

Chapter 18.52

PARKING AND LOADING REQUIREMENTS

Sections:

18.52.010	Purpose
18.52.020	Definitions
18.52.030	Basic Parking Regulations
18.52.040	Off-Street Parking, Loading, and Bicycle Facility Requirements
18.52.050	Adjustments by the Director
18.52.060	Parking Assessment Districts and Areas – General
18.52.070	Parking Regulations for CD Assessment District
18.52.080	Adjustments to Parking Assessment Area Requirements by the Director

18.52.010 Purpose

Off-street parking, loading and bicycle facilities are required for new uses and enlargements of existing uses, proportional to the need created by each use, in order to alleviate traffic congestion. Development regulations and design standards are intended to ensure the usefulness of parking, loading, and bicycle facilities, protect the public safety, and, where appropriate, to mitigate potential adverse impacts on adjacent land uses. The city establishes parking criteria to approximate an average peak demand condition.

(Ord. 4964 § 3 (part), 2007)

18.52.020 Definitions

For purposes of this chapter:

(a) “Accessible”

“Accessible” means the ability to be used by persons with disabilities as defined in the Americans with Disabilities Act of 1990.

(b) “Construction of Floor Area”

“Construction of floor area” means the construction or building of “floor area” except for new floor area added to an existing, restored, or partially reconstructed building to meet the minimum requirements of federal, state or local laws relating to fire prevention and safety, handicapped access, and building and seismic safety;

(c) “Design Approval”

“Design approval” means approval pursuant to Sections 18.76.020 and 18.77.070 by the director of planning and community environment (the “director”) upon recommendation of the architectural review board.

(d) “Parking Assessment Areas”

“Parking assessment areas” means either:

- (1) The “downtown parking assessment area,” which is that certain area of the city

delineated on the map of the University Avenue parking assessment district entitled *Proposed Boundaries of University Avenue Off-Street Parking Project No. 75-63 Assessment District, City of Palo Alto, County of Santa Clara, State of California*, dated October 30, 1978, and on file with the city clerk; or

- (2) The “California Avenue area parking assessment district,” which is that certain area of the city delineated on the map of the California Avenue area parking assessment district entitled *Proposed Boundaries, California Avenue Area Parking Maintenance District*, dated December 16, 1976, and on file with the city clerk;

(e) “Shared (Joint Use) Parking”

“Shared (joint use) parking” means parking intended to accommodate multiple uses, whether residential or non-residential or both, and to minimize the number of parking spaces needed by allowing some spaces to be used for different uses at different times of the day or night.

Definitions for other parking-related terms can be found in Section 18.04.030(a) (Definitions), including “Parking as a principal use,” “Parking facility,” and “Parking space.”

(Ord. 4964 § 3 (part), 2007)

18.52.030 Basic Parking Regulations

(a) Applicability

The regulations of this chapter apply to all parking areas in all districts established by this title.

(b) Parking Required

Off-street parking, loading and bicycle facilities shall be provided for any new building constructed and for any new use established, for any addition or enlargement of an existing building or use, and for any change in the occupancy of any building or the manner in which any use is conducted that would result in additional spaces being required, subject to the provisions of this chapter.

(c) Non-Conformance Due to Parking Requirements

No use of land lawfully existing on July 20, 1978 is nonconforming solely because of the lack of off-street parking, loading, or bicycle facilities prescribed in this chapter; provided, that facilities being used for off-street parking on July 20, 1978, shall not be reduced in capacity to less than the number of spaces prescribed in this chapter or altered in design or function to less than the minimum standards prescribed in this chapter.

(d) Additions or Changes of Use

For additions or enlargements of any existing building or use, or any change of occupancy or manner of operation that would increase the number of parking, loading or bicycle spaces required, the additional parking shall be required only for such addition, enlargement, or change and not for the entire building or use.

(e) Parking Spaces Exclusive

Parking, loading or bicycle spaces required by this chapter for any building or use shall not be considered to meet the requirement for any other building or use, except where a joint facility serving more than one building or use contains the total number of spaces required for each building or use separately, or where adjusted parking requirements for joint use parking facilities are specifically authorized pursuant to Section 18.52.050.

(f) Design of Parking Spaces

Parking, loading or bicycle facilities required by this chapter, or provided optionally in addition to the minimum requirements prescribed by this chapter, shall conform to the design standards set forth in Chapter 18.54.

(g) Term of Parking Requirement

Parking, loading and bicycle facilities required by this chapter shall be maintained for the duration of the use requiring such facilities, except as authorized pursuant to Section 18.52.050.

(g) Location of Parking Spaces

All off-street parking facilities required by this chapter shall be located on the same site as the use for which such facilities are required, except as authorized pursuant to Section 18.52.050.

(h) Parking Provided in Excess of Requirement

No use shall be required to provide more spaces than prescribed by this chapter, or prescribed by the director in accord with this chapter, or prescribed by any conditional use permit, variance, or planned community district. Where additional spaces are provided, such spaces may be considered as meeting the requirements for another use, subject to Sections 18.52.050 and 18.52.080.

