AGENDA
EL SEGUNDO CITY COUNCIL
COUNCIL CHAMBERS - 350 Main Street

The City Council, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Any writings or documents given to a majority of the City Council regarding any matter on this agenda that the City received after issuing the agenda packet, are available for public inspection in the City Clerk’s office during normal business hours. Such Documents may also be posted on the City’s website at www.elsegundo.org and additional copies will be available at the City Council meeting.

Unless otherwise noted in the Agenda, the Public can only comment on City-related business that is within the jurisdiction of the City Council and/or items listed on the Agenda during the Public Communications portions of the Meeting. Additionally, the Public can comment on any Public Hearing item on the Agenda during the Public Hearing portion of such item. The time limit for comments is five (5) minutes per person.

Before speaking to the City Council, please come to the podium and state: Your name and residence and the organization you represent, if desired. Please respect the time limits.

Members of the Public may place items on the Agenda by submitting a Written Request to the City Clerk or City Manager’s Office at least six days prior to the City Council Meeting (by 2:00 p.m. the prior Tuesday). The request must include a brief general description of the business to be transacted or discussed at the meeting. Playing of video tapes or use of visual aids may be permitted during meetings if they are submitted to the City Clerk two (2) working days prior to the meeting and they do not exceed five (5) minutes in length.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Clerk, 524-2305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JUNE 15, 2010 – 5:00 P.M.

Next Resolution # 4554
Next Ordinance # 1443

5:00 P.M. SESSION

CALL TO ORDER

ROLL CALL

PUBLIC COMMUNICATION – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250.
SPECIAL ORDER OF BUSINESS:

CLOSED SESSION:
The City Council may move into a closed session pursuant to applicable law, including the Brown Act (Government Code Section §54960, et seq.) for the purposes of conferring with the City’s Real Property Negotiator; and/or conferring with the City Attorney on potential and/or existing litigation; and/or discussing matters covered under Government Code Section §54957 (Personnel); and/or conferring with the City’s Labor Negotiators; as follows:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov’t Code §54956.9(a) -1- matter

1. City of El Segundo vs. City of Los Angeles, et. al. LASC Case No. BS094279

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code §54956.9(b): -0- potential case (no further public statement is required at this time); Initiation of litigation pursuant to Government Code §54956.9(c): -0- matter.

APPOINTMENT AND PERFORMANCE EVALUATION OF PUBLIC EMPLOYEE (Gov’t. Code § 54957) -1- matter Position: City Manager.

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov’t Code §54957.6): -1- matters

1. Represented Group: Police Support Services Employees Association (PSSEA), City Employees Association (CEA), Firefighters Association (FFA), Police Managers Association (PMA), Police Officers Association (POA), Supervisory and Professional Employees (S&P)
   Negotiators: Jack Wayt, Bob Hyland and Rich Kreisler

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov’t Code §54956.8): -0- matters
AGENDA
EL SEGUNDO CITY COUNCIL
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REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JUNE 15, 2010 - 7:00 P.M.

Next Resolution # 4554
Next Ordinance # 1443

7:00 P.M. SESSION

CALL TO ORDER

INVOCATION – Father Robert Victoria, St. Anthony’s Catholic Church

PLEDGE OF ALLEGIANCE – Council Member Carl Jacobson
PRESENTATIONS

a. Presentation to El Segundo Boys Volleyball Team for CIF Championship

ROLL CALL

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A. PROCEDURAL MOTIONS

Consideration of a motion to read all ordinances and resolutions on the Agenda by title only.

Recommendation – Approval.

B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

1. Consideration and possible action to open a public hearing and receive public testimony concerning adopting a resolution supporting the proposed issuance of Recovery Zone Facility Revenue Bonds (RZFRB) by the California Municipal Finance Authority (CMFA) in an amount not to exceed $250,000,000, to finance or refinance the acquisition, construction, reconstruction and/or renovation of certain improvements related to the manufacturing of usable fuels and petroleum products at the Chevron El Segundo Refinery located at 324 W. El Segundo Blvd. (Fiscal Impact: None)

Recommendation – (1) Open the public hearing; (2) Take public testimony; (3) Adopt resolution approving CMFA’s issuance of financing for Chevron Corporation’s RZFRB project(s); (4) Alternatively, discuss and take other action related to this item.

2. Consideration and possible action to open a public hearing and receive testimony regarding: 1) an Environmental Assessment for a proposed Categorical Exemption; and 2) a Zone Text Amendment amending the El Segundo Municipal Code (“ESMC”) off-street parking and loading regulations. Applicant: City Initiated. (Fiscal Impact: N/A)

Recommendation – (1) Open the public hearing; (2) Discussion; (3) Introduce and waive first reading of Ordinance for Zone Text Amendment No. 07-02; (4) Schedule second reading and adoption of Ordinance on July 6, 2010 or on the first regularly scheduled meeting thereafter; (5) Alternatively, discuss and take other action related to this item.
3. Receive and file report prepared by the County of Los Angeles regarding transitioning the El Segundo Fire Department's ("ESFD") services to the Consolidated Fire Protection District of Los Angeles County (aka the Los Angeles County Fire Department). Consideration and possible action to direct staff to undertake further analysis of potential impacts including, without limitation, an analysis pursuant to Elections Code § 9212 regarding an initiative petition currently being circulated that would require, if adopted, that ESFD's services be performed by the County.

Recommendation – (1) Receive and file report prepared by the County of Los Angeles regarding transitioning ESFD to the County; (2) Consideration and possible action to direct staff to undertake further analysis of the impacts of transitioning ESFD to the County including, without limitation, an analysis under Elections Code § 9212 regarding the initiative petition currently being circulated that would require, if adopted, that ESFD be transitioned to the County; (3) Alternatively, take other related action as directed by Council.

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

4. Consideration and possible action to announce the candidates of the Library Board of Trustees, Senior Citizen Housing Corporation Board, Community Cable Advisory Committee and Environmental Committee. (Fiscal Impact: None)

Recommendation – (1) Announce the appointees to the Library Board of Trustees, Senior Citizen Housing Corporation Board, Community Cable Advisory Committee and Environmental Committee, if any; (2) Alternatively, discuss and take other action related to this item.

E. CONSENT AGENDA

All items listed are to be adopted by one motion without discussion and passed unanimously. If a call for discussion of an item is made, the item(s) will be considered individually under the next heading of business.

5. Warrant Numbers 2577515 to 2577710 on Register No. 17 in the total amount of $581,715.13 and Wire Transfers from 5/20/10 through 6/03/10 in the total amount of $993,013.75.

Recommendation – Approve Warrant Demand Register and authorize staff to release. Ratify: Payroll and Employee Benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers.
6. Regular City Council Meeting Minutes of June 1, 2010 and Special Meeting Minutes of June 1, 2010.
Recommendation – Approval.

7. Consideration and possible action regarding approval of a Resolution delegating authority for making disability determinations to the City Manager and Human Resources Director pursuant to Government Code § 21173. (Fiscal Impact: None)
Recommendation – (1) Approve attached Resolution; (2) Alternatively, discuss and take other action related to this item.

8. Consideration and possible action to award a standard Public Works Contract to Advance Sewer Technologies, Inc. for the Cleaning and Closed Circuit Television (CCTV) Inspection of sewer lines west of Sepulveda Boulevard between El Segundo Boulevard and Imperial Avenue. (Project No.: PW 10-02) and adoption of Plans and Specifications for the CCTV inspection of sewer lines east of Sepulveda Boulevard, between El Segundo Boulevard and Imperial Highway. (Fiscal Impact $183,951.11)
Recommendation – (1) Authorize the City Manager to execute a Standard Public Works Contract in a form as approved by the City Attorney with Advanced Sewer Technologies, Inc., in the amount of $167,228.28; (2) Adopt Plans and Specifications and authorize staff to advertise the project for receipt of construction bids.; (3) Alternatively, discuss and take other action related to this item.

9. Consideration and possible action regarding the second reading and adoption of Ordinance No. 1443 amending regulation of massage establishments within the City of El Segundo. (Fiscal Impact: None)
Recommendation – (1) Waive second reading and adopt Ordinance No. 1443; (2) Alternatively, discuss and take other action related to this item.

10. Consideration and possible action regarding the design and location of a City of El Segundo monument sign provided by the Boeing Corporation at the intersection of Imperial Highway and Sepulveda Boulevard. (Fiscal Impact: None)
Recommendation – (1) Approve the proposed City of El Segundo monument sign design and location at the intersection of Imperial Highway and Sepulveda Boulevard; (2) Alternatively, discuss and take other action related to this item.
11. Consideration and possible action to approve a contract amendment to the employment agreement with Robert Hyland for the position of Director of Human Resources, effective July 1, 2010. (Fiscal Impact: $73,500)

Recommendation – (1) Authorize the City Manager to execute an extension to the contract employment agreement, in a form acceptable to the City Attorney; (2) Alternatively, discuss and take other action related to this item.

CALL ITEMS FROM CONSENT AGENDA

F. NEW BUSINESS

12. Consideration and possible action to establish an annual Tobacco Retail License Fee. (Fiscal Impact: None)

Recommendation – (1) Provide direction to staff regarding adopting a Tobacco Retail License Fee; (2) Alternatively, discuss and take other action related to this item.

G. REPORTS – CITY MANAGER

H. REPORTS – CITY ATTORNEY

I. REPORTS – CITY CLERK

13. Consideration and possible action regarding Council consensus to cancel the July 6, 2010 City Council Meeting. (Fiscal Impact: None)

Recommendation – (1) Approve cancellation of the July 6, 2010 City Council Meeting; (2) Alternatively, discuss and take other action related to this item.

