

## Chapter 14.74 ACCESS, OFF-STREET PARKING AND LOADING

### Sections:

#### 14.74.010 Purpose and Intent~~R-1 District requirements.~~

- A. ~~Not less than two parking spaces, one of which shall be covered, shall be required for each living unit, except accessory dwelling units which shall provide parking as required under Chapter 14.14 of this title.~~
- B. ~~All required parking spaces shall be provided on-site.~~
- C. ~~No commercial vehicle or trailer shall be parked, stored, or otherwise left unattended at any place within the R-1 District, except while actually engaged in pickup or delivery activities, or during the course of the actual construction, alteration, or repair of structures in the immediate proximity, or unless kept entirely in an enclosed parking structure or behind a solid fence or wall not less than six feet in height.~~

The access, off-street parking and loading regulations ensure that all land uses provide safe access and on-site circulation along with adequate off-street parking and loading facilities. These regulations shall be maintained and consistent with State law. In the event that there is conflict between State law and this chapter State law shall prevail.

~~(Prior code § 10-2.2301)~~

~~(Ord. No. 2018-448, § 5, 7-10-2018)~~

#### 14.74.020 Applicability. Reserved.

- A. The minimum standards of this chapter shall apply to all proposed land uses, buildings, and structures.
- B. The minimum standards of this chapter shall also apply to all proposed additions, enhancements and modifications to existing land use(s) and associated structure(s). At the time a building or structure is added onto, enlarged, or modified, parking and loading spaces shall be provided for both the existing and the modified or enlarged portions so as to conform to the provisions of the chapter.
- C. Unless otherwise provided through an approved discretionary permit such as a joint use parking agreement, all required access, off-street parking and loading facilities shall be provided onsite.
- D. No commercial vehicle or trailer shall be parked, stored, or otherwise left unattended at any place within the R-1 District, except while actually engaged in pickup or delivery activities, or during the course of the actual construction, alteration, or repair of structures in the immediate proximity, or unless kept entirely in an enclosed parking structure or behind a solid fence or wall not less than six feet in height and does not project above the maximum height of the solid fence or wall provided.

~~Editor's note(s) — Ord. No. 2012-375, § 8, adopted Jan. 24, 2012, repealed § 14.74.020 which pertained to R-1-10 district requirements and derived from § 10-2.2302 of the prior code.~~

#### 14.74.030 Site Plan and Permit Required. ~~R3-5 District requirements.~~

- A. A site plan shall be submitted for all required parking facilities. The plan shall consist of a detailed layout of the existing and proposed parking facilities, including the site, grades, drainage, utilizes, easements, all

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structures, landscaping, walls and fences, parking stalls, drive aisles, and ingress and egress drives. The plan shall be accurately and thoroughly dimensioned to scale.

- B. The site plan shall be submitted and reviewed in conjunction with any discretionary review or ministerial permits.
- C. In the event that no other permit is required the modification of any existing required parking facilities shall be reviewed by the Development Services Department as an Administrative Design Review Permit to ensure consistency with all requirements of this chapter.

~~Not less than two parking spaces for each dwelling unit in a multiple-family unit or apartment, one of which shall be covered, shall be required.~~

(Ord. 07-312 § 9 (part); prior code § 10-2-2303)

#### **14.74.040 General Provisions. ~~R3-4.5 District requirements.~~**

- A. Accessibility.
  - i. Required access, off-street parking, and loading facilities shall be made available and permanently maintained for access, off-street parking, and loading for all uses and structures.
  - ii. Required access, off-street parking, and loading facilities shall be designed, located, constructed, and maintained so as to be fully and independently usable and accessible at all times.
  - iii. Required access, off-street parking, and loading facilities, and associated driveways providing access to such facilities, shall not be used for any purpose which at any time would preclude the use of the area for its intended and approved use.
  - iv. Inoperable motor vehicles shall not be parked in or on any driveway, carport and/or easement(s).
    - a. Any inoperable motor vehicle shall be required to be fully enclosed and always contained within a permanent structure.
- B. Exclusivity of Access, Off-Street Parking, and Loading Facilities.
  - i. Unless otherwise provided through an approved discretionary permit such as a joint use parking agreement, no owner or tenant shall lease, rent, or otherwise make the required access, off-street parking, and loading facilities unavailable to the intended onsite users.
    - a. The joint use of access, off-street parking, and loading facilities shall be permitted subject to the approval of a Conditional Use Permit reviewed by the Zoning Administrator at a Public Hearing.
- C. Encroachment into Right-of-Way Prohibited.
  - i. Land within the right-of-way of a proposed street or highway, or within the planned ultimate right-of-way on a street or highway proposed to be widened, shall not be used to provide required off-street parking.
    - a. Exception. Loading facilities shall be permitted within the public right-of-way immediately adjacent to any proposed or existing development if adequate fire access is provided and bicycle and pedestrian safety is maintained at all times and is subject to the approval of a Conditional Use Permit reviewed by the Zoning Administrator at a Public Hearing.