(Ord. 4964 § 3 (part), 2007)

18.52.040 Off-Street Parking, Loading and Bicycle Facility Requirements**(a) Parking Requirements**

In each district, off-street parking, loading and bicycle facilities for each use shall be provided in accordance with Tables 1 and 2, shown in subsection (c) of this Section 18.52.040. The requirement for any use not specifically listed shall be determined by the director on the basis of requirements for similar uses, and on the basis of evidence of actual demand created by similar uses in Palo Alto and elsewhere, and such other traffic engineering or planning data as may be available and appropriate to the establishment of a minimum requirement.

(b) Calculation of Required Parking

Off-street parking, loading and bicycle facility requirements established by subsection (a) shall be applied as follows:

- (1) Where the application of the schedule results in a fractional requirement, a fraction of 0.5 or greater shall be resolved to the next higher whole number.
- (2) For purposes of this chapter, gross floor area shall not include enclosed or covered areas used for off-street parking or loading, or bicycle facilities.
- (3) Where uses or activities subject to differing requirements are located in the same structure or on the same site, or are intended to be served by a common facility, the total requirement shall be the sum of the requirements for each use or activity computed separately, except as adjusted by the director under the provisions of Table 1 or Section 18.52.050. The director, when issuing a permit(s) for multiple uses on a site, may restrict the hours of operation or place other conditions on the multiple uses so that parking needs do not overlap and may then modify the total parking requirement to be based on the most intense combination of uses at any one time.
- (4) Where requirements are established on the basis of seats or person capacity, the building regulations provisions applicable at the time of determination shall be used to define capacity.
- (5) Where residential use is conducted together with or accessory to other permitted uses, applicable residential requirements shall apply in addition to other nonresidential requirements, except as provided by Sections 18.52.050 and 18.52.080.
- (6) In addition to the parking requirements outlined in Tables 1 and 2, parking for handicapped persons shall be provided pursuant to the requirements of Section 18.54.030 (Accessible Parking) and consistent with criteria outlined in Title 16 (Building Code) of the Municipal Code.

(c) Tables 1, 2 and 3: Parking, Bicycle, and Loading Requirements

Tables 1 and 2 below outline vehicle and bicycle parking requirements in general and for Parking Assessment Districts, respectively. Table 3 outlines loading requirements for each land use.

<p style="text-align: center;">Editor's Note</p>

<p style="text-align: center;">Tables commence on the following page.</p>

**TABLE 1
MINIMUM OFF-STREET PARKING REQUIREMENTS**

Use	Vehicle Parking Requirement (# of spaces)	Bicycle Parking Requirement	
		Spaces	Class ¹ Long Term (LT) and Short Term (ST)
RESIDENTIAL USES			
Single-Family Residential (Primary Unit)	Tandem Parking Allowed		
(a) In the OS district	4 spaces, of which at least one space must be covered	None	
(b) In all other districts	2 spaces, of which at least one space must be covered		
(c) Underground parking for single family uses is prohibited, except pursuant to a variance granted in accordance with the provisions of Chapter 18.76 (Permits and Approvals) of this title, in which case the area of the underground garage shall be counted toward the gross floor area.			
Second Dwelling Unit (In addition to main dwelling unit requirements) >450 sf in size ≤450 sf in size	2 spaces, of which at least one must be covered 1 space, covered or uncovered	None	
Two-Family Residential (R-2 & RMD Districts)	1.5 spaces per unit, of which at least one space per unit must be covered Tandem Parking Allowed, with one tandem space per unit, associated directly with another parking space for the same unit	1 space per unit	100% – LT
Multiple-Family Residential	1.25 per studio unit 1.5 per 1-bedroom unit 2 per 2-bedroom or larger unit At least one space per unit must be covered Tandem parking allowed for any unit requiring two spaces (one tandem space per unit, associated directly with another parking space for the same unit, up to a maximum of 25% of total required spaces for any project with more than four (4) units)	1 per unit	100% – LT

[Continued on Next Page]

Use	Vehicle Parking Requirement (# of spaces)	Bicycle Parking Requirement	
		Spaces	Class ¹ Long Term (LT) and Short Term (ST)
(a) Guest Parking	For projects exceeding 3 units; 1 space plus 10% of total number of units, provided that if more than one space per unit is assigned or secured parking, then guest spaces equal to 33% of all units is required.	1 space for each 10 units	100% – ST
EDUCATIONAL, RELIGIOUS, AND ASSEMBLY USES			
Business and Trade Schools	1 space per 4-person capacity, or 1 per 250 sf of gross floor area, whichever is greater	1 per 40-person capacity, or 1 per 2,500 sf, whichever is greater	40% LT 60% Covered ST
Religious Institutions	1 space for each 4 seats or 4-person capacity, based on maximum use of all facilities at the same time, or as adjusted by the director as part of a conditional use permit.	1 space per 40 seats or 40 person capacity, based on maximum use of all facilities at the same time	20% – LT 80% – ST, or as adjusted by the director as part of a conditional use permit
Mortuaries	1 space for each 4 seats or 4-person capacity, plus funeral procession queue capacity of 5 cars	2 spaces	100% – ST
Private Schools and Educational Facilities:			
(a) Elementary (K-5)	2 spaces per teaching station	1 space for every 5 students	100% – ST, enclosed
(b) Grades 6-8	2 spaces per teaching station	1 space for every 5 students	
(c) Grades 9-12	4 spaces per teaching station	1 space for every 5 students	