J. REPORTS – CITY TREASURER

K. REPORTS – CITY COUNCIL MEMBERS
Council Member Fuentes –

Council Member Brann –

Council Member Jacobson –

Mayor Pro Tem Fisher –

Mayor Busch –

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MEMORIALS –

CLOSED SESSION

The City Council may move into a closed session pursuant to applicable law, including the Brown Act (Government Code Section §54960, et seq.) for the purposes of conferring with the City's Real Property Negotiator; and/or conferring with the City Attorney on potential and/or existing litigation; and/or discussing matters covered under Government Code Section §54957 (Personnel); and/or conferring with the City’s Labor Negotiators.

REPORT OF ACTION TAKEN IN CLOSED SESSION (if required)

ADJOURNMENT

POSTED:

DATE: June 9, 2010

TIME: 3:00 P.M.

NAME: [Signature]
AGENDA DESCRIPTION:

Consideration and possible action to open a public hearing and receive public testimony concerning adopting a resolution supporting the proposed issuance of Recovery Zone Facility Revenue Bonds (RZFRB) by the California Municipal Finance Authority (CMFA) in an amount not to exceed $250,000,000, to finance or refinance the acquisition, construction, reconstruction and/or renovation of certain improvements related to the manufacturing of usable fuels and petroleum products at the Chevron El Segundo Refinery located at 324 W. El Segundo Blvd. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:

1. Open the public hearing;
2. Take public testimony;
3. Adopt resolution approving CMFA’s issuance of financing for Chevron Corporation's RZFRB project(s);
4. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

1. Resolution approving CMFA’s issuance of bonds

FISCAL IMPACT: None

Amount Budgeted: $N/A
Additional Appropriation: N/A
Account Number(s):

ORIGINATED BY: Bill Crowe, Assistant City Manager
REVIEWED BY: Bill Crowe, Assistant City Manager
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:

The City of El Segundo is being asked to adopt a resolution approving of the issuance of tax-exempt bonds by the California Municipal Finance Authority (the “Authority”) to finance or refinance the acquisition, construction, reconstruction and/or renovation of certain improvements related to the manufacturing of usable fuels and petroleum products at the Chevron El Segundo Refinery (the “Corporation”). Such approval is required for compliance with the federal tax laws under the Tax and Equity Fiscal Responsibility Act of 1982 (“TEFRA”), as well as Section 9 of the Authority’s Amended and Restated Joint Powers Agreement (the “Agreement”). This approval will not constitute any other approval of the local agency. Therefore, in order for any
financing for a private entity to be completed on a tax-exempt basis, the TEFRA hearing process must be completed by the legislative body of the local agency in which the proposed project will be located.

The Bonds would be tax-exempt private activity bonds for the purposes of the Internal Revenue Code and, as such, require the approval of the elected body of the governmental entity having jurisdiction over the area where the project to be financed is located. The City will not be under any obligation to repay the Bond indebtedness.

In order for the Authority to issue such Bonds, the City must (1) conduct a public hearing allowing members of the public to comment on the proposed Project, and (2) approve of the Authority’s issuance of Bonds on behalf of the proposed financing. Although the Authority (not the City) will be the issuer of the tax-exempt revenue bonds for the Project, the financing cannot proceed without the City being a member of the Authority and, as the governmental entity having jurisdiction over the site, approving of the Authority’s issuance of indebtedness.

The Authority is a California joint exercise of powers authority created on January 1, 2004, organized and existing under the laws of the State of California (specifically, California Government Code Section 6500 and following). Under the California Government Code, cities are authorized to form by agreement a governmental entity that combines the powers of such entities to perform certain governmental functions specifically outlined in the Agreement. To date, over 100 municipalities, including the City of El Segundo, have become members of CMFA. The Authority is authorized to assist in the financing of exempt facilities projects.

There is no direct or indirect financial impact to the City of El Segundo as a result of this proposed financing. The Authority will issue tax-exempt revenue bonds on behalf of the Project. The tax-exempt revenue bonds are payable solely out of the revenues derived by the Corporation from the applicable Project. No financial obligations are placed on the City for project financing costs or debt repayment. However, the Authority will charge the Corporation an upfront fee for the issuance of the Bonds. From that fee, the Authority shall allocate up to $25,000 to the City of El Segundo for its use toward any municipal purpose. Additionally, a donation of up to $25,000 from the California Foundation for Stronger Communities will be made to local non-profit agencies on behalf of the City of El Segundo.

It is recommended that the City Council approve, by resolution, the issuance of tax-exempt revenue bonds by California Municipal Finance Authority in an aggregate principal amount not to exceed $250 million, to assist Chevron.
RESOLUTION NO. ________

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL SEGUNDO APPROVING THE ISSUANCE OF THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY REVENUE BONDS (CHEVRON U.S.A. INC. PROJECT), SERIES 2010 IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $250,000,000 FOR THE PURPOSE OF FINANCING OR REFINANCING THE ACQUISITION, CONSTRUCTION, RECONSTRUCTION AND/OR RENOVATION OF REFINERY FACILITIES AND CERTAIN OTHER MATTERS RELATING THERETO.

The City Council of the City of El Segundo resolves as follows:

SECTION 1: The City Council finds and declares as follows:

A. The California Municipal Finance Authority (the “Authority”) has been requested by Chevron U.S.A. Inc., a Pennsylvania corporation (the “Corporation”), to issue its bonds (the “Bonds”) to finance or refinance the acquisition, construction, reconstruction and/or renovation of refinery facilities (the “Project”) located at 324 West El Segundo Boulevard in the City of El Segundo, California (the “City”), in the County of Los Angeles, California (the “Project”). The Project will include, but may not be limited to, capital expenditures for property relating to the production of usable fuels through the process of thermal cracking, fluidized catalytic cracking and hydro cracking of heavy crude oil. The initial owner, operator or manager of the Project will be the Corporation.

B. Pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”), the issuance of the Bonds by the Authority must be approved by the City because the Project is located within the territorial limits of the City and because the Authority will for federal income tax purposes be acting on behalf of the City in the issuance of the Bonds;

C. The City Council of the City (the “City Council”) is the elected legislative body of the City and is an applicable elected representative within the meaning of Section 147(f) of the Code authorized to approve the issuance of the Bonds;

D. The Authority has requested that the City Council approve the issuance of the Bonds by the Authority in order to satisfy the public approval requirement of Section 147(f) of the Code and the requirements of Section 4 of the Amended and Restated Joint Exercise of Powers Agreement, dated as of January 1, 2004 (the “Agreement”), among certain local agencies, including the City;

E. Pursuant to Section 147(f) of the Code, the City Council has, following notice duly given, held a public hearing regarding the issuance of the Bonds in one or more series and at a single time or from time to time in accordance with a plan of financing, and now desires to approve the issuance of the Bonds by the Authority;
F. Section 1401 of the American Recovery and Reinvestment Act of 2009 ("ARRA") added Sections 1400U-1 through 1400U-3 to the Code, authorizing states, counties and large municipalities to issue Recovery Zone Facility Bonds;

G. Recovery Zone Facility Bonds may be issued to finance "recovery zone property" (as defined in Section 1400U-3 of the Code) within a recovery zone (a "Recovery Zone") (as defined in Section 1400U-1 of the Code);

H. The County, pursuant to a resolution adopted on January 26, 2010, designated the entire geographic area of the County as a Recovery Zone within the meaning of ARRA;

I. In order to enable the Authority to issue the Bonds as Recovery Zone Facility Bonds on behalf of the City, the City has reviewed the findings of the Staff of the County of Los Angeles Chief Executive Office, dated January 26, 2010, which support the County designation of the entire County, including the City, as a Recovery Zone.

SECTION 2: The above recitals are true and correct.

SECTION 3: The City Council hereby approves the issuance of the Bonds by the Authority in one or more series and at a single time or from time to time in accordance with a plan of financing. It is the purpose and intent of the City Council that this resolution constitute approval of the issuance of the Bonds by the Authority, for the purposes of (a) Section 147(f) of the Code by the applicable elected representative of the governmental unit on behalf of whom the Bonds will be issued and of the governmental unit having jurisdiction over the area in which the Project is located, in accordance with said Section 147(f) and (b) Section 4 of the Agreement.

SECTION 4: The City hereby confirms the County's determination that the geographic area of the County, including all such area included within the boundaries of the City, is a Recovery Zone and, based on the County's determination; the City further specifically designates the entire area included within its boundaries as a Recovery Zone.

SECTION 5: The officers of the City are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing transaction approved hereby.

SECTION 6: This resolution shall take effect immediately upon its adoption.
PASSED AND ADOPTED by the City Council of the City of El Segundo this 15th day of June, 2010.

_____________________________
Eric Busch, Mayor

ATTEST:

By: ________________________
   Cindy Mortesen
   City Clerk

APPROVED AS TO FORM:

By: ________________________
   Karl H. Berger
   Assistant City Attorney
AGENDA DESCRIPTION:
Consideration and possible action to open a public hearing and receive testimony regarding: 1) an Environmental Assessment for a proposed Categorical Exemption; and 2) a Zone Text Amendment amending the El Segundo Municipal Code (“ESMC”) off-street parking and loading regulations. Applicant: City Initiated (Fiscal Impact: N/A)

RECOMMENDED COUNCIL ACTION:
1. Open the public hearing;
2. Discussion;
3. Introduce, and waive first reading of Ordinance for Zone Text Amendment No. 07-02;
4. Schedule second reading and adoption of Ordinance on July 6, 2010 or on the first regularly scheduled meeting thereafter; and/or,
5. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Draft Ordinance and Exhibits
2. Draft Ordinance and Exhibits (Strike-out/Underline Version)
3. Planning Commission staff report dated May 27, 2010 and attachments

FISCAL IMPACT: N/A
Amount Budgeted: N/A
Additional Appropriation: N/A
Account Number(s): N/A

ORIGINATED BY: Kimberly Christensen, AICP, Planning Manager
REVIEWED BY: Greg Carpenter, Director of Planning and Building Safety
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:
On May 27, 2010, the Planning Commission held a public hearing on the proposed Zone Text Amendment. After receiving testimony and documentary evidence, the Commission adopted Resolution No. 2674, recommending City Council approve Environmental Assessment No. 755 and Zone Text Amendment No. 07-02.

