



CITY OF GLENDALE CALIFORNIA
REPORT TO CITY COUNCIL AND REDEVELOPMENT AGENCY

March 22, 2011

AGENDA ITEM

Proposed Ordinance to Amend Title 30 of the Glendale Municipal Code Relating to Parking Standards in the Downtown Specific Plan (DSP), Including Parking In-Lieu Fees, Transportation Demand Requirements, Bicycle Parking Requirements, and Reducing Minimum Requirements for Parking for Certain Uses

- (1) Council Resolution Adopting a Negative Declaration
(2) Ordinance for Introduction Amending Title 30 of the Glendale Municipal Code, 1995 - PZON 2011-002
(3) Ordinance for Introduction Adding Chapter 1.26 Pertaining to Administrative Citations for Violations of Certain Provisions of Title 30 (Transportation Demand and Parking In Lieu Fees).
(4) Council Resolution Adopting Parking In-Lieu Fees for the Downtown Specific Plan area
(5) Council Resolution Adopting a Schedule of Civil Fines for Administrative Citations

COUNCIL ACTION

Public Hearing [ ] Ordinance [ ] Consent Calendar [ ] Action Item [X] Report Only [ ]
Approved for 3/22/11 calendar

ADMINISTRATIVE ACTION

Submitted

Stephen M. Zurn; Director of Public Works

Signature
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Hassan Haghani; Director of Community Development

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Prepared

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Approved

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Reviewed

Scott Howard, City Attorney

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Bob Elliot, Director of Finance

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Jano Baghdanian, Traffic and Transportation Administrator

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Alan Loomis, Principal Urban Designer

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## **RECOMMENDATION**

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Staff requests the City Council introduce or adopt the following items:

- (1) Resolution Adopting a Negative Declaration
- (2) Ordinance for Introduction Amending Title 30 of the Glendale Municipal Code, 1995 – PZON 2011-002
- (3) Ordinance for Introduction Adding Chapter 1.26 Pertaining to Administrative Citations for Violations of Certain Provisions of Title 30 (Transportation Demand and Parking In Lieu Fees).
- (4) Resolution Adopting Parking In-Lieu Fees for the Downtown Specific Plan area
- (5) Resolution Adopting a Schedule of Civil Fines for Administrative Citations

## **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." Supporting this vision, the Downtown Mobility Study was developed in tandem with the DSP and adopted by Council in 2007. It includes a set of best practices in transportation policy, allowing for development and economic growth while minimizing congestion and maintaining a high quality of life.

To expedite implementation of the Downtown Mobility Study, Council/Agency approved a contract with Nelson\Nygaard Consulting Associates. Based on City Council direction, Nelson\Nygaard extensively researched best practices, conducted peer review and outreach with downtown stakeholders over the past two and a half years. Through Nelson\Nygaard's analysis, a set of parking code policy recommendations were developed that include incentives to encourage and retain a diverse mix of businesses through a set of best practices in parking management, realizing the vision of a vibrant downtown.

Parking policy recommendations were presented to the Planning Commission, the Transportation and Parking Commission, Downtown Stakeholders and the Council/Redevelopment Agency in meetings held from November 2010 through February 2011. Commissioners, stakeholders and Council members supported the policy recommendations. In response to this support, Council directed staff to initiate code changes to parking standards to Title 30 of the Glendale Municipal Code on February 8, 2011.

Code language to amend parking standards in downtown Glendale was prepared and presented to the Planning Commission and the Transportation and Parking Commission in a joint meeting on February 28, 2011. Both commissions were supportive of the code amendments proposed and offered input and recommendations. Staff has incorporated commissioner comments into draft ordinance language as presented in Exhibit 1.

## **FISCAL IMPACT**

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There are no fiscal impacts to initiate and adopt the proposed ordinance and resolutions. Once adopted, it is anticipated that the application of the In-Lieu Fee option will generate revenue to the City on a case-by-case basis.

## **ENVIRONMENTAL REVIEW**

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In accordance with the California Environmental Quality Act, a Negative Declaration was prepared for the proposed ordinance to amend Title 30 of the Glendale Municipal Code for a 20-day public review beginning on February 23, 2011 and ending on March 15, 2011. To date, no comments have been received; however this report was prepared prior to the end of the comment period. Staff will forward any comments received during the comment period for Council's consideration prior to the approval date. The Negative Declaration for amendments to Title 30 of the Glendale Municipal Code, 1995, is provided in 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. 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.

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 are 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 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 be enforced as well.

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 additional incentives to reduce parking based on proximity to transit due to existing limitations in transit service.

The Council/Agency was supportive of the policy recommendations, including the modifications received from commissioners and stakeholders. Council members directed staff to initiate code changes to parking standards to Title 30 of the Glendale Municipal Code on February 8, 2011.

### **Policy Topics**

As a result of this feedback, staff incorporated the policy recommendations into the draft code language. 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 for 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.C 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, 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 will be adjusted automatically each year based on the Consumer Price Index.
- Fee recommendations, to be adopted by resolution, are as follows:
  - Existing Change-of-Use = Annual fee, \$600 per year per parking space
  - New Construction = One-time fee, \$24,000 per parking space
  - The fees are based on amount less than the cost to construct a parking space. Nelson/Nygaard has previously prepared a report summarizing construction costs and providing a summary of the in-lieu fees of other cities. (Exhibit 2).

*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) and non-residential construction of over 25,000 gross floor area 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.C.
  - Requires businesses of any size to follow requirements listed in 30.32.171 that choose to apply for TDM incentives to reduce parking requirements as listed in table 30.32-B1.
  - Outlines requirements for businesses to establish and enforce TDM programs.
- Table 30.32-B1 and 30.32-B2 contains TDM measures and point values for reducing parking requirements based on establishing parking, automobile trip consolidation, scheduling, promotional, multi-modal infrastructure and financial incentive programs.

*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.C 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-E).

To address Council's concerns raised on February 8, 2011 regarding projects within the Downtown Specific Plan area that use Density Bonus Incentives in Chapter 30.36 of the Glendale Municipal Code, a statement has been added in 30.32.020 that renders these projects ineligible for parking incentives described for the Downtown Specific Plan area in Chapter 30.32.

### **Presentation of Draft Code Language to Planning and Transportation & Parking Commissions**

The proposed code changes were presented to the Planning Commission and the Transportation and Parking Commission in a joint meeting on February 28, 2011. Both commissions were in unanimous support of code amendments proposed and offered input and recommendations. The commissioners had the following specific input in regards to the draft code language:

- Remove the provision for day care centers from being eligible for the 5,000 square foot parking exemption within the Downtown Specific Plan area.
- Add a provision in the TDM incentives (Table 30.32-B1) for day care centers to be eligible for parking reductions.
- Clarify enforcement language for TDM programs, including penalties for non-compliance.
- Clarify tandem and stacked parking regulations, including dimensions of spaces and the review process.
- Clarify enforcement language for the In-Lieu Fee, including penalties for non-compliance.

In addition to specific comments regarding the draft code language, commissioners offered comments on proper implementation of the policy concepts behind the code amendments:

- Revenue generated from the In-Lieu Fee should be used to improve transit in Glendale.
- Investigate district-based preferential parking solutions for neighborhoods surrounding downtown, similar to what is being investigated in the South Brand neighborhood, to limit spillover parking from commercial uses.

In response to commissioner input, staff has updated the code amendments for Council's consideration. Included in this report are resolutions adopting specific recommendations for the In-Lieu Fee and a fee resolution for non-compliance of TDM programs and payment of In-Lieu Fees.

### **Enforcement**

To address the enforcement of TDM requirements and the annual in-lieu fee, staff proposes an administrative citation process. An administrative citation process is an alternative process of code enforcement that reduces the burden on the judicial system, provides due process, and in appropriate circumstances provides an easier mechanism for enforcing the code than traditional code enforcement. Staff is of the opinion that administrative code enforcement would be particularly appropriate to ensure timely and effective enforcement of TDM requirements while affording due process.

### **EXHIBITS**

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Exhibit 1 – Negative Declaration

Exhibit 2 – Nelson/Nygaard Memorandum dated August 12, 2008

**RESOLUTION OF THE COUNCIL OF THE CITY OF GLENDALE,  
CALIFORNIA, ADOPTING A NEGATIVE DECLARATION PREPARED  
PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**WHEREAS**, in connection with the proposed ordinance amending Title 30 of the Glendale Municipal Code relating to parking standards in the Downtown Specific Plan zone, including but not limited to in-lieu parking fees, transportation demand management, reductions in minimum parking standards for certain uses, use of tandem and/or stacked parking to satisfy parking requirements and other measures ("Project"), an Initial Study was prepared by the Community Development Department, and a Proposed Negative Declaration was prepared pursuant to the California Environmental Quality Act; and

**WHEREAS**, the proposed Negative Declaration, which is attached as Exhibit 2 to the Joint Report to Council and Redevelopment Agency dated March 22, 2011 and incorporated herein as if fully set forth, was made available for public review and comment pursuant to law; and

**WHEREAS**, a final Negative Declaration has been prepared incorporating any comments received during the review period and any responses to those comments; and

**WHEREAS**, the Negative Declaration reflects the independent judgment of the City of Glendale; and

**WHEREAS**, the City Council has read and considered the Negative Declaration; and

**WHEREAS**, the Glendale Community Development Department has been identified as the custodian of record for the Negative Declaration.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GLENDALE THAT:**

**Section 1.** All the recitals set forth above are true and correct.

**Section 2.** The Negative Declaration for the Project was prepared pursuant to the California Environmental Quality Act and State and City CEQA Guidelines.

**Section 3.** The Initial Study, Negative Declaration, and any comments and response thereto, have been presented to the City Council, that the City Council has reviewed and considered the information contained in the Initial Study, the Negative Declaration, and public comments, and finds that there is no substantial evidence that

the Project will have a significant effect on the environment and that the Council adopts the Negative Declaration.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Mayor

ATTEST:

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

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

I, Ardashes Kassakhian, Clerk of the City of Glendale, certify that the foregoing Resolution No. \_\_\_\_\_ was adopted by the Council of the City of Glendale, California, at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2011, and that same was adopted by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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

APPROVED AS TO FORM  
*Madeleine J. Garcia*  
CHIEF ASSISTANT CITY ATTORNEY  
DATED 3/17/11

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, 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 eChapter 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 eChapter. 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 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 parking concessions under Section 30.36.090 are ineligible to receive additional parking incentives under this Chapter 30.32 (Parking and Loading).

In the Redevelopment Project Areas not located in the DSP zone only, however, the Glendale Redevelopment Agency may, upon application, grant exceptions to the minimum number of required parking spaces and parking standards. Such exceptions shall be granted only if the Glendale Redevelopment Agency 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 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 eChapter 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 eChapter.
- 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. 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.
  - Taverns
  - Day Care Centers, limited to 2,000 sq.ft. in the DSP zone
  - 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
  - Gymnasiums 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 Chapter 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 vertically stacked, shall be permitted as required off-street parking spaces, subject to the following standards:

- a. For residential uses, a maximum of fifty percent (50%) of the required off-street parking spaces may be tandem or vertically stacked, provided that each set of accessible and tandem or vertically stacked parking spaces shall be assigned to the same residential unit.
- b. For non-residential uses, a maximum of twenty-five percent (25%) of the required off-street parking spaces may be tandem or vertically stacked.

- c. All parking spaces in tandem off-street parking space configurations shall comply with the dimensions in Section 30.32.180 Charts I, II, and III.
- d. The dimensions of vertically stacked off-street parking spaces shall be subject to the approval of the review authority or the Director of Community Development where there is no other review authority.
- e. The use of tandem or vertically 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.
- f. The assignment of tandem or vertically 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, subject to the requirements of this Chapter.

- 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.**

| Residential Uses   | Number of Required Parking Spaces   |
|--|---|
| 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   |
|  | Guest parking – ¼ 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<br><br>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 |

|  |  |
|--|--|
| Dwelling units in the DSP zone   | 1 bedroom units – 1.25 1 spaces<br>Units of 2 bedrooms or more – 2 spaces, except that only 1 parking space is required for each senior residential unit   |
|  | Guest parking – ¼ 1 space per 10 units <del>space</del> for projects of 4 10 or more units <del>and residential use is more than 80% of the entire floor area</del> ; 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 |
| 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  | Cumulative Gross Floor Area of dwelling:   |
|  | 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 | In the PRD zone, 1 uncovered guest space per dwelling unit in addition to enclosed parking spaces (4)  |
| Domestic violence shelters   |  |
| Residential congregate care facilities, limited  | Any spaces in excess of 2 in the ROS, R1R and R1 zones may be designed in a manner that is not directly accessible   |
| 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.**

| Commercial Uses  | Number of Required Parking Spaces   |
|--|---|
| 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   | <u>5 spaces per 1,000 square feet; 4 spaces per 1,000 square feet in the DSP zone.</u><br>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  | <u>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.</u>                                     |
| 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) | <u>2.7 spaces per 1,000 square feet, 2 spaces per 1,000 square feet in the DSP zone.</u>  |
| Private clubs, including banquet halls  | 28.6 spaces per 1,000 square feet of seating or viewing area.   |
| Restaurants, fast food  | <u>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</u>   |
| Restaurants, full service   | <u>10 spaces per 1,000 square feet of floor area, 5 spaces per 1,000 square feet of floor area in the DSP zone.</u>   |
| Retail and service activities, general (2)  | <u>4 spaces per 1,000 square feet of floor area, 3 spaces per 1,000 square feet of floor area in the DSP zone.</u>  |

|          |   |
|----------|---|
| 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.**

| <b>Institutional, Educational or Instructional Uses</b>                                       | <b>Number of Required Parking Spaces</b>  |
|---|---|
| Assisted living centers   | Efficiencies and 1-bedroom units – 1 space<br>Units with more than one bedroom – 1.5 spaces                   |
| Places of worship   | 28.6 spaces per 1,000 square feet of 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 sSection, 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 sSection, 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 sSection provides procedures and criteria for the reduction of the off-street parking requirements of this hapter.

A. Allowable Reductions in Parking Space Requirements. The number of off-street parking spaces required by this eChapter 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 | A parking reduction may be granted where the <u>Zoning Administrator Hearing Officer</u> 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 <u>Director of Community</u> |

|  |   |
|--|---|
| different land uses on the same parcel   | <u>Development</u> . The Director of <u>Community Development</u> may require a parking demand study conducted by a licensed traffic engineer or other traffic professional acceptable to the Director of <u>Community Development</u> .  |
| 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 <u>Zoning Administrator Hearing Officer</u> to be located within a reasonable distance of a City parking facility. The Director of <u>Community Development</u> may require a parking demand study prepared by a licensed traffic engineer or other traffic professional acceptable to the Director of <u>Community Development</u> . A parking reduction may be granted subject to payment of a fee determined by the <u>City Council</u> , if any, based on the type of use and its parking characteristics, including:<br>a. Peak hours of use and turnover rate;<br>b. The ability of the use to meet parking requirements through other means;<br>c. The availability of spaces in a nearby City parking facility;<br>d. The distance to the use from the parking facility; and<br>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 <u>Zoning Administrator Hearing Officer</u> 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 <u>Community Development</u> , 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 <u>Glendale Redevelopment Agency</u> or the Director of <u>Community Development</u> 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 <u>Community Development</u> , 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 are required to provide, or projects that are not required but request to 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 based on the appropriateness of the measures for the proposed land use and the applicant's ability to demonstrate the measures' effectiveness in reducing parking demand:

**TABLE 30.32 – B1**

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

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

The following parking reductions shall apply based on the point values from Table 30.32 – B1 above, however, a minimum of one accessible off-street parking space per residential unit shall be provided:

**TABLE 30.32 – B2**

**Parking Reductions and Point Thresholds**

| <u>% Reduction</u>   | <u>Point Thresholds</u>   | <u>Annual Monitoring</u> | <u>TMA Membership</u> |
|----------------------|---|--------------------------|-----------------------|
| <u>10% Reduction</u> | <u>6-9</u>  | <u>Required</u>          | <u>Required</u>       |
| <u>20% Reduction</u> | <u>10-14, from at least 3 incentive categories (as set forth in Table 30.32 – B1)</u>                 | <u>Required</u>          | <u>Required</u>       |
| <u>30% Reduction</u> | <u>15+, from at least 4 incentive categories, including at least 1 parking or financial incentive</u> | <u>Required</u>          | <u>Required</u>       |

**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 Charts-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 or vertically stacked 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 in the DSP zone.

**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 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:

1. Tier 1.

a. All new non-residential development 25,000 square feet or more of gross floor area.

b. Any non-residential addition of 25,000 square feet or more of gross floor area.

c. 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.

d. 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 in this Section, and to projects using the parking reduction measures of Section 30.32.070 (c).

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, and property owners of projects using the parking reduction measures of Section 30.32.070 (C), shall become dues paying members of a 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 a 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>

**TABLE 30.32 – E**

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

“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, must support the bikes in a stable upright position so that a bike, if bumped, will not fall or roll down, and must constructed in accordance with the provisions of Section 30.32.173 D.

(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, 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.

**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, subject 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 earlier issuance of a building permit or a zoning use certificate, and subsequent annual fees shall be paid on the yearly anniversary date of the first payment.
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.
6. The in-lieu fees payable under this section shall be in the amount set by the Council by resolution.

**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:**

**TABLE 30.32 – F**

|                                       |                             |
|---------------------------------------|-----------------------------|
| <u>Dwelling units in the DSP zone</u> | <u>1 space per 20 units</u> |
|---------------------------------------|-----------------------------|

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 above the minimum number required in Section 30.32.173 A, 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 30.50.030 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 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.

CB. 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.

**SECTION 11.** Development or tentative tract map applications which have been deemed complete prior to the effective date of this ordinance shall be reviewed under the zoning rules and regulations which were in effect on the day prior to adoption of this ordinance. The foregoing notwithstanding, any applicant may make a request in writing to the Director of Community Development that his or her application be reviewed under the zoning rules and regulations as amended by this ordinance.

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

\_\_\_\_\_  
Mayor

Attest

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

STATE OF CALIFORNIA)

COUNTY OF LOS ANGELES) SS.

CITY OF GLENDALE)

APPROVED AS TO FORM  
*M. J. Garcia*  
\_\_\_\_\_  
CHIEF ASSISTANT CITY ATTORNEY  
DATED 3/17/11

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:

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

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

**AN ORDINANCE OF THE CITY OF GLENDALE, CALIFORNIA ADDING SECTIONS 1.24.010, 1.24.020, 1.24.030, 1.24.040, 1.24.050, 1.24.060, 1.24.070, 1.24.080, 1.24.090, 1.24.100, 1.24.110, 1.24.120, 1.24.130, 1.24.140, 1.24.150, 1.24.160 and 1.24.170 OF THE GLENDALE MUNICIPAL CODE, 1995, RELATING TO ISSUANCE OF ADMINISTRATIVE CITATIONS FOR SPECIFIED VIOLATIONS OF TITLE 30 OF THE CODE**

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

**SECTION 1.** Chapter 1.24 of the Glendale Municipal Code, 1995 is hereby titled to read as follows: **“ADMINISTRATIVE CITATIONS”**

**SECTION 2.** Section 1.24.010 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.010 Definitions.**

“Administrative citation” means a written notice that mandates corrective action and establishes a fine as a penalty for noncompliance.

“City manager” means the city manager or duly authorized representative.

“Enforcement officer” means any person authorized by the city to enforce violations of this code, state statutes or regulations that the city is authorized to enforce.

“Hearing officer” means the person selected by the city manager to conduct an administrative hearing pursuant to the provisions of this chapter.

“Specified Code Section” – means Sections 30.32.171 or 30.32172 of this Code.

“Responsible person” means a person, partnership, corporation, limited liability company, nonprofit corporation, trustee, association or any other legal entity, who the City Manager or Director of Community Development determines is responsible for causing or maintaining a violation of a Specified Code Section.

The term “responsible person” includes but is not limited to the following:

1. The owner, tenant, or occupant of real property;
2. The holder or the agent of the holder of any permit, entitlement, or review;
3. The party or the agent of a party to an agreement covered by this chapter;
4. The owner or the authorized agent of any business, company, or entity subject to this chapter;

5. Any person(s) or entity, regardless of ownership, legal interest, or occupancy of any property; or

**SECTION 3.** Section 1.24.020 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.020 Issuance of administrative citation.**

A. In addition to any other remedy or penalty provided by this Code, any person who violates a Specified Code Section may be issued an administrative citation by an enforcement officer as provided in this chapter.

B. Each and every day that a violation of a Specified Code Section exists constitutes a separate and distinct offense. A separate citation may be issued for each day a violation occurs.