~~Not less than two parking spaces for each dwelling unit in a multiple-family unit or apartment, one of which shall be covered, shall be required.~~

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~~(Ord. 07-312 § 9 (part); prior code § 10-2-2304)~~

**14.74.050 Access. R3-3 District requirements.**

- A. Driveways. Driveways are intended to provide access from public or private streets to off-street parking facilities. Entry driveways provide direct ingress or egress from a street, alley or public right-of-way to a parking aisle, internal driveway, or parking maneuvering area. Internal driveways provide interior circulation between parking aisles. Except as is customary on a parcel developed with a single-family dwelling, no parking shall be permitted in an entry driveway.
  - i. Location of Driveway on a Corner Lot. When a building site abuts two (2) intersecting streets and a driveway is proposed, the driveway shall be located on the primary building frontage.
    - a. Exception. When the primary building frontage is along a public street which causes safety concerns for ingress and egress to and from the site the driveway may locate along the secondary building frontage.
- B. Driveway Spacing. Spacing between adjacent property driveways shall be provided to create a clear delineation of ingress and egress to each parcel or property within the city.
  - i. A minimum of five (5) feet shall be provided between driveways of adjacent parcels or properties.
- C. Limit on Single Family Residential Driveways.
  - i. For all residential uses, the driveway must lead to a garage, carport, or other approved parking facility.
  - ii. The number of permitted driveways, driveway approaches, or curb cuts shall be one (1) per fifty (50) feet of lot frontage, not to exceed a total of two (2).
- D. Driveway/Drive Aisle Widths.
  - i. The minimum width of a one-way driveway/drive aisle shall be twelve (12) feet.
  - ii. The minimum width of a two-way driveway/drive aisle shall be eighteen (18) feet.
- E. Primary Access.
  - i. When a proposed development is immediately adjacent to an alleyway the primary driveway access shall be taken from the alleyway.
  - ii. When a proposed development with building frontage along Main Street and/or State Street the primary driveway access shall be taken from the rear of the property immediately adjacent to the public parking plazas.

~~Not less than two parking spaces for each dwelling unit in a multiple family unit or apartment, one of which shall be covered, shall be required.~~

~~(Ord. 07-312 § 9 (part))~~

**14.74.060 Development Standards of Access, Off-Street Parking and Loading Facilities. R3-1.8 District requirements.**

- A. Access, Off-Street Parking and Loading Facilities shall conform to the following standards:
  - i. Parking Stall Standard Dimensions, shall be as follows:



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- D. Lighting. The lighting of all onsite parking facilities shall be designed and maintained in a manner to prevent glare or indirect illumination from intruding into any off-site areas or adjacent properties or parcels. Lighting fixtures shall be provided in accordance with the following specifications:
- i. Lighting fixtures shall be oriented and shielded downward to prevent any excess light intrusion.
  - ii. Lighting fixtures shall only illuminate what is necessary to provide sufficient lighting for the safety and security of all parking facilities.
  - iii. Lighting fixtures installed on the exterior of any building onsite or visible from public view shall be architecturally compatible and integrated into the building design.
  - iv. Lighting fixtures shall be installed to illuminate any walkways or paths of travel for pedestrians to and from any onsite parking facilities.
  - v. Lighting fixtures shall be provided as external illumination for any onsite signage for wayfinding or directional signage of any parking facility built in conjunction with a development.
- E. Landscaping of all Access, Off-Street Parking, and Loading Areas.
- i. All landscaping shall conform to the Water Efficient Landscape requirements and best arboricultural practices.
  - ii. Perimeter Landscaping. All unenclosed or surface parking facilities shall provide a perimeter landscaped strip/buffer at least five (5) feet in depth between any parking facility and adjacent properties.
    - a. Perimeter landscaping shall include a mixture of trees, shrubs, and ground cover. Sufficient number of trees shall be utilized in order to achieve complete screening of required parking facilities from adjacent properties at full maturity.
  - iii. Interior Landscaping Island(s) and Diamond(s). All unenclosed or surface parking facilities shall provide interior landscaping island(s) or diamond(s).
    - a. Interior landscaping island(s) or diamond(s) shall be provided one (1) per every five (5) parking stalls; any fraction resulting based on this calculation shall be rounded down to the next whole number.
    - b. Any required landscaping island(s) shall be provided no less than two (2) feet by eight (8) feet in dimensions.
    - c. Any required landscaping diamond(s) shall be provided no less than four (4) feet by four (4) feet in dimensions.
    - d. As an alternative to any required landscaping island(s) or diamond(s) a project may propose above ground decorative planter(s) or pot(s) to satisfy this standard. The final location, and planter or pot design shall be determined by the Development Services Director.
- F. Wheel Stops. A permanent curb, bumper wheel stop, or similar device shall be installed for all required parking stalls onsite. When a permanent curb is installed as a method for satisfying this requirement no vehicle overhang shall be permitted to encroach into any required landscaping area onsite.
- G. Vertical Clearance. All required parking facilities shall have a vertical clearance of not less than seven (7) feet.
- H. Horizontal Clearance. All required parking stalls and loading facilities shall be free and clear of any encroachments into the required size dimensions (i.e., no pillars or structural members shall be located within the required dimension area of any parking stall or loading facilities).

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I. Gates at Entrance(s), Exit(s) and Perimeter of all Access, Off-Street Parking, and Loading Areas.

- i. When gates are proposed onsite for any access, off-street parking, and loading areas they shall be designed and constructed to be architecturally compatible with the existing or proposed building(s) in that building materials shall be the same materials and finishes of the primary building(s).
- ii. Adequate vehicle staging shall be provided at the approach of any gated access, off-street parking, and loading areas to prevent vehicles from staging off-site or in the public right-of-way.
- iii. Parking Management Plan. A parking management plan shall be required for any development that proposes gates into any required access, off-street parking, and loading areas to the satisfaction of the Development Services Director.
  - a. The parking management plan shall be reviewed independently of any other permit and processed as a Conditional Use Permit reviewed by the Zoning Administrator.
  - b. The purposes of a parking management plan shall be to ensure adequate access is maintained at all times, and in the event of emergency all necessary provisions have been made to accommodate the safe ingress and egress of emergency response personnel and evacuation of any occupants.

J. Maintenance. All access, off-street parking and loading areas shall be maintained to assure the facilities are ready for use at all times. Such facilities shall be maintained free of refuse or debris at all times. When storage is included within any required parking facilities the designated parking and loading areas shall maintained free and clear and ready for vehicular use at all times.

