



MEMORANDUM

TO: Planning Policy Commission
FROM: Minnie Dhaliwal, CPD Director
RE: Title 18 Update – IMC 18.608 Parking
DATE: July 14, 2022

Meeting Purpose

The purpose of the July 14, 2022, joint Planning Policy Commission (PPC) and Development Commission (DC) meeting is to hold a public hearing to receive comments and feedback pertaining to IMC 18.608 Parking.

Background

The Council Ad Hoc Committee's Title 18 Update Desired Goals and Outcome document identifies the following priority relevant to this topic:

Goal 2: *Provide adequate parking while utilizing land efficiently.*

Desired Outcomes:

- Minimize the amount of land used for parking and thus parking's impacts.
- Simplify parking standards.
- Recognizing the varied amenities, services, and needs found throughout the City.
- Ensure reasonably adequate parking for those who rely on personal vehicles while planning for the future conversion of garages and surface parking lots.
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Goal 6: *Increase housing diversity.*

Desired Outcome:

- Provide or retain housing at a cost point rarely found in the City.
- Encourage smaller housing types for improved affordability.
- Increase the diversity of housing allowed by Code for the purpose of increasing affordability and ownership, plus reflecting different family configurations.

Goal 13: *Modernize code and incorporate best practices.*

Desired Outcome:

- Create a well-organized, clear code that improves public access to information; provides tools that address community needs; and helps create the kinds of places the community expects.

The draft code for Parking consolidates existing regulations in the Municipal Code, Central Issaquah Development and Design Standards, and Talus Replacement Regulations.

The packet includes a summary of substantial changes in Attachment A, that focus on improvements to organization of code, process or implementation of direction from the Administration or the Commission; but are actions that do not warrant discussion with the Commission. The following Analysis section includes the additional information to help the Commission’s discussion of the policy questions posed for this section of code.

Affinity Group Meeting Summaries

Based on initial feedback staff received in the onset of the project, staff organized two phases of affinity group discussions to develop the gaps analysis and evaluate initial draft changes that led to the external draft under review by the Commission. The first phase of discussions were part of the gaps analysis that influenced the initial draft code and second phase of discussions. Below is a brief summary of the second phase of discussions and a list of meeting dates. The groups included developer representatives, the Vision Partners group and a subcommittee that included Economic Vitality Commission (EVC) and Transportation Advisory Board (TAB) members.

For the second phase of affinity group discussions, the following items were addressed in the latest draft of parking regulations:

- Parking Table adoption alignment with consistent and more predictable parking metrics from the Institute of Transportation Engineers (ITE) Parking Generation Manual
- Bike Parking - additional language to distinguish between short-term and long-term bike parking regulations and requirements that align with Mobility Master Plan (MMP) goals.
- Shared Parking - defined process adaption of language to modern best practices to maximize the benefits of shared parking programs.
- Electric Vehicle Regulations - discussion of potential increases in regulations and the addition of townhomes as a separate regulation from multi-family housing draft code

Developer Group – June 1

EVC/TAB Subcommittee – June 1

Vision Partners Group – June 3

Analysis

For Commissioner consideration, below are policy questions related to code changes staff are pursuing in the latest draft of IMC 18.608 Parking.

- Does the following draft code language support the direction from PPC to clarify short-term and long-term bike parking regulations and to elevate the bike amenity as an element of the transportation system.

18.608.040 Provision of Bicycle Parking.

- A. The intent of this section is to provide bicycle parking in a safe, accessible, and convenient location to support a bicycle-friendly community.
- B. Bicycle parking provides a space for securing a bicycle at any location and includes both the space of the bicycle rack and the space to attach the bicycle to the rack.
- C. Bicycle parking spaces must provide parking for cyclists of all ages and abilities. Area devoted to bicycle parking may not be used for any other purpose, except as authorized by this code.
- D. Wayfinding signage must be provided when bike parking facilities are not visible from the public street or sidewalk.

