

Administrative Parking Reduction

Attachment to
Administrative Review Application Form



**City of Boulder
Planning and Development
Services Center**

1739 Broadway, third floor

Mail: P.O. Box 791

Boulder, CO 80306-0791

Phone: 303-441-1880, Fax: 303-441-3241

Web: boulderplandevlop.net

Revised Aug. 2006
114.pdf

ADMINISTRATIVE PARKING REDUCTION CRITERIA

The bulk requirements of the city's land use regulations (Section 9-9-6(b), B.R.C. 1981) specify the off-street parking requirements for each zoning district. There are two basic methods available to attempt to reduce the number of required off-street parking spaces: the site review process and an administrative parking reduction. Certain parking reduction requests require site review approval by Planning Board following review through the development review process. For commercial, industrial, or mixed use projects which require five or more parking spaces, Planning and Development Services may grant up to a 25% parking reduction.

Requests for an administrative parking reduction must be considered through an administrative review application.

In order for an administrative review application to be approved for an administrative parking reduction, Planning and Development Services must find that the request meets the relevant criteria. These criteria are found in Sections 9-9-6(f), B.R.C. 1981 of the city's land use regulations and are attached. The administrative review application must include a written statement which addresses how the proposal meets the applicable criteria. The statement must also include a detailed description of the proposed use(s) and calculations of the required number of parking spaces and a description of the number, size, and location of proposed off-street parking spaces. The required site plan must include a parking plan showing the dimensions and locations of all parking spaces, drive aisles and the abutting alley width, if applicable.

CRITERIA (CITY CODE EXCERPT OF SECTIONS 9-9-6(f), B.R.C. 1981):

9-9-6(f) Parking Reduction.

(f) Parking Reductions

(1) Parking Reduction: The city manager may grant a parking reduction for commercial developments, industrial developments and mixed use developments to allow the reduction of at least one parking space, with the total reduction not to exceed 25 percent of the required parking. The city manager may grant a parking reduction exceeding 25 percent for those uses that comply with the requirements of subparagraph (B), "Uses with Non-Conforming Parking." Parking reductions are approved based on the operating characteristics of a specific use. No person shall change a use of land that is subject to a parking reduction except in compliance with the provisions of this Section.

(A) *Parking Reduction for Housing for the Elderly:* The city manager may reduce by up to seventy percent the number of parking spaces required by this chapter for governmentally sponsored housing projects for the elderly.

(B) *Uses with Non-Conforming Parking:* The city manager is authorized to approve a parking reduction to allow an existing non-residential use that does not meet the current off-street parking requirements of Subsection (b) of this Section, to be replaced or expanded subject to compliance with the following standards:

(i) An existing permitted non-residential use in an existing building may be replaced by another permitted non-residential use if the new use has the same or lesser parking requirement as the use being replaced.

(ii) A non-conforming non-residential use in an existing building may be replaced by a conforming non-residential use or another non-conforming non-residential use, pursuant to Subsection 9-10-3(c) "Non-Conforming Uses", if the permitted or non-conforming replacement use has the same or lesser parking requirement as the use being replaced

(iii) An existing or replacement non-residential use, whether conforming or non-conforming, that does not meet current parking requirements, shall not be expanded in floor area, seating, or be replaced by a use that has an increased parking requirement unless a Use Review pursuant to Section 9-2-15, and a corresponding parking reduction pursuant to this Subsection (f) are approved.

(iv) Before approving a parking reduction pursuant to this Section, the city manager shall evaluate the existing parking arrangement to determine whether it can accommodate additional parking or be re-arranged to accommodate additional parking in compliance with the design requirements of Subsection (d) of this Section. If the city manager finds that additional parking can reasonably be provided, the provision of such parking shall be a condition of approval of the requested reduction.

- (v) A non-conforming use shall not be replaced with a use, whether conforming or non-conforming, that generates a need for more parking.
- (2) **Residential Parking Reductions:** Parking reductions for residential projects may be granted as part of a site review approval under Section 9-2-14, "Site Review," B.R.C. 1981.
- (3) **Parking Reduction Criteria:** Upon submission of documentation by the applicant of how the project meets the following criteria, the city manager may approve reductions of up to and including 25 percent of the parking requirements of Section 9-7-1, "Schedule of Form and Bulk Standards," B.R.C. 1981, if the manager finds that:
 - (A) The parking needs of the use will be adequately served through on-street parking or off-street parking;
 - (B) A mix of residential uses with either office or retail uses is proposed, and the parking needs of all uses will be accommodated through shared parking;
 - (C) If joint use of common parking areas is proposed, varying time periods of use will accommodate proposed parking needs; or
 - (D) The applicant provides an acceptable proposal for an alternate modes of transportation program, including a description of existing and proposed facilities, proximity to existing transit lines, and assurances that the use of alternate modes of transportation will continue to reduce the need for on-site parking on an ongoing basis.
- (4) **Alternative Parking Reduction Standards for Mixed Use Developments:** The parking requirements in Section 9-7-1, "Schedule of Form and Bulk Standards," B.R.C. 1981, may be reduced if the following standards are met. These standards shall not be permitted to be combined with the parking reduction standards in subsections (c) and (d) of this Section, unless approved as part of a site review pursuant to Section 9-2-14, "Site Review," B.R.C. 1981. A mixed use development may reduce that amount of required parking by ten percent in the BMS, MU-3, IMS, RMS, RMS-2, and MU-1 zoning districts, or in all other non-residential zoning districts in Section 9-6-1, "Schedule of Permitted Land Uses," B.R.C. 1981, a 25 percent parking reduction if the following requirements are met:
 - (A) The project is a mixed use development that includes, as part of an integrated development plan, both residential and non-residential uses. Residential uses shall comprise at least thirty-three percent of the floor area of the development; and
 - (B) The property is within a quarter of a mile walking distance to a high frequency transit route that provides service intervals of fifteen minutes or less during peak periods. This measurement shall be made along standard pedestrian routes from the property.
- (5) **Limiting Factors for Parking Reductions:** The city manager will consider the following additional factors to determine whether a parking reduction may be appropriate for a given use:

- (A) A parking deferral pursuant to Subsection 9-9-6(e), "Parking Deferral," B.R.C. 1981, is not practical or feasible for the property.
 - (B) The operating characteristics of the proposed use are such that granting the parking reduction will not cause unreasonable negative impacts to the surrounding property owners.
 - (C) The parking reduction will not limit the use of the property for other uses that would otherwise be permitted on the property.
- (6) **Parking Reduction with a Concurrent Use Review:** If a proposed use requires both a review pursuant to Section 9-2-15, "Use Review," B.R.C. 1981, and a public hearing, the city manager will make a recommendation to the approving agency to approve, modify and approve, or deny the parking reduction as part of the use review approval.
- (7) **No Changes to Use:** No person benefiting from a parking reduction shall make any changes to the use that would increase parking.
- (8) **Parking Reductions for Religious Assemblies:** The city manager will grant a parking reduction to permit additional floor area within the assembly area of a religious assembly which is located within three hundred feet of the Central Area General Improvement District if the applicant can demonstrate that it has made arrangements to use public parking within close proximity of the use and that the building modifications proposed are primarily for the weekend and evening activities when there is less demand for use of public parking areas.