K. Signage. Adequate onsite directional and wayfinding signage shall be provided for all access, off-street parking and loading areas. Signage shall include but is not limited to:

- i. Entrance height clearance signage and bar.
- ii. Directional and wayfinding signage for access into and around development.
- iii. When non-residential uses are provided onsite a directory shall be provided near all main entrances and exits of the site.
- iv. When reserved or dedicated parking stalls are provided individual signage or floor markings shall be provided and maintained at all times.

L. Electric Vehicle (EV) dedicated parking stalls shall include signage indicating the type and capacity of each charging station.

A. ~~Two spaces, one of which shall be covered, for each dwelling unit in a multiple family dwelling or apartment house having two rooms or more in addition to the kitchen and bathrooms shall be required.~~

B. ~~One and one-half spaces, one of which shall be covered, for each dwelling unit in a multiple family dwelling or apartment house having less than two rooms in addition to the kitchen and bathrooms shall be required.~~

C. ~~One on-site visitor space shall be required for every four multifamily residential dwelling units or fraction thereof.~~

(Ord. 07-312 § 9 (part); Ord. 02-410 § 4; prior code § 10-2.2305)

**14.74.070 Alternative to Off-Street Parking and Loading Facilities. R3-1 District requirements.**

A. Compact Parking Stall Provisions.

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- i. Compact parking stalls shall be provided only for vehicles mid-size or smaller and are parking stalls designed with a standard reduction in size as compared to the City standard stall requirements.
  - ii. Compact parking space size. Each standard compact parking space shall consist of an area not less than eight (8) feet wide by sixteen (16) feet long.
  - iii. Multiple-Family Residential shall be permitted to accommodate a maximum of twenty (20) percent of required residential parking as compact parking stalls.
  - iv. Non-Residential Uses shall be permitted to accommodate a maximum of forty (40) percent of required non-residential parking as compact parking stalls.

B. Tandem Parking Stall Provisions.

- i. Tandem parking stalls are an alternative parking configuration where one (1) parking stall is in front of another creating one (1) long parking stall that provides sufficient parking for two (2) required parking stalls.
- ii. Tandem parking space size. Each standard tandem parking space shall consist of an area not less than nine (9) feet wide by thirty-six (36) feet long.
- iii. Tandem parking stalls shall only be allowed for meeting the requirements of Residential Parking Standards.
- iv. Tandem parking stalls shall only be allowed for required parking assigned to the same residential dwelling unit.

C. Mechanical Lift and Automated Parking Stall Provisions.

- i. Mechanical Lift Parking is an alternative parking configuration where one (1) vehicle is mechanically lifted on a parking system vertically above the ground to provide sufficient clearance for another vehicle to be parked directly beneath the vehicle above.
  - a. Mechanical lift parking stalls shall only be allowed for required parking assigned to the same residential dwelling unit. Mechanical lift parking stalls shall not be allowed in meeting the parking requirements for any non-residential uses.
  - b. Mechanical lift parking stalls shall provide a minimum of seven (7) feet in height clearance for each parking stall for a minimum of fourteen (14) feet in height for the two (2) stacked vehicles.
  - c. Back-up Power shall be provided for any proposed mechanical lift parking facilities to allow emergency operation of the system in retrieving all parked vehicles.
- ii. Automated Parking is a mechanical system designed to minimize the area and volume required for parking vehicles. Automated parking configurations can include single level or multiple levels of parking lifts in meeting the parking requirements. Automated parking systems utilize Artificial Intelligence (AI) to park and retrieve all vehicles parked within the automated parking facility.
  - a. Automated parking shall be allowed for required parking of residential and non-residential uses shall be permitted subject to the approval of a Conditional Use Permit reviewed by the Zoning Administrator at a Public Hearing. The following requirements shall be provided as apart of any request for use of an automated parking system:
    - 1. A parking management plan shall be provided to ensure adequate access is maintained at all times, and in the event of emergency all necessary provisions have been made to accommodate the safe ingress and egress of emergency response personnel and evacuation of any occupants.

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2. All automated parking stalls, and associated equipment shall be located wholly within a permanent structure.
  3. Technical study shall be provided with initial request for consideration demonstrating that the proposed design and operation of automated parking system will not be detrimental to surrounding uses and properties in the vicinity relative to noise, visual impacts, and general use of the proposed facilities.
  4. Back-up Power shall be provided for any proposed automated parking facilities to allow emergency operation of the system in retrieving all parked vehicles.
  5. The Zoning Administrator shall have the discretion to require any necessary technical study or manufacturer specifications in order to determine the appropriateness and operational standards of the proposed automated parking system.

D. Motorcycle Stall Provisions.

- i. Motorcycle parking stalls shall be provided only for the cycle of motorcycles and are parking stalls designed with a standard reduction in size as compared to the City standard stall requirements.
- ii. Motorcycle parking space size. Each standard motorcycle parking space shall consist of an area not less than five (5) feet wide by ten (10) feet long.
- iii. Motorcycle parking shall be permitted to accommodate a maximum of five (5) percent of the required non-residential parking.
- iv. Motorcycle parking shall not be allowed for meeting the requirements of Residential Parking Standards.