C. Each citation results in a civil fine, which shall be assessed by means of an administrative citation issued by the enforcement officer and shall be payable directly to the city of Glendale.

D. Fines shall be assessed in the amounts specified by resolution of the city council, or where no amount is specified:

1. A fine not exceeding one hundred dollars for a first violation;

2. A fine not exceeding two hundred dollars for a second violation of the same ordinance or permit within eighteen-month period from the date of the first violation;

3. A fine not exceeding five hundred dollars for the third violation of the same ordinance or permit within eighteen-month period from the date of the first violation.

E. A second or subsequent violation need only be of the Specified Code Section to require the larger fine, provided that the same responsible person is cited. The fine amounts shall be cumulative where multiple citations are issued.

**SECTION 4.** Section 1.24.030 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.030 Service procedures.**

A. An administrative citation on a form approved by the city manager may be issued to the responsible person by an enforcement officer for violations of a Specified Code Section in the following manner:

1. Personal Service. In any case where an administrative citation is issued:

a. The enforcement officer shall attempt to locate and personally serve the responsible person and obtain the signature of the responsible person on the administrative citation.

b. If the responsible person served refuses or fails to sign the administrative citation, the failure or refusal to sign shall not affect the validity of the administrative citation or of subsequent proceedings.

2. Service of Citation by Mail. If the enforcement officer is unable to locate the responsible person, the administrative citation shall be mailed to the responsible person by certified mail, postage prepaid with a requested return receipt. Simultaneously, the citation may be sent by first class mail. If the citation is sent by certified mail and returned unsigned, then service shall be deemed effective pursuant to first class mail, provided the citation sent by first class mail is not returned.

3. Service by Citation by Posting Notice. If the enforcement officer does not succeed in personally serving the responsible person, or by certified mail or regular mail, the enforcement officer shall post the administrative citation on any real property within the city in which the city has knowledge that the responsible person has a legal interest, and such posting shall be deemed effective service.

B. The enforcement officer must complete a declaration of service. (Ord. 5464 § 3, 2005)

**SECTION 5.** Section 1.24.040 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.040 Contents of notice.**

A. Each administrative citation shall contain the following information:

1. Date, approximate time, and address or definite description of the location where the violation(s) occurred or was observed;

2. The Specified Code Section(s) violated and a description of the violation(s);

3. An order to the responsible person to correct the violations within the time specified, if applicable, and an explanation of the consequences of failure to correct the violation(s);

4. The amount of the fine for the violation(s);

5. An explanation of how the fine shall be paid and the time period by which it shall be paid;

6. A notification that payment of the fine does not excuse or discharge the failure to correct the violation and does not bar further enforcement action by the city;

7. A statement that if the fine is not timely paid, a late payment penalty of twenty-five percent of the amount of the fine will be added to the fine;

8. Identification of rights of appeal, including the time within which the citation may be contested and the place to obtain a request for hearing form to contest the administrative citation; and

9. The name and signature of the enforcement officer, the name and address of the responsible person, and, if possible the signature of the responsible person.

**SECTION 6.** Section 1.24.050 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.050 Satisfaction of administrative citation.**

A. Upon receipt of a citation, the responsible person must do either of the following:

1. Pay the fine to the city within thirty days from the issuance date of the administrative citation. All fines assessed shall be payable to the City of Glendale. Payment of a fine shall not excuse or discharge the failure to correct the violation(s) nor shall it bar further enforcement action by the city; or

2. Appeal the administrative citation pursuant to Section 1.24.060 within fifteen (15) days and request an administrative hearing from the issuance date of the administrative citation.

**SECTION 7.** Section 1.24.060 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.060 Appeal of citation.**

A. The recipient of an administrative citation may appeal that there was a violation of a Specified Code Section, or that he or she is the responsible person by completing a request for hearing form and filing it with the City Clerk within fifteen (15) days from the issuance date of the administrative citation.

B. The request for hearing form must be accompanied by either an advanced deposit of the fine or a request for hardship waiver. Any administrative citation fine which has been deposited shall be refunded if it is determined, after a hearing, that there was no violation(s) as charged in the administrative citation.

**SECTION 8.** Section 1.24.070 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.070 Hardship waiver.**

A. A person who files a request for an administrative hearing may also request at the same time a hardship waiver of the fine deposit. To seek such a waiver and obtain a

separate hearing on the request, the responsible person must check the box indicating this request on the form contained on the reverse side of the citation and attach a statement of the grounds for the request

B. The waiver request will be decided by the city manager, or his or her designee, and issue the advance deposit hardship waiver only if the responsible party submits to the Director of Administrative Services-Finance a sworn affidavit, together with any supporting documents or materials, demonstrating to the satisfaction of the Director of Administrative Services-Finance the person's actual financial inability to deposit with the city the full amount of the fine in advance of the hearing.

C. The Director of Administrative Services-Finance shall inform the responsible party in writing of whether the waiver was approved, by serving the party personally or by mail at the address provided in the waiver application. The Director of Administrative Services – Finance's determination is final and is not subject to appeal or judicial review.

D. If the waiver is denied, the responsible party shall pay the fine amount within ten days. Failure to make the deposit by the time required shall be deemed an abandonment of the appeal and renders the fine delinquent.

**SECTION 9.** Section 1.24.080 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.080 Hearing officer.**

A. The city manager, or his or her designee, shall select an administrative hearing officer. The administrative hearing officer may be, without limitation, a hearing officer empowered under Section 2.28.030 of this Code. In no event, however, shall the enforcement official who issued the administrative citation be the administrative hearing officer.

**SECTION 10.** Section 1.24.090 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.090 Hearing procedure.**

A. No hearing to appeal an administrative citation before a hearing officer shall be held unless and until a request for hearing form has been completed and submitted, and, the fine has been deposited in advance, or an advance deposit hardship waiver has been issued.

B. A hearing before the hearing officer shall be set for a date that is not less than fifteen and not more than sixty days from the date that the request for hearing is filed in accordance with the provisions of this chapter. The responsible party requesting the hearing shall be notified of the time and place set for the hearing at least ten days prior to the date of the hearing.

C. The responsible person requesting a hearing may request one continuance, but in no event may the hearing begin later than ninety (90) days after the request for

hearing form is filed, and the fine is deposited or an advance deposit hardship waiver is issued.

D. At least ten days prior to the hearing, copies of the citations, reports and other documents submitted or relied upon by the enforcement officer shall be made available to the recipient of an administrative citation. If, after copies of documents have been provided to the responsible party, the city determines to submit to the hearing officer additional documents then, whenever possible, a copy of such documents shall be provided to party prior to the hearing. No other discovery is permitted. Formal rules of evidence shall not apply.

E. The hearing officer shall only consider evidence that is relevant to whether the violation(s) occurred and whether the responsible person has caused or maintained the violation(s). Courtroom rules of evidence shall not apply. Relevant hearsay evidence and written reports may be admitted whether or not the speaker or author is present to testify if the hearing officer determines that the evidence is reliable. Admission of evidence and the conduct of the hearing shall be controlled by the hearing officer in accordance with the fundamentals of due process. The hearing officer may limit the total length of the hearing, and shall allow the responsible party at least as much time to present its case as is allowed the city.

F. At the hearing, the responsible party requesting the hearing shall be given the opportunity to present, either personally or through a representative, evidence and testimony concerning the administrative citation. The city's case shall be presented by an enforcement officer or by any other authorized agent of the city.

G. The failure of the responsible party, either personally or through counsel, of an administrative citation to appear at the administrative citation hearing shall constitute a forfeiture of the fine and a failure to exhaust his or her administrative remedies.

H. The hearing officer may consolidate no more than three (3) administrative citations issued to the same responsible person into one hearing. However, the hearing officer shall issue a separate decision for each violation pursuant to 1.24.110.

I. The hearing officer may continue the hearing and request additional information from the enforcement officer or the recipient of the administrative citation prior to issuing a decision.

**SECTION 11.** Section 1.24.100 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.100 Hearing officer's decision.**

A. After considering all of the testimony and evidence submitted at the hearing, the hearing officer may announce a decision orally, but in any event, shall prepare a written decision. The decision shall be provided to the parties within ten days of the hearing and shall either affirm the issuance of the citation as issued or dismiss the citation. The decision shall briefly state the reasons for the conclusion of the hearing officer. The city may serve the notice of decision for the administrative hearing to the responsible person

personally or through first class United States mail. The decision of the hearing officer shall be final.

B. If the hearing officer affirms the issuance of the administrative citation, then the deposit with the city shall be retained by the city. If a hardship waiver was granted, the decision shall set forth a payment schedule for the fine.

C. If the hearing officer determines that the administrative citation should be canceled and the fine was deposited with the city, then the city, within thirty days of the hearing officer's decision, shall refund the deposit together with interest at the average rate of earned on the city's portfolio for the period of time the city held the fine.

D. If the hearing officer upholds the administrative citation and the fine has not been deposited pursuant to an advance deposit hardship waiver, the hearing officer shall specify in the decision a payment schedule for the fine.

E. The hearing officer shall not have the power to reduce the fine. The hearing officer may impose conditions and deadlines to correct any violations or require payment of any outstanding fines.

**SECTION 12.** Section 1.24.110 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.110 Administrative costs.**

The hearing officer is authorized to assess any reasonable administrative costs. Administrative costs may include scheduling and processing of the hearing and all subsequent actions.

**SECTION 13.** Section 1.24.120 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.120 Failure to pay fines.**

A. The city may collect any past due civil fines imposed by an administrative citation, late payment charges and/or administrative costs assessed by the hearing officer by use of any available legal means.

B. In addition to any other action, the city may impose a code enforcement lien, in the amount of the fine plus interest and late charges, on the real property upon which the violation occurs. Any lien imposed pursuant to this chapter shall attach upon the recordation of a notice of code enforcement lien in the office of the county recorder.

C. The city at its discretion may pursue any and all legal and equitable remedies for the collection of unpaid fines, interest, penalties, and administrative costs. The use of one recovery method does not preclude the use of any other recovery method.

D. The failure to pay an administrative fine is a misdemeanor. The filing of a criminal misdemeanor action does not preclude the city from using any other legal remedy available to gain compliance with the administrative citation.

**SECTION 14.** Section 1.24.130 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.130 Reduction of cumulative fines.**

If the violation is corrected within a reasonable time after the decision of the hearing officer, the director of community development shall have the discretion to reduce any cumulative fines to a total of not less than one thousand dollars upon good cause shown by the responsible person. The determination of the director of community development shall be final and shall not be subject to appeal. Fines shall not otherwise be reduced.

**SECTION 15.** Section 1.24.140 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.26.140 Late payment charges.**

Any responsible party who fails to pay a fine imposed by this chapter on or before the date that payment is due, shall also be liable for the payment of a late payment charge of twenty-five percent of the fine. In addition, delinquent fines shall accrue interest at the rate of ten percent per month, excluding penalties, from the due date.

**SECTION 16.** Section 1.24.150 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.150 Transfer of Ownership.**

It shall be unlawful for the owner of any dwelling unit or structure who has received a citation to sell, transfer, mortgage, lease or otherwise dispose of it to another until the provisions of the citation have been complied with or until such owner shall first furnish the grantee, transferee, mortgagee or lessee, with a true copy of any citation and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such citation and fully accepting the responsibility without condition for making the corrections or repairs required by such citation or stating that the grantee, transferee, mortgagee or lessee intends to timely challenge the citation. The violation of this Section shall not abrogate the transfer.

**SECTION 17.** Section 1.24.160 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.160 Judicial review.**

Either the city or the appellant aggrieved by a decision of a hearing officer on an administrative citation may obtain review of the administrative decision by filing a petition for review with the Los Angeles Superior Court in accordance with the timelines and provisions as set forth in California Government Code Section 53069.4. Such procedure

shall be available under this chapter, notwithstanding that the term or condition being enforced pursuant to this chapter may not be a matter covered by Section 53069.4(a). Judicial review of a citation shall not be available without first exhausting all available administrative remedies and participating in a hearing as provided in this chapter.

**SECTION 18** Section 1.24.170 of the Glendale Municipal Code, 1995 is hereby added to read as follows:

**1.24.170 Procedural compliance.**

Failure to comply with any procedural requirement of this chapter, to receive any notice or decision specified in this chapter, or to receive any copy required to be provided by this chapter shall not affect the validity of proceedings conducted hereunder unless the responsible person is denied constitutional due process thereby.

If any portion of this ordinance or the application thereof to any person or circumstance shall be invalid or unenforceable to any extent, the remainder of this ordinance shall not be affected thereby and shall be enforced to the greatest extent permitted by law.

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

\_\_\_\_\_  
Mayor

Attest

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

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

APPROVED AS TO FORM

*M. J. [Signature]*  
\_\_\_\_\_  
CHIEF ASSISTANT CITY ATTORNEY

DATED 3/17/11

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 at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2011 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

---

City Clerk

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF GLENDALE, CALIFORNIA, REGARDING THE ESTABLISHMENT  
OF FEES FOR COMMUNITY DEVELOPMENT SERVICES REGARDING IN-LIEU  
PARKING FEES FOR DOWNTOWN SPECIFIC PLAN ZONED PROPERTIES**

WHEREAS, Chapter 30.40 of Title 30 of the GMC provides that fees for services provided by the Community Development Department, Planning Division relating to Zoning Ordinance procedures shall be specified by resolution of the City Council; and

WHEREAS, Titles 2, 15 and 16 of the GMC also provide for services provided by the Community Development Department, Planning Division for which fees are required but not otherwise specified; and

WHEREAS, the Director of Community Development has reviewed the fees charged for such services and publications, and with the approval of the City Manager recommends the adoption of certain fees.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Glendale that:

**Section 1:** The following Community Development Department, Planning Division fees are adopted.

| <u>Planning Service</u>                    | <u>Fee</u>  |
|--|-------------|
| Parking In-lieu fees (G.M.C. § 30.32.172): |             |
| One-time fee per space                     | \$24,000.00 |
| Annual fee per space                       | \$600.00    |

**Section 2:** The fees listed herein are exempt from the Zoning Services Surcharge.

**Section 3:** The Community Planning Department is authorized to increase the fees listed herein on July 1, 2012, and every July thereafter, based on increases in construction costs based upon the Engineering News Record, Construction Cost Index for the calendar year as of December 1<sup>st</sup> (the "Cost Report"). Nothing in this section shall prevent the city council from making fee adjustments greater or less than indicated by the Cost Report.

**Section 4:** BE IT FURTHER RESOLVED that said fees shall take effect on the sixtieth (60<sup>th</sup>) day following adoption of this resolution in accord with Section 66017(a) of the California Government Code.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Mayor

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

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

I, Ardashes Kassakhian, City Clerk of the City of Glendale, certify that the foregoing Resolution No. \_\_\_\_\_ was adopted by the Council of the City of Glendale, California, at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, by the following vote:

AYES:

NOES:

ABSENT:

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

APPROVED AS TO FORM  
*Michael J. Davis*  
\_\_\_\_\_  
CHIEF ASSISTANT CITY ATTORNEY  
DATED 3/17/11

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE COUNCIL OF THE CITY OF GLENDALE, CALIFORNIA, REGARDING THE ESTABLISHMENT OF A SCHEDULE OF CIVIL FINES FOR COMMUNITY DEVELOPMENT DEPARTMENT, NEIGHBORHOOD SERVICES DIVISION REGARDING ADMINISTRATIVE CITIATIONS FOR VIOLATIONS OF CERTAIN PROVISIONS OF TITLE 30 (TRANSPORTATION DEMAND AND PARKING IN LIEU FEES).

WHEREAS, Section 1.24.020 of Title 1 of the GMC provides that civil fines for administrative citations issued by the Community Development Department, Neighborhood Services Division relating to violations of certain provisions of Title 30 shall be specified by resolution of the City Council; and

WHEREAS, the Director of Community Development has reviewed the fees charged for such services and publications, and with the approval of the City Manager recommends the adoption of certain fees.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Glendale that:

**Section 1:** The following Community Development Department, Neighborhood Services Division Administrative Citation schedule of civil fines for administrative citations issued under Chapter 1.24 of the Glendale Municipal Code, 1995, is adopted.

| <u>Neighborhood Services</u>                             | <u>Fine</u> |
|--|-------------|
| Administrative Citations:                                |             |
| Transportation Demand Measures (G.M.C. § 30.32.171)      | \$500       |
| Parking In Lieu Fee (Annual Fee – G.M.C. . § 30.32.172 ) | \$500       |

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Mayor

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

APPROVED AS TO FORM  
*M. J. [Signature]*  
CHIEF ASSISTANT CITY ATTORNEY

DATED 3/17/11

1 E

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

I, Ardashes Kassakhian, City Clerk of the City of Glendale, certify that the foregoing Resolution No. \_\_\_\_\_ was adopted by the Council of the City of Glendale, California, at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, by the following vote:

AYES:

NOES:

ABSENT:

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

PUBLIC NOTICE  
**CITY OF GLENDALE**

**NOTICE OF INTENT TO ADOPT A NEGATIVE DECLARATION**

**NOTICE IS HEREBY GIVEN:**

The Community Development Department, after having conducted an Initial Study, has prepared a Negative Declaration for the following project:

**Project Description:**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating generally to parking standards within the Downtown Specific Plan area. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses, and opportunities to further reduce parking requirements through implementing Transportation Demand Management programs within the Downtown Specific Plan area.

**Project Location:** Glendale Downtown Specific Plan Area

The Downtown Specific Plan is generally bounded to the north just below Glenoaks Boulevard, to the west by Central and Columbus Avenues, to the east along Maryland and Glendale Avenues, and to the south one block south of Colorado Street.

The Proposed Negative Declaration and all documents referenced therein are available for review in the Community Development Department, Planning Division office, Room 103 of the Municipal Services Building, 633 East Broadway, Glendale, CA 91206. Information on public hearings or meetings for the proposed project can be obtained from the Planning Division at (818) 548-2140.

Written comments may be submitted to the Community Development Department, Planning Division office, at the address listed above for a period of twenty (20) days after publication of this notice.

**Proposed Negative Declaration Comment Period:** February 23, 2011 to March 15, 2011

Date Published: February 23, 2011

Hassan Haghani, Director of Community Development



CITY OF GLENDALE, CALIFORNIA  
COMMUNITY DEVELOPMENT  
DEPARTMENT

**PROPOSED  
NEGATIVE DECLARATION**  
Implementation of Downtown Mobility Plan  
Programs - Modification of Parking Standards in  
Downtown Specific Plan Zone

|   |  |
|---|--|
| The following Negative Declaration has been prepared in accordance with the California Environmental Quality Act of 1970 as amended, the State Guidelines, and the Environmental Guidelines and Procedures of the City of Glendale. |  |
| <b>Project Title/Common Name:</b>   | Implementation of Downtown Mobility Plan Programs - Modification of Parking Standards in Downtown Specific Plan Zone   |
| <b>Project Location:</b>  | Downtown Specific Plan area, which is generally bounded to the north just below Glenoaks Boulevard, to the west by Central and Columbus Avenues, to the east along Maryland and Glendale Avenues, and to the south one block below Colorado Street.  |
| <b>Project Description:</b>   | The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the Downtown Specific Plan area. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses, and opportunities to further reduce parking requirements through implementing Transportation Demand Management programs within the Downtown Specific Plan area. (Refer to page 5 for a complete project description.) |
| <b>Project Type:</b>  | <input type="checkbox"/> Private Project <input checked="" type="checkbox"/> Public Project  |
| <b>Project Applicant:</b>   | City of Glendale, Community Development Department<br>633 E. Broadway, Room 103<br>Glendale, CA 91206  |
| <b>Findings:</b>  | The Director of the Community Development, on <b>February 23, 2011</b> , after considering an Initial Study prepared by the Planning Division, found that the above referenced project would not have a significant effect on the environment and instructed that a Negative Declaration be prepared.  |
| <b>Mitigation Measures:</b>   | No mitigation measures are necessary.  |
| <b>Attachments:</b>   | Initial Study Checklist  |
| <b>Contact Person:</b>  | Hassan Haghani, Director of Community Development<br>City of Glendale Community Development Department<br>633 East Broadway Room 103<br>Glendale, CA 91206-4386<br>Tel: (818) 548-2140; Fax: (818) 240-0392  |

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CITY OF GLENDALE, CALIFORNIA  
COMMUNITY DEVELOPMENT  
DEPARTMENT

**INITIAL STUDY CHECKLIST**  
Implementation of Downtown Mobility Plan  
Programs - Modification of Parking Standards in  
Downtown Specific Plan Zone

|     |  |
|-----|--|
| 1.  | <b>Project Title:</b> Implementation of Downtown Mobility Plan Programs - Modification of Parking Standards in Downtown Specific Plan Zone   |
| 2.  | <b>Lead Agency Name and Address:</b><br>City of Glendale Community Development Department<br>Planning Division<br>633 East Broadway, Room 103<br>Glendale, CA 91206  |
| 3.  | <b>Contact Person and Phone Number:</b><br>Erik Krause, Senior Planner<br>Tel: (818) 937-8156<br>Fax: (818) 240-0392   |
| 4.  | <b>Project Location:</b> Downtown Specific Plan area, which is generally bounded to the north just below Glenoaks Boulevard, to the west by Central and Columbus Avenues, to the east along Maryland and Glendale Avenues, and to the south one block below Colorado Street.   |
| 5.  | <b>Project Sponsor's Name and Address:</b><br>City of Glendale, Community Development Department<br>633 E. Broadway, Room 103<br>Glendale, CA 91206  |
| 6.  | <b>General Plan Designation:</b> Downtown Specific Plan  |
| 7.  | <b>Zoning:</b> DSP (Downtown Specific Plan) Zone   |
| 8.  | <b>Description of the Project:</b> (Describe the whole action involved, including but not limited to, later phases of the project, and any secondary support or off-site features necessary for its implementation.)<br><br>The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the Downtown Specific Plan area. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses, and opportunities to further reduce parking requirements through implementing Transportation Demand Management programs within the Downtown Specific Plan area. (Refer to page 5 for a complete project description.) |
| 9.  | <b>Surrounding Land Uses and Setting:</b> The study provides integrated plans for vehicular traffic, transit service, pedestrian amenities, and parking management policies that are supportive of the Downtown Specific Plan (DSP) and as such will be applied to the Downtown Specific Plan area.  |
| 10. | <b>Other public agencies whose approval is required (e.g., permits, financing approval or participation agreement).</b><br>None  |

**11. Environmental Factors Potentially Affected:**

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact," as indicated by the checklist on the following pages.