[Continued on Next Page]

Use	Vehicle Parking Requirement (# of spaces)	Bicycle Parking Requirement	
		Spaces	Class ¹ Long Term (LT) and Short Term (ST)
Private Clubs, Lodges, and Fraternal Organizations	1 space for each 4 seats or 4-person capacity based on maximum use of all space at one time, or as adjusted by the director as part of a conditional use permit	1 space for each 40 seats or 40-person capacity based on maximum use of all space at one time	20% – LT 80% – ST
RECREATION USES			
Commercial Recreation , including health and fitness clubs	1 space for each 4-person capacity, or as adjusted by the director as part of a conditional use permit, not to exceed a 30% reduction	1 space per 16-person capacity, or as adjusted by the director as part of a conditional use permit	20% – LT 80% – ST or as adjusted by the director as part of a conditional use permit
Community Facilities , including swim club, tennis club, golf course, community centers, neighborhood centers, and similar activities			
HEALTH CARE SERVICES			
Convalescent Facilities	1 per 2.5 patient beds	1 per 25 patient beds	2 LT spaces, remainder ST
Hospitals	1 space for each 1.5 patient beds	1 per 15 patient beds	60% – LT 40% – ST
SERVICE USES			
Animal Care Facilities	1 per 350 sq. ft. of gross enclosed floor area	1 per 3,500 sf (1 space minimum)	80% – LT 20% – ST
Automobile Dealerships	1 per 400 sq. ft. of sales, service and office administration area, and 1 per 500 sq. ft. of exterior sales or display area, excluding automobile storage (not on display)	1 per 10 employees	100% – ST

[Continued on Next Page]

Use	Vehicle Parking Requirement (# of spaces)	Bicycle Parking Requirement	
		Spaces	Class ¹ Long Term (LT) and Short Term (ST)
Automotive Services & Service Stations:			
(a) Service Station	1 per 350 sq. ft. of gross enclosed floor area, plus queue capacity equivalent to the service capacity of gasoline pumps	1 per 10 employees	100% – ST
(b) Services, Enclosed	1 per 350 sq. ft. of enclosed space; and 1 per 500 sq. ft. of exterior sales, display or storage site area (open lot area)	1 per 10 employees	100% – ST
Day Care Centers	1 per 1.5 employees	1 per 6 employees	100% – ST
Day Care Homes, Adult (Small)	2 per dwelling unit, one of which shall be covered	None	
Day Care Homes, Adult (Large)	2 per dwelling unit, one of which shall be covered, plus any additional spaces required by conditional use permit to serve visitors and employees not residing at the home	None	
Day Care Homes, Family (Small)	2 per dwelling unit, one of which shall be covered	None	
Day Care Homes, Family (Large)	2 per dwelling unit, one of which shall be covered, plus one for each employee not residing at the home	None	
Financial Services:			
Financial services including: banks and savings and loan offices	1 per 250 sq. ft.	1 per 2,500 sf	40% – LT 60% – ST
General Business Services:			
(a) Enclosed	1 per 250 sq. ft.	1 per 2,500 sf	80% – LT 20% – ST
(b) Open lot	1 per 500 sq. ft. of sales, display or storage site area	1 per 5,000 sf	100% – ST
Personal Services	1 per 200 sq. ft. of gross floor area	1 per 2,000 sf	20% – LT 80% – ST
Residential Care Homes	2 spaces (for the residential owners or tenants), one of which shall be covered	None	
Recycling Center	1 space for each attendant	None	

[Continued on Next Page]

Use	Vehicle Parking Requirement (# of spaces)	Bicycle Parking Requirement	
		Spaces	Class ¹ Long Term (LT) and Short Term (ST)
RETAIL USES			
Retail:			
(a) Intensive (retail not defined as extensive)	1 per 200 sq. ft. of gross floor area	1 per 2,000 sf	20% – LT 80% – ST
(b) Extensive (retail with more than 75% of gross floor area used for display, sales and related storage, with demonstrably low parking demand generation per square foot of gross floor area)	1 per 350 sq. ft. of gross floor area	1 per 3,500 sf	20% – LT 4080% – ST
(c) Open lot	1 space for each 500 square feet of sales, display, or storage site area	1 per 5,000 sf	100% – ST
Drive-up windows providing services to occupants in vehicles	Queue line for 5 cars, not blocking any parking spaces, in addition to other applicable requirements	None additional	
Eating and Drinking Services:			
(a) With drive-in or take-out facilities	3 per 100 sq. ft. of gross floor area	3 per 400 sf	40% – LT 60% – ST
(b) All others	1 space for each 60 gross sq. ft. of public service area, plus 1 space for each 200 gross sq. ft. for all other areas.	1 per 600 sf of public service area, plus 1 per 2,000 sf for other areas	
Hotel/Motel/Inn	1 space per guestroom; plus the applicable requirement for eating and drinking, banquet, assembly, commercial or other as required for such uses, less up to 75% of the spaces required for guestrooms, upon approval by the director based on a parking study of parking generated by the mix of uses.	1 space per 10 guestrooms, plus requirements for accessory uses (drinking, banquet, assembly, commercial or other)	100% – ST
Shopping Center	1 per 275 sq. ft. of gross floor area	1 per 2,750 sf	40% – LT 60% – ST