~~A. There shall be two underground off-street parking spaces for each dwelling unit in a multiple-family dwelling or apartment house having two rooms or more in addition to the kitchens and bathrooms.~~

~~B. There shall be one and one-half underground off-street parking spaces for each dwelling unit in a multiple-family dwelling or apartment house having less than two rooms in addition to the kitchens and bathrooms.~~

~~C. Projects with a site area less than thirty thousand (30,000) square feet may provide up to a maximum of one-half of the required parking above-ground. The proposed parking plan shall be subject to the approval of the commission and council.~~

~~D. One on-site visitor space shall be required for every four multiple-family residential dwelling units or fraction thereof.~~

~~(Ord. 07-312 § 9 (part); prior code § 10-2.2305.1)~~

~~(Ord. No. 2012-375, § 9, 1-24-2012)~~

**14.74.080 Mixed Use Development Parking Requirements. Residential uses in CN, CD, CD/R3, CRS/OAD, CRS and CT Districts.**

Where more than one use is included in one building or on a single parcel, the parking requirements shall be the sum total of the requirements of all the uses (each onsite use parking requirement is calculated independently); provided, however, when determined by the Development Services Director that a conflict in demand for parking



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will not occur, parking requirements may be combined. Appropriate legal documents, as approved by the City Attorney, shall be executed when such a combination is required and approved.

~~For those properties which participated in a public parking district, no parking shall be required for the net square footage which does not exceed one hundred (100) percent of the lot area. Parking shall be required as follows for any net square footage in excess of one hundred (100) percent of the lot area and for those properties which did not participate in a public parking district:~~

- ~~A. — There shall be two off-street parking spaces for each dwelling unit in a multiple-family dwelling or apartment house having two rooms or more in addition to the kitchens and bathrooms.~~
- ~~B. — There shall be one and one-half off-street parking spaces for each dwelling unit in a multiple-family dwelling or apartment house having less than two rooms in addition to the kitchens and bathrooms.~~
- ~~C. — One on-site visitor space shall be required for every four multiple-family residential dwelling units or fraction thereof. Mixed use projects may substitute nonresidential parking spaces for visitor use in lieu of providing dedicated visitor parking spaces, subject to approval of the commission and council.~~
- ~~D. — For emergency shelters the following off-street parking shall be provided: 0.25 parking spaces per bed, 0.2 bike spaces per bed, one parking space per family room, and one parking space per employee on duty.~~

~~(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part))~~

~~(Ord. No. 2012-375, § 10, 1-24-2012; Ord. No. 2015-408, § 3, 6-9-2015)~~

#### **14.74.090 Loading Facilities. ~~Reserved.~~**

In order to accommodate the delivery or shipping of goods of all developments, on-site loading facilities shall be provided:

- A. There shall be at least one loading facility provided, which shall have minimum dimensions of at least ten (10) feet by twenty-five (25) feet, with fourteen (14) feet of vertical clearance (when provided within the building envelope).
- B. Loading facilities shall be located and designed so that the vehicles intended to use them can maneuver safely and conveniently to and from a public right-of-way without interfering with the orderly movement of vehicular traffic, bicyclists and pedestrians on any public way and complete the loading and unloading operations without obstructing or interfering with any parking stall or parking lot aisle.
- C. No area allocated to loading facilities may be used to satisfy the area requirements for off-street parking, nor shall any portion of any of off-street parking area be used to satisfy the area requirements for loading facilities.
- D. A loading facility may be located in the front yard setback but shall comply with other required setbacks.
- E. All loading facilities shall be designed and maintained so that vehicles do not back in from, or onto, a public street.
- F. Loading facilities shall be striped indicating the loading spaces and identifying the spaces for "loading only." The striping shall be permanently maintained by the property owner/tenant in a clear and visible manner at all times.
- G. Adequate signage shall be provided that directs delivery vehicles to the loading space.

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Editor's note(s) — ~~Ord. No. 2012-375, § 11, adopted Jan. 24, 2012, repealed § 14.74.090 which pertained to office uses in the OA 1, OA 4.5 and CN district and derived from § 10-2.2306 of the prior code; Ord. No. 05-294, § 3(part); Ord. No. 07-312, § 9(part); and Ord. No. 10-348, § 7, adopted April 13, 2010.~~

**~~14.74.100 Downtown Los Altos Parking Provisions. Office uses in CRS/OAD, OA, CN, CD, CD/R3, CRS and CT Districts.~~**

A. Downtown Los Altos Parking District.

- i. Properties located in Downtown Los Altos which participated in a public parking district, no parking shall be required for the net square footage of existing nonresidential buildings which does not exceed one hundred (100) percent of the net lot area.
- ii. Parking shall be required for any new net square footage in excess of one hundred (100) percent of the lot area and for all properties which did not participate in the original public parking district.
- iii. All parking requirements shall be calculated based on the adopted parking ratios and provisions contained within this code.

B. Downtown Lot Consolidation.

- i. In certain portions of Downtown Los Altos, specifically along Main Street and State Street, the presence of small lots, fragmented ownership pattern, and lack of ability to provide on-site parking have historically constrained redevelopment potential. In order to incentivize Downtown Lot Consolidation for the redevelopment of existing buildings with frontages along Main Street and State Street the following standards shall apply:
  - a. The maximum parking requirement of any residential dwelling unit shall be one (1) parking stall per unit.

~~For those properties which participated in a public parking district, no parking shall be required for the net square footage which does not exceed one hundred (100) percent of the lot area. Parking shall be required for any net square footage in excess of one hundred (100) percent of the lot area and for those properties which did not participate in a public parking district and shall be not less than one parking space for each three hundred (300) square feet of net floor area.~~

~~(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part); prior code § 10-2.2307)~~

~~(Ord. No. 10-348, § 8, 4-13-2010; Ord. No. 2012-375, § 12, 1-24-2012)~~

**~~14.74.110 Common Parking Facilities. Commercial uses in CRS/OAD, OA, CN, CD, CD/R3, CRS and CT Districts.~~**

- A. Parking space requirements prescribed in this chapter may be satisfied by the permanent allocation of the required area or number of spaces for each permitted use in a common parking facility, cooperatively established and operated, either under private auspices or a public assessment district, which includes the site of any use permitted under this chapter, provided the total number of spaces allocated shall be not less than the sum of the individual requirements, and provided also that the parking facility shall be within five hundred (500) feet of the site of the permitted use.
- B. When a common parking facility is approved as prescribed per subsection A, appropriate legal documents, as approved by the City Attorney and Development Services Director, shall be executed to insure permanent use of such spaces.