I. Introduction
The proposed Zone Text Amendment consists of a comprehensive update of the City’s parking and loading space regulations. It repeals and replaces ESMC Title 15 Chapter 15 (Off-Street Parking and Loading Spaces) in its entirety and amends sections in Chapters 1 (Title; Interpretation; Definitions), 2 (General Provisions), 4 (Residential Zones), 16 (Developer Transportation Demand Management), 17 (Employer/Occupant Transportation Systems Management), and 24 (Adjustments). The amendments to these Chapters affect parking and
Project Applications

The applications include the following:

1) **Environmental Assessment (EA) No. 755 California Environmental Quality Act (CEQA)** – A Categorical Exemption (CE) for Environmental Assessment No 755 is proposed for this project pursuant to the Public Resources Code and the CEQA Guidelines.

2) **Zone Text Amendment (ZTA) No. 07-02** – to repeal El Segundo Municipal Code (ESMC) Chapter 15-15 (Off-Street Parking and Loading Spaces) in its entirety and to add a new Chapter 15-15 (Off-Street Parking and Loading Spaces); to amend ESMC Chapter 15-24 (Adjustments); and to amend ESMC §§ 15-1-6 (Definitions), 15-2-6 (Corner Clearance), 15-2-11 (Driveway Visibility), 15-2-14 (Landscaping), 15-4A-8 (Off Street Parking and Loading Spaces (R-1 Zone)), 15-4A-10 (Vehicular Access (R-1 Zone)), 15-4B-10 (Vehicular Access (R-2 Zone)), 15-4C-9 (Vehicular Access (R-3 Zone)), 15-4E-5 (Parking For R-1 Zones (Second Dwelling Units)), 15-16-3(B) (Development Standards (TDM)), 15-16-5 (Enforcement (TDM)), 15-17-5 (Requirements (TSM)), 15-17-6 (Parking Incentives (TSM)), 15-17-7 (Implementation and Administration (TSM)), and 15-17-8 (Off-Site Parking (TSM)).

II. **Background**

In 2007, the City Council gave staff specific direction to research possible amendments to the City’s off-street parking and loading space regulations. After a hiatus in the project due to a high level of development activity, staff resumed its research in 2009 and held informational meetings with the Planning Commission, the City Council, and the Planning and Building Safety Advisory Committee.

On May 27, 2010, the Planning Commission recommended City Council approval of Environmental Assessment No. EA-755 and Zone Text Amendment No. ZTA 07-02 amending the El Segundo Municipal Code (“ESMC”) off-street parking and loading regulations. A draft ordinance including the recommended changes to the ESMC is attached to this report (see Exhibit Nos. 1 and 2) and discussed briefly below. Exhibit 2 provides a strikeout-underline format for all modified municipal code sections except for the Parking and Loading Standards Chapter 15-15 which has been substantially re-organized. Cross references to the existing and new renumbered sections of the Parking and Loading Standards chapter are provided in the attached Planning Commission staff report (Exhibit 3).

III. **Analysis**

The overall goal of the proposed Zone Text Amendment (ZTA) is to comprehensively update the City’s off-street parking and loading space standards. The primary objectives of this update are to:

- Improve code organization
- Incorporate new provisions on issues not addressed in the current code
Make the parking and loading standards more flexible and give staff more discretion in their application.

Facilitate predictability of code requirements for staff and the public

These objectives are consistent with the direction City Council gave staff in 2007 and the input staff received in the past year.

Summary of Amendments

The major changes included in the proposed ZTA are outlined below. A more comprehensive discussion of all the proposed changes is provided in the Planning Commission staff report dated May 27, 2010, which is attached to this report (see Exhibit No. 3).

Adjustments. The proposed ZTA would grant the Director of Planning and Building Safety new authority to approve deviations from the off-street parking and loading standards using the existing adjustment process and a new administrative adjustment process. The Director of Planning and Building Safety ("Director") makes decisions on requests for code deviations in the existing "Adjustment" process, however his/her decision is not final until the Planning Commission reviews the request as a "Receive and File" item. The Director's decision related to certain minor requests would be final in the proposed "Administrative Adjustment" process unless the decision is appealed to the Planning Commission. The Administrative Adjustment process will allow an expedited decision process for minor deviations from the parking and loading development standards.

Required Parking Spaces. The proposed ZTA would reorganize the list of uses requiring parking spaces. The ZTA would significantly expand the list of uses, increase the number of use categories, and provide new and expanded definitions for those uses. The intent of these changes is to have more predictable parking standards for an expanded list of uses and to organize the code in a more user-friendly manner.

Reductions in the Number of Required Parking Spaces. The proposed ZTA would allow the Director to approve reductions in the required number of parking spaces for any use by a maximum of 10% or 20 spaces. It would also expand the Planning Commission's authority, allowing it to approve reductions for up to 20% of the required parking spaces.

Off-Street Loading Standards. Two major changes are proposed for loading spaces. First, three different types of loading spaces are proposed including a passenger size loading space, a small truck space and a large truck space. Second, the number of required loading spaces would be determined by the specific use, not the zoning district as is the case under the current standards. These changes are proposed to address the fact that the number and size of loading spaces is more appropriately determined by the type of use. In addition to these changes, the proposed ZTA would extend the Director's authority to approve adjustments in loading space standards.

Use of Illustrations. The proposed ZTA would incorporate 11 new illustrations to better display and clarify the proposed parking and loading space standards.

New Development Standards. New standards have been incorporated in the proposed ZTA to address the following issues: parking area striping, parking lot slope, parking clearance and
obstructions, vehicle ramps. Adding these standards would give staff and the public better guidance regarding parking area design. New standards are also incorporated into the proposed ZTA to limit the size of single-family residential garages.

Modified Development Standards. The proposed ZTA would modify several standards including, driveway and parking area paving, parking space location, tire stops, landscaping, parking dimensions, parking structure standards, and standards related to residential properties, such as garage size.

Required Parking Spaces. The proposed ZTA would modify the parking requirement for caretaker units, food-to-go uses, restaurant uses, and public assembly uses, and it would add requirements for live/work uses, mini-storage, and data centers.

Required Bicycle Spaces. The proposed ZTA would increase the required number of bicycle spaces for most nonresidential uses and establish a minimum requirement for multiple-family residential uses.

Changes in other chapters of the Zoning Code. To ensure consistency among all chapters in the Zoning Code, the proposed ZTA includes minor changes to language and references to the parking and loading spaces regulations in ESMC Chapters 15-1, 15-2, 15-4, 15-16, 15-17, and 15-24.

Existing Standards that Remain Unchanged

Several sections of the existing parking and loading standards would remain largely unchanged, but they have been reordered and combined with other sections in the proposed ZTA.

A complete discussion of all the proposed changes is included in the Planning Commission staff report dated May 27, 2010, which is attached to this report.

IV. Planning Commission Hearing and Public Input

The Planning Commission held its public hearing on the proposed ZTA on May 27, 2010. One person representing a commercial property owner offered testimony during the public hearing. Her comments included a request to clarify the language in certain code sections as proposed; to limit certain parking setback requirements to properties fronting on public streets only so as to exclude properties on private streets; to allow greater discretion and flexibility regarding the proposed loading space screening requirements, and streamlining the timeline for the proposed administrative adjustment process. Staff expressed its opinion that these concerns are addressed in the proposed ordinance.

Comments received from other City departments have been attached to the staff report. No other written comments were received from the public prior to the Commission hearing. The Commission briefly discussed and supported the proposed standards for limits on the size of single-family residential garages, the revised loading spaces standards established by use rather than by zoning district, and the added flexibility of the proposed administrative adjustment
than by zoning district, and the added flexibility of the proposed administrative adjustment process for minor deviations in the parking and loading requirements. The Commission recommended approval of the proposed ordinance as drafted.

V. Environmental Review

In accordance with the Public Resources Code and the California Environmental Quality Act (CEQA) Guidelines, the proposed ordinance is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Categorical Exemption 15301 (Class 1 – Existing Facilities); Categorical Exemption 15303 (Class 3- New Construction or Conversion of Small Structures); Categorical Exemption 15304 (Class 4 – Minor Alterations to Land); Categorical Exemption 15305 (Class 5 – Minor Alterations in Land Use Limitations), and Categorical Exemption 15311 (Class 11 - Accessory Structures).

VI. Recommendation

Planning staff recommends that the City Council introduce and waive first reading of the attached draft Ordinance to approve Environmental Assessment No. EA-755 and amend the El Segundo Municipal Code ("ESMC") off-street parking and loading regulations. Second reading and adoption of the Ordinance would occur on July 6, 2010 or on July 20, 2010 if the July 6th City Council meeting is cancelled.
ORDINANCE NO. ___

AN ORDINANCE AMENDING EI SEGUNDO MUNICIPAL CODE (“ESMC”) PARKING AND LOADING REGULATIONS.