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Aesthetics               | <input type="checkbox"/> Agricultural and Forest Resources | <input type="checkbox"/> Air Quality                        |
| <input type="checkbox"/> Biological Resources     | <input type="checkbox"/> Cultural Resources                | <input type="checkbox"/> Geology / Soils                    |
| <input type="checkbox"/> Greenhouse Gas Emissions | <input type="checkbox"/> Hazards & Hazardous Materials     | <input type="checkbox"/> Hydrology / Water Quality          |
| <input type="checkbox"/> Land Use / Planning      | <input type="checkbox"/> Mineral Resources                 | <input type="checkbox"/> Noise                              |
| <input type="checkbox"/> Population / Housing     | <input type="checkbox"/> Public Services                   | <input type="checkbox"/> Recreation                         |
| <input type="checkbox"/> Transportation / Traffic | <input type="checkbox"/> Utilities / Service Systems       | <input type="checkbox"/> Mandatory Findings of Significance |

**LEAD AGENCY DETERMINATION:**

On the basis of this initial evaluation:

- I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Prepared by: \_\_\_\_\_  


Date: \_\_\_\_\_  
 2/23/11

Reviewed by: \_\_\_\_\_  


Date: \_\_\_\_\_  
 2/23/11

Signature of Director of Community Development or his or her designee authorizing the release of environmental document for public review and comment.

*fox*

## Background

In 2006 Nelson\Nygaard 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.

## 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 the proposed project:

- Utilize parking management best practices as a tool to coordinate the entire parking supply as part of an integrated system.
- 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 proposed changes to the City's zoning code are intended to reinforce these goals and better position the City to achieve its vision for a multimodal and pedestrian-oriented downtown.

**Proposed Project**

Revisions to Parking Requirements

The proposed changes to the zoning code included below are designed to work together to meet Glendale's parking management goals. While the proposed changes could theoretically be implemented piece by piece, their effectiveness can only be ensured if they are implemented together. The proposed changes 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.

Proposed Reductions in Parking Minimums 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. The proposed changes to the zoning code are only proposed 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 below provides a summary of the proposed changes for selected land uses, as well as a sample of the minimums from peer and best practice cities which helped to justify the proposed parking standards.

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   |
|------------------------|--|----------------------|---|
| Multifamily in DSP     |  |                      |   |
| 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)         | 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.  |

Amend change of use regulations

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.

The proposed parking code changes would amend the 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. In addition, the provisions for fast food establishments in the DSP would change from 1,000 square feet to 5,000 square feet. Such revisions will help to encourage redevelopment of smaller commercial establishments by lowering the parking burden on developers.

Provide menu of options to meet parking requirements.

While minimum parking standards are only recommended to be adjusted in targeted ways, the proposed code amendments 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 and are included as part of the proposed parking code changes. 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.

Allow for tandem and/or stacked parking

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.

The proposed change to the parking code would eliminate the requirement that all parking be independently accessible and revise the tandem parking requirements to allow for greater flexibility and more widespread use. A number of specific parameters for tandem and stacked parking are proposed and include:

- Tandem and/or stacked spaces are permitted to count against parking minimums. For example, a single tandem or stacked parking space would count as two spaces, not one.
- For residential uses: 50 percent of total off-street spaces required in residential uses would be allowed to incorporate tandem and/or stacked parking provided that any given set of tandem/stacked spaces are assigned to the same unit.
- For non-residential uses: 25 percent of total off-street spaces required in non-residential uses would be allowed to incorporate tandem and/or stacked parking as long as a valet parking service is also provided.
- Tandem spaces shall be designed to have a minimum size of 8.5 feet by 36 feet.

#### Implementation of an in-lieu parking fee

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 be used to build public parking spaces, manage parking supply, and/or to support mobility strategies in the downtown area. Modifications to the parking code are proposed that include:

- A combination of fee types (one-time and annual). Under the proposal, 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 would 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 includes a provision stating that once the annual in-lieu fee has been established, the fee remains with the land use rather than the property owner.
- Fees are proposed to be adjusted every year according to the Consumer Price Index (CPI).
- Change of use projects would 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 in-lieu fee to no more than 50 percent of their adjusted parking demand.

#### Additional methods, or a "toolbox," to further *reduce* parking requirements

In addition to providing alternatives for new development to *meet* parking requirements, the proposed changes to the parking code 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 will additional design flexibility and further enhance the financial feasibility of new projects.

Transportation Demand Management (TDM) programs

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's existing TDM ordinance (Section 30.32.170 of the Glendale Municipal Code) applies only non-residential development and only requires limited TDM measures, such as informational and promotional materials, vanpool/carpool parking, and limited bicycle parking. The proposed modifications to the parking code described below are designed to tie the commitment to transportation demand management to a 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. 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. As such, these financial incentives are assigned a higher point total than, for example, marketing services. 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.

As proposed, 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. The proposed changes to the TDM ordinance 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.

**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   | 2                     |

|                                   |                             |  |   |
|-----------------------------------|-----------------------------|--|---|
|                                   |                             | or rented/purchased vans.  |   |
|                                   | 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          |  | 1 |
|                                   |                             | Determining consumer needs/preferences, creating appropriate products, and promoting use.            |   |
|                                   | 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 |
|---------------|---------------|--|-------------------|----------------|
| <b>Tier 1</b> | 10% reduction | 6-9  | Required          | Required       |
| <b>Tier 2</b> | 20% reduction | 10-14 (from 3 categories)  | Required          | Required       |
| <b>Tier 3</b> | 30% reduction | 15+ (from 4 categories, including at least 1 parking or financial incentive) | Required          | Required       |

Finally, under the proposed changes to the TDM ordinance, each development wishing to obtain a parking reduction by implementing a TDM program would 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, the proposed changes to the ordinance require that each development monitor its TDM program annually to not only ensure compliance among businesses and tenants, but also document effectiveness. Each development will be required to 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.

*TMA Membership:* Each development granted a parking reduction via a TDM program will 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.

*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 the 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.

#### Require all new development to become members of a Glendale TMA.

In addition to requiring TMA membership for any new development with a TDM program, the proposed code modifications 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. New commercial properties of at least 25,000 square feet would be required to join the TMA serving their location. Additionally, all new residential development, with 100 or more units if 100% residential; 50 or more units if mixed use project in a single development, would also be required to join a TMA. Finally, this requirement would apply not to the tenant but to the development itself.

#### Eliminate need for parking exceptions in the DSP

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 existing 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.

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. 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. Finally, the discretionary process for granting reductions ultimately undermines the effectiveness of any larger parking management strategy.

The proposed changes to the parking code would 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 would no longer be a need for a developer to go to City Council for an exception. The proposed changes to the parking code provided clear and defined path by which new developments can meet or reduce their parking requirements. The proposed modifications would reduce 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. The proposed changes to the parking code would also raise money for the City to spend on additional transportation projects or mobility programs.

#### Adoption of 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. The proposed code changes 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. 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. Revisions to the parking code allow bicycle parking to substitute for up to 10 percent of required parking. Existing parking spaces in Glendale would 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

**12. Environmental Factors Potentially Affected:**

The following section provides an evaluation of the impact categories and questions contained in the checklist and identifies mitigation measures, if applicable.

**A. AESTHETICS**

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 1. Have a substantial adverse effect on a scenic vista?  |                                |   |                              | X         |
| 2. Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway? |                                |   |                              | X         |
| 3. Substantially degrade the existing visual character or quality of the site and its surroundings?  |                                |   |                              | X         |
| 4. Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?                                    |                                |   |                              | X         |

***Comments to Sections A(1), (2), (3), and (4):***

The proposed project includes amendments to Title 30 of the Glendale Municipal Code relating to parking standards within the Downtown Specific Plan (DSP). These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing Transportation Demand Management (TDM) programs within the DSP area. The proposed project also includes establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code are not anticipated to have negative impacts on aesthetics as the following proposed ordinances do not propose any projects, programs or actions that could reasonably be expected to adversely affect scenic vistas, damage scenic resources, degrade the visual character of any sites or create substantial light or glare.

Funds from the in-lieu fee would enable the City to spend revenues generated downtown on transit, streetscape and pedestrian improvements which may include enhanced lighting, street landscaping, crosswalks and signage. As a result, the proposed amendments and additions to the parking code would improve aesthetics within the DSP area.

**Mitigation Measures:** No mitigation measures are required.

**B. AGRICULTURE AND FOREST RESOURCES**

| <p><i>In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland. Would the project. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and the forest carbon measurement methodology provided in the Forest Protocols adopted by the California Air Resources Board. Would the project:</i></p> | <p>Potentially Significant Impact</p> | <p>Less Than Significant Impact With Mitigation Incorporated</p> | <p>Less Than Significant Impact</p> | <p>No Impact</p> |
|---|---------------------------------------|--|-------------------------------------|------------------|
| <p>1. Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?</p>   |                                       |  |                                     | <p>X</p>         |
| <p>2. Conflict with existing zoning for agricultural use, or a Williamson Act contract?</p>   |                                       |  |                                     | <p>X</p>         |
| <p>3. Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)) or timberland (as defined in Public Resources Code section 4526)?</p>   |                                       |  |                                     | <p>X</p>         |
| <p>4. Result in the loss of forest land or conversion of forest land to non-forest use?</p>   |                                       |  |                                     | <p>X</p>         |
| <p>5. Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?</p>   |                                       |  |                                     | <p>X</p>         |

**Comments to Sections B(1), (2), (3), (4) and (5):**

There is no prime farmland, unique farmland, or farmland of statewide importance within or adjacent to the DSP and no agricultural activities take place within the DSP. No portion of the project area is proposed to include agricultural zoning designations or uses, nor do any such uses exist within the city under the current General Plan and zoning. There are no Williamson Act contracts in effect for the DSP or surrounding vicinity. No conflicts with existing zoning for agricultural use or Williamson Act contract would result. There is no existing zoning of forest land or timberland in the DSP or the City of Glendale. No forest land could be converted to non-forest use under the proposed project.

**Mitigation Measures:** No mitigation measures are required.

**C. AIR QUALITY**

| <i>Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 1. Conflict with or obstruct implementation of the applicable air quality plan?   |                                |   |                              | X         |
| 2. Violate any air quality standard or contribute substantially to an existing or projected air quality violation?  |                                |   |                              | X         |
| 3. Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)? |                                |   |                              | X         |
| 4. Expose sensitive receptors to substantial pollutant concentrations?  |                                |   |                              | X         |
| 5. Create objectionable odors affecting a substantial number of people?   |                                |   |                              | X         |

**Comments to Sections C(1), (2), (3), (4), (5) and (6):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed project also includes establishing an in-lieu fee and revisions to the existing TDM ordinance. The proposed amendments and additions to the City's parking ordinance are not anticipated to have a negative impact on air quality rather they would result in positive impacts as they promote reducing automobile use.

Strengthening the existing TDM ordinance will establish policies to control travel behavior through the use of incentives, services and programs such as carpooling, vanpooling, cycling, reduced transit passes, changes in work schedule to offer an alternative to single-occupancy vehicular travel. As currently proposed, the proposed revisions to the TDM ordinance will require all new development in the DSP (commercial development great than 25,000 sq. ft, residential developments with 100 or more units if 100% residential; 50 or more units if mixed use project) to join the Glendale Transportation Management Association (TMA). Funds generated from TMA dues may be used for the aforementioned policies aimed at reducing congestion. The ordinance includes requirements for companies in Transportation Management Organization to submit annual vehicle ridership surveys and to adhere to trip reduction requirements to a 1.5 average vehicle ridership (AVR); a ratio that calculates the total number of employees or residents to the average daily number of vehicles used. Under the proposed parking code changes all new development in DSP would also be required to provide bicycle parking that would further reduce automobile usage.

The goals outlined in revising the existing TDM ordinance are also consistent with the objectives outlined in Goal 4 of the City of Glendale Air Quality element in that it encourages and promotes the use of public transportation systems, expands existing public transportation systems to reach a greater number of potential users, increases carpooling opportunities, and develops incentives to business to reduce vehicle trips as well as sets up the funding and financing mechanisms to make

these programs possible. As a result, the proposed revisions to the existing TDM ordinance would improve air quality.

**Mitigation Measures:** No mitigation measures are required.

**D. BIOLOGICAL RESOURCES**

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 1. Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service? |                                |   |                              | X         |
| 2. Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?   |                                |   |                              | X         |
| 3. Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?   |                                |   |                              | X         |
| 4. Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?   |                                |   |                              | X         |
| 5. Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?  |                                |   |                              | X         |
| 6. Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?   |                                |   |                              | X         |

**Comments to Sections D(1), (2), (3), (4), (5) and (6):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP, which is a developed urban area with few vacant parcels. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed ordinances and revision to existing ordinances are not include any development projects, programs or actions that could reasonably be expected to result in negative impacts on biological resources.

**Mitigation Measures:** No mitigation measures are required.

**E. CULTURAL RESOURCES**

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 1. Cause a substantial adverse change in the significance of a historical resource as defined in CEQA Guidelines §15064.5?    |                                |   |                              | X         |
| 2. Cause a substantial adverse change in the significance of an archaeological resource pursuant to CEQA Guidelines §15064.5? |                                |   |                              | X         |
| 3. Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?                       |                                |   |                              | X         |
| 4. Disturb any human remains, including those interred outside of formal cemeteries?  |                                |   |                              | X         |

**Comments to Sections E(1), (2), (3) and (4):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed ordinances and revision to existing ordinances are not proposing any development projects, programs or actions that could reasonably be expected to cause a substantial adverse change in the significance of a historical or archaeological resource, destroy a unique paleontological or geologic resource or disturb any human remains. Rather, the proposed code change that would allow a change in use in commercial structures under 5,000 square feet to not provide additional parking acts as an incentive to maintain existing potentially historic structures.

**Mitigation Measures:** No mitigation measures are required.

**F. GEOLOGY AND SOILS**

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 1. Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:   |                                |   |                              |           |
| i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42. |                                |   | X                            |           |

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| ii) Strong seismic ground shaking?   |                                |   | X                            |           |
| iii) Seismic-related ground failure, including liquefaction?   |                                |   | X                            |           |
| iv) Landslides?  |                                |   | X                            |           |
| 2. Result in substantial soil erosion or the loss of topsoil?  |                                |   | X                            |           |
| 3. Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse? |                                |   | X                            |           |
| 4. Be located on expansive soil, as defined in Table 18-1-B of the California Building Code (2001), creating substantial risks to life or property?  |                                |   | X                            |           |
| 5. Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?   |                                |   |                              | X         |

**Comments to Sections F(1)(i)(ii)(iii)(iv), (2), (3), (4) and (5):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

Since no building construction or development projects will occur, implementation of the proposed amendments and additions to the parking code would not have negative impacts related to soils and geological conditions.

**G. GREENHOUSE GAS EMISSIONS**

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 1. Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?                    |                                |   | X                            |           |
| 2. Conflict with any applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases? |                                |   | X                            |           |

1) ***Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?***

**Less Than Significant Impact.** Greenhouse Gas (GHG) Emissions are said to result in an increase in the earth's average surface temperature commonly referred to as global warming. This rise in global temperature is associated with long-term changes in precipitation, temperature, wind patterns, and other elements of the earth's climate system, known as climate change. These changes are now broadly attributed to GHG emissions, particularly those emissions that result from the human production and use of fossil fuels.

Climate changes resulting from GHG emissions could produce an array of adverse environmental impacts including water supply shortages, severe drought, increased flooding, sea level rise, air pollution from increased formation of ground level ozone and particulate matter, ecosystem changes, increased wildfire risk, agricultural impacts, ocean and terrestrial species impacts, among other adverse effects.

In 2006, the State passed the Global Warming Solutions Act of 2006, commonly referred to as AB 32, which set the greenhouse gas emissions reduction goal for the State of California into law. The law requires that by 2020, State emissions must be reduced to 1990 levels by reducing greenhouse gas emissions from significant sources via regulation, market mechanisms, and other actions.

Senate Bill 375 (SB 375), passed in 2008, links transportation and land use planning with global warming. It required the California Air Resources Board (ARB) to set regional targets for the purpose of reducing greenhouse gas emissions from passenger vehicles. Under this law, if regions develop integrated land use, housing and transportation plans that meet SB 375 targets, new projects in these regions can be relieved of certain review requirements under CEQA. Development of regional targets is underway and the Southern California Association of Governments (SCAG) is in the process of preparing the region's Sustainable Communities Strategy (SCS) which will likely be a new element of the Regional Transportation Plan (RTP). The strategy will identify how regional greenhouse gas reduction targets, as established by the ARB, will be achieved through land use development patterns, transportation infrastructure investments, and/or transportation measures or policies that are determined to be feasible.

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

As indicated in the air quality discussion above, revisions to the existing TDM ordinance will establish policies to control travel behavior through the use of incentives, services and programs such as carpooling, vanpooling, cycling, reduced transit passes, changes in work schedule to offer an alternative to single-occupancy vehicular travel. In addition, the proposed parking code changes would also require all new development in DSP to provide bicycle parking that would further reduce automobile usage.

The proposed amendments and additions to the parking ordinance are consistent with the plans and policies to reduce GHG emissions since they encourage the use of non-motorized travel modes, ensure that bicyclists have adequate infrastructure, and reduce the need for vehicle parking. Therefore, it is determined that the project would result in less than significant impacts associated with GHG emissions.

**Mitigation Measures:** No mitigation measures are required.

2) **Conflict with any applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases?**

**Less Than Significant Impact.** In an effort to implement State mandates under AB32 and SB375 that address climate change in local land use planning, local land use jurisdictions are generally preparing GHG emission inventories and reduction plans and incorporating climate change policies into local General Plans to ensure development is guided by a land use plan that reduces GHG emissions. The City of Glendale is currently in the process of preparing GHG emission inventories and will begin updating its General Plan in the coming years to incorporate associated climate change policies. These policies will provide direction for individual development projects to reduce GHG emissions and help the City meet its GHG emission reduction targets.

Until local plans are developed to address greenhouse gas emissions, such as a local Sustainable Communities Strategy and updated General Plan Policies, the project is evaluated to determine whether it would impede the implementation of AB 32 GHG reduction targets. For the reasons discussed in the Response G (1) above, the project would not impede the implementation of AB 32 reduction targets. Therefore, the project would not conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases.

**Mitigation Measures:** No mitigation measures are required.

H. **HAZARDS AND HAZARDOUS MATERIALS**

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 1. Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?  |                                |   |                              | X         |
| 2. Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?  |                                |   |                              | X         |
| 3. Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?  |                                |   |                              | X         |
| 4. Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?                                   |                                |   |                              | X         |
| 5. For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project site? |                                |   |                              | X         |
| 6. For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project site?  |                                |   |                              | X         |
| 7. Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?  |                                |   |                              | X         |

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 8. Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands? |                                |   |                              | X         |

**Comments to Sections H(1), (2), (3), (4), (5), (6), (7) and (8):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed project also includes establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code are not anticipated to have negative impacts on hazards and hazardous materials as the following proposed ordinances do not propose any development projects, programs or actions.

