

## **Addendum: DRC Parking Reduction <<if applicable>>**

### **For Site Plan Applications including a Parking Reduction ONLY**

---

As required according to Section 47-24.2, applicant must provide the following.

#### **A. DOCUMENTS** Applicant must provide plans that satisfy the following:

1. An 8 ½"x11" general vicinity map scale of not less than one (1) inch equals five hundred (500) ft., identifying the parcel proposed for the parking reduction and, if at a different location, the parcel that the parking will serve and all lots located within a seven hundred (700) ft. radius of the parcel to be served by the proposed parking facility and the parcel which will be used for parking. The map shall identify existing zoning and residential uses within the 700 ft. area.
2. A site plan at a scale of not less than one (1) inch equals forty (40) ft. showing the parcel that the parking facilities are intended to serve, and if parking is off-site, the parcel which will be used for parking; all existing and proposed improvements on the parcels including buildings, landscaped and paved areas; and an ingress/egress plan showing all walkways and drives that will be used for pedestrian and vehicular access in the development.
3. Identification of one or more of the criteria provided in Sec. 47-20.3, which the applicant submits as the basis for a parking reduction. (See B. Criteria)
4. A parking study, which documents and supports the criteria submitted by the applicant for a parking reduction. The parking study shall be certified by a state licensed engineer, architect or landscape architect or AICP Planner, and shall document the existence of certain facts related to the projected use of the parking facility and its relationship to surrounding rights-of-way and properties. The methodology for conducting the study shall be submitted for review and approval by the City Engineer. It shall include, but not be limited to the week and day the study will be conducted, the number of days and duration of the study, and the time intervals and locations for data collection.

#### **B. CRITERIA** Applicant must show that the request meets the following criteria:

1. Adequacy Requirements, as provided in Sec. 47-25.2
2. The use, site structure or any combination of same, evidences characteristics which support a determination that the need for parking for the development is less than that required by the ULDR for similar uses; or
3. There is a public parking facility within seven hundred (700) ft. of the parcel which the parking is intended to serve along a safe pedestrian path as defined by this Sec. 47-20.4, which spaces may be used to provide parking for applicant's property without conflict with the need for public parking based on a report by the Department which includes a report by the City's Parking Manager and City Engineer. This criterion shall not be available for a parking reduction in the Central Beach District; or
4. If the application is based on two (2) or more different users sharing the same parking spaces at different hours, that the peak hour(s) for each use will be at different hours; or
5. If the application is based on two (2) or more different users sharing same parking spaces at the same time because one use derives a portion of its customers as walk-in traffic from the other use, that the two or more uses will share the same users; or
6. Restrictions will be placed on the use of the property or actions will be taken such as providing company vans for car pooling or employees and patrons, or consistent use of mass transit will reduce the need for required parking and there are sufficient safeguards to ensure the restriction, action, or both, will take place; or
7. Any combination of 1) through 4) above; and
8. In addition to the criteria provided above, that any alternative parking arrangement proposed will be adequate to meet the needs of the use the parking will serve and that reducing the required parking will be compatible with and not adversely impact the character and integrity of surrounding properties.

The Development Review Committee may require the application to be reviewed by an independent licensed professional engineer contracted by the City to determine whether the parking study supports the basis for the parking reduction request.

The cost of review by the City's consultant shall be reimbursed to the City by the applicant. For Planning and Zoning Board submittal only, the applicant shall also provide fifteen (15) copies of a report by the City Engineer, City Parking Manager and City Planner regarding the Parking Reduction application.