



REPORT TO COUNCIL

City of Sacramento

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STAFF REPORT
March 28, 2006

Honorable Mayor and
Members of the City Council

Subject: Central City Parking Master Plan – Interim Surface Parking Lot Policy

Location/Council District:

Area bounded by Broadway, Sacramento River, American River, and Alhambra Boulevard - Council Districts 1, 3 & 4 (see map - Attachment A)

Recommendation:

Approve an interim surface parking lot policy and direct staff to: 1) Proceed with implementation of the policy including developing proposed revisions to policy documents and ordinances; and 2) Report back on interim policy by end of 2007.

Contact: Fran Halbakken, Interim Director of Transportation, 808-7194

Presenters: Fran Halbakken, Interim Director of Transportation; Howard Chan, Parking Services Manager

Department: Transportation

Division: Parking

Organization No: 3461 & 3481

Summary:

The objective of the Central City Parking Master Plan (Master Plan) is to develop criteria, policies and procedures that will be used to guide the City when making decisions related to parking in the Central City. This report is the sixth in a series of Central City Parking Master Plan reports to Council. Prior and future Council dates for the Central City Parking Master Plan include:

1. Aug 2005 – Council adopted goals and objectives for Central City parking.
2. Sept 2005 – Presented recommendations on parking supply.
3. Oct 2005 – Council adopted recommendations for case study area.
4. Nov 2005 – Presented recommendations for management of existing supply and demand management.

5. Jan 2006 – Discussed recommendations for funding and financial considerations.
6. March 2006 (today) – Request Council to adopt interim surface parking lot policy.
7. May 2006 (anticipated) – Consider approval of Central City Parking Master Plan.

Committee/Commission Action:

Informational presentations have been provided to the following:

- Planning Commission - May 2005 and January 2006
- Disability Advisory Commission (DAC) - June 2005; DAC Physical Access Subcommittee - November 3, 2005
- Development Oversight Commission - February 2006

Background Information:

On January 26, 2006, staff presented City Council a draft surface parking lot policy. A multi-departmental team drafted policy recommendations for all surface parking lots located in the Central City. Council discussed the recommendations but did not take action. Staff is proposing an interim surface parking lot policy for Council consideration and approval.

Staff used the following guidelines to frame the proposed policy:

- Include consideration for highest and best use of key development sites.
- Allow time for existing surface parking lots to comply with new policy.
- Avoid loss of existing parking supply.
- Must be fair and clear.
- Code Enforcement must be able to enforce.
- Should not be overly onerous.

Interim surface parking lot policy – applies to Central City stand-alone parking lots

This section applies to surface lots that were in continuous operation by January 1, 2006. All other lots in the Central City are defined as new surface parking lots.

Within 6 months of Council adoption, a new ministerial parking lot permit must be obtained with the following requirements:

- City Business Operations Tax Certificate for operation of the specific lot;
- Post signage with contact name, phone number and parking lot permit posted;
- Specified level of insurance coverage with City listed as additional insured;
- Specified level of insurance coverage holding City harmless;
- Agree to operate in clean and safe manner;
- Provide 0.2 foot-candle minimum lighting level;
- Provide improved surface as defined by code;

- Meet design standards for layout as defined by code; and
- Provide required number of accessible spaces as defined by code.

The permit will have a time limit of one year. An administrative fee will be charged for the processing of the application and issuance of the permit to cover associated staff time and costs. Enforcement of the policy and permit will be by an administrative citation procedure, similar to an administrative penalty, for violations. Existing lots not having a permit within six months of Council adoption will be closed.

New surface parking lots

No new surface parking lots will be allowed in Merged Downtown Redevelopment Project Area (see map, Attachment A).

Outside the Merged Downtown Redevelopment Project Area, in identified high-need areas

New surface lots can obtain a permit with a two-year time limit by meeting the conditions listed above and the following additional conditions:

- 25 spaces or less - provide street level screening approximately 3' high.
- More than 25 spaces - provide landscaping along street frontage.

Outside the Merged Downtown Redevelopment Project Area, not in high-need areas

New surface lots allowed with special permit, full improvements and time limits as currently specified in the code.

Staff is requesting that City Council adopt the interim surface parking lot policy in concept and direct staff to proceed with implementation. This will require revisions to policy documents and ordinance(s). Council may opt to waive bringing the revised ordinance to the Law & Legislation Committee since the Council will already have acted on the policy in concept. The final ordinance will be brought to the Planning Commission and City Council for action. It is also recommended that Council direct staff to report back on the interim surface lot policy by the end of 2007.

Financial Considerations:

No actions are being taken which have a direct financial impact.