[Continued on Next Page]

Use	Vehicle Parking Requirement (# of spaces)	Bicycle Parking Requirement	
		Spaces	Class ¹ Long Term (LT) and Short Term (ST)
OFFICE USES			
Administrative Offices			
(a) In the RP and ROLM districts	1 per 300 sq. ft. of gross floor area	1 per 3,000 sf	80% – LT 20% – ST
(b) In all other districts	1 per 250 sq. ft. of gross floor area	1 per 2,500 sf	
Medical, professional, and general business offices			
(a) In the RP and ROLM districts	1 per 300 sq. ft. of gross floor area	1 per 3,000 sf	60% – LT 40% – ST
(b) In all other districts	1 per 250 sq. ft. of gross floor area	1 per 2,500 sf	
MANUFACTURING AND PROCESSING USES			
Manufacturing			
(a) In the RP , and ROLM districts	1 per 300 sq. ft. of gross floor area	1 per 3,000 sf	80% – LT 20% – ST
(b) In all other districts	1 per 500 sq. ft. of gross floor area	1 per 5,000 sf	
Research and Development			
(a) In the RP and ROLM districts	1 per 300 sq. ft. of gross floor area	1 per 3,000 sf	80% – LT 20% – ST
(b) In all other districts	1 per 250 sq. ft. of gross floor area	1 per 2,500 sf	
Warehousing and Distribution			
(a) In the RP and ROLM districts	1 per 300 sq. ft. of gross floor area	1 per 3,000 sf	80% – LT 20% – ST
(b) In all other districts	1 per 1,000 sq. ft. of gross floor area	1 per 10,000 sq. ft.	
OTHER USES			
Any use not specified	To be determined by the director		

1. Long Term (LT) and Short Term (ST) bicycle spaces as described in Section 18.54.060.

TABLE 2
MINIMUM OFF-STREET PARKING REQUIREMENTS FOR PARKING ASSESSMENT DISTRICTS
 (If Use is not Listed, Refer to Table 1 for Requirements)

Use	Vehicle Parking Requirement (# of spaces)	Bicycle Parking Requirement	
		Spaces	Class ¹
For Downtown University Avenue Parking Assessment District:			
All uses (except residential)	1 per 250 square feet	1 per 2,500 square feet	40% – LT 60% – ST
For California Avenue Parking Assessment District:			
Automobile Service Stations	1 per 310 square feet of gross enclosed floor area, plus queue capacity equivalent to the service capacity of gasoline pumps	1 per 10 employees	100% – ST
Automotive Services	1 per 150 square feet of gross floor area, display, or storage on site	1 per 10 employees	100% – ST
Eating and Drinking Services:			
(a) With drive-in or take-out facilities	3 per 100 sf of gross floor area	3 per 400 sf	40% – LT 60% – ST
(b) All others	1 per 155 sf of gross floor area	1 per 1,550 sf	
Financial services:			
(a) Bank, savings and loan offices with 7,500 square feet of floor area or less:	1 per 180 sf of gross floor area	1 per 1,800 sf	40% – LT 60% – ST
(b) Banks, savings and loan offices with more than 7,500 square feet of floor area:	1 per 310 sf of gross floor area		
(c) Others	1 per 180 sf of gross floor area	1 per 1,800 sf	
General Business Services:			
(a) Enclosed	1 per 360 sf of gross floor area	1 per 3,600 sf	80% – LT 20% – ST
(b) Open lot	1 per 500 sf of sales, display or storage site area	1 per 5,000 sf	100% – ST
Medical, professional, and general business offices	1 per 310 sf of gross floor area	1 per 3,100 sf	60% – LT 40% – ST
Personal Services	1 per 450 sf of gross floor area	1 per 4,500 sf	20% – LT 80% – ST

[Continued on Next Page]

Use	Vehicle Parking Requirement (# of spaces)	Bicycle Parking Requirement	
		Spaces	Class ¹
Retail:			
(a) Intensive	1 per 240 sf of gross floor area	1 per 2,400 sf	20% – LT 80% – ST
(b) Extensive	1 per 350 sf of gross floor area	1 per 3,500 sf	
(c) Open lot	1 for each 500 square feet of sales, display, or storage site area.	1 per 5,000 sf	100% – ST
OTHER USES			
Any use not specified	See Table 1		

1. Long Term (LT) and Short Term (ST) bicycle spaces as described in Section 18.54.060.

**TABLE 3
MINIMUM OFF-STREET LOADING REQUIREMENTS**

Use	Gross Floor Area	Loading Spaces Required
RESIDENTIAL USES		
Single-family residential use	No requirement established	0
Two-family residential use		
Multiple-family residential use		
Dormitory, Fraternity/Sorority, or group housing where meals are provided in common dining facilities	0 – 9,999 sq. ft.	0
Housing for the elderly or other community facility, where meals are provided in common dining facilities		
	10,000 – 99,999 sq. ft.	1
	100,000 sq. ft. or greater	2
HEALTH CARE SERVICES		
Hospitals	0 – 9,999 sq. ft.	0
Convalescent facilities		
	10,000 – 99,999 sq. ft.	1
	100,000 – 199,999 sq. ft.	2
	200,000 sq. ft. or greater	3