In addition, improvements to pedestrian and transit facilities through funds generated through the proposed in-lieu fee and allocated through TDM programs are expected to contribute to further pedestrian safety.

**Mitigation Measures:** No mitigation measures are required.

**I. HYDROLOGY AND WATER QUALITY**

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 1. Violate any water quality standards or waste discharge requirements?   |                                |   |                              | X         |
| 2. Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)? |                                |   |                              | X         |
| 3. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?  |                                |   |                              | X         |

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 4. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site? |                                |   |                              | X         |
| 5. Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?   |                                |   |                              | X         |
| 6. Otherwise substantially degrade water quality?   |                                |   |                              | X         |
| 7. Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?  |                                |   |                              | X         |
| 8. Place within a 100-year flood hazard area structures which would impede or redirect flood flows?   |                                |   |                              | X         |
| 9. Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?  |                                |   |                              | X         |
| 10. Inundation by seiche, tsunami, or mudflow?  |                                |   |                              | X         |

**Comments to Sections I(1), (2), (3), (4), (5), (6), (7), (8), (9) and (10):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code are not anticipated to have negative impacts on hydrology and water quality as the following proposed ordinances do not include new development.

**Mitigation Measures:** No mitigation measures are required.

**J. LAND USE AND PLANNING**

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 1. Physically divide an established community?  |                                |   |                              | X         |
| 2. Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect? |                                |   | X                            |           |
| 3. Conflict with any applicable habitat conservation plan or natural community conservation plan?   |                                |   |                              | X         |

**Comments to Sections J(1), (2) and (3):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code are not anticipated to have a negative impacts related to land use and planning as it does not propose any projects, programs or actions that could reasonably be expected to physically divide an established community, conflict with applicable land use plans, policies or regulations, or conflict with any habitat conservation plan or natural community conservation plan.

Establishment of an in-lieu fee and revisions to the existing TDM ordinance are immediate term action items set by the implementation plan in the Downtown Mobility Study. Not only will the establishment of an in-lieu fee and revisions to the existing TDM ordinance help to avoid or minimize significantly increased congestion, the growth envisioned by the DSP will create an ideal environment to implement a coordinated multi-modal transportation system with higher use of alternative modes. In addition, implementation of the ordinances mentioned above are expected to improve the functioning of the existing land uses, by improving the existing transit and transportation demand management programs, as well as establishing a parking management system.

Note: Conflicts with the General Plan or other applicable land use plans do not inherently result in a significant effect on the environment within the context of CEQA. As stated in Section 15358(b) of the State CEQA Guidelines, "effects analyzed under CEQA must be related to a physical change." Section 15125(d) of the Guidelines states that EIRs shall discuss any inconsistencies between the proposed project and applicable General Plans in the "Setting" section of the document (not under impacts). Further, Appendix G of the Guidelines (Environmental Checklist Form) makes explicit the focus on environmental policies and plans, asking if the project would "conflict with any applicable land use plan, policy, or regulation...adopted for the purpose of avoiding or mitigating an environmental effect" (emphasis added). Even a response in the affirmative, however, does not necessarily indicate the project would have a significant effect, unless a physical change would occur. To the extent that physical impacts may result from such conflicts, such physical impacts are analyzed elsewhere in this document. The General Plan contains many policies, which may in some cases address different goals, and thus some policies may compete with each other. The City's

approving bodies, in deciding whether to approve the proposed project, must decide whether, on balance, the project is consistent (i.e., in general harmony) with the General Plan.

**Mitigation Measures:** No mitigation measures are required.

**K. MINERAL RESOURCES**

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 1. Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?                                |                                |   |                              | X         |
| 2. Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan? |                                |   |                              | X         |

**Comments to Sections K(1) and (2):**

The DSP and surrounding area are characterized by features typical of the urban landscape and include commercial, industrial, and residential uses. The State Geologist has mapped the Glendale area for aggregate resources. According to Map 4-28 of the City of Glendale General Plan Open Space and Conservation Element, the project site is located within a Mineral Resource Zone-1 (MRZ-1). MRZ-1 is defined as an area where adequate information indicates that no significant mineral deposits are present or where it is judged that little likelihood exists for their presence. As a result, no impact would occur.

**L. NOISE**

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 1. Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?   |                                |   |                              | X         |
| 2. Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?   |                                |   |                              | X         |
| 3. A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?  |                                |   |                              | X         |
| 4. A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?  |                                |   |                              | X         |
| 5. For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project site to excessive noise levels? |                                |   |                              | X         |

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 6. For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project site to excessive noise levels? |                                |   |                              | X         |

**Comments to Sections L(1), (2), (3), (4), (5) and (6):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code can potentially reduce auto dependency and increase walking and transit use. To the extent that the programs recommended by the study accomplish that goal it will reduce potential noise that would otherwise be generated by automobiles. Therefore, the proposed modifications to the parking code will not expose individuals to additional noise.

**Mitigation Measures:** No mitigation measures are required.

**M. POPULATION AND HOUSING**

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 1. Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)? |                                |   | X                            |           |
| 2. Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?   |                                |   |                              | X         |
| 3. Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?   |                                |   |                              | X         |

**Comments to Sections M(1), (2) and (3):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code do not propose any development projects, programs or actions that could reasonably be expected to induce substantial population growth in the area, or to displace substantial numbers of people or existing housing units. The proposed code modifications could result in development of new projects that include residential uses; however, no increase in allowable density is proposed as part of the project.

**Mitigation Measures:** No mitigation measures are required.

**N. PUBLIC SERVICES**

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 1. Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services: |                                |   |                              |           |
| a) Fire protection?   |                                |   | X                            |           |
| b) Police protection?   |                                |   | X                            |           |
| c) Schools?   |                                |   | X                            |           |
| d) Parks?   |                                |   |                              | X         |
| e) Other public facilities?   |                                |   |                              | X         |

***Comments to Sections N(1)(a),(b), (c), (d) and (e):***

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code do not propose any development projects, programs or actions that could reasonably be expected to result in substantial physical impacts associated with the provision or expansion of public facilities related to fire protection, police protection, schools, parks or other public services.

The aforementioned ordinances will likely improve public services. Funds generated from the proposed in-lieu fee can be spent on improvements such as enhanced lighting, street landscaping, crosswalks, and signage. Implementation of a strengthened TDM ordinance will decrease the need for auto-related infrastructure improvements required for standard congestion relief practices which typically include widening roads and building additional parking. As a result, the proposed parking code changes are not expected to result in substantial adverse physical impacts or impacts to any public service performance objectives.

**Mitigation Measures:** No mitigation measures are required.

**O. RECREATION**

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 1. Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated? |                                |   |                              | X         |
| 2. Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?                        |                                |   |                              | X         |

***Comments to Sections O(1) and (2):***

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code are not anticipated to have a negative impact related to recreation since no development projects, programs or actions are proposed that could reasonably be expected to substantially increase the use of neighborhood or regional recreational facilities, or to require the construction or expansion of recreational facilities.

***Mitigation Measures:*** No mitigation measures are required.

**P. TRANSPORTATION/TRAFFIC**

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 1. Exceed the capacity of the existing circulation system, based on an applicable measure of effectiveness (as designated in a general plan policy, ordinance, etc.), taking into account all relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit? |                                |   | X                            |           |
| 2. Conflict with an applicable congestion management program including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?  |                                |   | X                            |           |
| 3. Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?  |                                |   |                              | X         |

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 4. Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)? |                                | X   |                              |           |
| 5. Result in inadequate emergency access?  |                                |   |                              | X         |
| 6. Conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., bus turnouts, bicycle racks)?                       |                                |   |                              | X         |

**Comments to Sections P(1), (2), (3), (4), (5), (6) and (7):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code are not anticipated to have an impact on traffic or transportation as it does not propose any development projects, programs or actions that could reasonably be expected to cause a substantial increase in traffic, exceed traffic level-of-service standards, result in a change in air traffic patterns, substantially increase traffic-related hazards, result in inadequate emergency access, or interfere with alternative-transportation modes.

The proposed in-lieu fee and revisions to the existing TDM ordinance are components of a larger immediate-term policy set in the Downtown Mobility Study to execute a parking management program in the Downtown Specific Plan Zone. The goal is to maximize the efficiency of available parking and use of existing and future parking inventory. Applicants or existing change-of-use tenants wishing to use the in-lieu fee option to forego City parking requirements can satisfy environmental review of their project in regards to parking impacts by paying the in-lieu fee. Money from the in-lieu fee can then be used for a variety of transportation demand management, transit, pedestrian and streetscape improvements. All of the aforementioned ordinances are aimed at reducing the demand for parking.

The intent of revising the existing TDM ordinance is to decrease the amount of single occupancy vehicular traffic by encouraging alternative modes of transportation, such as carpooling, vanpooling, cycling, walking and incentives to reduce demand such as reduced transit passes and changes in work schedule. As currently proposed, revisions to the TDM ordinance will require all new development in the DSP (commercial development great than 25,000 sq. ft; residential developments with 100 or more units if 100% residential; 50 or more units if mixed use project) to join the Glendale TMA. Funds generated from TMA dues may be used for the aforementioned policies aimed at reducing congestion. The proposed revisions to the TDM ordinance include trip reduction goals. In addition, the City will define performance standards, monitor and implement TDM programs. This includes requiring member companies of a Glendale TMA to submit annual vehicle ridership surveys and the establishment of a yearly implementation schedule for TDM programs and annual reporting. The implementation of a revised and strengthened TDM ordinance would result in a reduction of volume of traffic, an increase in level-of-service, and lower demand for parking.

Increasing the exemption for parking requirements for a change in use for commercial spaces within the DSP area from 2,000 to 5,000 square feet and 1,000 square feet to 5,000 square feet for fast

food establishments in the DSP will not result in any significant parking impacts. Businesses less than 5,000 square feet within the DSP area are predominantly along the Mid-Brand Boulevard corridor which is composed of older structures built without any prescribed parking. Currently, any business undergoing a change-of-use may apply for a parking exception to forego providing required parking as stated in the Glendale Municipal Code Section 30.32.030. The proposed change itself would not result in significant impact since no physical change is currently proposed. No impacts are anticipated since no change to the review process for approving projects is proposed.

Establishment of the proposed in-lieu fee to forego parking requirements will not have a significant effect on the availability of parking in the City of Glendale. A peak-hour parking analysis on weekdays and weekends was conducted from 2004 – 2006 within the Downtown Specific Plan Zone. Results of this analysis are shown in Chapter 5 of the Downtown Mobility Study on Pages 5-11 and 5-12 and in the Downtown Mobility Study Appendix 5-A on Page 5A-1. This research confirms that even in peak hour parking conditions capacity is no greater than 53% percent. At the time of the parking survey, parking was tightest in areas that offer the most convenient free parking while fee parking in adjacent public parking lots and structures are often empty.

As part of the proposed modifications to the parking code, the City will develop a method to track in-lieu fee and parking exemptions within the Downtown Specific Plan Zone. In addition, the City will conduct parking audits determined as needed by the Traffic and Transportation Division. The parking audits will be similar to those completed for the Downtown Mobility Study to verify that the parking supply is maintained at an adequate level within the Downtown Specific Plan Zone. Once the parking occupancy exceeds 85%, determined in Chapter 5 of the Downtown Mobility Study as the ideal parking capacity threshold, the City could use the funds to construct additional parking, create policies to implement shared-use parking programs with private parking lots within the City, or create additional policies that further limit the demand of parking. As per the proposed in-lieu fee ordinance, the City could limit additional in-lieu fee requests from developers or existing change-of-use tenants in areas of the Downtown Specific Plan Zone where parking occupancy exceeds 85% until such policy direction is determined by the City. With these limits, no significant impacts on the availability of parking are anticipated.

**Mitigation Measures:** No mitigation measures are required.

**Q. UTILITIES AND SERVICE SYSTEMS**

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 1. Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?  |                                |   |                              | X         |
| 2. Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? |                                |   |                              | X         |
| 3. Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?          |                                |   |                              | X         |
| 4. Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?   |                                |   |                              | X         |

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 5. Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments? |                                |   |                              | X         |
| 6. Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?  |                                |   |                              | X         |
| 7. Comply with federal, state, and local statutes and regulations related to solid waste?   |                                |   |                              | X         |

**Comments to Sections Q(1), (2), (3), (4), (5), (6) and (7):**

The proposed project includes amendments to Title 30 of the Glendale Municipal Code, relating to parking standards within the DSP. These amendments include lowering minimum parking requirements for commercial and residential uses, raising the parking exemption for businesses and opportunities to further reduce parking requirements through implementing TDM programs within the DSP area. The proposed changes to the parking code also include establishing an in-lieu fee and revisions to the existing TDM ordinance.

The proposed amendments and additions to the parking code are not anticipated to have a negative impact on utilities and service systems as it does not propose any development projects, programs or actions that could reasonably be expected to exceed wastewater treatment requirements, result in the construction or expansion of water, wastewater-treatment or stormwater-drainage facilities, result in insufficient water supplies or landfill capacity, or violate solid-waste related regulations.

**Mitigation Measures:** No mitigation measures are required.

**R. MANDATORY FINDINGS OF SIGNIFICANCE**

| <i>Would the project:</i>  | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|---|------------------------------|-----------|
| 1. Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory? |                                |   |                              | X         |
| 2. Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?   |                                |   | X                            |           |

| <i>Would the project:</i>   | Potentially Significant Impact | Less Than Significant Impact With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|---|------------------------------|-----------|
| 3. Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly? |                                |   | X                            |           |

**Comments to Sections R(1), (2) and (3):**

The proposed changes to the parking code are not anticipated to degrade biological resources or the overall quality of the natural environment in Glendale, eliminate important historic or prehistoric resources, have environmental effects causing substantial adverse effects on humans, or have cumulatively considerable impacts. The changes to the parking code propose improvements and programs intended to reduce auto dependency and increase use of alternative modes, such as walking, transit, and bicycles. In addition, increasing parking exemptions from 2,000 to 5,000 square feet within the DSP area may have an additional benefit of preserving older buildings, many of which are smaller than 5,000 square feet, along the Mid-Brand Boulevard district.

**13. Earlier Analyses**

None

**14. Project References Used to Prepare Initial Study Checklist**

One or more of the following references were incorporated into the Initial Study by reference, and are available for review in the Planning division Office, 633 E. Broadway, Rm. 103, Glendale, CA 91206-4386. Items used are referred to by number on the Initial Study Checklist.

1. Glendale Downtown Mobility Study, November 2006.
2. Glendale Downtown Specific Plan Parking Recommendations, Nelson/Nygaard, October 2010.
3. The City of Glendale's Downtown Specific Plan, as amended.
4. The City of Glendale's General Plan, as amended.
5. The City of Glendale's Municipal Code, as amended.
6. "Guidelines of the City of Glendale for the Implementation of the California Environmental Quality Act of 1970, as amended," August 19, 2003, City of Glendale Planning Division.
7. Public Resources Code Section 21000 et seq and California Code of Regulations, Title 14 Section 15000 et seq.
8. "CEQA Air Quality Analysis Guidance Handbook," updated October 2003, South Coast Air Quality Management District.

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## MEMORANDUM

**To:** Mike Nilsson  
**From:** Linda Rhine and Bonnie Nelson  
**Date:** August 12, 2008  
**Subject:** In-Lieu Parking Fee

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### Introduction

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. The fee could be structured as either a fixed one-time fee per space or an annual fee per space. The fees collected can then be used to build public parking spaces, purchase private spaces for public use, or to support transportation demand management strategies and/or improve overall mobility in the downtown area. Several adaptive reuse redevelopment projects proposed for downtown Glendale will not be financially or architecturally feasible if the projects are forced to provide all of the City's minimum parking standards on-site. An in-lieu fee could encourage new development of the highest architectural and urban design quality as well as the redevelopment of vacant, underutilized, historic, and/or dilapidated buildings downtown.

In-lieu fees have many benefits for both cities and developers. The fees provide flexibility for developers. If providing all of the required parking would be difficult or prohibitively expensive for developers, then they have the option to pay the fee instead.<sup>1</sup> This is particularly useful for historic buildings, which often have limited parking included at the facility. By eliminating the requirement for on-site parking, in-lieu fees make it easier to restore historic buildings. In this way, in-lieu fees can encourage businesses to locate downtown and help to avoid vacancies. In addition, since the fees can be used to pay for spaces in public lots, more uses can share parking. Shared parking works best when uses with different peak demand periods share spaces (such as movie theaters which have a peak demand at night and offices which have a peak demand during the day), 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.

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<sup>1</sup> Donald Shoup, The High Cost of Free Parking, 2005

An in-lieu fee ordinance can be combined with other techniques for meeting parking requirements including the use of shared parking, tandem or valet parking or stacked parking to encourage better management of parking spaces provided on and off-site.

## Current Glendale Parking Regulations

Glendale's Municipal Code contains rules for minimum parking requirements, change of use regulations, reduction of parking requirements and parking fund expenditures. Further details about these rules and regulations are described below.

### Minimum Parking Requirements

Glendale has regulations requiring that both residential and commercial uses provide a minimum number of parking spaces. Each use has a specific minimum requirement (see Figure 1). For most commercial uses, the amount of parking required actually takes up more square footage than the use itself (see Figure 2).

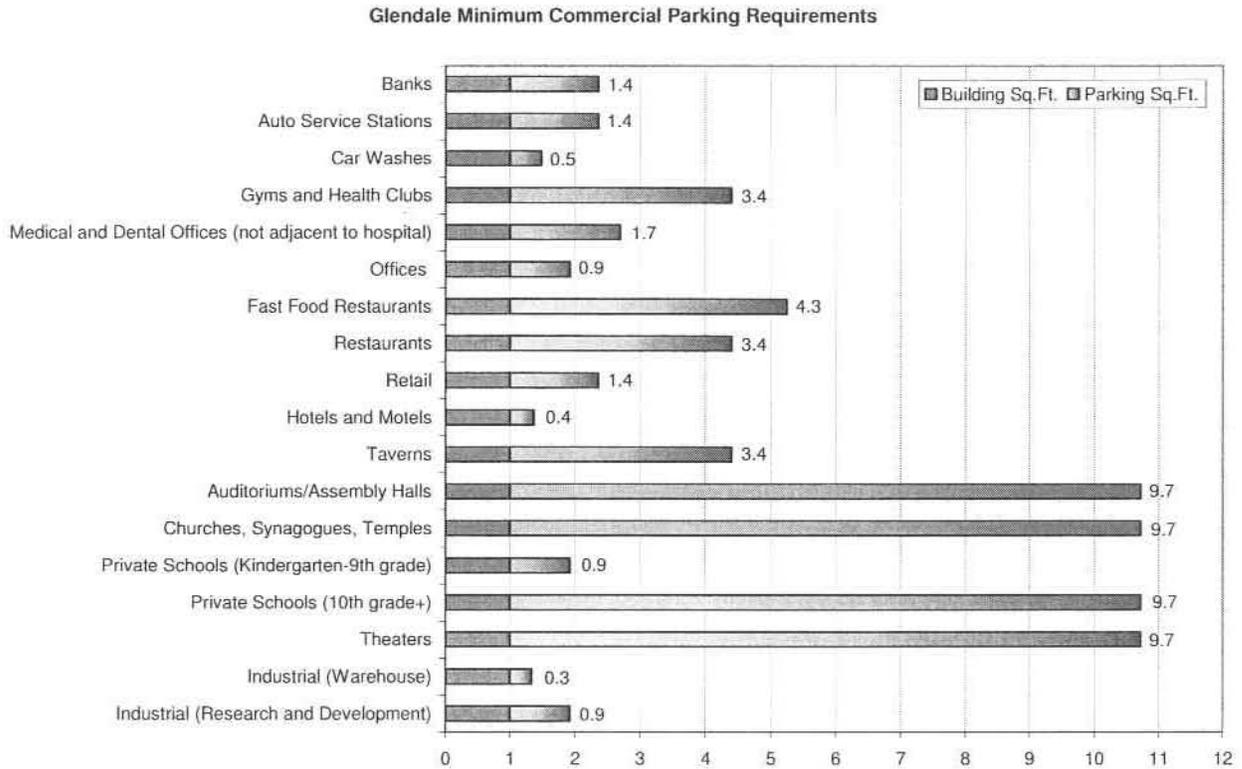
**Figure 1 Commercial Minimum Parking Requirements for Glendale**

| Land Use  | Spaces per 1,000 Sqft | Notes  |
|---|-----------------------|--|
| Banks   | 4.0                   | <i>4 per 1000 sqft of customer service area, 2.7 per 1000 sqft office floor area</i> |
| Auto Service Stations                                 | 4.0                   | <i>never less than 3 spaces</i>  |
| Car Washes  | 1.4                   | <i>never less than 10 spaces</i>   |
| Gyms and Health Clubs                                 | 10.0                  |  |
| Medical and Dental Offices (not adjacent to hospital) | 5.0                   |  |
| Offices   | 2.7                   | <i>offices where primary use is treatment of no more than 2 clients at a time</i>    |
| Fast food restaurants                                 | 12.5                  |  |
| Restaurants   | 10.0                  |  |
| Retail  | 4.0                   |  |
| Hotels and Motels*                                    | 1.1                   | <i>one space per habitable room</i>  |
| Taverns   | 10.0                  |  |
| Auditoriums/Assembly Halls                            | 28.6                  | <i>or one space per five fixed seats</i>   |
| Churches, Synagogues, Temples                         | 28.6                  | <i>where no fixed seats</i>  |
| Private Schools (Kindergarten-9th grade)              | 2.7                   |  |
| Private Schools (10th grade +)                        | 28.6                  | <i>or one space per five fixed seats</i>   |
| Theaters  | 28.6                  | <i>or one space per five fixed seats</i>   |
| Industrial- Warehouse                                 | 1.0                   |  |
| Industrial- Research and Development                  | 2.7                   |  |

\*Special Assumptions for Hotels/Motels

Source: Glendale Municipal Code – Title 30, Zoning Code; Section 30.32.030

**Figure 2 Comparison of Building Square Feet to Parking Square Feet Required**



Source: Glendale Municipal Code- Title 30, Zoning Code, April 2005, Table 30-32 - A

## Change of Use Regulations

If a building is expanded, remodeled, or the use of the building changes, the building may be required to provide more parking than its previous use. 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.<sup>2</sup> Addition of floor area up to 25% for a historic resource is exempt from these requirements.