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~~For those properties which participated in a public parking district, no parking shall be required for the net square footage which does not exceed one hundred (100) percent of the lot area. Parking shall be required as follows for any net square footage in excess of one hundred (100) percent of the lot area and for those properties which did not participate in a public parking district.~~

- ~~A. For intensive retail uses and personal services, not less than one parking space for each two hundred (200) square feet of net floor area;~~
- ~~B. For extensive retail uses, not less than one parking space for each five hundred (500) square feet of net floor area;~~
- ~~C. For business, professional and trade schools, one parking space for every three employees, including teachers and administrators, plus one additional space for every two students;~~
- ~~D. For bars, cafes, nightclubs, restaurants, and soda fountains, one parking space for every three employees, plus one space for every three seats provided for patrons, and such additional parking spaces as may be prescribed by the commission;~~
- ~~E. For bowling alleys, one parking space for every three employees, plus six additional parking spaces for each alley;~~
- ~~F. For pool halls, one parking space for every three employees, plus one additional parking space for each pool table;~~
- ~~G. For other types of commercial recreation establishments, one parking space for every three employees, plus such additional parking spaces as may be prescribed by the planning commission;~~
- ~~H. For hotels and motels, one parking space for every three employees, plus one additional space for each sleeping room or suite, and additional parking spaces as prescribed in subsection A of this section for any store, service establishment, shop, or studio located on the site, and additional parking spaces as prescribed in subsection C of this section for any bar, cafe, nightclub, restaurant, or soda fountain located on the site;~~
- ~~I. For mortuaries, one parking space for every three employees, and one additional space for each hearse and funeral car owned or hired by the mortuary, plus the number of spaces prescribed by the planning commission for visitors and persons attending funerals;~~
- ~~J. For theaters and auditoriums, one parking space for every four seats, plus one additional space for every three employees; and~~
- ~~K. For automobile display or salesrooms, bus depots, drive-in banks, drive-in restaurants, repair garages, and storage garages, one parking space for every three employees, plus such additional parking spaces as prescribed by the planning commission or city council.~~

~~(Ord. 07-312 § 9 (part); Ord. 07-306 § 7; Ord. 05-294 § 3 (part); prior code § 10-2.2308)~~

~~(Ord. No. 2012-375, § 13, 1-24-2012)~~

#### **14.74.120 Authorization to Execute Parking License Agreements. Community facilities.**

##### **A. Applicability.**

- i. The provisions of Section 14.74.120 of the Los Altos Municipal Code shall only apply to properties within Downtown Los Altos and for meeting the parking requirements of nonresidential development and uses.**

##### **B. Authorization Granted.**

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- i. The City Council authorizes the Development Services Director to determine the parking requirements of any proposed project within the City of Los Altos consistent with the provisions of this code.
    - a. When it is determined that providing the required parking onsite is infeasible the Development Services Director shall negotiate with consultation of the City Attorney a Parking License Agreement to satisfy the parking requirements of Chapter 14.74 of the Los Altos Municipal Code.
  - ii. The City Council authorizes the City Manager to execute any proposed Parking License Agreement and subsequent amendments to existing and proposed Parking License Agreements based on the provisions of Section 14.74.120 of the Los Altos Municipal Code.

C. Establishment of Fee.

- i. The fee for use of public parking plazas, and structures for meeting the parking requirements of nonresidential uses shall be based upon the Master Fee Schedule of the City of Los Altos as amended annually.
  - a. Annual amendments to the Master Fee Schedule shall be applied to each executed Parking License Agreement as necessary.

D. Executed Parking License Agreement.

- i. The executed agreement shall be reported out to the City Council as an Informational Item on its published agenda at its next regularly scheduled meeting following the final execution of said agreement.

Parking space requirements shall be as follows:

- A. ~~For public, parochial, and private schools and for nursery schools, church schools, and colleges, one parking space for every two employees, including teachers and administrators, plus sufficient space for the safe, convenient loading and unloading of students, and such additional area for student and visitor parking as may be prescribed by the commission;~~
- B. ~~For public playgrounds, parks, community centers, and other public buildings, structures, and facilities, one parking space for every two employees, plus such additional parking area as may be prescribed by the commission;~~
- C. ~~For day care centers and private nonprofit recreation facilities, one parking space for every two employees, plus such additional parking area as may be prescribed by the commission;~~
- D. ~~For churches, not less than one parking space for every three and one half seats in the main sanctuary, plus one additional space for each church official resident on the premises, and one additional space for every two employees, plus such additional parking area as may be prescribed by the commission;~~
- E. ~~For monasteries, convents, and other religious institutions, one parking space for every two employees, plus such additional parking area as may be prescribed by the commission;~~
- F. ~~For golf courses, country clubs, and private commercial clubs, one parking space for every two employees, plus such additional parking area as may be prescribed by the commission;~~
- G. ~~For private noncommercial clubs, other than country clubs, one parking space for every two employees, plus one parking space for every three members, or, in the alternative, such additional parking area for members as may be prescribed by the commission;~~
- H. ~~For libraries, museums, and noncommercial art galleries, one parking space for every two employees, plus such additional parking area as may be prescribed by the commission;~~

- I. For institutions of an educational or philanthropic nature, one parking space for every two employees, plus such additional parking area as may be prescribed by the commission;
- J. For public utility service structures or installations, one parking space for every two employees;
- K. For hospitals, one parking space for every two patient beds, plus one additional space for each staff doctor and one space for every three employees, including nurses. Loading space for ambulances and similar vehicles shall not be included therein;
- L. For nursing home and convalescent hospitals, one half of one parking space for each bed, plus additional parking space as may be determined by the planning commission and city council;
- M. For retirement homes, three fourths of one parking space for each dwelling unit, plus additional parking spaces as may be determined by the planning commission and city council; and
- N. For residential care homes for aged persons on sites containing ten thousand (10,000) to forty three thousand five hundred sixty (43,560) square feet, not less than one garage or carport, plus one parking space; provided, however, in the event there are more than two vehicles, additional space shall be provided for each additional vehicle beyond the required front yard setback in accordance with plans approved by the commission. The occupants of the care home shall be prohibited from parking their vehicles off site.