SECTION 1: The City Council finds and declares as follows:

A. On March 22, 2007, City staff provided the Planning Commission a status report on research regarding possible amendments to El Segundo Municipal Code (“ESMC”) Chapter 15-15 regulating parking and loading;

B. On April 3, 2007, the City Council directed staff to recommend changes to the ESMC;

C. On April 5, 2007, the City of El Segundo filed an application to amend the ESMC’s regulations regarding parking and loading;

D. On September 22, 2009, City staff met with the Planning and Building Safety Advisory Group to review and discuss the off-street parking and loading standards;

E. On November 12, 2009, the Planning Commission considered staff’s recommendations and provided staff further direction;

F. On December 15, 2009, the City Council considered staff and Planning Commission recommendations. It directed staff to prepare proposed changes to the ESMC;

G. This Ordinance was prepared and reviewed by the City’s Planning and Building Safety Department for, in part, consistency with the General Plan and conformity with the ESMC;

H. In addition, the City reviewed the project’s potential environmental impacts of this Ordinance pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., “CEQA”) the regulations promulgated thereunder (14 Cal Code. of Regulations §§ 15000, et seq., the “CEQA Guidelines”) and the City’s Environmental Guidelines (City Council Resolution No. 3805, adopted March 16, 1993);

I. The Planning and Building Safety Department completed its review and scheduled the public hearing regarding the application before the Planning Commission for May 27, 2010;

J. On May 27, 2010, the Planning Commission held a public hearing to
receive public testimony and other evidence regarding the proposed amendment, including, without limitation, information provided to the Planning Commission by City staff and public testimony;

K. On May 27, 2010, the Planning Commission adopted Resolution No. 2674 recommending City Council approve Environmental Assessment No. EA-755 for Zone Text Amendment No. 07-02;

L. On June 15, 2010, the City Council held a public hearing and considered the information provided by City staff and public testimony; and adopted an ordinance approving Environmental Assessment No. EA-755 for Zone Text Amendment No. 07-02;

M. In adopting this Ordinance, the Council intends simply to regulate parking and loading, impose the community’s design standards, and protect public health and safety; and

N. When adopting this Ordinance, the City considered the entire administrative record concerning parking and loading regulations including, without limitation, information set forth in staff reports presented to the El Segundo Planning Commission and City Council; public testimony; the City’s General Plan; and other evidence set forth in the record or commonly known to the community.

SECTION 2: Findings. The findings set forth in Planning Commission Resolution No. 2674 are incorporated into this Ordinance by reference as if fully set forth.

SECTION 3: All instances of the term “Director of Community, Economic and Development Services” set forth in the ESMC sections affected by this Ordinance are amended to read “Director of Planning and Building Safety.”

SECTION 4: The definitions of “Café,” “Drive-Through Restaurant” and “Food-to-Go” set forth in ESMC § 15-1-6 are respectively renamed “Restaurant, Café,” “Restaurant, Drive-Through,” and “Restaurant, Food-to-Go.” The terms “Café,” “Drive-Through Restaurant,” and “Food-to-Go,” as used in the ESMC, however, may be used interchangeably with “Restaurant, Café,” “Restaurant, Drive-Through,” and “Restaurant, Food-to-Go.” The definitions of these terms remain unchanged.

SECTION 5: El Segundo Municipal Code (“ESMC”) § 15-1-6 is amended to read as follows:

“15-1-6: DEFINITIONS: * * * * * * * * **

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CAFÉ: See RESTAURANT, CAFÉ.

* * *

DRIVE-THROUGH RESTAURANT: See RESTAURANT, DRIVE-THROUGH.

* * *

FAST FOOD RESTAURANT: See RESTAURANT, FAST FOOD.

* * *

FOOD-TO-GO: See RESTAURANT, FOOD-TO-GO.

* * *

FULL SERVICE RESTAURANT: See RESTAURANT, FULL SERVICE.

* * *

RESTAURANT: Any business establishment, building, or structure where food or drink are prepared and served for consumption either on or off the premises, which may also include as accessory uses, service to persons over an interior counter, outside the structure, or from an outdoor service window. Any restaurant with an automobile service window shall be considered a drive-through restaurant. Any restaurant which is strictly takeout shall be considered a food-to-go establishment.

SECTION 6: A new definition of “Restaurant, Fast Food” is added to ESMC§ 15-1-6 to read as follows:

“RESTAURANT, FAST FOOD. A restaurant where customers purchase food and beverages and either consume the food and beverages on the premises within a short period of time or take the food and beverages off the premises. Typical characteristics of a fast food restaurant include, without limitation, the purchase of food and beverages at a walk-up window or counter; no table service by a server; payment for food and beverages before consumption; and the packaging of food and beverages in disposable containers. A restaurant is not be considered a fast food or take-out restaurant solely on the basis of incidental or occasional take-out sales.”

SECTION 7: A new definition of “Restaurant, Full Service” is added to ESMC§ 15-1-6 to read as follows:

“RESTAURANT, FULL SERVICE. A restaurant where customers purchase food
and beverages and consume the food and beverages on the premises. Typical characteristics of a full service restaurant, include, without limitation, table service by a server; payment for food and beverages after consumption; and serving food and beverages in non-disposable containers. A full service restaurant may include incidental or occasional take-out sales.”

SECTION 8: The definition of “Floor Area (Net)” set forth in ESMC § 15-1-6 is amended to read as follows:

“FLOOR AREA (NET): The area of all floors or levels included within the exterior surrounding walls of a building or structure. The total space devoted to high or medium bay labs, in the M-1 Zone only, may be multiplied by a factor of 0.5 to determine the net floor area. Space devoted to the following shall not be included when determining the total net floor area within a building or structure:

A. Elevator shafts.

B. Stairwells.

C. Courts or atriums uncovered and open to the sky.

D. Rooms exclusively holding building operating equipment.

E. Parking spaces at or above grade and access thereto; provided, that in commercial and manufacturing zones:

1. Not less than the front fifty percent (50%) of the ground floor is devoted to commercial/manufacturing use; and

2. At least one full level of parking below grade is provided.

F. Structures devoted exclusively to parking.

G. Restrooms in common areas of nonresidential buildings.”

SECTION 9: The definition of “Offices, General” set forth in ESMC § 15-1-6 is amended to read as follows:

“OFFICES, GENERAL: Offices maintained and used as a place of business conducted by persons whose business activity consists principally of services to the person as distinguished from the handling of commodities. This does not include medical-dental offices. General offices include, but are not limited to the following:

A. Administrative/Business. Establishments providing direct services to consumers.
such as credit, lending, and trust agencies, data processing services, detective agencies, employment, insurance agencies, real estate offices, stenographic, secretarial and word processing services, union offices and utility company offices.

B. Broadcasting Offices and Studios. Commercial and public communications uses, including radio and television broadcasting and receiving stations and studios, with facilities entirely within buildings.

C. Production. Office-type facilities occupied by businesses engaged in the production of intellectual property. Production uses include computer software production and programming services, media post production services, graphic design, fashion, photography and commercial art studios, writers and artists offices.

D. Professional. Professional offices include accounting; advertising agencies; architectural, engineering, planning and surveying services; attorneys; auditing and bookkeeping services; consulting; corporate; counseling services; court reporting services; educational services; literary and talent agencies; management and public relations services; scientific and research organizations."

SECTION 10: ESMC § 15-1-6 is amended to add and amend the following definitions:

**COMMERCIAL:

A. Retail sales. Alcohol sales (off-site), building material stores, convenience stores, general retail stores, and warehouse retail showrooms.

General retail stores: General retail stores include sales, without limitation, of appliances, art gallery, artists' supplies, bakeries (retail only), bicycles, books and periodicals, cameras and photographic supplies, clothing and accessories, computer and computer equipment, electronics, department stores, drug and discount stores, collectable items sales, curio, gift and souvenir shops, dry goods, fabric and sewing supplies, florists and houseplant stores (indoor), furniture and home furnishings, grocery stores, hardware, hobby materials, household and kitchen goods, jewelry, luggage and leather goods, musical instruments, parts and accessories, newsstands, orthopedic supplies, pharmacies, religious goods, small wares, specialty shops, sporting goods and equipment, stationery, and toys and games.

B. Retail services. Personal Services and Business and Consumer Support Services.
Personal Services: Personal services include, without limitation, barber shops and beauty salons, clothing rental, dry cleaning pick-up stores with limited equipment, hair, nail, facial, and personal care, laundromats (self-service laundries), photo development, shoe repair shops, tailors, tanning salons. Personal Services do not include massage establishments.

Business and Consumer Support Services: Business and consumer support services include, without limitation, establishments primarily providing consumers and businesses with services, including maintenance, repair and service, testing, rental, as well as the following: business equipment repair services (except vehicle repair, see “vehicle sales and services - maintenance/repair”), computer-related services (rental, repair), copying, quick printing, and blueprinting services, equipment rental businesses within buildings, film-processing laboratories, heavy equipment repair services where repair occurs on the client site, household appliance and equipment repair services, janitorial and maid services, mail advertising services (reproduction and shipping), photocopying and photofinishing, protective services (other than office-related), window cleaning.

Personal Services and Business and Consumer Support Services may also include accessory retail sales of products related to the services provided.

C. Financial institutions. Banks and trust companies, credit agencies, credit unions, investment companies, lending and thrift institutions, securities/commodity contract brokers and dealers, security and commodity exchanges, vehicle finance (equity) leasing agencies. Financial institutions do not include check cashing or pay day loan facilities.

* * * *

RECREATIONAL FACILITIES:

A. Public recreational facilities are facilities that are operated by a government agency.
   1. Indoor: Examples include, without limitation, indoor entertainment, multi-purpose recreational buildings, and studios for dance, art, music, photography, and martial art.

   2. Outdoor: Examples include, without limitation, Athletic fields, ball parks and bleachers, basketball, racquetball, tennis, and volleyball courts, golf courses.
parks and other areas of active or passive recreational usage, swimming pools, trails and bicycle trails.

B. Private/Commercial.

1. Indoor: Examples include, without limitation, arcades, billiard/pool halls, bowling alleys, indoor entertainment, racquetball and tennis courts, and skating rinks.

2. Outdoor: Examples include, without limitation, amusement centers (arcades, skating rinks, miniature golf, and similar uses), golf courses, miniature golf, racquetball and tennis courts.

SCHOOLS, PRIVATE: Private schools are educational institutions that include, without limitation, adult level, business, vocational, and trade schools; boarding schools; colleges and universities; private pre-schools, elementary schools, middle or junior high schools, and high schools; military academies; professional schools (law, medicine, etc.), seminaries/religious ministry training facilities. Private schools also include specialized non-degree granting schools offering instruction in: art, ballet and other dance, computers and electronics, cooking, drama, driver education, language, and music.