When a change in use requires more off-street parking than the previous use, additional parking spaces are required to address the new use. For example, if a full service restaurant was to be converted into a fast food restaurant, since full service restaurants are required to provide 10 spaces per 1,000 square feet of floor area and fast food restaurants are required to provide 12.5 spaces per 1,000 square feet of floor area, the new use would be required to provide 2.5 additional spaces per 1,000 square feet of floor area. For a building with 4,000 square feet of floor area, this would mean 10 additional parking spaces would be required for the change in use. However, there are some exceptions to this rule. Any change of use permitted in a historic building is not required to provide additional parking. Changes in use of commercial spaces under 2,000 square feet are not required to add more parking.

<sup>2</sup> Glendale Municipal Code – Title 30, Zoning Code; Section 30.32.030

Change of use regulations are particularly pertinent to Brand Boulevard and other streets in downtown Glendale, where small commercial spaces turn over and a number of vacancies present opportunity sites for new development. Given the presence of the Alex Theater, movies and other entertainment venues on Brand, restaurants and other retail/commercial outlets may be interested in developing in underutilized parcels along Brand; however, with limited options for on-site parking, it is difficult to encourage developers to locate to Glendale's "Main Street" because it is difficult or impossible to provide required parking. Developers at these sites almost always require exemptions from parking requirements, described below, which are fully discretionary. Developers are less likely to go through the process of obtaining a property or leasing a site if they are unsure whether they will be allowed to go forward.

## **Administrative Exceptions**

If the owner would like to make a minor change to the parking requirement for a change of use project, they can apply for an administrative exception.<sup>3</sup> The applicant may ask for a maximum of three spaces or a five percent reduction, whichever is greater, in the number of total parking spaces required for the building after a change of use. The zoning administrator will consider and render decisions on any administrative exception and may impose conditions to safeguard and protect the public health, safety and promote the general welfare, to insure that the development so authorized is in accordance with approved plans and is consistent with the objectives of the ordinance. The administrative exception will only be granted if the zoning administrator finds in writing that:

- The granting of the exception will result in design improvements, or there are space restrictions on the site which preclude full compliance with Code requirements without hardship
- The granting of the exception, with any conditions imposed, will not be materially detrimental to the public welfare or injurious to the property or improvements in such zone or neighborhood in which the property is located
- The granting of the exception will not be contrary to the objectives of the applicable regulations

It is the responsibility of the applicant to provide proof supporting the above statements.

## **Reduction of Parking Requirements**

Beyond administrative exceptions, a discretionary process for reduction of parking requirements does exist in Glendale.<sup>4</sup> The following types of projects might qualify for a reduction:

- Mixed use
- New construction and use intensification near public parking
- Uses adjacent to transit
- Projects in redevelopment areas
- Disabilities upgrade

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<sup>3</sup> Glendale Municipal Code – Title 30, Zoning Code; Section 30.44 – Administrative Exceptions

<sup>4</sup> Glendale Municipal Code – Title 30, Zoning Code; Section 30.50 – Request for Parking Reduction Permit

Applicants can request parking reductions for other reasons as well. For projects within the DSP, requests must be approved by the City Council and follow the parking reduction procedure. For any request, the Director of Planning may require a parking demand study conducted by a licensed traffic engineer or other transportation professional.

In addition, the Director of Planning or the Director of Development Services shall set the matter for public hearing and notify the City Clerk of the hearing date.<sup>5</sup> The City Clerk shall give notice of the public hearing. The notice shall contain the date, time and place of the hearing, the general nature of the parking reduction and the street address or legal description of the property involved.

Between 2000 and 2005, 72 parking requirement reduction requests were made in Glendale. In total, these properties ordinarily would have been required to provide 3,069 parking spaces. Reduction requests varied from 6% to 100% of required spaces. Overall, the properties proposed to provide 1,273 spaces, a reduction of 59% from the required number of spaces.

Currently, when the city grants parking reduction permits, it gets nothing in return. 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 raise money for the city.

It should be noted that a parking reduction permit allows developers to reduce the minimum parking requirements for a specific development. However, applying for a reduction gives no guarantee that it will be granted. By contrast, an in-lieu fee would allow developers to satisfy the minimum parking requirements by paying a fee per space not provided. Should the developer decide to pay the fee, they will have a guarantee that those spaces paid for by the fee will be counted towards meeting the minimum parking requirement. Paying the fee will not require the applicant to conduct a parking demand study or go to City Council.

Currently there is no in-lieu fee ordinance in place. However, should the in-lieu parking fee ordinance be adopted, developers will still have the option to apply for an administrative exception or a parking reduction permit should they so choose. Therefore, in order to avoid unnecessary permit requests, it might be beneficial to set the in-lieu fee level low enough to discourage developers from trying to continually "go around" the in-lieu fee ordinance by applying for a parking reduction permit. Developers may feel like they could get a better deal if they went directly to Council rather than following the ordinance.

## **Parking Use Permit**

If a development does not have enough parking on-site to its meet minimum parking requirements, it may be able to satisfy some portion of its parking requirements off-site by applying for a parking use permit.<sup>6</sup> Off-site parking facilities secured by a lease may be used to satisfy the parking requirements for change of use projects. Off-site parking spaces secured by a covenant may be used to satisfy parking requirements for either change of use or new construction projects. For projects within the DSP, the Director of Planning will determine whether a public hearing is necessary. The permit will ultimately be granted by either the Director or the City Council.

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<sup>5</sup> Glendale Municipal Code – Title 30, Zoning Code; Section 30.61 – Hearings and Public Notices

<sup>6</sup> Glendale Municipal Code – Title 30, Zoning Code; Section 30.51 – Parking Use Permit

Currently, there is no prescribed procedure for developers to lease parking spaces in public garages. However, the City has recently negotiated a parking space lease agreement with the developer of the DPSS Building, a project involving reuse of a historic building where on-site parking was not possible.<sup>7</sup> This agreement was negotiated outside of a fee ordinance, and the developer did not need to obtain a parking use permit. However, this agreement can be seen as an example of the type of lease agreement that would be required to obtain a parking use permit.

The DPSS building, located at 225 E. Broadway, Glendale, California, was constructed at a time when on-site parking was not required and consequently has no parking available on-site. In addition, since the use of the building will not change, as it will remain an office building, no additional on-site parking is required in order to satisfy the current minimum parking requirements. However, in order to provide parking for tenants, the developer elected to lease 178 parking spaces in nearby public parking garages. The City and the developer entered into a parking space lease agreement in which the developer agreed to lease 178 spaces in the Glendale Marketplace and Exchange parking garages. The developer agreed to pay market rate for each space (in the form of a monthly parking permit) in addition to a premium of \$13.75 per space per month. The developer shall have the right to use the spaces on a non-exclusive basis in common with all other public users of the parking garages. Users must show the permit in order to enter the garage.

Developers of other buildings with no on-site parking may wish to enter into similar agreements in order to guarantee monthly parking passes for their tenants. In addition, developers may wish to enter into a similar agreement in order to satisfy some portion of their minimum parking requirements through leasing spaces in public garages, in which case the developer must apply for a parking use permit. It should be noted that parking space lease agreements are separate from the in-lieu fee. Payment of an in-lieu fee does not entitle a developer to specific parking spaces elsewhere in the city. Even if the developer pays an in-lieu fee, if the developer would like to reserve spaces in a public parking garage they will have to make a separate arrangement.

## **Parking Fund Expenditures**

Currently, money collected from parking meters and parking garages is put into the City's Parking Fund. Money in the parking fund can be used only for related activities such as parking meters, parking lot enforcement, architectural and engineering studies and analyses, purchase and maintenance of off-street parking facilities, and can be transferred to the general fund if approved by the City Council. The Parking Fund is currently managed by the Transportation and Traffic Section of the Department of Public Works. The Department submits an annual accounting of the amount in the fund and a budget for fund expenditures. Although the fund was intended to be used as a source of funding for new parking, the Downtown Mobility Plan determined that new parking facilities are not needed in Downtown Glendale; rather that improved parking management and an emphasis on other modes would provide enhanced mobility in the downtown area.

In the future, when in-lieu revenues are also available, they could be deposited in the same fund, which should be broadened to address not only future parking supply, but also the other recommendations of the Mobility Plan, including improvements to all modes and demand

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<sup>7</sup> DPSS Parking Space Lease Agreement for Parking in the Glendale Marketplace and Exchange Parking Garages, January 17, 2008

management strategies. This is discussed in more detail at the end of this memorandum and will be the subject of additional analysis.

## Peer Review

Many cities have already implemented in-lieu fees. Figure 3 summarizes the per-space in-lieu fees for twelve Californian cities in 2008.

**Figure 3 Summary of In-Lieu Fees in Californian Cities**

| City             | Fee Amount   | Year Initiated | Fee Adjustments                                    | Fee Revenue Expenditures  |
|------------------|--|----------------|--|---|
| Beverly Hills    | Rodeo: \$35,704.30<br>Beverly: \$28,563.40<br>Other CBD: \$21,422.40 | 1940's         | Adjusted annually based on cost of living index    | Used to construct parking garages on city owned lands and in partnership with private development   |
| Davis            | \$4,000  | 1970's         | Adjusted on an as-needed basis                     | Held in a consolidated off-site parking fund program, spent on construction of public parking resources and parking structures downtown   |
| Hermosa Beach    | \$28,900   | 1980's         | Adjusted on an as-needed basis                     | Used for construction of parking garages  |
| Huntington Beach | \$16,884.39  | 1995           | Adjusted annually based on CPI                     | Generally will be spent to provide parking in downtown  |
| Laguna Beach     | \$20,000   | 1960           | Adjusted on an as-needed basis                     |   |
| Millbrae         | \$12,313   | 1987           | Adjusted annually based on CPI                     | Used to improve parking in the city's commercial district. Have been used to enhance and modify the city's three municipal lots and for re-stripping of the downtown area                 |
| Monterey         | \$8,710  | 1960's         | Adjusted annually based on CPI                     | Transportation demand management; operating funds for a free downtown shuttle "the Wave".   |
| Mountain View    | \$26,000   | 1988           | Adjusted as needed based on cost of construction   | Used to construct parking garages in downtown, provide shared parking facilities  |
| Palo Alto        | \$58,423   | 1995           | Adjusted annually based on construction cost index | Used for construction of public parking spaces within the assessment district   |
| Pasadena         | \$146.53 per year  | 1987           | Adjusted annually based on CPI                     | Used to build parking garages   |
| Pismo Beach      | \$36,000   | 2005           | Adjusted on an as-needed basis                     | Spent on parking improvements including property acquisition, parking structure construction, parking lot lease fees, parking lot maintenance, implementing downtown paid parking program |

| City            | Fee Amount  | Year Initiated | Fee Adjustments                | Fee Revenue Expenditures  |
|-----------------|---|----------------|--------------------------------|---|
| San Luis Obispo | New construction:<br>\$16,400<br>Change of use: \$4,100 | 1987           | Adjusted annually based on CPI | Placed in the Parking Enterprise Fund, used for operations, maintenance, and new construction of parking facilities |

Several other Southern Californian cities were also contacted, which do not have per-space in-lieu fees. These cities are summarized in Figure 4 below. However, the city of Alhambra states that development located near public parking can use these off-site spaces towards meeting their parking requirements. It should also be noted that although Santa Monica does not have a per-space fee, they do have an option for developments within the Bayside District to pay a fee of \$1.50 for every new square footage of building space added after 1986 for which parking is not provided.

**Figure 4 Californian Cities without Per-Space In-Lieu Fees**

| City           | Fee Status   | Comments   |
|----------------|--------------|--|
| Alhambra       | No Fee       | Development within 400 lineal feet of public parking lots can take credit for the public spaces toward meeting their parking requirement                       |
| Anaheim        | No Fee       | Code-required parking must be provided unless a parking study is completed and determines the actual demand of a project is less than the code-required demand |
| Irvine         | No Fee       | When a project is unable to provide the code-required parking, a request for Administrative Relief may be submitted to the City per Zoning Code Section 4-6-3  |
| San Bernardino | No Fee       |  |
| Santa Clarita  | No Fee       |  |
| Santa Monica   | Building Fee | Fee is \$1.50 per SF of building space for which parking is not provided; no per-space fee   |
| Oxnard         | Pending      | Pending approval of the City Council, fee will likely be \$3,500 per space   |
| Long Beach     | Suspended    | Fee did not cover cost of providing parking, reanalysis required before the fee would be reinstated  |
| Newport Beach  | Suspended    | A reduction or waiver is possible through at Use Permit, otherwise all required parking must be provided on site   |

Descriptions of how per-space in-lieu fees are administered in four of Glendale's peer cities are presented below. It should be noted, however, that Pasadena applies an annual fee whereas most cities apply a one-time fee.

### **Pasadena, California**

In contrast to the automobile image of the City of Los Angeles, Pasadena has gained a reputation for its pedestrian-friendly, vibrant downtown, that combines a mix of uses with easy access by the automobile. However, this was not always the case. By the 1970's Old Pasadena had become run-down and somewhat of a skid row. Revitalization of the area occurred throughout the 1980's. When the Parking Credit Program was initiated in 1987, the parking in-lieu fee was

set extremely low in order to encourage development in the area. Old Pasadena has since been transformed into a restaurant and entertainment center, and a major attraction in Southern California.

The city's "Parking Credit Program" allows property owners in Old Pasadena to pay a fee in lieu of satisfying minimum parking requirements on-site. This is particularly important in allowing adaptive reuse of historic buildings that were built without parking, where minimum parking requirements would be triggered by a change in use. Since few of the buildings in this historic part of the city have off-street parking, this removed one of the major barriers to adaptive reuse. The fee is collected annually, rather than as a lump sum which is common in many other cities, allowing developers to avoid financing problems. However, this approach has created some revenue collection issues, particularly where property has changed owners. The fee is set at an extremely low rate (\$146.53 per year per space in 2008). In 2002, the criteria were tightened, with eligibility limited to designated historic buildings, and buildings that would require additional parking following rehabilitation or a change in use. In-lieu fee revenue helped to fund two public parking structures, which total 1,567 spaces, and provided a public contribution to a private structure that is open to the public. One space has been built for every 1.5 parking credits awarded; fewer spaces are required since spaces are shared between uses. The in-lieu fee typically provides only a small portion (5%) of the funding needed to build and operate its public garages. However, because the city collects the great majority of the revenue needed to build and operate parking from hourly and monthly parking charges (see Figure 5), it does not need to collect much revenue from its in-lieu fees.

**Figure 5 Old Pasadena Parking Meter Revenues and Expenditures, FY2001**

| Line Item                                     | Amount             | Comments   |
|---|--------------------|--|
| <b>Parking Revenues</b>                       |                    |  |
| Meter Charges                                 | \$1,288,012        | \$1,867 per meter                                |
| Valet Charges                                 | \$68,915           | Valet use of meter spaces                        |
| Investment Earnings                           | \$89,067           | Interest on fund balance                         |
| <b>Total Revenue</b>                          | <b>\$1,445,994</b> | <b>\$2,096 per meter</b>                         |
| <b>Parking Expenses</b>                       |                    |  |
| Operating                                     | \$162,127          | Including personnel, cash handling and materials |
| Capital                                       | \$102,338          | Lease payments and replacements                  |
| <b>Total Expenses</b>                         | <b>\$264,465</b>   | <b>\$383 per meter</b>                           |
| <b>Net Revenue</b>                            | <b>\$1,181,529</b> | <b>\$1,712 per meter</b>                         |
| <b>Other Expenses</b>                         |                    |  |
| Security                                      | \$247,681          | Additional police patrols                        |
| Lighting Services                             | \$20,600           |  |
| Additional Sidewalk /<br>Street Maintenance   | \$410,796          |  |
| Marketing                                     | \$15,000           |  |
| Debt Service                                  | \$448,393          | For streetscapes and alleyways                   |
| <b>Total Expenditures<br/>in Old Pasadena</b> | <b>\$1,142,470</b> |  |

Source: City of Pasadena

## Beverly Hills, California

The in-lieu fee program in Beverly Hills dates back as far as the 1940's. The program has changed and evolved over the years to maintain effectiveness for the city. Originally the fee was calculated based on the cost of land and improvements, however, as these costs increased, interest in the program dropped. Now the fee is set at a level to cover the cost of constructing a parking stall. The fee only applies to the central business district (CBD). Currently the city has three different fee amounts according to distance from the central business core:

- Inner CBD core (Rodeo Dr.): \$35,704.30 per space
- Mid-CBD (Beverly Dr.): \$28,563.40 per space
- Outer CBD: \$21,422.40 per space

The fee is readjusted every year, along with all other city fees, based on the cost of living index. However, the city is planning to re-assess the fee in the near future since construction costs have increased dramatically. Current building costs for subterranean parking spaces in Beverly Hills have been estimated at between \$65,000 and \$80,000.

The in-lieu fee is defined in the city's code and the program is administered by the Community Development Department. The applicant applies through the Planning Division and must receive approval from the Planning Commission. Once approved, the applicant will pay the fee in order to receive a building permit. The Building and Safety Division collects the fees, which are placed in the In-Lieu Parking Fund. These funds are then used to construct parking garages on city owned lands and recently have been used in partnership with private development.<sup>8</sup>

## **Mountain View, California**

Mountain View's current in-lieu fee is a one-time fee of \$26,000 per space. The fee is not adjusted annually, however, the fee has been reset twice since its inception in 1988. The original fee was \$9,000. In 1991 the fee was increased to \$13,000 based on the actual cost of construction for the first downtown garage built in Mountain View. In 2000 the fee was increased again to its current value of \$26,000. The updated fee was agreed upon in consultation with the City's Downtown Committee and was in line with projected costs for the construction of a new City garage.