(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part); prior code § 10-2.2311)

**14.74.130 Minimum Number of Required Parking Stalls. ~~Plant nurseries.~~**

**A. Calculation of Minimum Parking Requirements.**

- i. For the purposes of this chapter, "net square footage" shall mean the total horizontal area in square feet on each floor, including basements, but not including the area of inner courts or shaft enclosures.
- ii. The requirement for a use not specifically mentioned in Chapter 14.74 of the Los Altos Municipal Code shall be the same as for a specified use which has the most similar traffic or parking generation characteristics. The Development Services Director shall determine what constitutes similar traffic or parking generation characteristics. The Development Services Director shall have the authority to require a parking analysis or report of any proposed development in order to determine the appropriate parking requirement of a use not listed below. The number of required stalls shall be adequate to service the proposed use.
- iii. When the calculation of required parking stalls results in a fractional number, the number of required stalls shall be rounded up to the next whole number when the fraction is equal to or greater than .5 and may be rounded down to the next whole number when the fraction is less than .5.

**B. Minimum Number of Required Parking Stalls by Use are as follows:**

<u>USE</u>	<u>REQUIRED NUMBER OF PARKING STALLS</u>
<u>Residential Uses</u>	
<u>Accessory Dwelling Unit(s)</u>	<u>Shall comply with the provisions of Chapter 14.14 of this title per unit.</u>

<b><u>Affordable Housing Unit(s), Below Market Rate (BMR), Deed Restricted Unit</u></b>	<u>One Half (0.5) stalls per unit.</u>
<b><u>Senior Citizen Housing Development, as defined in Section 51.3 and 51.12 of the California Civil Code and based on age requirements for housing for older persons pursuant to Section 798.76 or 799.5 of the California Civil Code.</u></b>	<u>One (1) stall per unit.</u>
<b><u>Single Family Dwelling Unit</u></b>	<u>Two (2) stalls, one of which shall be covered per unit.</u>
<b><u>Multiple Family Dwelling Units</u></b>	
<b><u>Studio Unit(s)</u></b>	<u>One (1) stall per unit.</u>
<b><u>0 to 1 Bedroom Unit(s)</u></b>	<u>One (1) stall per unit.</u>
<b><u>2 to 3 Bedroom Unit(s)</u></b>	<u>One and one half (1.5) stalls per unit.</u>
<b><u>4 or more Bedroom Unit(s)</u></b>	<u>Two and one half (2.5) stalls per unit.</u>
<b><u>Guest Parking (For Multiple Family Housing Development(s) Only)</u></b>	<u>Zero (0) stalls required.</u>
<b><u>Specialized Housing Uses</u></b>	
<b><u>Emergency Shelters</u></b>	<u>One (1) stall for every three (3) employees, plus (1) stall for every ten (10) beds within the emergency shelter.</u>
<b><u>Nursing Homes, Including: Convalescent Hospitals, Assisted Living Homes or Similar Uses.</u></b>	<u>One (1) stall for every two (2) patient beds or for every two (2) resident units, plus one (1) for every three (3) employees.</u>
<b><u>Single Room Occupancy (SRO)</u></b>	<u>One half (0.5) stall per single room occupancy unit.</u>
<b><u>Supportive and Transitional Housing</u></b>	<u>One half (0.5) stall per supportive and transitional housing unit, plus one (1) stall for every three (3) employees.</u>
<b><u>Nonresidential Uses</u></b>	
<b><u>Arcades</u></b>	<u>One (1) stall for every three (3) employees plus one (1) for every one hundred and fifty (150) square feet of net floor area.</u>
<b><u>Art Galleries, and Museums</u></b>	<u>One (1) stall for every two hundred and fifty (250) square feet of net floor area.</u>
<b><u>Bowling Alleys</u></b>	<u>One (1) stall for every three (3) employees, plus six (6) stalls for each alley.</u>
<b><u>Business and Professional Offices, Including: Accountants, Lawyers, Real Estate Companies, Estate Planning, and similar uses.</u></b>	<u>One (1) stall for every three hundred (300) square feet of net floor area.</u>