VEHICLE SALES AND SERVICES: The sales, rental, repair, alteration, restoration, towing, painting, or finishing of automobiles, trucks, recreational vehicles, boats, and other vehicles as a primary use, including the incidental wholesale and retail sale of vehicle parts as an accessory use. This includes, without limitation, the following categories:

A. Accessories Installation. Minor facilities that specialize in the addition of supplemental convenience items or devices to vehicles that do not involve the primary operating system of a vehicle (such as motors or transmissions) or structural features (such as body, chassis, or suspension). For example, these establishments provide installation of alarms, stereos, and window tinting.

B. Vehicle Sales/Rental. Retail establishments selling or renting automobiles, trucks and vans. May also include repair shops and the sales of parts and accessories, incidental to vehicle dealerships. The term does not include the sale of auto parts/accessories separate from a vehicle dealership (see “Auto Parts Sales”); bicycle and moped sales (see “Retail: General Retail Stores”); tire recapping establishments; or “Service Stations,” which are separately defined.

C. Vehicle Parts Sales. Stores that sell new automobile parts, tires, and accessories. May also include minor parts installation (see “Vehicles Sales and
Services”). The term does not include businesses dealing exclusively in used parts.

D. Car Washes. Permanent, self-service and/or attended car washing establishments, including fully mechanized facilities. May include detailing services.

E. Impounding/Storage. Facilities that provide impounding and storage of towed or impounded vehicles. Does not include towing (see “Vehicle Sales and Services: Towing”).

F. Maintenance/Repair. The installation, replacement, tuning, or maintenance of the various parts, equipment, or operating systems of a vehicle, which includes body and fender work, engine overhauling and replacement, transmission work, automobile painting, and car washing.

G. Accessory retail sales and services. Includes retail sales and services, storage of tires, car parts and other automobile supplies, and limited automobile sales. Automobile sales cannot exceed eight (8) automobiles per month; not more than three (3) automobiles can be displayed at one time.

H. Mobile Home and Recreational Vehicle Sales. Retail establishments selling and/or renting the following new or used vehicles and products: Boats, campers/camper shells, golf carts, jet skis, mobile homes, motor homes, motorcycles, snowmobiles, travel/recreational trailers, and other recreational vehicles.

I. Service Stations. (See definition of “Service Stations”)

J. Towing. Facilities that provide vehicle towing. Does not include storage of towed or impounded vehicles (see “Vehicle Sales and Services: Impounding/Storage).

* * *

SECTION 11: ESMC § 15-2-6 is amended to read as follows:

“CORNER CLEARANCE: For the purpose of safe visibility, all corner lots, and reverse corner lots shall maintain a triangular area, described as follows: One angle shall be formed by the front and side property lines, and the sides of this angle shall be fifteen feet (15’) in length, measured along the front and side property lines; the third side of this triangle shall be a straight line connecting the two (2) other lines at their endpoints. Within the area comprising this triangle, no trees, fences, shrubs, retaining walls, buildings and structures, or other physical obstructions shall be permitted to exceed thirty inches (30") in height from street grade, unless it is a tree which is trimmed to provide a minimum of twelve feet (12’) of visibility from
street grade under the canopy created by the branches.

**SECTION 12:** ESMC § 15-2-11 is amended to read as follows:

"DRIVEWAY VISIBILITY:

A. Triangle Area Required: To provide visibility for pedestrians and drivers, a visibility triangle shall be formed along each side of the driveway located on the subject property. Within this area fences, walls, and landscaping shall not be allowed to exceed thirty inches (30") in height from street grade, unless it is a tree which is trimmed to provide a minimum of twelve feet (12') of visibility from street grade under the canopy created by the branches.

B. Location And Description: The triangular area shall be located adjacent to, but outside the driveway area, and shall be described as follows: one angle shall be formed by the intersection of the driveway and the property line abutting the street, the sides of which shall be ten feet (10') in length. The third side of this
triangle shall must be a straight line connecting the two (2) other lines at their end points.

SECTION 13: ESMC § 15-2-14 is amended to read as follows:

“A. Requirement; Purpose: The goal of this Section is to ensure that adequate landscape areas and permanent irrigation facilities are provided for all new development. The area extending between a building(s) and property lines shall must contain both soft (plantings) and hard (rock, brick, concrete) landscape materials, except for those portions devoted to vehicular parking and loading. All new landscape areas must comply with ESMC Title 10, Chapter 2 relating to Water Conservation in Landscaping. The purpose of these landscape areas are is:

* * *

B. Components: To achieve these purposes, the landscape criteria is divided into three (3) separate components: those areas related to “vehicular use areas”, those areas related to “building perimeter”, and those areas related to the “property
perimeter,” in subsection B1 through B3 of this Section set forth below.

* * *

4. Minimum sizes for plant material:

a. The minimum tree container size for all trees on a site must be provided as follows:

i. At least 20% of the trees must be 36-inch box size or larger.
ii. At least 30% of the trees must be 24-inch box size or larger.
iii. The remaining 50% must be 15-gallon size or larger.
iv. The Director of Planning and Building Safety may approve smaller tree container sizes than required based on site conditions, however no tree may be smaller than a 15-gallon size.

b. Shrubs must be planted from a minimum 5-gallon-size container. One-gallon-size containers may be allowed for shrubs that are not commonly available in 5-gallon-size containers, subject to approval by the Director of Planning and Building Safety.”

SECTION 14: ESMC § 15-4A-8 is amended to read as follows:

“OFF STREET PARKING AND LOADING SPACES: Off street parking must be provided as required by chapter 15 of this title, but in no case can a driveway or curb cut be less ten feet (10’) in width. Where the driveway access and curb cut is to a two (2) car or larger garage which exits directly onto the front street, the driveway and curb cut cannot be less than sixteen feet (16’) in width. Driveway entrances and exit locations must be provided in conformance with subsection 15-15-5F-15-15-50 of this title.”

SECTION 15: ESMC § 15-4A-10 is amended to read as follows:

“VEHICULAR ACCESS: Where an R-1 lot abuts an alley, vehicular access to the lot shall be from the alley, except when eighty percent (80%) or more of the properties on the block have existing vehicular access from the street. For the purposes of this section, the “block” is defined as the properties on the same side of the street between the nearest intersecting streets. Curb cuts and driveways shall be installed in conformance with section 15-4A-8 of this article and subsection 15-15-5F-15-15-50 of this title.”

SECTION 16: ESMC § 15-4B-10 is amended to read as follows:

“VEHICULAR ACCESS: Where an R-2 lot abuts an alley, vehicular access to the lot
shall must be from the alley, except when eighty percent (80%) of more of the properties on the block have existing vehicular access from the street. For the purposes of this Section, the “block” is defined as the area on both sides of the street between the nearest intersecting streets. Curb cuts and driveways shall must be installed in conformance with subsection §15-15-5E15-15-5Q of this Title.”

SECTION 17: ESMC § 15-4C-9 is amended to read as follows:

“VEHICULAR ACCESS: Where an R-3 lot abuts an alley, vehicular access to the lot shall must be from the alley. Curb cuts and driveways shall must be installed in conformance with subsection §15-15-5E15-15-5Q of this Title.”

SECTION 18: ESMC § 15-4E-5(B) is amended to read as follows:

“PARKING FOR R-1 ZONES:

* * *

B. Off-Street Parking: Off-street parking spaces must be provided for a second dwelling unit in addition to that required for the main residence. The number and type of parking spaces must comply with sections 15-15-3 and 15-15-5 Chapter 15 of this Title as they it relates to two-family dwellings. The required parking space may not block any required existing enclosed space for the existing underlying zone, nor conflict with access to a required parking space.”

SECTION 19: ESMC Chapter 15-15 (Off-Street Parking and Loading Spaces) is amended in its entirety to read as follows:

“Chapter 15

OFF-STREET PARKING AND LOADING SPACES

SECTION:

15-15 - 1: Purpose
15-15 - 2: Applicability
15-15 - 4: Plan Preparation and Permit Approval
15-15 - 5: Parking Area Development Standards
15-15 - 6: Required Parking Spaces

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15-15-1: PURPOSE.
The purpose of this Chapter is to provide for adequate off-street parking and loading standards, to ensure that parking spaces are suitably maintained and available for the use of the occupants of the site and to mitigate associated on-street parking and traffic circulation problems throughout the City.

15-15-2: APPLICABILITY.
A. The provisions of this Chapter apply in all zones of the City unless specifically provided otherwise in an adopted specific plan.

B. The provisions of this Chapter apply at the time a building or structure is erected, altered, or expanded, or when the use is established, changed or expanded.

C. Parking spaces and loading spaces established by this Chapter must be improved as required by this Chapter before new buildings or structures are occupied or existing buildings or structures are expanded or modified for a new use.

D. The provisions of this Chapter apply to parking facilities for authorized temporary uses or special events, except where specifically exempted by the Director of Planning and Building Safety.

15-15-3: GENERAL PROVISIONS:
A. Compliance. It is unlawful for any person to violate any part of this Chapter including, without limitation, any discretionary or ministerial permit issued by the City pursuant to this Code or Chapter.

B. Availability. It is unlawful for required parking to be utilized in any manner inconsistent with the lawful uses of property including, without limitation, rendering it unavailable for property occupants, patrons, or visitors of a building or use during normal hours of operation. This meaning shall not be construed to prohibit security devices.

C. Maintenance. Parking spaces, driveways, maneuvering aisles, turnaround areas, and landscaping areas must be maintained free of debris, graffiti, and litter; and striping, paving, walls light standards, and all other facilities must be maintained in good condition.

D. Location of Parking. All required parking must be located on the same lot or building site as the uses for which such spaces are required, unless an Off-Site
Parking covenant is approved in compliance with this Chapter.

E. Mixed or Multiple Uses and/or Occupancies. A site with multiple uses or mixed occupancies must provide the aggregate number of parking spaces required by this chapter for each separate use. On site parking spaces for one use cannot be considered as providing required parking spaces for any other use, except when authorized through an Off-Site Parking Covenant in accordance with this Chapter.