18.608.050 Short-term Bicycle Parking.

- A. The intent of short-term bicycle parking is to provide safe, accessible and secure locations that directly serve the use activities generating the bicycle parking demand.
- B. Short-term bicycle parking is for bicycles parked less than four hours.
- C. All short-term bicycle parking installations must meet the follow criteria:
 - 1. Must be located in a well-lit, highly visible area to emphasize use, and within 50 feet of a building's primary entrance;
 - 2. Must not impede the use or encroach on any adjacent transportation travel facilities at any time;
 - 3. Must accommodate a U-lock-type lock to lock both the bicycle's frame and tire to the bicycle rack;
 - 4. Must support the frame of the bicycle in at least two places and prevent the bicycle from tipping over;
- D. When ten or more short-term bicycle parking spaces are required, a minimum of 50% of the spaces must be covered.
- E. With approval from the Director, required short-term bike parking may be installed in the public right-of-way, in accordance with the Public Works Street Standards.
- F. The minimum number of off-street short-term bike parking spaces required is set forth in Table 18.608.050.A.

18.608.060 Long-Term Bicycle Parking.

- A. Long-term bicycle parking is for bicycles parked four or more hours.
- B. Long-term bicycle parking must provide a safe, accessible and secure location that directly serve the use activities generating the bike parking demand, and must meet the follow criteria:

1. Provided in secure room or enclosed area with a locked gate with limited access for only the users securing a bicycle.
 2. Located in one of the following secure locations:
 - a. Within 50 feet of an attendant or security guard; or
 - b. Located in an area visible from employee work areas, or
 - c. Located in an area visible from residential communal areas or living spaces.
 3. Must accommodate a U-lock-type lock to secure both the bicycle's frame and one wheel to the bicycle rack;
 4. Must provide access to power source for charging electric bicycles in accordance with Table 18.608.060.B;
- C. Bicycle parking located inside a dwelling unit is not counted forward long-term bicycle parking space requirements for residential uses.
- D. When ten or more long-term bicycle parking spaces are required, 100% of the spaces must be covered.
- E. The minimum number of long-term bike parking spaces required is set forth in Table 18.608.060.A.
- F. Supporting facilities. In Tier 1 non-residential areas, showers and lockers must be provided in accordance with Table 18.608.060.B and located near the long-term bike parking area.
- Does the newly defined process for Shared Parking align with the Commissions feedback to make it more usable as a flexible parking tool?
- G. Shared Parking
1. The intent of shared parking is to efficiently use parking resources where the potential for shared parking with abutting land uses has been analyzed and to efficiently use parking facilities for more than one use, specifically uses whose prime hours of operation do not overlap. The intent of this provision is to decrease the amount of parking provided for a specific use by sharing adjacent underutilized parking facilities.
 2. Prime hours of operation. Prime hours of operation are defined as the time span during which a business or facility has its highest level of activity from employees, clients, customers, and/or other users.
 3. Spaces required.
 - a. Non-overlapping prime hours of operation: If the businesses have non-overlapping prime hours of operation, the property owner(s) must provide parking spaces equal to those required of the business with the greater of the applicable individual parking requirements. Shared parking will only be permitted in Central Issaquah if prime hours of operation do not overlap, or if the overlap is less than one-half hour.
 - b. Overlapping prime hours of operation: If the businesses have overlapping prime hours of operation, the property owner(s) must provide parking spaces equal to the total of the individual parking requirements.