<b><u>Business, Professional, and Trade Schools</u></b>	<u>One (1) stall for every three (3) employees, plus one (1) stall for every two (2) students.</u>
<b><u>Commercial Recreation Establishments (Not Specifically Listed in this Chapter.)</u></b>	<u>One (1) stall for every three (3) employees, plus additional parking stalls as determined by the Development Services Director.</u>
<b><u>Country Clubs</u></b>	<u>Individual uses shall be calculated independently of each other and included in the comprehensive parking total for all uses onsite.</u>
<b><u>Churches, Monasteries, Convents, and Other Religious Institutions</u></b>	<u>One (1) stall for every three (3) employees, plus one (1) stall for every three (3) fixed seats (or 72" of bench seating), or one (1) stall for every twenty-five (25) square feet of net floor area.</u>
<b><u>Daycare Facilities</u></b>	<u>One (1) stall for every two (2) employees, plus (1) stall for every four (4) persons left in the care of the daycare facility. Additional parking and loading requirements shall be considered when bicycle and pedestrian safety is determined to be necessary as determined by the Development Services Director.</u>
<b><u>Financial Services, Including: Banks, Savings and Loans, Credit Unions, and similar uses.</u></b>	<u>One (1) stall for every two hundred and fifty (250) square feet of net floor area.</u>
<b><u>Golf Courses</u></b>	<u>Four (4) stalls for each hole of golf course, plus additional stalls for each use calculated seperately.</u>
<b><u>Government Uses, and other Public and Community Facility Uses</u></b>	<u>To be determined by the Development Services Director and supported by a Parking Study or Analysis.</u>
<b><u>Gyms, Spas, and Health Clubs</u></b>	<u>One (1) stall for every two hundred (200) square feet of net floor area.</u>
<b><u>Hospitals</u></b>	<u>One (1) stall for every two (2) patient beds, plus one (1) stall for every three (3) employees. Additional parking and loading shall be required for emergency response vehicles.</u>
<b><u>Hotels and Motels</u></b>	<u>One (1) stall for every three (3) employees, plus one (1) for each sleeping room.</u>
<b><u>Laundromat</u></b>	<u>One (1) stall for every three (3) washing machines.</u>
<b><u>Libraries</u></b>	<u>One (1) stall for every two hundred and fifty (250) square feet of net floor area.</u>
<b><u>Medical and Dental Offices</u></b>	<u>One (1) stall for every two hundred (200) square feet of net floor area.</u>
<b><u>Mortuaries and Funeral Homes</u></b>	<u>One (1) stall for every three (3) employees, plus one (1) for each hearse, plus one (1) stall for every three (3) fixed seats (or 72" of bench seating), or one (1) stall for every twenty-five (25) square feet of net floor area.</u>

<b><u>Nonprofit Organizations</u></b>	<u>One (1) stall for every three hundred (300) square feet of net floor area.</u>
<b><u>Parks, Playgrounds, Sport Fields</u></b>	<u>To be determined by the Development Services Director and supported by a Parking Study or Analysis.</u>
<b><u>Personal Services</u></b>	<u>One (1) stall for every two hundred (200) square feet of net floor area.</u>
<b><u>Plant Nurseries</u></b>	<u>One (1) stall for every one thousand (1,000) square feet of gross floor area of indoor/enclosed areas, plus one (1) stall for every two thousand (2,000) square feet of gross floor area of all outdoor sale, storage or display areas.</u>
<b><u>Pool Halls</u></b>	<u>One (1) stall for every three (3) employees, plus one (1) for each pool table.</u>
<b><u>Private Membership Clubs</u></b>	<u>One (1) stall for every one hundred and fifty (150) square feet of net floor area.</u>
<b><u>Public Utility Service Structures (open to the public and agency use only).</u></b>	<u>One (1) stall for every two (2) employees, plus (1) stall for every two hundred (200) square feet of net floor area of customer service and office areas.</u>
<b><u>Restaurants, Including: Bars, Cafes, Nightclubs, Ice Cream Shops, Food Halls, Coffee Shops</u></b>	<u>One (1) stall for every three (3) employees, plus one (1) stall for every three (3) seats for patrons.</u>
<b><u>Retail</u></b>	
<b><u>Extensive Retail Sales</u></b>	<u>One (1) stall for every five hundred (500) square feet of net floor area.</u>
<b><u>Intensive Retail Sales</u></b>	<u>One (1) stall for every two hundred (200) square feet of net floor area.</u>
<b><u>Schools (Public and Private)</u></b>	<u>One (1) stall for every two (2) employees, plus additional stalls as determined by a Parking Study or Analysis. Additional parking and loading requirements shall be considered when bicycle and pedestrian safety is determined to be necessary as determined by the Development Services Director.</u>
<b><u>Swimming Pools</u></b>	<u>Ten (10) stalls, plus one (1) for every three (3) employees.</u>
<b><u>Tennis Courts, Including Pickleball and Racquetball</u></b>	<u>Three (3) stalls for each court.</u>
<b><u>Theaters and Auditoriums</u></b>	<u>One (1) stall for every four (4) fixed seats, plus one (1) stall for every three (3) employees.</u>
<b><u>Union Halls, Lodges, and Clubs</u></b>	<u>One (1) stall for every two (2) employees, plus (1) stall for every three (3) members.</u>
<b><u>Veterinary Offices</u></b>	<u>One (1) stall for every three hundred (300) square feet of net floor area.</u>



<b>Other Uses</b>	
<b>Other Uses, all uses not specifically listed</b>	<b>To be determined by the Development Services Director and supported by a Parking Study or Analysis.</b>

Parking space requirements shall be as follows:

- A. Ten (10) parking spaces for each acre, or fraction thereof, contained in the site, plus such additional parking spaces as may be prescribed by the commission; or
- B. One parking space for every three employees, plus such additional parking spaces as may be prescribed by the commission.

(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part); prior code § 10-2.2312)

**14.74.140 Other uses.**

Other uses not specifically set forth in the foregoing sections of this chapter shall furnish parking as prescribed by the commission. In determining the off-street parking requirements for such uses, the commission shall use the foregoing requirements as a general guide and shall determine the minimum number of parking spaces necessary to avoid undue interference with the public use of streets and alleys.

(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part); prior code § 10-2.2313)

**14.74.150 Mixed use development.**

Where more than one use is included in one building or on a single parcel, the parking requirements shall be the sum total of the requirements of all the uses; provided, however, when determined by the city that a conflict in demand for parking will not occur, parking requirements may be combined. Appropriate legal documents, as approved by the city attorney, shall be executed when such combination is approved. Any use or building requiring five-tenths or more parking space shall be deemed to require a full space.

