or vehicular circulation, and incorporated, whenever possible, into the building design.
6. Separated by a physical barrier to protect the bicycle from damage by motor vehicles if located within a vehicle parking area. The physical barrier may be curbs, poles, wheel stops, or other similar features.
7. Bicycle racks shall not be placed too close to a wall or other obstruction so as to make use difficult. A minimum space of twenty-four inches shall be provided besides each parked bicycle to allow access to the bicycles. Adjacent bicycles may share this access.
8. Motor vehicle entrances shall display adequate signs to indicate the availability and location of the bicycle parking facilities.
9. Bicycle parking facilities within a vehicle parking garage shall be located in close view of a parking attendant if the facility has a bicycle attendant.

**SECTION 10.** Section 30.44.020 of the Glendale Municipal Code, 1995 is hereby amended to read as follows:

**30.44.020 – Applicability**

| The provisions of this cChapter shall apply to the following minor deviations from standards of the Code:

- A. Projection of incidental architectural embellishments or structural appurtenances into required setback areas by not more than twenty-four (24) inches and no less than three (3) feet to a property line, and provided, that such does not violate fire, housing or building codes.
- B. Extension into a setback area to permit the continuation of an existing building line for minor additions or building modifications.
- C. Increase in the allowable height of a building up to a maximum of five (5) additional feet in a C1, C2, C3, CR, CPD, DSP, IND, IMU, IMU-R, or SFMU zones; and up to a maximum of three (3) additional feet in an R1, R-3050, R-2250, R-1650 or R-1250 zone for the purpose of permitting cupolas, spires, turrets or other design features consistent with the architectural style of the building. In the C1, C2, C3, CR, CPD, DSP, IND, IMU, IMU-R, or SFMU zones an increase in height of up to twelve (12) feet is allowed for trellises or shade structures for rooftop parking areas as long as these structures do not cumulatively cover more than 50 percent of the rooftop parking area.
- D. Addition of floor space for a building in the R1, R1R, ROS, R-3050, R-2250, R-1650, R-1250, C1, C2, C3, CR, CPD, ~~DSP~~, IND, IMU, IMU-R, or SFMU zones up to a maximum of one hundred (100) square feet without providing the required number of parking spaces required within eChapter 30.32 of this title.
- E. A maximum ten (10) percent reduction in a setback requirement for a C1, C2, C3, CPD, IND, IMU, IMU-R, or SFMU zones. A maximum ten (10) percent deviation from one or more numeric standards in this Title. This deviation shall not apply to floor area ratio standards or number of required parking spaces.
- F. A maximum three (3) space or five (5) percent reduction, whichever is greater, in the number of total parking spaces required in conjunction with a change of a commercial or industrial use in an existing building. This provision shall not apply in the DSP zone.
- G. Rooftop equipment, except solar energy equipment, only for location of the equipment on the portion of a building that has a flat roof and where the building has no attic space and no crawl space in the ROS, R1R and R1 zones.
- H. Alterations to an existing parking garage, surface parking lot, or parking structure facility to increase the number of parking spaces, where that facility is non-conforming with regard to the number of parking spaces serving an on-site use, and where said alteration may create, continue or exacerbate a non-conformity regarding parking design standards, when the benefits of the increased number of parking spaces outweighs the impacts of the non-conformity regarding parking design standards, in the opinion of the reviewing authority.
- I. Off-site parking spaces which are proposed to fulfill the parking requirement for a land use pursuant to Chapter 30.51 that are non-conforming as regards standards of access, configuration, lighting, layout, location, size or landscaping, as required by Chapter 30.32, when any such non-conformities

have been reduced to the greatest extent reasonable, to the satisfaction of the ~~zoning administrator~~  
Director of Community Development.

- J. Nonconforming driveways less than eight (8) feet in width on properties with an existing single family residential use where an addition to the building, or expanded or new garage is proposed may maintain a width less than eight (8) feet, as long as the nonconformity regarding driveway width is not increased, and the driveway can reasonably provide access to the garage, to the satisfaction of the ~~zoning administrator~~  
Director of Community Development.
- K. Alterations to existing gas stations that are unable to meet all the standards A, B, C, E, F, G, H, I, K, L, M, N, O, P and Q as required by Section 30.34.020.
- L. Alterations to existing car washes that are unable to meet all the standards as required by Section 30.34.030.
- M. Alterations to existing tire stores that are unable to meet standards D, F and H as required by Section 30.34.140.
- N. Alterations to existing vehicle repair garages and body shops and paint booths that are unable to meet standard D, as required by Section 30.34.150.

**SECTION 11.** Section 30.50.030 of the Glendale Municipal Code, 1995 is hereby amended to read as follows:

#### **30.50.030 – Authority**

- A. For any project located entirely or partially in a redevelopment project area, as adopted by the Legislative Body/Glendale Redevelopment Agency, for which an associated application for design review is required, or located entirely or partially in the DSP zone, for which an associated application for design review is required for which the City Council is the design review authority, the City Council may grant parking reductions upon making the findings of the fact listed below. In granting a request for parking reduction, the City Council may impose conditions to safeguard and protect the public health, safety and promote the general welfare.
- B. For any project located entirely or partially in the DSP zone, for which an associated application for design review is required for which the City Council is the design review authority, the Director of Community Development may grant parking reductions, for which there is no public hearing, upon making the findings of the fact listed below. In granting a request for parking reduction, the Director of Community Development may impose conditions to safeguard and protect the public health, safety and promote the general welfare.
- C. In cases involving a parking reduction permit and a variance related to a use, the Director of Community Development may authorize the entitlement requests to be considered by the Planning Commission rather than both the Hearing Officer and the Planning Commission. In all other cases, the Zoning Administrator the Hearing Officer may grant requests for parking reductions upon making the findings of fact listed below. In granting a request for parking reduction, the Zoning Administrator Hearing Officer may impose conditions to safeguard and protect the public health, safety and promote the general welfare.

Passed by the Council of the City of Glendale on the \_\_\_\_\_ day of \_\_\_\_\_, 2011.

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\_\_\_\_\_  
Mayor

Attest

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\_\_\_\_\_  
City Clerk

STATE OF CALIFORNIA)  
COUNTY OF LOS ANGELES)SS.  
CITY OF GLENDALE)

I, ARDASHES KASSAKHIAN, City Clerk of the City of Glendale, California, certify that the foregoing Ordinance No. \_\_\_\_\_ was passed by the Council of the City of Glendale, California, by a vote of four-fifths (4/5ths) of the members thereof, at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2011 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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\_\_\_\_\_  
City Clerk