[Continued on Next Page]

Use	Gross Floor Area	Loading Spaces Required
SERVICE USES		
Automotive Uses	0 – 29,999 sq. ft.	1
	30,000 – 69,999 sq. ft.	2
	70,000 – 120,000 sq. ft.	3
	Each additional 50,000 sq. ft. over 120,000 sq. ft.	1 additional space
<input type="checkbox"/> Financial services <input type="checkbox"/> Personal services <input type="checkbox"/> Administrative office services	0 – 9,999 sq. ft.	0
	10,000 – 99,999 sq. ft.	1
	100,000 – 199,999 sq. ft.	2
	200,000 sq. ft. or greater	3
RETAIL USES		
<input type="checkbox"/> Hotel/Motel/Inn	0 – 9,999 sq. ft.	0
	10,000 – 99,999 sq. ft.	1
	100,000 sq. ft. or greater	2
	200,000 sq. ft. or greater	3
<input type="checkbox"/> Retail Services <input type="checkbox"/> Eating and Drinking Services	0 – 4,999 sq. ft.	1
	30,000 – 69,999 sq. ft.	2
	70,000 – 120,000 sq. ft.	3
	For each additional 50,000 sq. ft. over 120,000 sq. ft.	1 additional space
OFFICE USES		
<input type="checkbox"/> Medical offices <input type="checkbox"/> Professional offices <input type="checkbox"/> General business offices	0 – 9,999 sq. ft.	0
	10,000 – 99,999 sq. ft.	1
	100,000 – 199,999 sq. ft.	2
	200,000 sq. ft. or greater	3

[Continued on Next Page]

Use	Gross Floor Area	Loading Spaces Required
MANUFACTURING AND PROCESSING USES		
☞ Warehousing and distribution ☞ Manufacturing	0 – 4,999 sq. ft.	1
	30,000 – 69,999 sq. ft.	2
	70,000 – 120,000 sq. ft.	3
	For each additional 50,000 sq. ft. over 120,000 sq. ft.	1 additional space
☞ Research and development	0 – 9,999 sq. ft.	0
	10,000 – 99,999 sq. ft.	1
	100,000 – 199,999 sq. ft.	2
	200,000 sq. ft. or greater	3
OTHER USES		
All uses not specifically listed	To be determined by the director	

(Ord. 4964 § 3 (part), 2007)

18.52.050 Adjustments by the Director

Automobile parking requirements prescribed by this chapter may be adjusted by the director in the following instances and in accord with the prescribed limitations in Table 4, when in his/her opinion such adjustment will be consistent with the purposes of this chapter, will not create undue impact on existing or potential uses adjoining the site or in the general vicinity, and will be commensurate with the reduced parking demand created by the development, including for visitors and accessory facilities where appropriate. No reductions may be granted that would result in provision of less than ten (10) spaces on a site. The following are adjustments that apply to developments not located within a parking assessment district. Adjustments within the parking assessment districts are contained in Section 18.52.080. The decision of the regarding parking adjustments may be appealed as set forth in Chapter 18.78 (Appeals).

**TABLE 4
ALLOWABLE PARKING ADJUSTMENTS**

Purpose of Adjustment	Amount of Adjustment	Maximum Reduction ²
On-Site Employee Amenities	Square footage of commercial or industrial uses to be used for an on-site cafeteria, recreational facility, and/or day care facility, to be provided to employees or their children and not open to the general public, may be exempted from the parking requirements	100% of requirement for on-site employee amenities

[Continued on Next Page]

Purpose of Adjustment	Amount of Adjustment	Maximum Reduction ²
Joint Use (Shared) Parking Facilities	For any site or sites with multiple uses where the application of this chapter requires a total of or more than ten (10) spaces, the total number of spaces otherwise required by application of Table 1 may be reduced when the joint facility will serve all existing, proposed, and potential uses as effectively and conveniently as would separate parking facilities for each use or site. In making such a determination, the director shall consider a parking analysis using criteria developed by the Urban Land Institute (ULI) or similar methodology to estimate the shared parking characteristics of the proposed land uses. The analysis shall employ the city's parking ratios as the basis for the calculation of the base parking requirement and for the determination of parking requirements for individual land uses. The director may also require submittal and approval of a TDM program ¹ to further assure parking reductions are achieved.	20% of total spaces required for the site
Housing for Seniors	The total number of spaces required may be reduced for housing facilities for seniors, commensurate with the reduced parking demand created by the housing facility, including for visitors and accessory facilities, and subject to submittal and approval of a parking analysis justifying the reduction proposed.	50% of the total spaces required for the site
Affordable Housing Units and Single Room Occupancy (SRO) Units	The total number of spaces required may be reduced for affordable housing and single room occupancy (SRO) units, commensurate with the reduced parking demand created by the housing facility, including for visitors and accessory facilities. The reduction shall consider proximity to transit and support services and the director may require traffic demand management measures ¹ in conjunction with any approval.	<ul style="list-style-type: none"> a. 40% for Extremely Low Income and SRO Units b. 30% for Very Low Income Units c. 20% for Low Income Units