Environmental Considerations:

This activity is not considered a project as defined by Section 15378 of the California Environmental Quality Act (CEQA) guidelines. The activity involves no physical construction and has no potential to cause a significant impact on the environment (CEQA Section 15061 (b)(3)).

Policy Considerations:

The Central City Parking Master Plan is consistent with the City of Sacramento’s Strategic Plan goals of improving and diversifying the transportation system, enhancing and preserving neighborhoods, and expanding economic development throughout the City.

Emerging Small Business Development (ESBD):

No goods or services are being procured with this Council action. The project consultant, DKS Associates, has met the ESBD requirement of 20% participation for City projects.

Respectfully Submitted by: _____
Howard Chan
Parking Services Manager

Approved by: _____
Francesca Halbakken
Interim Director of Transportation

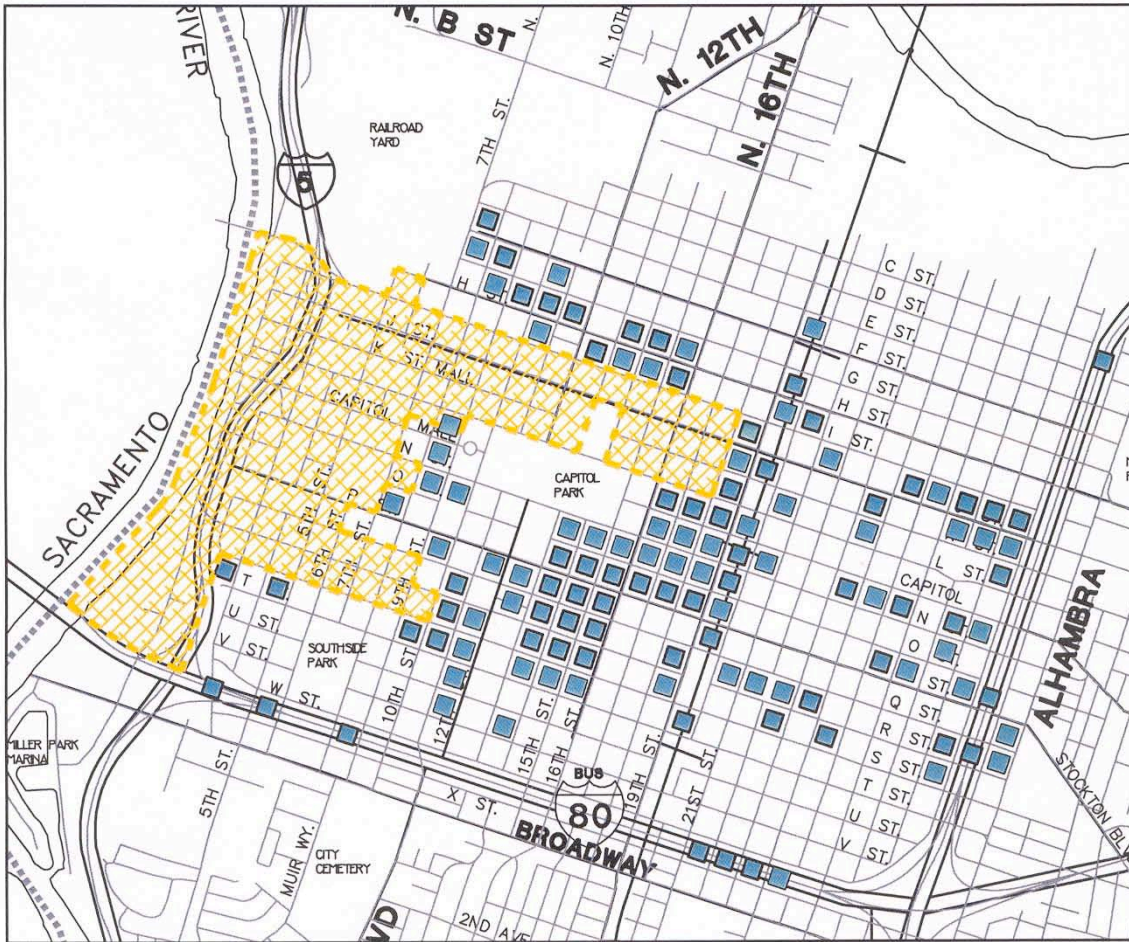
Recommendation Approved:

RAY KERRIDGE
City Manager

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EXHIBIT A

PARKING HOT SPOTS OUTSIDE DOWNTOWN REDEVELOPMENT PROJECT AREA LIMITS



LOCATION MAP

LEGEND:	
DOWNTOWN REDEVELOPMENT LIMITS	■■■■■
PARKING HOT SPOT AREA	■

MAP CONTACT: B. CAMERON
DATE: 3/21/06