The fee was codified in the Downtown Precise Plan and applies to a specific parking district within this Precise Plan Area. The intent of the fee is to provide shared parking facilities to accommodate those sites within the Parking District that cannot or opt not to provide parking on-site. The fee is paid to the Parking District, which is administered by the Community Development Department, and is used to construct new parking. So far, money generated from the in-lieu fee has been contributed to the construction of two parking garages in Downtown Mountain View.<sup>9</sup>

## **Monterey, California**

The City of Monterey's Parking Adjustment fee has been in existence since the 1960's. Developers have the option to either pay a one-time fee or a monthly fee per space. The one-time fee is \$8,710 per space and the monthly fee is \$72.58 per space per month. These fees are adjusted each year on July 1<sup>st</sup> according to the CPI. Fee agreements are handled by the city's Planning Division. Rather than investing the money solely in parking, fee revenue is contributed to transportation demand management, in order to reduce the demand for parking. In particular, the fees are used to help offset some of the costs of a free, city-run shuttle which operates in the summer and during some holidays.<sup>10</sup>

## **Establishing In-Lieu Fee Rates**

Setting an in-lieu fee is complicated, requiring a fee that is high enough to generate revenue for needed parking and mobility projects without being so high that a developer would rather simply build parking. If the fee is set too high, it could be cost-prohibitive for potential developers, which might lead to empty storefronts or cancelled projects. However, if the fee is set too low, then it will not be able to fund measures to replace parking or reduce the demand for parking. To give a basis for comparison, examples of one-time, per-space in-lieu fees in

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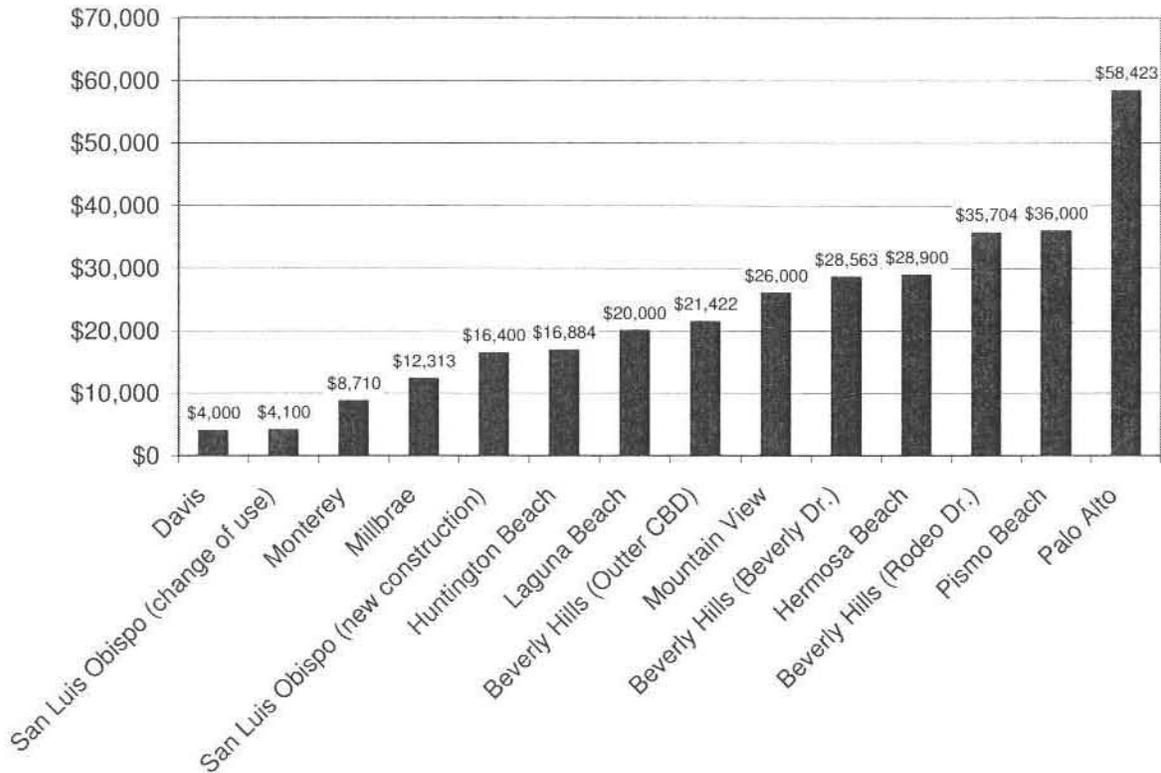
<sup>8</sup> Email communication with Peter Noonan, City of Beverly Hills Community Development Department, June 12, 2008

<sup>9</sup> Email communication with Rebecca Shapiro, City of Mountain View Planning Division, June 13, 2008

<sup>10</sup> Email communication with Wayne Dalton, City of Monterey Parking Superintendent, June 17, 2008

Californian cities, as discussed in the previous section, are shown below in Figure 6. In addition, the in-lieu fee for Pasadena is \$146.53 per space per year.

**Figure 6 In-Lieu Fees from Californian Cities**



### Cost to Build Parking

An analysis of the annualized costs of building parking in Glendale was conducted in order to provide a reference point for determining the in-lieu parking fee. This scenario simulates a hypothetical situation in which a five story parking garage is built on top of an existing 100-space surface lot.

The assumptions used for this analysis are listed below:

- A five-story parking garage with six parking levels (parking on roof level)
- A structured garage displaces a 100-space surface parking lot on a 34,000 square foot (0.78 acre) site
- 80 spaces on each parking level for a total of 480 spaces
- Parking space size 340 square foot per space (or 128.1 spaces per acre)
- Land value in Downtown Glendale is approximately \$250 per square foot
- Direct cost refers to direct construction costs

- Soft cost refers to architectural and engineering fees
- Debt service equals payments needed to repay project costs over the lifetime of the structure
- 5% interest (tax-free municipal bonds)
- 35-year useful life
- Operation/maintenance and enforcement costs are based on the city's 2005 operation and maintenance costs for the Marketplace Garage

Under this scenario, the total project costs are \$18 million for the entire project or \$47,483 per space gained, as illustrated in Figure 7. This is in line with the cost per space added for several recent downtown public parking garages in California:

- UCLA (2001): \$21,000
- Mountain View (2000): \$26,000
- Walnut Creek (1994): \$32,400
- Palo Alto (2002): \$50,994

**Figure 7 Estimated Capital Cost per Parking Space**

| <b>New Downtown Garage</b>          |                 |
|-------------------------------------|-----------------|
| Structured Spaces Built             | 480             |
| Surface Spaces Displaced            | 100             |
| Net Spaces Gained                   | 380             |
| Land Cost                           | \$8,500,000     |
| Direct Cost                         | \$7,514,482     |
| Project Cost (Land + Direct + Soft) | \$18,043,392    |
| <b>Gross Cost Per Space</b>         |                 |
| Direct                              | \$15,655        |
| Project                             | \$37,590        |
| <b>Cost Per Space Gained</b>        |                 |
| Direct                              | <b>\$19,775</b> |
| Project                             | <b>\$47,483</b> |

Source: Nelson\Nygaard Consulting Associates, Inc.

On an annualized basis, this results in a cost of \$283 per space per month or \$3,399 per space per year, as illustrated in Figure 8. It should be noted that this is a conservative estimate. Several costs are excluded, such as externalized public costs, which have been estimated at \$117/space for traffic congestion and air pollution costs. This example demonstrates that building parking is expensive and there are ongoing operating costs. It should be noted that many developers in Glendale choose subterranean parking, which can be far more expensive than aerial structured parking.

**Figure 8 Resulting Costs per Space per Year**

| <b>New Downtown Garage</b>           |                 |
|--------------------------------------|-----------------|
| <b>Project Cost per Space Gained</b> | <b>\$47,483</b> |
| <b>Annual Costs per Space Gained</b> |                 |
| Debt Service                         | \$2,900         |
| Operation & Maintenance              | \$350           |
| Insurance                            | \$95            |
| Enforcement                          | \$54            |
| <b>Total Cost per Space Gained</b>   |                 |
| Per Year                             | \$3,399         |
| Per Month                            | \$283           |
| Per Workday                          | \$13            |

Source: Nelson\Nygaard Consulting Associates, Inc.

## Parking Revenue

Although parking meters and lots generate some revenue, at Glendale's current parking rates, the revenue is lower than the annual costs to build and maintain public parking spaces. The annual revenue per parking meter in off-street lots in Glendale for FY07/08 was \$736 (see Figure 9) while the annual revenue per space in public garages in Glendale in FY07/08 was \$801 (see Figure 10).

**Figure 9 Annual Revenue from Off-Street Parking Meters**

| Lot Number   | Number of Meters | % Occupancy | Annual Revenue   | Revenue per Meter |
|--------------|------------------|-------------|------------------|-------------------|
| 1            | 58               | 25%         | \$19,478         | \$336             |
| 2            | 57               | 57%         | \$44,793         | \$786             |
| 3            | 65               | 69%         | \$61,159         | \$941             |
| 4            | 81               | 36%         | \$40,439         | \$499             |
| 6            | 117              | 90%         | \$143,991        | \$1,231           |
| 10           | 62               | 53%         | \$45,113         | \$728             |
| 11           | 66               | 23%         | \$21,014         | \$318             |
| 12           | 33               | 16%         | \$7,338          | \$222             |
| 15           | 25               | 66%         | \$22,404         | \$896             |
| 17           | 45               | 69%         | \$42,254         | \$939             |
| <b>TOTAL</b> | <b>609</b>       |             | <b>\$447,984</b> | <b>\$736</b>      |

Source: City of Glendale

**Figure 10 Annual Revenue from Public Parking Garages**

|               | Number of Parking Spaces | Annual Revenue     | Revenue per Space |
|---------------|--------------------------|--------------------|-------------------|
| Exchange      | 675                      | \$615,370          | \$912             |
| Marketplace   | 1,100                    | \$1,014,169        | \$922             |
| Orange Street | 620                      | \$288,110          | \$465             |
| <b>Total</b>  | <b>2,395</b>             | <b>\$1,917,649</b> | <b>\$801</b>      |

Source: City of Glendale

Users can either pay an hourly fee or purchase a monthly pass to park in the public garages. It should be noted that spaces in the Exchange and Marketplace garages are well used. This is reflected in the higher revenue per space. Spaces in the Orange Street garage, however, are under-utilized. Most of the spaces sit empty, even during the peak hour, and revenue generated from this lot is low. Excess capacity exists in this lot for parking from new developments.

### In-Lieu Fee Assessment

An in-lieu fee would allow developers to avoid building at least some portion of required parking. As discussed, the cost to build a new parking space in Glendale is approximately \$47,483 for capital costs, resulting in an annualized cost to build and operate each space of \$3,399 annually. However, providing the space on-site could have various benefits for developers, such as potential revenue from parking fees in addition to adding capital value and marketing value to the development. Therefore, the value of the option not to build parking is lower than the cost to build parking and should be set lower than the cost to build parking accordingly. It is difficult to determine the exact value of the option not to build parking, since it will vary per project. However, it is useful to set the in-lieu fee at a fixed amount so that

developers can take this amount into consideration when deciding whether or not to build parking.

In addition, Glendale should consider that when a business opts not to build a parking space, the city does not necessarily need to build that space elsewhere. As described earlier, the demand for parking in main street areas is often lower than that what is currently required by the city's parking requirements. In addition, many on-street spaces are available to satisfy some parking needs. Therefore, even if some developments do not provide all of the required parking, there can still be sufficient parking available in the area.

Finally, when public spaces are efficiently used, as in the example of Pasadena, revenues generated by hourly and monthly parking fees will cover a significant portion of the cost to build and maintain parking. While Glendale's Exchange garage is being used efficiently and generating a fair amount of revenue, the Orange Street garage is not being used efficiently. Use in this garage should be increased before building a new garage can be justified. This also demonstrates the need to strategically plan new parking garages, because although an efficient garage can generate revenue for the city, an inefficient garage will continue to cost the city money.

## **Options and Recommendations**

This section contains the various options as well as specific recommendations for the type of in-lieu fee, the fee amount and how the fee should be applied. In order to create an in-lieu fee, the City of Glendale will have to create an in-lieu fee ordinance in its municipal code. The ordinance should specify that the in-lieu fee will only apply to projects within the DSP area. These recommendations will aid in creating this ordinance.

### **Type of In-Lieu Fee**

#### **Options**

The city has two options for type of fee:

- Option A: a fixed one-time fee per space
- Option B: an annual fee per space

A one-time fee is simpler to apply and easier for developers to incorporate into construction calculations. This option also provides more money to the city upfront. In addition, the one-time fee does not create any complications when ownership of a development changes hands.

An annual fee does not place as high of an upfront financial burden on the developer. Instead, the payments are smaller and spread out over time. This provides a continued income to the city for transportation improvements.

#### **Recommendation**

A combination of fee types is recommended. It is recommended that new developments are charged a one-time fee. The one-time fee is recommended to avoid revenue collection issues which can occur when 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.

Change of land use 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. In this situation, the annual fee may be more financially feasible than a one-time fee. 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.

## Fee Amount

### Options

In-lieu fees in other cities have a wide range. Different fee levels would have different impacts for the city. Three potential fee amounts Glendale could choose between are:

- High Fee Amount: one-time fee: \$40,000 per space; annual fee: \$2,400 per space
- Medium Fee Amount: one-time fee: \$24,000 per space; annual fee: \$1,500 per space
- Low Fee Amount: one-time fee: \$10,000 per space; annual fee: \$600 per space

The high fee amount of \$40,000 per space is close to the cost to construct a parking space in Downtown Glendale. The annual fee of \$2,400 per space was calculated based on the cost to cover the \$40,000 fee over the course of 35 years with an interest rate of 5%.<sup>11</sup> However, these values are quite high. The one-time fee is more than twice the in-lieu fee for several cities cited. Additionally, this fee level would likely discourage developers from developing in downtown.

The medium fee amount of \$24,000 per space was suggested because it is lower than the cost to build a parking space in downtown Glendale (about half the cost), and is close to the average in-lieu fee amount from the other cities cited for California. This amount is reasonable because it will generate sufficient funds for the city to invest in transportation improvements. In addition, it is low enough to encourage developers to build or redevelop sites in downtown Glendale. The annual fee of \$1,500 per space per year was calculated based on the approximate cost to cover the \$24,000 fee over the course of 35 years with an interest rate of 5%.

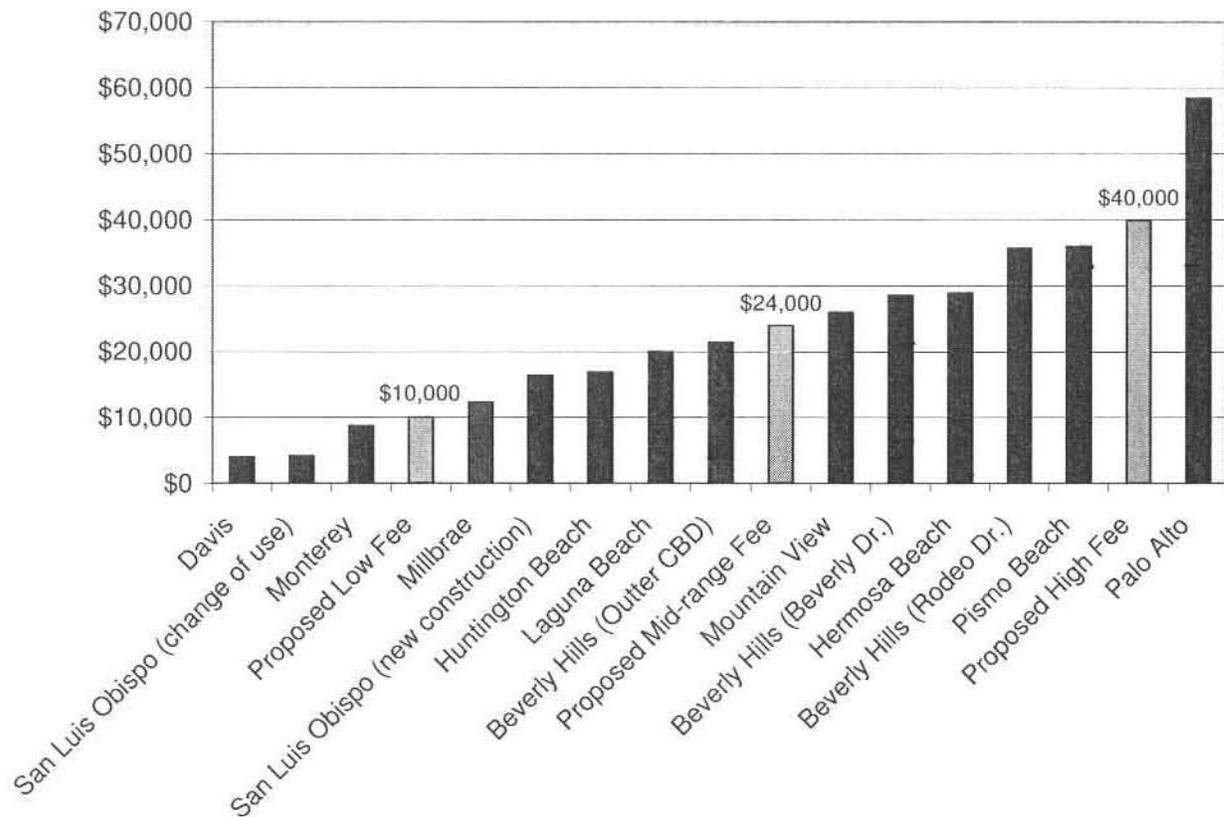
The low fee amount of \$10,000 per space represents the mid-range of in-lieu fees charged by cities in California. Since this fee is lower than the other options, it will likely encourage more developers to develop or redevelop in downtown. While this low value will not provide as much revenue for transportation investments, it can still generate sufficient funds for many transportation demand projects. The annual fee of \$600 per space per year was calculated based on the approximate cost to cover the \$10,000 fee over the course of 35 years with an interest rate of 5%.

A comparison between the proposed fees and current in-lieu fees in other California cities can be seen in Figure 11. In addition, Appendix A and Appendix B show comparisons between various in-lieu fee amounts.

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<sup>11</sup> annual payment = one-time payment \* [interest rate/(1-(1+interest rate)^(-number of years))]

**Figure 11 Proposed and Current In-Lieu Fees**



**Recommendation**

The in-lieu fee should be set low enough to encourage redevelopment in the downtown area yet high enough to allow the city to fund transportation improvements. The fee should be set lower than the approximate cost to build a parking space in Glendale, which has been estimated as much as \$47,483. The city does not need to build a new space for each space foregone. Therefore, the recommended one-time fee is the mid range option of \$24,000 per space. The recommended annual fee is the low option of \$600 per space per year. In addition, the fees should be adjusted every year according to the Consumer Price Index (CPI).<sup>12</sup> Many cities in Southern California currently adjust their in-lieu fees annually according to the CPI. While some cities, such as Beverly Hills, have found that the CPI does not keep up with the costs of construction, and have therefore decided to reevaluate their fee, this is only an issue for cities who intend to use fee revenues to build parking. If the city of Glendale plans to invest fee revenue into other applications, as recommended in the Parking Fund section below, adjusting the fee by the CPI should be sufficient, since it will not be necessary for the fee revenue to cover the full cost of parking construction. However, the City Council may wish to review fee revenue and expenditures periodically to see if an adjustment beyond the CPI is needed.

<sup>12</sup> Each year the fee should be adjusted according to the percent change in CPI. For example, if the fee was \$24,000 in 2008 and the CPI increased 4% between 2008 and 2009, the fee should be increased by 4%:  $\$24,000 \times 1.04 = \$24,960$ . So the 2009 fee would be \$24,960.

## Percent of Spaces Forgone

### Options

While typically cities with an in-lieu fee allow the developer to forgo up to 100% of required spaces, Glendale might want to limit the percent of spaces forgone, at least during the early years of fee implementation. This will ease the mind of some who might think that developers will rush to avoid putting in a full complement of parking and available parking will be oversubscribed too quickly. Two options are:

- Option A: allow developers to forgo anywhere from 0% to 100% of required spaces by paying the in-lieu fee
- Option B: require developers to apply for an exemption if they wish to forgo more than 50% of required spaces

As previously mentioned, between 2000 and 2005, 72 parking requirement reduction requests were made in Glendale, with reduction requests ranging between 6% and 100% of required spaces. Overall this resulted in requests to reduce the required number of spaces for these specific sites by 59%. Therefore, developers requesting to forgo 100% of required spaces are balanced out by developers requesting to forgo fewer spaces. Even with this option, many developers would not request to forgo 100% of spaces, especially because many sites that are being redeveloped in Glendale already contain some on-site parking. Consequently, it might not be necessary to limit the number of parking spaces developers can request to forgo. Other cities typically do not place such a limit on spaces forgone and most projects do not choose to forgo 100% of spaces.

However, if the city wants to maintain some control over the spaces forgone, the in-lieu parking fee ordinance could include a requirement that any developer requesting to forgo more than 50% of spaces must apply for an exemption. If the requests are reasonable, it is likely that the city will honor many of these exemptions. However, this requirement will ensure the city a higher level of control over ensuring that sufficient parking spaces are provided on-site.