F. Fractional Spaces. Where the application of cumulative parking requirements results in a fractional space, then the fractions are rounded to the nearest whole number.

G. Expansion or Remodeling of Building, or Change in Use.

1. Expansion of Building or Use, Generally. Upon change or expansion of a building, or outdoor use area resulting in additional floor area devoted to a use, additional outdoor use area, or an increase in the number of dwelling units on a lot, additional parking and loading spaces must be provided only for the additional floor area, outdoor use area, or residential units without diminishing the existing parking, unless such parking exceeds the requirements of this chapter.

2. Addition of Floor Area to a Dwelling Unit. Notwithstanding any other provision of this Chapter, the cumulative addition of 1,000 square feet of floor area to a residential unit upon the effective date of this ordinance must comply with the minimum parking requirements for residential units as established in this Chapter.

3. Change of Use, Generally. When the use of a building changes to another use that is required to have the same number of parking spaces, no additional parking spaces are required for the new use, regardless of the number of spaces provided by the previous use, if 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 must 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.

H. Off-Site Parking.

1. Applicability. The Director of Planning and Building Safety may approve off-site parking locations within the city for nonresidential uses to meet the parking requirements of this chapter. Such off-site parking locations must be secured with a covenant, approved by the city attorney, and recorded in the county recorder's office before the city issues building permits. The off-site parking spaces used to satisfy the parking requirements for a different site must be surplus to the required parking
spaces required for uses of the off-site location. Alternatively, the Planning Commission may approve a reduction of required parking spaces as provided in this Chapter.

2. Director Review. The Director of Planning and Building Safety may review off-site parking covenants for a maximum of twenty (20) parking spaces or 20 percent of the required number of parking spaces, whichever is less. The parking covenant may include such conditions as the Director of Planning and Building Safety may lawfully impose.

3. Planning Commission Review. The Planning Commission must review all off-site parking covenants for more than 20 parking spaces. The parking covenant may include such conditions as the Planning Commission may lawfully impose.

4. Off-Site Parking Findings of Approval. Requests for off-site parking must meet the following requirements:

   a) The off-site parking must be located so that it will adequately serve the use for which it is intended. In making this determination, the following factors, among other things, must be considered.

      i. Proximity of the off-site parking facilities;
      ii. Ease of pedestrian access to the off-site parking facilities;
      iii. Provisions for transportation to and from the off-site parking facility (e.g. shuttle or valet services);
      iv. The type of use the off-site parking facilities are intended to serve (i.e. off-site parking) may not be appropriate for high turnover uses such as retail sales and services.

I. Joint Use/Shared Parking. Uses that share parking facilities on the same lot may be granted parking space reductions when they have significantly different peak hours of operation. Joint Use/Shared Parking reductions may be granted in compliance with this Chapter (Reductions in the Number of Required Parking Spaces).

J. Parking Exceptions.

1. Director Review. The Director of Planning and Building Safety may review and approve requests for administrative adjustments from the requirements of this chapter as provided in Chapter 24 (Adjustments) of this Title including, without limitation, the design and layout of parking facilities; the required number of parking spaces; the dimensions of parking spaces; the type of loading spaces required; aisles; driveways and curb cuts; paving materials and colors; and striping. The types and extent of adjustments the Director of Planning and Building Safety is
authorized to review administratively or is authorized to review subject to a public hearing are specified in Sections 15-15-5, 15-15-6, and 15-15-7 of this Chapter.

2. Planning Commission Review. The Planning Commission must review requests for parking reductions and may review administrative adjustments referred by the Director of Planning and Building Safety.

K. Failure to Maintain Required Parking. In the event on site parking and loading area facilities required to be provided under this code are not maintained for licensed vehicle parking and truck loading area purposes to the extent required, the Director of Planning and Building Safety may revoke a certificate of occupancy for structures that fail to maintain required onsite parking and loading facilities. The Director of Planning and Building Safety must provide a property owner at least ninety (90) days to comply with this code, including any ministerial or discretionary permits as to parking if it appears that a violation was reasonably beyond the control of the person required to comply with this chapter. Should a certificate of occupancy be revoked, the premises affected cannot be occupied or used for any purpose until a new certificate of occupancy is issued.

15-15-4 PLAN PREPARATION AND PERMIT APPROVAL.

A. A person seeking a building permit, change of occupancy, or change in design to a parking and loading area must submit a parking and loading area plan, in a form approved by the Director of Planning and Building Safety, to the Director of Planning and Building Safety. The plans must clearly indicate the location, size, shape and design, of all curb cuts, lighting, landscaping, and parking spaces in full compliance with code requirements.

B. The City cannot issue a building permit until the applicant presents satisfactory evidence to the Director of Planning and Building Safety that parking and loading facilities required by the provisions of this chapter will be provided and maintained.

15-15-5: PARKING AREA DEVELOPMENT STANDARDS

A. Access and Circulation.

1. Design. Parking facilities must be designed so that a car within a facility will not have to enter a street to move from one location to any other location within the same facility.

2. Exit. Parking facilities in nonresidential zones must be designed in such a manner that any vehicle on the property will be able to maneuver as necessary so that it may exit from the property traveling in a forward direction. However,
vehicles may exit onto an alley traveling in a reverse direction.

3. The Director of Planning and Building Safety may approve administrative adjustments from the Site Access and Circulation standards as provided in Chapter 24 (Adjustments) of this Title.

B. Driveway and Parking Area Paving and Surfacing.

All permanent on-site parking, loading, vehicle storage and vehicle sales areas must be paved with approved concrete or asphaltic concrete. On-site parking areas to be used for not longer than one year must be surfaced and maintained with an impervious material acceptable to the Director of Planning and Building Safety so as to eliminate dust and mud. All on-site parking areas must be graded and drained so as to dispose of all surface water in accordance with the applicable storm water regulations. The Director of Planning and Building Safety may at his discretion, approve alternative paving material such as decorative concrete, grasscrete, brick, or similar material of equivalent durability. The Director of Planning and Building Safety may approve administrative adjustments from the Driveway and Parking Area Paving standards as provided in Chapter 24 (Adjustments) of this Title.

C. Parking Area Striping.

All parking spaces must be clearly striped with white, double 4-inch wide stripes, one foot apart. The Director of Planning and Building Safety may approve administrative adjustments from the parking area striping standards as provided in Chapter 24 (Adjustments) of this Title. The alternative designs may include, without limitation, the use of colored concrete and other decorative materials. Approved striping alternatives must clearly identify parking spaces and distinguish them from adjoining walkways and drive aisles.
D. Parking Space Location.

1. Residential Spaces.

   a) Guest Spaces. No required guest parking space for any residential use may be located, in whole or in part, in any required front yard or front two-thirds (2/3) of any required side yard.

   b) Required Spaces. Required parking spaces, excepting required guest parking spaces, for any residential use must be located within a required garage or carport as required in Section 15-15-55 of this title.

2. Nonresidential Spaces.

   a) Parking spaces may encroach into a required landscaped setback up to a maximum of fifty (50%) of the required setback area, provided a minimum landscaped setback of five (5) feet is maintained.
b) Parking spaces that back-up directly into a driveway entrance must maintain a minimum landscaped setback of twenty (20) feet from any street-facing property line.

c) Access by Alley. Where vehicular access is provided by an alley, parking may intrude into the required rear yard; provided, however, the amount of setback intruded upon must be replaced by increasing the other required yards on-site by an equivalent amount.

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**FIGURE 2 - PARKING SPACE LOCATION**

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**E. Parking Lot Slope.**

The maximum slope for parking lots is five percent (5%). The Director of Planning and Building Safety may approve administrative adjustments from the parking lot slope standard as provided in Chapter 24 (Adjustments) of this Title.

**F. Tire Stops.**
1. Dimensions. Tire stops must be a minimum of six (6) inches wide by six (6) inches in height.

2. Location. Concrete tire stops must be provided in all parking lot areas abutting a building, structure, sidewalk, planting area, street or alley. Tire stops shall be located two (2) feet from the front of a parking space.

3. In lieu of a tire stop, a continuous concrete curb may be provided. The vehicle overhang area may be landscaped, however this landscaped area does not count toward the required Vehicle Use Area landscaping.

4. The Director of Planning and Building Safety may approve adjustments from the parking lot slope standard as provided in Chapter 24 (Adjustments) of this Title.
G. Lighting.

1. All required parking areas must be illuminated with a minimum level of maintained 1.25 foot-candles of light during all hours of operation.

2. Lights provided to illuminate any parking area or vehicle sales areas as permitted by this code must be arranged so as to direct the light away from any premises upon which a residential dwelling unit is located.

3. Parking area light standards located within 50 feet of a property line must not exceed 25 feet in height.

4. The Director of Planning and Building Safety may approve administrative adjustments from the lighting standards as provided in Chapter 24 (Adjustments) of this Title.

H. Landscaping.

1. All new or substantially redesigned parking areas must provide landscaping as provided in Chapter 2 (General Provisions) of this Title.

I. Parking Space Dimensions

1. Minimum parking space interior dimensions.

<table>
<thead>
<tr>
<th>Space Type</th>
<th>Minimum Width</th>
<th>Minimum Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Standard</td>
<td>8.5 feet</td>
<td>18 feet</td>
</tr>
<tr>
<td>Residential Standard</td>
<td>9 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Residential – Narrow Lots*</td>
<td>8.5 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Vehicle Lift</td>
<td>11 feet</td>
<td>21 feet</td>
</tr>
<tr>
<td>Compact</td>
<td>8.5 feet</td>
<td>15 feet</td>
</tr>
<tr>
<td>Parallel</td>
<td>8.5 feet</td>
<td>24 feet</td>
</tr>
<tr>
<td>Accessible</td>
<td>**</td>
<td>**</td>
</tr>
<tr>
<td>Motorcycle</td>
<td>5 feet</td>
<td>9 feet</td>
</tr>
<tr>
<td>Bicycle</td>
<td>2 feet</td>
<td>5 feet</td>
</tr>
</tbody>
</table>

* Lots under 40 feet in width

** The dimensions of accessible parking spaces must comply with the Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24.