(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part); prior code § 10-2.2314)

(Ord. No. 10-348, § 10, 4-13-2010)

**14.74.160 Off-street loading spaces.**

Loading spaces shall be provided on the site of each of the permitted uses in the CN, CN-T, CD, CT, Community Facilities, and Plant Nursery districts when found by the commission to require the receipt or distribution of materials by vehicles or when found to be necessary for the public safety or welfare. The number of spaces shall be determined on the basis of the number of anticipated truck movements.

(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part); prior code § 10-2.2315)

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#### **~~14.74.170 Common parking facilities.~~**

- A. ~~— Parking space requirements prescribed in this chapter may be satisfied by the permanent allocation of the required area or number of spaces for each permitted use in a common parking facility, cooperatively established and operated, either under private auspices or a public assessment district, which includes the site of any use permitted under this chapter, provided the total number of spaces allocated shall be not less than the sum of the individual requirements, and provided also that the parking facility shall be within three hundred (300) feet of the site of the permitted use, and further provided that the parking facility meets the design standards set forth in this chapter.~~
- B. ~~— The Planning and Transportation Commission shall review and approve a common parking facility proposal to ensure that it meets the intent of this chapter.~~
- C. ~~— When a common parking facility is approved as prescribed per subsections A and B, appropriate legal documents, as approved by the City Attorney and the City Planner, shall be executed to insure permanent use of such spaces.~~

~~(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part); prior code § 10-2.2316; Ord. No. 2015-414, § 11, 9-8-2015)~~

#### **~~14.74.180 Off-street parking and loading spaces.~~**

~~No parking space or loading space provided on one site for a structure or a use in compliance with the regulations for the district in which it is located shall be deemed to provide a parking space or loading space for a structure or use on any other site.~~

~~(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part); prior code § 10-2.2317)~~

#### **~~14.74.190 Reduction of off-street parking and loading spaces.~~**

~~No parking space or truck loading space provided for a structure or use in compliance with the regulations for the district in which it is located shall be reduced in area or capacity without sufficient additional area or capacity being provided to comply with the district regulations.~~

~~(Ord. 07-312 § 9 (part); Ord. 05-294 § 3 (part); prior code § 10-2.2318)~~

#### **~~14.74.200 Development standards for off-street parking and truck loading spaces.~~**

- A. ~~— Off-street parking facilities shall conform to the following standards:~~
- ~~1. — Perpendicular parking space size. Each standard parking space shall consist of an area not less than nine feet wide by eighteen (18) feet long, except as noted on the drawing labeled "Parking Standards Exhibit A" on file in the office of the planning department.~~
  - ~~2. — Handicapped persons perpendicular parking space size. Parking stalls for the use of the physically handicapped shall comply with the requirements set forth in Part 2 of Title 24 of the California Administrative Code and Chapter 9 of Division 11 of the Vehicle Code of the state.~~
  - ~~3. — Truck loading space size. Truck loading spaces shall not be less than ten (10) feet wide by twenty-five (25) feet long.~~
  - ~~4. — Clearance. Standard and compact parking spaces shall have a vertical clearance of at least seven feet over the entire area. In addition, the spaces shall be clear horizontally (for example, pillars in a~~

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basement or parking structure shall not be located in required parking spaces). Truck loading spaces shall have a vertical clearance of at least fourteen (14) feet.

- B. — Each parking and loading space shall be accessible from a public street or alley.
- C. — The parking and loading area shall be paved with an all-weather asphaltic concrete or portland cement concrete pavement and marked in accordance with the city engineering standards (not applicable for single-family dwellings).
- D. — Concrete bumper guards or wheel stops shall be provided for all parking spaces, except as provided in this section. The concrete curb around a perimeter landscaped area shall not be used as a bumper stop unless approved by the commission and the council. In such cases, the commission and the council may allow a parking space length to be reduced by two feet.
- E. — Lighting shall be deflected downward and away from any residential property.
- F. — No advertising or sign, other than identification or direction signs, shall be permitted in the parking or loading area.
- G. — No repair or servicing of vehicles shall be permitted in the parking or loading area.
- H. — No area which lies within the precise plan line for a public street or alley adopted by the council shall be computed as satisfying the parking and loading space requirements of this chapter.
- I. — A parking area abutting on property in an R-District or across a street or an alley from property in an R-District shall be screened, subject to the approval of the planning department, by a solid fence or wall or a compact evergreen hedge or other screening not less than six feet high, subject to the provisions of Chapter 14.72 of this title regulating fences (not applicable for single-family dwellings).
- J. — The minimum width of a one-way drive shall be twelve (12) feet.
- K. — The minimum width of a two-way drive shall be eighteen (18) feet.
- L. — Space for turning around on the site shall be provided for parking areas of three or more spaces so that no cars need back into the street (not applicable for single-family dwellings).
- M. — Parallel and acute-angle parking shall be designed for one-way traffic only, unless otherwise specified by the commission.
- N. — The minimum standards for the design of off-street parking areas shall be in accordance with those shown on the drawing labeled "Parking Standards Exhibit A" on file in the office of the planning department.
- O. — If found to be necessary or desirable by the city, the design standards set forth in this section may be waived for public and community facility uses or commercially operated public parking facilities in order to permit attended or supervised parking.
- P. — District requirements resulting in one-half or greater parking space shall be deemed to require a full space. Any fractional parking spaces .5 and greater shall be rounded up to the next whole number.
- Q. — For the purposes of this section, "net square footage" shall mean the total horizontal area in square feet on each floor, including basements, but not including the area of inner courts or shaft enclosures.

(Ord. 07-312 §§ 9 (part), 10; Ord. 05-294 § 3 (part); prior code § 10-2.2319)

(Ord. No. 10-348, § 11, 4-13-2010; Ord. No. 2012-375, § 14, 1-24-2012)