[Continued on Next Page]

Purpose of Adjustment	Amount of Adjustment	Maximum Reduction ²
Housing Near Transit Facilities	The total number of spaces required may be reduced for housing located within a designated Pedestrian/Transit Oriented area or elsewhere in immediate proximity to public transportation facilities serving a significant portion of residents, employees, or customers, when such reduction will be commensurate with the reduced parking demand created by the housing facility, including for visitors and accessory facilities, and subject to submittal and approval of a TDM program. ¹	20% of the total spaces required for the site.
Transportation and Parking Alternatives	Where effective alternatives to automobile access are provided, other than those listed above, parking requirements may be reduced to an extent commensurate with the permanence, effectiveness, and the demonstrated reduction of off-street parking demand effectuated by such alternative programs. Examples of such programs may include, but are not limited to, transportation demand management (TDM) programs or innovative parking pricing or design solutions. ¹ (note: landscape reserve requirement is deleted).	20% of the total spaces required for the site
Combined Parking Adjustments	Parking reductions may be granted for any combination of the above circumstances as prescribed by this chapter, subject to limitations on the combined total reduction allowed.	a. 30% reduction of the total parking demand otherwise required b. 40% reduction for affordable housing projects c. 50% reduction for senior housing projects

1. See Section 18.52.050(d) below regarding requirements for TDM programs.

2. No reductions may be granted that would result in provision of less than ten (10) spaces on a site.

(a) Combining Parking Adjustments

Parking reductions may be granted for any combination of circumstances, prescribed by this chapter, so long as in total no more than a 30% reduction of the total parking demand otherwise required occurs, or no less than a 40% reduction for affordable housing projects

(including Single Room Occupancy (SRO) units), or no less than 50% reduction for senior housing projects.

(b) Deferral of Meeting Full Requirement by Landscape Reserve

Where the expected need for off-street parking or bicycle facilities for a particular use is uncertain, due to unknown or unusual operating characteristics of the use and unavailability of comparable data to establish need, the director, upon recommendation of the architectural review board, may authorize that construction and provision of not more than fifty percent of the required off-street parking stalls and not more than twenty-five percent of the bicycle parking spaces be deferred. The number of bicycle parking spaces deferred shall be apportioned by construction type (long term or short term) in the same percentages as indicated in Table 1 of Section 18.52.040. The director may set such conditions as necessary to guarantee provision of such deferred spaces whenever the director determines the need to exist. Land area required for provision of deferred parking or bicycle spaces shall be maintained in reserve and shall be landscaped pursuant to a plan approved by the architectural review board demonstrating that ultimate provision of the deferred spaces will meet all requirements of this chapter. Upon use of the parking area at near build-out (at least 90% occupancy) over a period of at least ten years, the director may allow the reserve area to be used for other uses that do not generate parking demand, subject to restrictions and conditions to prevent conversion to a more intense use unless sufficient additional on-site parking is provided.

(c) Off-Site Parking

Except in parking assessment areas, the director may authorize all or a portion of the required parking for a use to be located on the site not more than 500 feet from the site of the use for which such parking is required, where in the director's judgment, such authorization will be in accord with the purposes of this chapter. The distance to the off-site parking shall be measured from the nearest corner of the parking facility to the nearest public entrance to the building via the shortest pedestrian route.

(d) Transportation Demand Management (TDM)

- (1) A Transportation Demand Management (TDM) program may be proposed by an applicant, or may be required by the director for any project requesting a reduction in parking, or may be required as CEQA mitigation for identified potential significant parking impacts.
- (2) Where a Transportation Demand Management (TDM) program is proposed or required, the TDM program shall outline parking and/or traffic demand measures to be implemented to reduce parking need and trip generation. Measures may include, but are not limited to: limiting "assigned" parking to one space per residential unit, providing for transit passes, parking cash-out, enhanced shuttle service (or contributions to extend or enhance existing shuttle service or to create new shared or public shuttle service), car-sharing, traffic-reducing housing, providing priority parking spaces for carpools/vanpools or "green" vehicles (zero emission vehicles, inherently low emission vehicles, or plug-in hybrids, etc.), vehicle charging stations, additional bicycle parking facilities, or other measures to encourage transit use or to reduce parking needs. The

program shall be proposed to the satisfaction of the director, shall include proposed performance targets for parking and/or trip reduction and indicate the basis for such estimates, and shall designate a single entity (property owner, homeowners association, etc.) to implement the proposed measures.

- (3) Monitoring reports shall be submitted to the director two years after building occupancy and again five years after building occupancy, noting the effectiveness of the proposed measures as compared to the initial performance targets, and suggestions for modifications if necessary to enhance parking and/or trip reductions.
- (4) Where the monitoring reports indicate that performance measures are not met, the director may require further program modifications.