- c. The required number of spaces for shared parking may be reduced by a maximum of 40% of the total required parking stalls if the following criteria are met:
 - (1) A Transportation Demand Management (TDM) study, in accordance with IMC 18.610.120.M, supports the estimated shared parking demand for the proposed use; and
 - (2) Evidence from technical studies or manuals relating to the proposed mix of shared uses is provided.
4. Review for shared parking.
 - a. Existing use: Shared parking may be approved by the Director for existing use if it complies with the approval criteria for shared parking;
 - b. New uses: Shared parking for new uses does not require a separate review process and may be approved within the site plan review process for the project.
5. Approval criteria for shared parking. Shared parking for businesses with either non-overlapping or overlapping prime hours of operation may be approved if all of the following approval criteria are met:
 - a. The location of parking facilities must be within 800 feet and visible to the associated uses involved in the shared parking contract.
 - b. The location must be zoned to permit parking facilities outright, or through a specific site plan review process.
 - c. A convenient pedestrian connection must be provided between the shared uses and the parking facilities. This pedestrian connection must be designed as barrier-free and built with appropriate lighting and safety considerations consistent with IMC 18.62.060.
 - d. The availability of parking for each use must be indicated by directional signs governed by IMC Chapter 18.65 Signs.
6. Shared Parking contract. A contract is required and must be executed by all the owners/operators of the shared uses and the City. The shared parking contract must:
 - a. Provide that the land comprising the required shared parking facilities must not be encroached upon, used, sold, leased, or conveyed for any purpose except in conjunction with the building or use which the required parking serves, so long as the shared parking facilities are needed. The contract terms must be for as long as any of the shared uses continues in existence;
 - b. Indicate prime hours of operation for shared uses;
 - c. Assign maintenance provisions for the parking facilities and landscaping;
 - d. Designate potential times of overflow, and a parking plan which will be implemented in the event of overflow;
 - e. Provide for parking enforcement of the subject locations.
7. Contract amendments or termination. Amendments to the contract, redrafting of the original enacted contract, or contract termination must be reviewed and approved through the Level 1 Review process.

- Should the City consider raising the amount of required Electric Vehicle Service Equipment (EVSE) and Electric Vehicle-ready (EV-Ready) Parking stalls?

**Table 18.610.050.A
Residential Electric Vehicle (EV) Charging Infrastructure**

| Use | Number of EVSE Parking Spaces | Number of EV-Ready Parking Spaces |
|--|-------------------------------|-----------------------------------|
| New Townhomes | None | 100% of total parking spaces |
| New multifamily (R1 and R-2, and I-2 occupancies) and any other multi-unit residential building not meeting the definition of “multifamily residential building” under RCW 19.27.015(4) | 10% of total parking spaces | 30% of total parking spaces |
| Existing multifamily buildings undergoing substantial improvement (R1, R-2, and I-2 occupancies) and any other multi-unit residential building not meeting the definition of “multifamily residential building” under RCW 19.27.015(4) | 10% of total parking spaces | 20% of total parking spaces |

**Table 18.610.050.B
Nonresidential Electric Vehicle (EV) Charging Infrastructure**

| Use | Number of EVSE Parking Spaces | Number of EV-Ready Parking Spaces |
|--|-------------------------------|-----------------------------------|
| New nonresidential buildings | 5% of total parking spaces | 10% of total parking spaces |
| Existing nonresidential buildings undergoing substantial improvement | 5% of total parking spaces | 10% of total parking spaces |
| New surface parking lots (not gravel) and parking garage uses | 5% of total parking spaces | 10% of total parking spaces |

Previous Meetings

- February 10, 2022 – Planning Policy Commission: Building and Design, ([Agenda](#)/[Minutes](#)/[Video](#))

Things to Consider: Policy Discussion

The following are a summary of policy questions for Commission consideration

- Does the following draft code language support the direction from PPC to clarify short-term and long-term bike parking regulations and to elevate the bike amenity as a
- Does the newly defined process align with the Commissions feedback to make it more usable as a flexible parking tool?
- Should the City consider raising the amount of required EVSE and EV-Ready Parking stalls?

Timeline

- July 14th, 2022 – Public Hearing: Zoning and Development Standards
- July 28th, 2022 – Deliberation: Title 18 – Zoning and Development Standards
- October 2022 – Public Hearings: Consolidated Draft Title 18 Update

Attachments

- A. Summary of Substantial Changes
- B. Summary of Public Comments

A. Summary of Substantial Changes

The following summarizes the substantive changes made to develop the proposed **18.608 Parking**. The changes are based on the gaps analysis, previous discussions with the Planning Policy Commission, a Staff evaluation of existing code and feedback from the City attorney’s office.