2. Single-Family Dwelling Minimum Garage Dimensions. Two-car garages for single-family dwellings must have minimum interior dimensions of 20' x 20', except
for narrow lots as indicated above.

3. Single-Family Dwelling Maximum Garage Dimensions. Individual garages for single-family dwellings must not exceed 900 square feet in size or a four-car capacity, which ever is less.

4. The Director of Planning and Building Safety may approve adjustments to the Parking Space Dimensions standards as provided in Chapter 24 (Adjustments) of this Title.

J. **Compact Spaces Permitted.**

Compact parking is allowed for office, industrial, hotel, and recreational uses up to a maximum of twenty percent (20%) of required parking spaces. Parking provided in excess of the required number may be compact in size. Compact spaces cannot be
allowed for retail uses.

K. Tandem Spaces Permitted.

All tandem parking spaces, where allowed, must be clearly outlined on the surface of the parking facility.

<table>
<thead>
<tr>
<th>Use</th>
<th>Percentage (%) of total required spaces</th>
<th>Percentage (%) of total required spaces in Smoky Hollow</th>
<th>Maximum Depth</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Single-family and Two-Family Dwellings</td>
<td>100%</td>
<td>N/A</td>
<td>2 spaces *</td>
</tr>
<tr>
<td>2 Multiple-Family Residential</td>
<td>Prohibited **</td>
<td>Prohibited**</td>
<td>N/A</td>
</tr>
<tr>
<td>3 Retail Uses and Services</td>
<td>Prohibited</td>
<td>30%</td>
<td>3 spaces</td>
</tr>
<tr>
<td>4 Industrial Uses***</td>
<td>20%</td>
<td>85%</td>
<td>3 spaces</td>
</tr>
<tr>
<td>5 Offices</td>
<td>20%</td>
<td>85%</td>
<td>3 spaces</td>
</tr>
<tr>
<td>Restaurants</td>
<td>Prohibited</td>
<td>10%</td>
<td>3 spaces</td>
</tr>
</tbody>
</table>

* Tandem spaces for Single and Two-Family dwellings must be assigned to the same unit.

** Tandem parking is permitted for Multiple-Family Residential developments involving density bonuses, pursuant to Government Code § 65915.

*** Includes manufacturing, warehousing, and research and development uses.

The Director of Planning and Building Safety may approve tandem parking and/or administrative adjustments to the tandem parking standards as provided in Chapter 24 (Adjustments) of this Title, subject to conditions. The conditions may include recording of a covenant agreement, requiring a parking attendant, requiring valet service, and other operational conditions. The Director of Planning and Building Safety may also approve tandem parking in excess of the above limits for permitted temporary uses and/or special events.

L. Parking Clearance and Obstructions.

<table>
<thead>
<tr>
<th>Vertical Clearance</th>
<th>The minimum vertical clearance for all parking areas must be seven (7) feet.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exceptions</td>
<td>Storage cabinets and other obstructions shall be permitted in</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th><strong>Horizontal Clearance</strong></th>
<th>Parking spaces located next to walls, columns, or similar obstructions must provide an additional one foot of clearance on the side of the obstruction.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Exceptions</strong></td>
<td>1. Columns or similar obstructions are permitted in the one-foot clearance area four feet of the front and rear end of a parking space.</td>
</tr>
<tr>
<td></td>
<td>2. Walls, columns, or similar obstructions may project six inches into the front end corners of a parking space.</td>
</tr>
<tr>
<td><strong>Disabled Access</strong></td>
<td>Where necessary to comply with the Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24, parking facilities may deviate from the Parking Clearance and Obstructions standards.</td>
</tr>
</tbody>
</table>
The Director of Planning and Building Safety may approve adjustments to the Parking Clearance and Obstructions standards as provided in Chapter 24 (Adjustments) of this Title.

M. Vehicle Ramps.

<table>
<thead>
<tr>
<th>Description</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ramp slope</td>
<td>20% maximum</td>
</tr>
<tr>
<td>Transitions required</td>
<td>At each end of ramps that exceed a 6% slope</td>
</tr>
<tr>
<td>Transition length</td>
<td>Eight feet minimum</td>
</tr>
<tr>
<td>Transition slope</td>
<td>At least 50% of the main ramp slope</td>
</tr>
</tbody>
</table>
The Director of Planning and Building Safety may approve administrative adjustments to the Vehicle Ramps standards as provided in Chapter 24 (Adjustments) of this Title.

N. Drive Aisle Width and Parking Row Depth.

1. General drive aisle width and parking space depth requirements.

<table>
<thead>
<tr>
<th>Parking angle</th>
<th>Aisle width - one way</th>
<th>Aisle width - two way</th>
<th>Standard space depth</th>
<th>Compact space depth</th>
<th>Space width</th>
</tr>
</thead>
<tbody>
<tr>
<td>0° - parallel</td>
<td>12 feet</td>
<td>18 feet</td>
<td>8.5 feet</td>
<td>8.5 feet</td>
<td>24 feet</td>
</tr>
<tr>
<td>30°</td>
<td>12 feet</td>
<td>18 feet</td>
<td>9 feet</td>
<td>7.5 feet</td>
<td>10.6 feet</td>
</tr>
<tr>
<td>45°</td>
<td>15 feet</td>
<td>18 feet</td>
<td>12.7 feet</td>
<td>10.6 feet</td>
<td>10.6 feet</td>
</tr>
<tr>
<td>60°</td>
<td>16 feet</td>
<td>18 feet</td>
<td>15.6 feet</td>
<td>13 feet</td>
<td>13 feet</td>
</tr>
<tr>
<td>90°</td>
<td>25 feet</td>
<td>25 feet</td>
<td>18 feet</td>
<td>15 feet</td>
<td>8.5 feet</td>
</tr>
</tbody>
</table>
2. Exceptions for 90° parking angle. For 90° parking, the parking aisle width can deviate from the above requirements based on the following table.
Exceptions for 90° parking angle (Standard Parking Spaces only)*

<table>
<thead>
<tr>
<th>Parking space minimum width</th>
<th>Parking aisle width</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.5 feet</td>
<td>25 feet</td>
</tr>
<tr>
<td>9.0 feet</td>
<td>24 feet</td>
</tr>
<tr>
<td>9.5 feet</td>
<td>23 feet</td>
</tr>
<tr>
<td>10 feet</td>
<td>22 feet</td>
</tr>
</tbody>
</table>

* The exceptions for 90° parking do not apply to garages for single and two-family dwellings

3. The Director of Planning and Building Safety may approve adjustments to the Drive Aisle Width and Parking Space Depth standards as provided in Chapter 24 (Adjustments) of this Title.

O. Driveway and Curb Cuts.

All curb cuts and driveways must lead directly to required parking. Curb cuts not leading to parking, must be removed whenever new buildings are constructed or additions are made to existing buildings. The location and design of all driveway entrances and exits must comply with the standards listed below. The goal of these standards is to a) to preserve on-street parking spaces, b) to improve traffic safety, and c) to improve on-site vehicle circulation.

1. Driveway and Curb Cut Width.

<table>
<thead>
<tr>
<th>Zone</th>
<th>Curb Cut Width*</th>
<th>Driveway Width</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Minimum</td>
<td>Maximum</td>
</tr>
<tr>
<td>R1 and R2 – lots less than 50 feet wide</td>
<td>10 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>R1 and R2 – lots at least 50 feet wide</td>
<td>10 feet</td>
<td>25 feet</td>
</tr>
<tr>
<td>R3 – serving 12 or fewer parking spaces or one-way drive aisle</td>
<td>12 feet</td>
<td>30 feet</td>
</tr>
<tr>
<td>R3 – serving 13 or more parking spaces or two-way drive aisle</td>
<td>20 feet</td>
<td>30 feet</td>
</tr>
<tr>
<td>Nonresidential</td>
<td>20 feet</td>
<td>30 feet</td>
</tr>
</tbody>
</table>

* Curb cut width excludes the width of aprons

2. Curb Cut Locations.
3. The Director of Planning and Building Safety may approve administrative adjustments to the Driveway and Curb Cut standards as provided in Chapter 24 (Adjustments) of this Title.

P. Corner Clearance and Driveway Visibility.

1. All parking areas must meet the Corner Clearance and Driveway Visibility standards as provided in Chapter 2 (General Provisions) of this Title.

Q. Drive-Through Facilities.
1. Drive-through lanes may encroach into required landscaped setbacks up to a maximum of fifty percent (50%) of the required setback area, provided a minimum landscaped setback of five feet (5') is maintained.

2. Drive-through lanes must be located and designed in such a manner as to not interfere with on-site and off-site circulation. The location and design of the drive-through lane must be subject to the review and approval of the Director of Planning and Building Safety.

<table>
<thead>
<tr>
<th>Use</th>
<th>Minimum Length (Continuous)</th>
<th>Minimum Width</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eating and Drinking Establishments</td>
<td>150 feet</td>
<td>10 feet</td>
</tr>
<tr>
<td>Banks, pharmacies, and cleaners</td>
<td>60 feet</td>
<td>10 feet</td>
</tr>
</tbody>
</table>
3. The Director of Planning and Building Safety may at his discretion require wider drive-through lanes.

4. The Director of Planning and Building Safety may approve adjustments to the Drive-Through Facilities standards as provided in Chapter 24 (Adjustments) of
R. Parking Structure Standards.