(Ord. 4964 § 3 (part), 2007)

18.52.060 Parking Assessment Districts and Areas – General

(a) Definitions

(1) “Parking Assessment Areas”

“Parking assessment areas” means either:

The “downtown parking assessment area,” which is that certain area of the city delineated on the map of the University Avenue parking assessment district entitled *Proposed Boundaries of University Avenue Off-Street Parking Project No. 75-63 Assessment District, City of Palo Alto, County of Santa Clara, State of California*, dated October 30, 1978, and on file with the city clerk; or

The “California Avenue area parking assessment district,” which is that certain area of the city delineated on the map of the California Avenue area parking assessment district entitled *Proposed Boundaries, California Avenue Area Parking Maintenance District*, dated December 16, 1976, and on file with the city clerk;

(2) “Exempt Floor Area”

Within the downtown parking assessment area, “exempt floor area” means all or a portion of that floor area of a building which is located at or nearest grade and which does not exceed a floor area ratio of 1.0 to 1.0;

Within the California Avenue area parking assessment district, “exempt floor area” means either:

- (A) All or a portion of that floor area of a building which is located at or nearest grade and which does not exceed a floor area ratio of 0.5 to 1.0 or
- (B) The amount of floor area shown on the 1983-84 California Avenue area assessment district rolls in the engineer’s report for bonds issued pursuant to Title 13 of the municipal code, whichever is greater.

(b) In-lieu fees

Except as provided in subsection (c) below, within any parking assessment district established by the city for the purpose of providing off-street parking facilities, all or a

portion of the off-street parking requirement for a use may be satisfied by payment of assessments or fees levied by such district on the basis of parking spaces required but not provided.

(c) Exempt Floor Area

- (1) Unless a project for the construction of floor area has received design approval prior to December 19, 1983, or has undergone preliminary review pursuant to Sections 18.76.020 and 18.77.070 on December 1st or 15th, 1983, the only portion of off-street parking required for construction of floor area in a parking assessment area which may be satisfied by payment of assessments or levies made within such area on the basis of parking spaces required but not provided, is that portion of the parking requirements associated with the uses proposed to be conducted in that area of the floor equal to the exempt floor area for the site. Where only a portion of floor area constitutes exempt floor area, and uses with more than one parking standard as required by this chapter are proposed for said floor, the use on that portion of the floor which generates the highest parking requirement will be designated as the exempt floor area.
- (2) All other required off-street parking that is not satisfied by such payment of assessments shall be provided in accordance with this chapter.
- (3) This subsection shall be interpreted to allow changes in the use of all exempt floor area and nonexempt floor area existing as of February 16, 1984 without requiring additional parking; provided, that the change in use does not consist of a change from residential to nonresidential, or an increase in actual floor area which does not constitute exempt floor area.
- (4) No project which has received design approval prior to December 19, 1983, or which has undergone preliminary review on December 1st or 15th, 1983, shall increase the amount of floor area approved or reviewed or decrease the area designed or intended for parking without meeting the requirements of this chapter.

(Ord. 4964 § 3 (part), 2007)

18.52.070 Parking Regulations for CD Assessment District

With respect to on-site and off-site parking space requirements for nonresidential uses within an assessment district wherein properties are assessed under a Bond Plan G financing pursuant to Title 13, the requirements of this Section 18.52.040 shall apply in the CD district in lieu of comparable requirements in this Chapter 18.52. Requirements for the size and other design criteria for parking spaces shall continue to be governed by the provisions of Chapter 18.54.

(a) On Site Parking

Any new development, any addition or enlargement of existing development, or any use of any floor area that has never been assessed under any Bond Plan G financing pursuant to Title 13, shall provide one parking space for each two hundred fifty gross square feet of floor area, with the following exceptions:

- (1) Square footage for:
 - (A) Handicapped access which does not increase the usable floor area, pursuant to Section 18.18.070 (*CD District Floor Area Bonuses*)
 - (B) An increase in square footage granted for seismic rehabilitation, pursuant to Section 18.18.070 (*CD District Floor Area Bonuses*).
 - (C) Category I or II Historic Structures may take advantage of the following exceptions during the life of the historic building:
 - (i) An increase in square footage pursuant to CD FAR Exceptions for Historic Structures as contained in Section 18.49.060 (b)(3), and
 - (ii) A conversion to commercial use that is 50 feet or less in height and that has most recently been in residential use, if such conversion is done in conjunction with exterior historic rehabilitation approved by the director upon recommendation by the Architectural Review Board and in consultation with the Historic Resource Board. Such conversion must not eliminate any existing on-site parking.
 - (D) A minor increase of two hundred square feet or less, pursuant to CD district FAR Exceptions for Historic Structures as contained in Section 18.49.060(b)(4).
 - (E) At or above grade parking, though included in the site FAR calculations (pursuant to CD district FAR Exceptions for non-historical/non-seismic buildings in Section 18.49.060(a)) shall not be included in the on-site parking regulations of this section.
- (2) Vacant parcels subject to redevelopment shall be exempt at the time when development occurs from the on-site parking requirements of one parking space for each two hundred fifty gross square feet of floor area to the extent of 0.3 parking spaces for every one thousand square feet of site area, provided that such parcels were at some time assessed for parking under a Bond Plan E financing pursuant to Chapter 13.16 or were subject to other ad valorem assessments for parking.
- (3) No new parking spaces will be required for a site in conjunction with the development or replacement of the amount of floor area used for nonresidential use equal to the amount of adjusted square footage for the site shown on the engineer's report for fiscal year 1986-87 for the latest Bond Plan G financing for parking acquisition or improvements in that certain area of the city delineated on the map of the University Avenue parking assessment district, entitled *Proposed Boundaries of University Avenue Off-Street Parking Project #75-63 Assessment District, City of Palo Alto, County of Santa Clara, State of California*, dated October 30, 1978, and on file with the city clerk. However, square footage which was developed for nonresidential purposes or which has been used for nonresidential purposes but which is not used for such purposes due to vacancy at the time of the engineer's report shall be included in the amount of floor area qualifying for this exemption. No exemption parking requirements shall be available where a residential use changes to a nonresidential use, except pursuant to subdivision (1)(C) of this subsection.