| CHANGE | REASON |
|--|--|
| 1. Consolidation of code and reduction of redundancies. | Merged sections to simplify the code, remove duplicate language and support enforceability during the development review process. |
| 2. Adapted and created intent sections with adapted language from existing municipal code, Central Development and Design Standards and | Enables consistency in application and regulation. |
| 3. Throughout the chapter “should” has been replaced with “must”. | Eliminates vagueness and allows staff to enforce the code. |
| 4. Updated a portion of the off-street parking requirements table with consistent and more predictable metrics in conformance with the latest parking requirements recommended in the ITE Parking Generation Manual. | Following discussions with affinity groups, the Development Commission and the Planning Policy Commission, staff-initiated edits to off-street parking regulations table. 18.608.050 to use more consistent and predictable metrics that calculate parking requirements. |
| 5. Consolidated parking requirements into Tiers based on land use and contextual neighborhood characteristics. | The purpose of this change is to simplify parking regulations and recognize the differences in parking demand for neighborhoods that support dense growth and neighborhoods that do not. |
| 6. Bike Parking | Support Mobility Master Plan (MMP) goals for multimodal supported system. These changes strongly require bicycling system destination amenities. |
| 7. Shared Parking | This update is to incorporate modern best practices with this flexible parking tool, so that it recognizes market demand trends influenced by |

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| | geographic location the surrounding environment. |
| 8. Electric Vehicle (EV) Parking | The update is to support implementation of the Issaquah Climate Action Plan item TL 3.2 and support newer federal requirements for electric vehicles |

B. Summary of Public Comments

| Date | Commentor Name | Topic | Comment | Response Notes |
|-----------|----------------|----------------------|---|--|
| 5/25/2021 | Shane Holman | Parking Requirements | Concerned about parking reductions without the addition of transit. Future development should meet the demands of existing residents and visitors | Updated parking standards are based on existing IMC and Central Issaquah parking requirements, and supplemented with parking generation rates provided by the Institute of Transportation Engineers (ITE)'s Parking Generation Manual. Parking standards are distinguished between Tiers 1 and 2, which represent new geographic boundaries to differentiate the multimodal goals in urban development and vehicle-dependent suburban areas in the rest of the city. |
| 5/27/2021 | Mike Bailey | Parking Requirements | Clarification requested about recent and potential changes in the code regarding parking requirements for businesses in Olde Town | Table 18.608.020.B indicates that the commercial area of the Olde Town Neighborhood falls within Parking Tier 1. Minimum off-street parking standards for Tier 1 are defined in Table 18.608.050. |
| 8/11/2021 | Kari Magill | Parking Requirements | "Parking is extremely expensive and contributes to carbon emissions. The reduction of parking requirements is dictated by many plans (MMP, Parks, etc.) and must be a serious component of this update." | The draft parking regulations are based on existing IMC and Central Issaquah parking requirements, and supplemented with parking generation rates provided by the Institute of Transportation Engineers (ITE)'s Parking Generation Manual. Major policy changes is not within the scope of this project and suggested policy changes may be considered following this project update. |
| 2/10/2022 | Sarah Hoey | Parking | "I do not agree with parking calculations for residential homes, as owner do not use their garage for parking, they use it for storage. Hence forcing more street parking. Garages are not built for large trucks." | The draft parking regulations are based on existing IMC and Central Issaquah parking requirements, and supplemented with parking generation rates provided by the Institute of Transportation Engineers (ITE)'s Parking Generation Manual. Major policy |

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|---------|----------------|--|--|--|
| | | | | changes is not within the scope of this project and suggested policy changes may be considered following this project update. |
| 5/12/22 | Steve Bolliger | Shared Parking Parking Requirements | <ol style="list-style-type: none"> 1. "I was hoping to see a set of draft regulations that would ...provide more shared parking opportunities." 2. "[The City should] consider a maximum parking threshold and leave the minimum parking requirement to the developer and market." | <ol style="list-style-type: none"> 1. Section 18.610.120, Flexible Parking Tools, provides for a maximum reduction of 40% from the minimum parking required. 2. Minimum off-street parking standards are defined in Table 18.608.050. Removing minimum parking requirements would be a policy decision that council would need revisit at a later date. Major policy changes is not within the scope of this project and suggested policy changes may be considered following this project update. |