### Recommendation

The recommended action is a combination of Option A and Option B. Change of use projects should be allowed to forgo any portion up to 100% of required parking, however new developments must apply for an exemption if they wish to forgo more than 50% of required parking. Requiring a change of use project to apply for an exemption could discourage developers from redeveloping sites downtown. There are many situations in which no parking spaces are included on a potential redevelopment site and it would be nearly impossible for the developer to build parking spaces. In these cases, developers should be allowed to forgo 100% of required spaces by paying the in-lieu fee without having to go through the extra step of applying for an exemption.

New developments, however, will only be able to forgo up to 50% of required parking by rights. If the developer wishes to forgo more than 50% of required spaces, they must apply for an exemption and provide reasons for the request. The exemption must be approved by city council. This will give the city a chance to review the project to determine how much parking is actually needed.

## **Parking Fund**

### **Options**

Currently, money collected from parking revenue is placed in the city's parking fund. Money in this fund can only be used for parking related activities. However, the Downtown Mobility Study recommended creating a new fund for parking revenue that will allow funds to be spent more broadly. The two options are outlined below:

- Option A: place money collected from the in-lieu fee in the city's current parking fund with use limited to maintaining or building parking
- Option B: replace the current parking fund with a new Downtown Transportation Fund; place revenue from the in-lieu fee and other parking revenue in the fund

There are three ways funds from in-lieu fees are typically spent: to build public parking spaces, to open private spaces for public use/shared parking and to fund other mobility projects and TDM. Current parking fund expenditures allow for the first two purposes. If the current municipal code for parking fund expenditures is not changed, money from the in-lieu fee can be used to either build new public parking structures, or to purchase private spaces to be used for public use.

The Glendale Mobility Study mentioned creation of a Downtown Transportation Fund. This fund would replace the current parking fund. All parking revenue and money collected from the in-lieu fee would be placed in this fund and the money would be dedicated for implementation of Downtown Mobility Study recommendations. Expenditures would include parking maintenance and operations, transportation demand management strategies, and transit improvements. These investments would help reduce the demand for parking in downtown Glendale. Money collected from parking fees, including in-lieu fees, in the downtown area would be spent downtown, which further encourages downtown businesses and developers to support parking management.

### **Recommendation**

It is recommended that the City of Glendale create a Downtown Transportation Fund (Option B). However, the details involved in creating this fund will be provided at a later time. Initially, money collected from the in-lieu fees should be placed in the current parking fund. Once the Downtown Transportation Fund has been created, all parking revenue and money collected from the in-lieu fee will be placed in this fund and the money will be dedicated to implementing Downtown Mobility Study recommendations. Expenditures would include parking maintenance and operations, transportation demand management strategies, and transit improvements. These investments will help reduce the demand for parking in downtown Glendale. The City should develop an annual budget for fund expenditures, which must be approved by the City Council.

## Change of Use Exceptions

### Options

The current zoning code states that changes in use of commercial spaces under 2,000 square feet are not required to add more parking.<sup>13</sup> However, in order to encourage redevelopment of smaller establishments, this value could be increased to 5,000 square feet:

- Option A: do not change current change of use exceptions
- Option B: amend change of use exceptions to state that changes in use of commercial spaces under 5,000 square feet in the DSP area are not required to add more parking

Increasing the size of establishments that are waived from the change of use regulation to provide more parking from establishments under 2,000 square feet to establishments under 5,000 square feet will encourage more developers to redevelop small establishments. In addition, these redevelopment projects would also be exempt from paying an in-lieu fee.

### Recommendation

It is recommended to amend the change of use exceptions in the Glendale Municipal Code, Section 30.32.030 to state that changes in use of commercial spaces under 5,000 square feet in the DSP area are not required to add more parking (Option B). Having to provide additional parking or pay an in-lieu fee could be a financial burden to small businesses. Therefore, changing this regulation to increase exemptions from businesses under 2,000 square feet to businesses under 5,000 square feet would encourage redevelopment of small establishments downtown.

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<sup>13</sup> Glendale Municipal Code – Title 30, Zoning Code; Chapter 30.32 – Parking and Loading, Section 30.32.030



## APPENDIX A

The following table shows a list of example projects, including both change of use and new construction, that could apply for an in-lieu fee. The table includes the existing square feet of the building, the parking code requirement, the total parking spaces required, the spaces existing on-site, the total additional spaces needed, the total in-lieu fee that would be required to cover those spaces, the current monthly rent of the use, the additional cost per square foot per month that would be added due to the in-lieu fee, the total monthly rent including the in-lieu fee and the percent increase in rent. This set of examples is repeated for the high fee, medium fee, low fee, very low fee and Pasadena's fee level. These examples show the range of income that can be generated by the various fee amounts.

### In-Lieu Parking Fee Project Scenarios

| High In-Lieu Fee - \$2,400 Yearly, \$40,000 One-Time Fee |               |                      |                          |                        |                  |                          | Total Potential Annual Revenue Generated - Existing Uses Only: |                                  | \$193,008                                   |                               |                    |
|--|---------------|----------------------|--------------------------|------------------------|------------------|--------------------------|--|----------------------------------|---|-------------------------------|--------------------|
| Business   | Existing sqft | New / Existing Space | Parking Code Requirement | Total Parking Required | *Existing Spaces | Additional Spaces Needed | In-Lieu Total Yearly Fee                                       | Monthly Rent without In-Lieu Fee | Additional Cost/sqft/month with In-Lieu Fee | Monthly Rent with In-Lieu Fee | % Increase in Rent |
| Career College   | 6,900         | Existing             | 28.6 per 1,000 SF        | 197 spaces             | 62 spaces        | 135 spaces               | \$324,816  | \$13,800                         | \$3.92                                      | \$40,868                      | 196.1%             |
| Restaurant   | 6,000         | Existing             | 10 per 1,000 SF          | 60 spaces              | 24 spaces        | 36 spaces                | \$86,400   | \$12,000                         | \$1.20                                      | \$19,200                      | 60.0%              |
| Bowling Alley  | 24,200        | Existing             | 4 per 1,000 SF           | 97 spaces              | 50 spaces        | 47 spaces                | \$112,320  | \$48,400                         | \$0.39                                      | \$57,760                      | 19.3%              |
| Restaurant   | 5,000         | Existing             | 10 per 1,000 SF          | 50 spaces              | 25 spaces        | 25 spaces                | \$60,000   | \$10,000                         | \$1.00                                      | \$15,000                      | 50.0%              |
| Restaurant with 5,000 Exemption                          | 5,000         | Existing             | Exempt                   | 0 spaces               | 0 spaces         | 0 spaces                 | \$0  | \$10,000                         | \$0.00                                      | \$10,000                      | 0.0%               |
| Nightclub  | 6,500         | Existing             | 28.6 per 1,000 SF        | 186 spaces             | 65 spaces        | 121 spaces               | \$290,160  | \$13,000                         | \$3.72                                      | \$37,180                      | 186.0%             |
| Fast Food Restaurant                                     | 6,000         | Existing             | 12.5 per 1,000 SF        | 75 spaces              | 70 spaces        | 5 spaces                 | \$12,000   | \$12,000                         | \$0.17                                      | \$13,000                      | 8.3%               |
|  |               |                      |                          |                        |                  |                          | <b>OneTime Fee</b>   |                                  |   |                               |                    |
| Hotel  | n/a           | New                  | 1 space per room         | 172 spaces             | 112 spaces       | 60 spaces                | \$2,400,000  |                                  |   |                               |                    |
| **100 du Residential Development                         | n/a           | New                  | 2 per du + 1/4 guest     | 225 spaces             | 200 spaces       | 25 spaces                | \$1,000,000  |                                  |   |                               |                    |

| Medium In-Lieu Fee - \$1,500 Yearly, \$24,000 One-Time Fee |               |                      |                          |                        |                  |                          |                          | Total Potential Annual Revenue Generated - Existing Uses Only: |  |                               | \$165,330          |
|--|---------------|----------------------|--------------------------|------------------------|------------------|--------------------------|--------------------------|--|--|-------------------------------|--------------------|
| Business   | Existing sqft | New / Existing Space | Parking Code Requirement | Total Parking Required | *Existing Spaces | Additional Spaces Needed | In-Lieu Total Yearly Fee | Monthly Rent without In-Lieu Fee                               | Additional Cost/sqft/ month with In-Lieu Fee | Monthly Rent with In-Lieu Fee | % Increase in Rent |
| Career College   | 6,900         | Existing             | 28.6 per 1,000 SF        | 197 spaces             | 62 spaces        | 135 spaces               | \$203,010                | \$13,800   | \$2.45                                       | \$30,718                      | 122.6%             |
| Restaurant   | 6,000         | Existing             | 10 per 1,000 SF          | 60 spaces              | 24 spaces        | 36 spaces                | \$54,000                 | \$12,000   | \$0.75                                       | \$16,500                      | 37.5%              |
| Bowling Alley  | 24,200        | Existing             | 4 per 1,000 SF           | 97 spaces              | 50 spaces        | 47 spaces                | \$70,200                 | \$48,400   | \$0.24                                       | \$54,250                      | 12.1%              |
| Restaurant   | 5,000         | Existing             | 10 per 1,000 SF          | 50 spaces              | 25 spaces        | 25 spaces                | \$37,500                 | \$10,000   | \$0.63                                       | \$13,125                      | 31.3%              |
| Restaurant with 5,000 Exemption                            | 5,000         | Existing             | Exempt                   | 0 spaces               | 0 spaces         | 0 spaces                 | \$0                      | \$10,000   | \$0.00                                       | \$10,000                      | 0.0%               |
| Nightclub  | 6,500         | Existing             | 28.6 per 1,000 SF        | 186 spaces             | 65 spaces        | 121 spaces               | \$181,350                | \$13,000   | \$2.33                                       | \$28,113                      | 116.3%             |
| Fast Food Restaurant                                       | 6,000         | Existing             | 12.5 per 1,000 SF        | 75 spaces              | 70 spaces        | 5 spaces                 | \$7,500                  | \$12,000   | \$0.10                                       | \$12,625                      | 5.2%               |
|  |               |                      |                          |                        |                  |                          | <b>One-Time Fee</b>      |  |  |                               |                    |
| Hotel  | n/a           | New                  | 1 space per room         | 172 spaces             | 112 spaces       | 60 spaces                | \$1,440,000              |  |  |                               |                    |
| **100 du Residential Development                           | n/a           | New                  | 2 per du + 1/4 guest     | 225 spaces             | 200 spaces       | 25 spaces                | \$600,000                |  |  |                               |                    |

| Low In-Lieu Fee - \$600 Yearly, \$10,000 One-Time Fee |               |                      |                          |                        |                  |                          |                          | Total Potential Annual Revenue Generated - Existing Uses Only: |  |                               | \$137,652          |
|---|---------------|----------------------|--------------------------|------------------------|------------------|--------------------------|--------------------------|--|--|-------------------------------|--------------------|
| Business  | Existing sqft | New / Existing Space | Parking Code Requirement | Total Parking Required | *Existing Spaces | Additional Spaces Needed | In-Lieu Total Yearly Fee | Monthly Rent without In-Lieu Fee                               | Additional Cost/sqft/ month with In-Lieu Fee | Monthly Rent with In-Lieu Fee | % Increase in Rent |
| Career College  | 6,900         | Existing             | 28.6 per 1,000 SF        | 197 spaces             | 62 spaces        | 135 spaces               | \$81,204                 | \$13,800   | \$0.98                                       | \$20,567                      | 49.0%              |
| Restaurant  | 6,000         | Existing             | 10 per 1,000 SF          | 60 spaces              | 24 spaces        | 36 spaces                | \$21,600                 | \$12,000   | \$0.30                                       | \$13,800                      | 15.0%              |
| Bowling Alley   | 24,200        | Existing             | 4 per 1,000 SF           | 97 spaces              | 50 spaces        | 47 spaces                | \$28,080                 | \$48,400   | \$0.10                                       | \$50,740                      | 4.8%               |
| Restaurant  | 5,000         | Existing             | 10 per 1,000 SF          | 50 spaces              | 25 spaces        | 25 spaces                | \$15,000                 | \$10,000   | \$0.25                                       | \$11,250                      | 12.5%              |
| Restaurant with 5,000 Exemption                       | 5,000         | Existing             | Exempt                   | 0 spaces               | 0 spaces         | 0 spaces                 | \$0                      | \$10,000   | \$0.00                                       | \$10,000                      | 0.0%               |
| Nightclub   | 6,500         | Existing             | 28.6 per 1,000 SF        | 186 spaces             | 65 spaces        | 121 spaces               | \$72,540                 | \$13,000   | \$0.93                                       | \$19,045                      | 46.5%              |
| Fast Food Restaurant                                  | 6,000         | Existing             | 12.5 per 1,000 SF        | 75 spaces              | 70 spaces        | 5 spaces                 | \$3,000                  | \$12,000   | \$0.04                                       | \$12,250                      | 2.1%               |
|   |               |                      |                          |                        |                  |                          | <b>One-Time Fee</b>      |  |  |                               |                    |
| Hotel   | n/a           | New                  | 1 space per room         | 172 spaces             | 112 spaces       | 60 spaces                | \$600,000                |  |  |                               |                    |
| **100 du Residential Development                      | n/a           | New                  | 2 per du + 1/4 guest     | 225 spaces             | 200 spaces       | 25 spaces                | \$250,000                |  |  |                               |                    |

| Very Low In-Lieu Fee - \$300 Yearly (for existing uses only) |               |                      |                          |                        |                  |                          |                          | Total Potential Annual Revenue Generated - Existing Uses Only: |  | \$128,426                     |                    |
|--|---------------|----------------------|--------------------------|------------------------|------------------|--------------------------|--------------------------|--|--|-------------------------------|--------------------|
| Business   | Existing sqft | New / Existing Space | Parking Code Requirement | Total Parking Required | *Existing Spaces | Additional Spaces Needed | In-Lieu Total Yearly Fee | Monthly Rent without In-Lieu Fee                               | Additional Cost/sqft/ month with In-Lieu Fee | Monthly Rent with In-Lieu Fee | % Increase in Rent |
| Career College   | 6,900         | Existing             | 28.6 per 1,000 SF        | 197 spaces             | 62 spaces        | 135 spaces               | \$40,602                 | \$13,800   | \$0.49                                       | \$17,184                      | 24.5%              |
| Restaurant   | 6,000         | Existing             | 10 per 1,000 SF          | 60 spaces              | 24 spaces        | 36 spaces                | \$10,800                 | \$12,000   | \$0.15                                       | \$12,900                      | 7.5%               |
| Bowling Alley  | 24,200        | Existing             | 4 per 1,000 SF           | 97 spaces              | 50 spaces        | 47 spaces                | \$14,040                 | \$48,400   | \$0.05                                       | \$49,570                      | 2.4%               |
| Restaurant   | 5,000         | Existing             | 10 per 1,000 SF          | 50 spaces              | 25 spaces        | 25 spaces                | \$7,500                  | \$10,000   | \$0.13                                       | \$10,625                      | 6.3%               |
| Restaurant with 5,000 Exemption                              | 5,000         | Existing             | Exempt                   | 0 spaces               | 0 spaces         | 0 spaces                 | \$0                      | \$10,000   | \$0.00                                       | \$10,000                      | 0.0%               |
| Nightclub  | 6,500         | Existing             | 28.6 per 1,000 SF        | 186 spaces             | 65 spaces        | 121 spaces               | \$36,270                 | \$13,000   | \$0.47                                       | \$16,023                      | 23.3%              |
| Fast Food Restaurant   | 6,000         | Existing             | 12.5 per 1,000 SF        | 75 spaces              | 70 spaces        | 5 spaces                 | \$1,500                  | \$12,000   | \$0.02                                       | \$12,125                      | 1.0%               |

| Pasadena's Annual Fee - \$135 Yearly (for existing uses only) |               |                      |                          |                        |                  |                          |                          | Total Potential Annual Revenue Generated - Existing Uses Only: |  | \$123,352                             |                    |
|---|---------------|----------------------|--------------------------|------------------------|------------------|--------------------------|--------------------------|--|--|---------------------------------------|--------------------|
| Business  | Existing sqft | New / Existing Space | Parking Code Requirement | Total Parking Required | *Existing Spaces | Additional Spaces Needed | In-Lieu Total Yearly Fee | Current Monthly Rent without In-Lieu Fee                       | Additional Cost/sqft/ month with In-Lieu Fee | Current Monthly Rent with In-Lieu Fee | % Increase in Rent |
| Career College  | 6,900         | Existing             | 28.6 per 1,000 SF        | 197 spaces             | 62 spaces        | 135 spaces               | \$18,271                 | \$13,800   | \$0.22                                       | \$15,323                              | 11.0%              |
| Restaurant  | 6,000         | Existing             | 10 per 1,000 SF          | 60 spaces              | 24 spaces        | 36 spaces                | \$4,860                  | \$12,000   | \$0.07                                       | \$12,405                              | 3.4%               |
| Bowling Alley   | 24,200        | Existing             | 4 per 1,000 SF           | 97 spaces              | 50 spaces        | 47 spaces                | \$6,318                  | \$48,400   | \$0.02                                       | \$48,927                              | 1.1%               |
| Restaurant  | 5,000         | Existing             | 10 per 1,000 SF          | 50 spaces              | 25 spaces        | 25 spaces                | \$3,375                  | \$10,000   | \$0.06                                       | \$10,281                              | 2.8%               |
| Restaurant with 5,000 Exemption                               | 5,000         | Existing             | Exempt                   | 0 spaces               | 0 spaces         | 0 spaces                 | \$0                      | \$10,000   | \$0.00                                       | \$10,000                              | 0.0%               |
| Nightclub   | 6,500         | Existing             | 28.6 per 1,000 SF        | 186 spaces             | 65 spaces        | 121 spaces               | \$16,322                 | \$13,000   | \$0.21                                       | \$14,360                              | 10.5%              |
| Fast Food Restaurant  | 6,000         | Existing             | 12.5 per 1,000 SF        | 75 spaces              | 70 spaces        | 5 spaces                 | \$675                    | \$12,000   | \$0.01                                       | \$12,056                              | 0.5%               |

\*Spaces may be existing or grandfathered from the previous use.

\*\*Assumes 2 Bedrooms per unit.

Note: All costs and numbers are approximate and are subject to change.

## APPENDIX B

The following table shows a list of parking reduction/exception requests in the city of Glendale between the years of 2001 and 2006. The table also includes, for each request, the amount of in-lieu fee the use would have paid under each fee level (high, medium, low, very low and Pasadena).