(b) Off-Site Parking

Parking required by this Section 18.52.070 may be provided by off-site parking, provided that such off-site parking is within a reasonable distance of the site using it or, if the site is within an assessment district, within a reasonable distance of the assessment district boundary and approved in writing by the director. The director shall assure that sufficient covenants and guarantees are provided to ensure use and maintenance of such parking facilities, including an enforceable agreement that any development occurring on the site where parking is provided shall not result in a net reduction of parking spaces provided, considering both the parking previously provided and the parking required by the proposed use.

(c) In-Lieu Parking Provisions

In connection with any expansion of the supply of public parking spaces within the CD commercial downtown district, the city shall allocate a number of spaces for use as “in-lieu parking” spaces to allow development to occur on sites which would otherwise be precluded from development due to parking constraints imposed by this chapter. Off-site parking on such sites may be provided by payment of an in-lieu monetary contribution to the city to defray the cost of providing such parking. Contributions for each required parking space shall equal the incremental cost of providing a net new parking space in an assessment district project plus cost for the administration of the program, all as determined pursuant to Chapter 16.57 of Title 16 of this code, by the director, whose decision shall be final. Only sites satisfying one or more of the following criteria, as determined by the director, shall be eligible to participate in the in-lieu parking program:

- (1) Construction of on-site parking would necessitate destruction or substantial demolition of a designated historic structure;
- (2) The site area is less than ten thousand square feet and it would not be physically feasible to provide the required on-site parking;
- (3) The site is greater than ten thousand square feet, but of such an unusual configuration that it would not be physically feasible to provide the required on-site parking;
- (4) The site is located in an area where city policy precludes curb cuts or otherwise prevents use of the site for on-site parking;
- (5) The site has other physical constraints, such as a high groundwater table, which preclude provision of on-site parking without extraordinary expense.

(d) Underground Parking

Underground parking deeper than two levels below grade shall be prohibited unless a soils report or engineering analysis demonstrates that regular pumping of subsurface water will not be required.

(Ord. 4964 § 3 (part), 2007)

18.52.080 Adjustments to Parking Assessment Area Requirements by the Director

Automobile parking requirements prescribed in this chapter may be adjusted by the director for properties within parking assessment areas in the following instances and in accord with the prescribed limitations where, in his/her opinion, such adjustment will be in accord with purposes of this chapter and will not create undue impact on existing or potential uses adjoining the site or in the general vicinity. Adjustments shall be made in accordance with the procedures set forth in Chapter 18.78.

(a) Tandem Parking

Tandem parking (a multiple parking configuration locating one stall behind another) may be allowed where in the judgment of the director the parking will serve all proposed uses conveniently. The director shall require such covenants and guarantees as deemed necessary to ensure use and maintenance of such parking facilities.

(b) Percentage of Compact Parking Stalls

For parking facilities exceeding five stalls and with architectural review approval prior to June 1, 2007, a maximum of fifty percent compact parking stalls may be allowed. For any project approved subsequent to June 1, 2007, compact parking is not allowed.

(c) Shared Parking Facilities

For any site or sites with multiple uses where joint use of on-site private or nearby public parking facilities can occur without conflict, and the use is exempt from parking assessment, the total number of spaces otherwise required by application of the schedule may be reduced when the joint facility will serve all existing, proposed, and potential uses as effectively and conveniently as would separate parking facilities for each use or site. In making such a determination, the director shall consider a parking analysis using criteria developed by the Urban Land Institute (ULI) or similar methodology to estimate the shared parking characteristics of the proposed land uses. The analysis shall employ the city's parking ratios as the basis for the calculation of the base parking requirement and for the determination of parking requirements for individual land uses. The number of parking stalls required for any new development or addition may be reduced by no more than twenty percent (20%) of the total number of spaces otherwise required for the site or sites.

(d) Off-Site Parking

Within parking assessment areas, the director may authorize all or a portion of the required parking for a use to be located on a site within the parking assessment area or not more than 500 feet from the boundaries of the parking assessment area, where the zoning of such site permits parking as a use. The director shall require such covenants and guarantees as deemed necessary to ensure use and maintenance of such parking facilities.

(Ord. 4964 § 3 (part), 2007)