### Sample Glendale Parking Reduction/Exception Requests

| File Year | Zone   | Dev. Type  | Parking Reduction Requested | Parking Provided | Parking Required | Percent Reduction | High In-Lieu Fee - Yearly | High In-Lieu Fee Cost per Month | Medium In-Lieu Fee - Yearly | Medium In-Lieu Fee Cost per Month | Low In-Lieu Fee - Yearly | Low In-Lieu Fee Cost per Month | Very Low In-Lieu Fee - Yearly | Very Low In-Lieu Fee Cost per Month | Pasadena In-Lieu Fee Yearly | Pasadena In-Lieu Fee Cost per Month |
|-----------|--------|------------|-----------------------------|------------------|------------------|-------------------|---------------------------|---------------------------------|-----------------------------|-----------------------------------|--------------------------|--------------------------------|-------------------------------|-------------------------------------|-----------------------------|-------------------------------------|
| 2000      | R-1650 | MF         | 1                           | 16               | 17               | 6%                | \$2,400                   | \$200                           | \$1,500                     | \$125                             | \$600                    | \$50                           | \$300                         | \$25                                | \$135                       | \$11                                |
| 2000      | R-2250 | MF         | 1                           | 1                | 2                | 50%               | \$2,400                   | \$200                           | \$1,500                     | \$125                             | \$600                    | \$50                           | \$300                         | \$25                                | \$135                       | \$11                                |
| 2002      | R-2250 | MF         | 1                           | 73               | 74               | 1%                | \$2,400                   | \$200                           | \$1,500                     | \$125                             | \$600                    | \$50                           | \$300                         | \$25                                | \$135                       | \$11                                |
| 2006      | C2     | commercial | 1                           | 6                | 7                | 14%               | \$2,400                   | \$200                           | \$1,500                     | \$125                             | \$600                    | \$50                           | \$300                         | \$25                                | \$135                       | \$11                                |
| 2003      | R-2250 | MF         | 1                           | 3                | 4                | 25%               | \$2,400                   | \$200                           | \$1,500                     | \$125                             | \$600                    | \$50                           | \$300                         | \$25                                | \$135                       | \$11                                |
| 2004      | R-2250 | MF         | 1                           | 3                | 4                | 25%               | \$2,400                   | \$200                           | \$1,500                     | \$125                             | \$600                    | \$50                           | \$300                         | \$25                                | \$135                       | \$11                                |
| 2004      | R-3050 | MF         | 1                           | 0                | 1                | 100%              | \$2,400                   | \$200                           | \$1,500                     | \$125                             | \$600                    | \$50                           | \$300                         | \$25                                | \$135                       | \$11                                |
| 2005      | C3     | commercial | 1                           | 11               | 12               | 8%                | \$2,400                   | \$200                           | \$1,500                     | \$125                             | \$600                    | \$50                           | \$300                         | \$25                                | \$135                       | \$11                                |
| 2001      | C3     | commercial | 2                           | 3                | 5                | 40%               | \$4,800                   | \$400                           | \$3,000                     | \$250                             | \$1,200                  | \$100                          | \$600                         | \$50                                | \$270                       | \$23                                |
| 2002      | R-2250 | MF         | 2                           | 12               | 14               | 14%               | \$4,800                   | \$400                           | \$3,000                     | \$250                             | \$1,200                  | \$100                          | \$600                         | \$50                                | \$270                       | \$23                                |
| 2004      | C2     | commercial | 2                           | 18               | 20               | 10%               | \$4,800                   | \$400                           | \$3,000                     | \$250                             | \$1,200                  | \$100                          | \$600                         | \$50                                | \$270                       | \$23                                |
| 2002      | R-3050 | MF         | 2                           | 6                | 8                | 25%               | \$4,800                   | \$400                           | \$3,000                     | \$250                             | \$1,200                  | \$100                          | \$600                         | \$50                                | \$270                       | \$23                                |
| 2002      | R-1250 | MF         | 2                           | 4                | 6                | 33%               | \$4,800                   | \$400                           | \$3,000                     | \$250                             | \$1,200                  | \$100                          | \$600                         | \$50                                | \$270                       | \$23                                |
| 2000      | R-1650 | commercial | 2                           | 8                | 10               | 20%               | \$4,800                   | \$400                           | \$3,000                     | \$250                             | \$1,200                  | \$100                          | \$600                         | \$50                                | \$270                       | \$23                                |
| 2004      | R-2250 | MF         | 2                           | 0                | 2                | 100%              | \$4,800                   | \$400                           | \$3,000                     | \$250                             | \$1,200                  | \$100                          | \$600                         | \$50                                | \$270                       | \$23                                |
| 2004      | R-2250 | MF         | 2                           | 2                | 4                | 50%               | \$4,800                   | \$400                           | \$3,000                     | \$250                             | \$1,200                  | \$100                          | \$600                         | \$50                                | \$270                       | \$23                                |
| 2004      | R-2250 | MF         | 2                           | 0                | 2                | 100%              | \$4,800                   | \$400                           | \$3,000                     | \$250                             | \$1,200                  | \$100                          | \$600                         | \$50                                | \$270                       | \$23                                |
| 2003      | R-2250 | MF         | 3                           | 0                | 3                | 100%              | \$7,200                   | \$600                           | \$4,500                     | \$375                             | \$1,800                  | \$150                          | \$900                         | \$75                                | \$405                       | \$34                                |
| 2004      | R-2250 | MF         | 3                           | 6                | 9                | 33%               | \$7,200                   | \$600                           | \$4,500                     | \$375                             | \$1,800                  | \$150                          | \$900                         | \$75                                | \$405                       | \$34                                |
| 2005      | CBD    | commercial | 4                           | 6                | 10               | 40%               | \$9,600                   | \$800                           | \$6,000                     | \$500                             | \$2,400                  | \$200                          | \$1,200                       | \$100                               | \$540                       | \$45                                |
| 2005      | C3     | commercial | 4                           | 18               | 22               | 18%               | \$9,600                   | \$800                           | \$6,000                     | \$500                             | \$2,400                  | \$200                          | \$1,200                       | \$100                               | \$540                       | \$45                                |
| 2001      | C3     | commercial | 4                           | 16               | 20               | 20%               | \$9,600                   | \$800                           | \$6,000                     | \$500                             | \$2,400                  | \$200                          | \$1,200                       | \$100                               | \$540                       | \$45                                |
| 2005      |        | commercial | 4                           | 0                | 4                | 100%              | \$9,600                   | \$800                           | \$6,000                     | \$500                             | \$2,400                  | \$200                          | \$1,200                       | \$100                               | \$540                       | \$45                                |
| 2000      | C2     | commercial | 5                           | 12               | 17               | 29%               | \$12,000                  | \$1,000                         | \$7,500                     | \$625                             | \$3,000                  | \$250                          | \$1,500                       | \$125                               | \$675                       | \$56                                |
| 2000      | C3     | commercial | 5                           | 4                | 9                | 56%               | \$12,000                  | \$1,000                         | \$7,500                     | \$625                             | \$3,000                  | \$250                          | \$1,500                       | \$125                               | \$675                       | \$56                                |

| File Year | Zone   | Dev. Type  | Parking Reduction Requested | Parking Provided | Parking Required | Percent Reduction | High In-Lieu Fee - Yearly | High In-Lieu Fee Cost per Month | Medium In-Lieu Fee - Yearly | Medium In-Lieu Fee Cost per Month | Low In-Lieu Fee - Yearly | Low In-Lieu Fee Cost per Month | Very Low In-Lieu Fee - Yearly | Very Low In-Lieu Fee Cost per Month | Pasadena In-Lieu Fee Yearly | Pasadena In-Lieu Fee Cost per Month |
|-----------|--------|------------|-----------------------------|------------------|------------------|-------------------|---------------------------|---------------------------------|-----------------------------|-----------------------------------|--------------------------|--------------------------------|-------------------------------|-------------------------------------|-----------------------------|-------------------------------------|
| 2001      | C1     | commercial | 5                           | 9                | 14               | 36%               | \$12,000                  | \$1,000                         | \$7,500                     | \$625                             | \$3,000                  | \$250                          | \$1,500                       | \$125                               | \$675                       | \$56                                |
| 2005      |        | commercial | 5                           | 0                | 5                | 100%              | \$12,000                  | \$1,000                         | \$7,500                     | \$625                             | \$3,000                  | \$250                          | \$1,500                       | \$125                               | \$675                       | \$56                                |
| 2004      | C3     | commercial | 6                           | 205              | 211              | 3%                | \$14,400                  | \$1,200                         | \$9,000                     | \$750                             | \$3,600                  | \$300                          | \$1,800                       | \$150                               | \$810                       | \$68                                |
| 2006      | CR     | commercial | 6                           | 0                | 6                | 100%              | \$14,400                  | \$1,200                         | \$9,000                     | \$750                             | \$3,600                  | \$300                          | \$1,800                       | \$150                               | \$810                       | \$68                                |
| 2004      |        | commercial | 6                           | 0                | 6                | 100%              | \$14,400                  | \$1,200                         | \$9,000                     | \$750                             | \$3,600                  | \$300                          | \$1,800                       | \$150                               | \$810                       | \$68                                |
| 2005      | C3     | commercial | 6                           | 0                | 6                | 100%              | \$14,400                  | \$1,200                         | \$9,000                     | \$750                             | \$3,600                  | \$300                          | \$1,800                       | \$150                               | \$810                       | \$68                                |
| 2005      |        | commercial | 7                           | 0                | 7                | 100%              | \$16,800                  | \$1,400                         | \$10,500                    | \$875                             | \$4,200                  | \$350                          | \$2,100                       | \$175                               | \$945                       | \$79                                |
| 2002      |        | commercial | 8                           | 0                | 8                | 100%              | \$19,200                  | \$1,600                         | \$12,000                    | \$1,000                           | \$4,800                  | \$400                          | \$2,400                       | \$200                               | \$1,080                     | \$90                                |
| 2004      | CR     | commercial | 8                           | 3                | 11               | 73%               | \$19,200                  | \$1,600                         | \$12,000                    | \$1,000                           | \$4,800                  | \$400                          | \$2,400                       | \$200                               | \$1,080                     | \$90                                |
| 2001      | CR     | commercial | 8                           | 10               | 18               | 44%               | \$19,200                  | \$1,600                         | \$12,000                    | \$1,000                           | \$4,800                  | \$400                          | \$2,400                       | \$200                               | \$1,080                     | \$90                                |
| 2005      | C3     | commercial | 8                           | 0                | 8                | 100%              | \$19,200                  | \$1,600                         | \$12,000                    | \$1,000                           | \$4,800                  | \$400                          | \$2,400                       | \$200                               | \$1,080                     | \$90                                |
| 2005      | C1     | commercial | 9                           | 0                | 9                | 100%              | \$21,600                  | \$1,800                         | \$13,500                    | \$1,125                           | \$5,400                  | \$450                          | \$2,700                       | \$225                               | \$1,215                     | \$101                               |
| 2000      | M2     | commercial | 9                           | 17               | 26               | 35%               | \$21,600                  | \$1,800                         | \$13,500                    | \$1,125                           | \$5,400                  | \$450                          | \$2,700                       | \$225                               | \$1,215                     | \$101                               |
| 2005      |        | commercial | 9                           | 0                | 9                | 100%              | \$21,600                  | \$1,800                         | \$13,500                    | \$1,125                           | \$5,400                  | \$450                          | \$2,700                       | \$225                               | \$1,215                     | \$101                               |
| 2005      |        | commercial | 10                          | 0                | 10               | 100%              | \$24,000                  | \$2,000                         | \$15,000                    | \$1,250                           | \$6,000                  | \$500                          | \$3,000                       | \$250                               | \$1,350                     | \$113                               |
| 2004      | C1     | commercial | 11                          | 19               | 30               | 37%               | \$26,400                  | \$2,200                         | \$16,500                    | \$1,375                           | \$6,600                  | \$550                          | \$3,300                       | \$275                               | \$1,485                     | \$124                               |
| 2000      |        | commercial | 12                          | 0                | 12               | 100%              | \$28,800                  | \$2,400                         | \$18,000                    | \$1,500                           | \$7,200                  | \$600                          | \$3,600                       | \$300                               | \$1,620                     | \$135                               |
| 2002      |        | commercial | 13                          | 0                | 13               | 100%              | \$31,200                  | \$2,600                         | \$19,500                    | \$1,625                           | \$7,800                  | \$650                          | \$3,900                       | \$325                               | \$1,755                     | \$146                               |
| 2003      | C2     | commercial | 14                          | 0                | 14               | 100%              | \$33,600                  | \$2,800                         | \$21,000                    | \$1,750                           | \$8,400                  | \$700                          | \$4,200                       | \$350                               | \$1,890                     | \$158                               |
| 2003      |        | commercial | 15                          | 0                | 15               | 100%              | \$36,000                  | \$3,000                         | \$22,500                    | \$1,875                           | \$9,000                  | \$750                          | \$4,500                       | \$375                               | \$2,025                     | \$169                               |
| 2003      | C3     | commercial | 16                          | 8                | 24               | 67%               | \$38,400                  | \$3,200                         | \$24,000                    | \$2,000                           | \$9,600                  | \$800                          | \$4,800                       | \$400                               | \$2,160                     | \$180                               |
| 2004      |        | commercial | 17                          | 0                | 17               | 100%              | \$40,800                  | \$3,400                         | \$25,500                    | \$2,125                           | \$10,200                 | \$850                          | \$5,100                       | \$425                               | \$2,295                     | \$191                               |
| 2004      | C3     | commercial | 18                          | 51               | 69               | 26%               | \$43,200                  | \$3,600                         | \$27,000                    | \$2,250                           | \$10,800                 | \$900                          | \$5,400                       | \$450                               | \$2,430                     | \$203                               |
| 2004      |        | commercial | 20                          | 0                | 20               | 100%              | \$48,000                  | \$4,000                         | \$30,000                    | \$2,500                           | \$12,000                 | \$1,000                        | \$6,000                       | \$500                               | \$2,700                     | \$225                               |
| 2005      | C3     | commercial | 21                          | 0                | 21               | 100%              | \$50,400                  | \$4,200                         | \$31,500                    | \$2,625                           | \$12,600                 | \$1,050                        | \$6,300                       | \$525                               | \$2,835                     | \$236                               |
| 2002      | R-2250 | commercial | 22                          | 25               | 47               | 47%               | \$52,800                  | \$4,400                         | \$33,000                    | \$2,750                           | \$13,200                 | \$1,100                        | \$6,600                       | \$550                               | \$2,970                     | \$248                               |
| 2005      |        | commercial | 22                          | 0                | 22               | 100%              | \$52,800                  | \$4,400                         | \$33,000                    | \$2,750                           | \$13,200                 | \$1,100                        | \$6,600                       | \$550                               | \$2,970                     | \$248                               |
| 2004      |        | commercial | 23                          | 0                | 23               | 100%              | \$55,200                  | \$4,600                         | \$34,500                    | \$2,875                           | \$13,800                 | \$1,150                        | \$6,900                       | \$575                               | \$3,105                     | \$259                               |
| 2000      |        | commercial | 24                          | 0                | 24               | 100%              | \$57,600                  | \$4,800                         | \$36,000                    | \$3,000                           | \$14,400                 | \$1,200                        | \$7,200                       | \$600                               | \$3,240                     | \$270                               |
| 2000      | CR     | commercial | 25                          | 0                | 25               | 100%              | \$60,000                  | \$5,000                         | \$37,500                    | \$3,125                           | \$15,000                 | \$1,250                        | \$7,500                       | \$625                               | \$3,375                     | \$281                               |
| 2003      | RMU    | commercial | 29                          | 8                | 37               | 78%               | \$69,600                  | \$5,800                         | \$43,500                    | \$3,625                           | \$17,400                 | \$1,450                        | \$8,700                       | \$725                               | \$3,915                     | \$326                               |
| 2003      | M2     | commercial | 30                          | 12               | 42               | 71%               | \$72,000                  | \$6,000                         | \$45,000                    | \$3,750                           | \$18,000                 | \$1,500                        | \$9,000                       | \$750                               | \$4,050                     | \$338                               |
| 2001      |        | commercial | 33                          | 0                | 33               | 100%              | \$79,200                  | \$6,600                         | \$49,500                    | \$4,125                           | \$19,800                 | \$1,650                        | \$9,900                       | \$825                               | \$4,455                     | \$371                               |
| 2004      |        | commercial | 34                          | 0                | 34               | 100%              | \$81,600                  | \$6,800                         | \$51,000                    | \$4,250                           | \$20,400                 | \$1,700                        | \$10,200                      | \$850                               | \$4,590                     | \$383                               |

| File Year | Zone   | Dev. Type  | Parking Reduction Requested | Parking Provided | Parking Required | Percent Reduction | High In-Lieu Fee - Yearly | High In-Lieu Fee Cost per Month | Medium In-Lieu Fee - Yearly | Medium In-Lieu Fee Cost per Month | Low In-Lieu Fee - Yearly | Low In-Lieu Fee Cost per Month | Very Low In-Lieu Fee - Yearly | Very Low In-Lieu Fee Cost per Month | Pasadena In-Lieu Fee Yearly | Pasadena In-Lieu Fee Cost per Month |
|-----------|--------|------------|-----------------------------|------------------|------------------|-------------------|---------------------------|---------------------------------|-----------------------------|-----------------------------------|--------------------------|--------------------------------|-------------------------------|-------------------------------------|-----------------------------|-------------------------------------|
| 2003      | CG     | commercial | 39                          | 21               | 60               | 65%               | \$93,600                  | \$7,800                         | \$58,500                    | \$4,875                           | \$23,400                 | \$1,950                        | \$11,700                      | \$975                               | \$5,265                     | \$439                               |
| 2006      | IMU    | commercial | 39                          | 166              | 205              | 19%               | \$93,600                  | \$7,800                         | \$58,500                    | \$4,875                           | \$23,400                 | \$1,950                        | \$11,700                      | \$975                               | \$5,265                     | \$439                               |
| 2001      |        | commercial | 43                          | 0                | 43               | 100%              | \$103,200                 | \$8,600                         | \$64,500                    | \$5,375                           | \$25,800                 | \$2,150                        | \$12,900                      | \$1,075                             | \$5,805                     | \$484                               |
| 2002      | C3     | MF         | 43                          | 74               | 117              | 37%               | \$103,200                 | \$8,600                         | \$64,500                    | \$5,375                           | \$25,800                 | \$2,150                        | \$12,900                      | \$1,075                             | \$5,805                     | \$484                               |
| 2006      | R-1650 | commercial | 44                          | 35               | 79               | 56%               | \$105,600                 | \$8,800                         | \$66,000                    | \$5,500                           | \$26,400                 | \$2,200                        | \$13,200                      | \$1,100                             | \$5,940                     | \$495                               |
| 2002      | R-1250 | MF         | 49                          | 66               | 115              | 43%               | \$117,600                 | \$9,800                         | \$73,500                    | \$6,125                           | \$29,400                 | \$2,450                        | \$14,700                      | \$1,225                             | \$6,615                     | \$551                               |
| 2002      | CR     | commercial | 52                          | 0                | 52               | 100%              | \$124,800                 | \$10,400                        | \$78,000                    | \$6,500                           | \$31,200                 | \$2,600                        | \$15,600                      | \$1,300                             | \$7,020                     | \$585                               |
| 2004      |        | commercial | 53                          | 0                | 53               | 100%              | \$127,200                 | \$10,600                        | \$79,500                    | \$6,625                           | \$31,800                 | \$2,650                        | \$15,900                      | \$1,325                             | \$7,155                     | \$596                               |
| 2003      |        | commercial | 54                          | 0                | 54               | 100%              | \$129,600                 | \$10,800                        | \$81,000                    | \$6,750                           | \$32,400                 | \$2,700                        | \$16,200                      | \$1,350                             | \$7,290                     | \$608                               |
| 2003      | CR     | commercial | 58                          | 0                | 58               | 100%              | \$139,200                 | \$11,600                        | \$87,000                    | \$7,250                           | \$34,800                 | \$2,900                        | \$17,400                      | \$1,450                             | \$7,830                     | \$653                               |
| 2004      |        | commercial | 58                          | 0                | 58               | 100%              | \$139,200                 | \$11,600                        | \$87,000                    | \$7,250                           | \$34,800                 | \$2,900                        | \$17,400                      | \$1,450                             | \$7,830                     | \$653                               |
| 2003      |        | commercial | 61                          | 0                | 61               | 100%              | \$146,400                 | \$12,200                        | \$91,500                    | \$7,625                           | \$36,600                 | \$3,050                        | \$18,300                      | \$1,525                             | \$8,235                     | \$686                               |
| 2002      | R-1650 | commercial | 66                          | 54               | 120              | 55%               | \$158,400                 | \$13,200                        | \$99,000                    | \$8,250                           | \$39,600                 | \$3,300                        | \$19,800                      | \$1,650                             | \$8,910                     | \$743                               |
| 2000      | R-1650 | commercial | 66                          | 25               | 91               | 73%               | \$158,400                 | \$13,200                        | \$99,000                    | \$8,250                           | \$39,600                 | \$3,300                        | \$19,800                      | \$1,650                             | \$8,910                     | \$743                               |
| 2002      | M1     | commercial | 71                          | 11               | 82               | 87%               | \$170,400                 | \$14,200                        | \$106,500                   | \$8,875                           | \$42,600                 | \$3,550                        | \$21,300                      | \$1,775                             | \$9,585                     | \$799                               |
| 2000      | C3     | commercial | 71                          | 4                | 75               | 95%               | \$170,400                 | \$14,200                        | \$106,500                   | \$8,875                           | \$42,600                 | \$3,550                        | \$21,300                      | \$1,775                             | \$9,585                     | \$799                               |
| 2005      |        | commercial | 218                         | 0                | 218              | 100%              | \$523,200                 | \$43,600                        | \$327,000                   | \$27,250                          | \$130,800                | \$10,900                       | \$65,400                      | \$5,450                             | \$29,430                    | \$2,453                             |
| 2002      | M/C    | commercial | 300                         | 483              | 783              | 38%               | \$720,000                 | \$60,000                        | \$450,000                   | \$37,500                          | \$180,000                | \$15,000                       | \$90,000                      | \$7,500                             | \$40,500                    | \$3,375                             |
| TOTAL     |        |            | 1952                        | 1534             | 3486             |                   | \$4,684,800               | \$390,400                       | \$2,928,000                 | \$244,000                         | \$1,171,200              | \$97,600                       | \$585,600                     | \$48,800                            | \$263,520                   | \$21,960                            |
| AVERAGE   |        |            | 25                          | 20               | 45               | 56%               | \$60,842                  | \$5,070                         | \$38,026                    | \$3,169                           | \$15,210                 | \$1,268                        | \$7,605                       | \$634                               | \$3,422                     | \$285                               |