1. The following setback requirements apply to all subterranean parking facilities:

<table>
<thead>
<tr>
<th>Zone</th>
<th>Projection above grade</th>
<th>Setback</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>Completely Subsurface</td>
<td>Must meet required front setback</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No rear or side setback required</td>
</tr>
<tr>
<td></td>
<td>No more than 3 feet</td>
<td>Must meet required setbacks</td>
</tr>
<tr>
<td></td>
<td>above grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>More than 3 feet above</td>
<td>Must meet required setbacks and</td>
</tr>
<tr>
<td></td>
<td>grade</td>
<td>must be screened from public view</td>
</tr>
<tr>
<td>Nonresidential</td>
<td>Completely Subsurface</td>
<td>No setbacks required*</td>
</tr>
<tr>
<td></td>
<td>Above grade</td>
<td>Must meet required setbacks</td>
</tr>
</tbody>
</table>

* The parking structure must be designed in such a manner as to maintain sufficient soil above for landscaping (ground cover, shrubs and trees) to grow above grade.

2. The Director of Planning and Building Safety may approve administrative adjustments to allow parking structures that project no more than 3 feet above grade to encroach into the required setbacks as provided in Chapter 24 (Adjustments) of this Title.

3. The Director of Planning and Building Safety may approve adjustments to the Parking Structure standards as provided in Chapter 24 (Adjustments) of this Title.


1. Covered parking. All required parking spaces must be covered and enclosed in the following manner:

<table>
<thead>
<tr>
<th>Use</th>
<th>Minimum Parking Enclosure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single and Two-Family dwellings</td>
<td>Fully enclosed garage</td>
</tr>
<tr>
<td>Multiple-Family dwellings</td>
<td>Covered structure enclosed on 3 sides</td>
</tr>
<tr>
<td>Guest parking spaces</td>
<td>May be uncovered and unenclosed</td>
</tr>
</tbody>
</table>

2. Residential garage openings. All garages must meet the minimum and maximum widths listed below:

<table>
<thead>
<tr>
<th>Type of garage</th>
<th>Minimum opening width</th>
<th>Maximum opening width</th>
</tr>
</thead>
</table>

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<table>
<thead>
<tr>
<th>Type</th>
<th>Minimum Radius</th>
<th>Maximum Radius</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-car</td>
<td>8 feet</td>
<td>14 feet</td>
</tr>
<tr>
<td>Two-car</td>
<td>16 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Multiple-Family residential</td>
<td>16 feet</td>
<td>Equal to the drive aisle width it serves</td>
</tr>
</tbody>
</table>

3. Residential turn radius requirements.

a) One or two-car garages located behind a residence must provide a minimum turning radius of 25 feet.

b) Residential garages that take access directly from an alley may measure the required turn radius to the opposite side of the alley.
FIGURE 10 - RESIDENTIAL TURN RADIUS AND ALLEY ACCESS
4. The Director of Planning and Building Safety may approve adjustments to the Special Residential Parking Provisions standards as provided in Chapter 24 (Adjustments) of this Title.

T. Vehicle Lifts.

Vehicle lifts may be used by right to provide off-street parking spaces on lots in the Single-Family Residential (R-1) Zone and the Two-Family Residential (R-2) Zone where the vehicle lifts provide parking in excess of the minimum number of required parking spaces subject to the standards in this section and in this chapter.

1. A Conditional Use Permit is required for vehicle lifts providing required off-street parking spaces on lots in the Single-Family Residential (R-1) Zone and the Two-Family Residential (R-2) Zone subject to the following:

a. The vehicle lift must be located only within a fully enclosed garage.

b. A vehicle lift may only be used to store two (2) vehicles vertically where a minimum vertical height clearance from the floor to the ceiling plate of the garage is a minimum of fourteen feet (14') clear of obstructions.

c. A vehicle lift must be designed and used as a designated parking space for use only by occupants in the same dwelling unit as the parking space located directly below the vehicle lift.

d. A vehicle lift must be permitted only with a key locking mechanism.

e. A vehicle lift must be permitted only if it is operated with an automatic shutoff safety device and is installed in accordance to manufacturer specifications.

2. In the Two-Family Residential (R-2) Zone, vehicle lifts for required off street parking are subject to the following additional requirements:

a. The vehicle lift must be used only on a lot less than forty five feet (45') in width.

b. A vehicle lift must only be used to meet the minimum number of required off street parking spaces in addition to a minimum of two (2) fully accessible parking stalls located on the floor surface within a garage or garages.

15-15-6: REQUIRED PARKING SPACES

The number of onsite parking spaces required for the establishment of a building or use must be provided and thereafter maintained at the ratios set forth below. For uses not
listed the required number of spaces will be determined by the Director of Planning and Building Safety based on most similar listed use or a parking demand study. A parking demand study must include, without limitation, information specifying the number of employees, customers, visitors, clients, shifts, deliveries, parking spaces, or other criteria established by the Director of Planning and Building Safety. The Director of Planning and Building Safety may at the Director’s discretion, refer any decision regarding uses not listed to the Planning Commission for review. Unless stated otherwise, parking must be based on net floor area as defined in this Code. Accessible parking spaces must be provided and comply with the Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24.

A. Automobile Spaces Required.

<table>
<thead>
<tr>
<th>Use</th>
<th>Number Of Parking Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RESIDENTIAL USES</strong></td>
<td></td>
</tr>
<tr>
<td>1. Single-Family and Two-Family Dwellings</td>
<td>2 spaces for each unit and one additional space for dwelling units exceeding 3,000 square feet of gross floor area</td>
</tr>
<tr>
<td>2. Multiple-Family Dwellings</td>
<td>2 spaces for each unit plus 2 visitor spaces for the first 3-5 dwelling units and 2 visitor spaces for each additional 3 units (e.g., 3-5 units = 2 visitor spaces, 6-8 units = 4, 9-11 units = 6, 12-14 units = 8, etc.)</td>
</tr>
<tr>
<td>3. Lodging Houses, Rooming Houses, and Guesthouses</td>
<td>1 space for each guest room</td>
</tr>
<tr>
<td>4. Live/Work Units</td>
<td>2 spaces for each unit plus 1 space per 350 square feet of commercial/work area</td>
</tr>
<tr>
<td>5. Caretaker Units</td>
<td>1 space for each unit</td>
</tr>
<tr>
<td><strong>GROUP CARE</strong></td>
<td></td>
</tr>
<tr>
<td>6. Hospitals</td>
<td>1 1/2 spaces for each bed</td>
</tr>
<tr>
<td>7. Senior Communities, Rest Homes, Convalescent Homes</td>
<td>1 space for each 2 beds</td>
</tr>
<tr>
<td><strong>COMMERCIAL</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>8. Retail Sales</td>
<td>1 space for each 300 square feet for the first 25,000 square feet</td>
</tr>
<tr>
<td>9. Retail Services</td>
<td>1 space for each 350 square feet for the second 25,000 square feet</td>
</tr>
<tr>
<td></td>
<td>1 space for each 400 square feet for the area in excess of 50,000 square feet</td>
</tr>
<tr>
<td>a. Personal Services</td>
<td></td>
</tr>
<tr>
<td>b. Business and Consumer Support Services</td>
<td></td>
</tr>
<tr>
<td>c. Financial Institutions</td>
<td></td>
</tr>
<tr>
<td>10. General Offices (including up to 500 square feet of accessory eating establishments)</td>
<td></td>
</tr>
<tr>
<td>11. Fitness Centers, Gyms, Health clubs</td>
<td>1 space for each 150 square feet</td>
</tr>
<tr>
<td>12. Medical/dental offices and clinics</td>
<td>1 space for each 200 square feet</td>
</tr>
<tr>
<td>13. Animal Care</td>
<td>1 space for each 300 square feet of office/retail area, plus 1 space per 1,000 square feet of storage and animal area including outdoor play area</td>
</tr>
<tr>
<td>a. Animal boarding, kennels</td>
<td>1 space for each 300 square feet of office/retail area, plus 1 space per 1,000 square feet of storage and animal area, including outdoor area</td>
</tr>
<tr>
<td>b. Animal daycare and training (no overnight stay)</td>
<td></td>
</tr>
<tr>
<td>c. Veterinary hospital</td>
<td>1 space for each 300 square feet</td>
</tr>
<tr>
<td>14. Hotels, motels, auto courts, bed and breakfast inns, motor lodges, and tourist courts</td>
<td>1 space for each of the first 100 rooms, or sleeping units; 3/4 space for each of the next 100 rooms, or sleeping units; and 1/2 space for each room above 200 rooms, or sleeping units</td>
</tr>
<tr>
<td>15. Landscape nurseries</td>
<td>1 space for each 300 square feet of interior floor area, plus 1 space for each 1,000 square feet of exterior storage and display area</td>
</tr>
</tbody>
</table>

**EATING AND DRINKING ESTABLISHMENTS**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>16. Fast food and drive-through restaurants, bars, and cocktail lounges</td>
<td>1 space for each 75 square feet area, including outdoor dining areas (Parking for outdoor dining areas is required only for the portion that exceeds 200 square feet or 20 percent of the indoor dining area, whichever is less).</td>
<td></td>
</tr>
<tr>
<td><strong>INDUSTRIAL USES</strong></td>
<td>Minimum of 3 spaces regardless of size.</td>
<td></td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------------------------</td>
<td></td>
</tr>
<tr>
<td>17. Full service restaurants</td>
<td>1 space for each 75 square feet of dining area, including outdoor dining areas (Parking for outdoor dining areas is required only for the portion that exceeds 200 square feet or 20 percent of the indoor dining area, whichever is less), and 1 space for each 250 square feet of non dining areas. Minimum of 3 spaces regardless of size.</td>
<td></td>
</tr>
<tr>
<td>18. Cafes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Which equal 20 percent or less of the gross floor area of a multi-tenant shopping center, office development or the commercial portion of a mixed-use development</td>
<td>1 space for each 300 square feet</td>
<td></td>
</tr>
<tr>
<td>b. Any portion of a cafe or any cumulative floor area of multiple cafes which exceed 20 percent of a multi-tenant shopping center, office development, or the commercial portion of a mixed-use development</td>
<td>1 space for each 75 square feet, including outdoor areas if outdoor dining area exceeds 200 square feet</td>
<td></td>
</tr>
<tr>
<td>19. Food-to-go uses</td>
<td>1 space for each 300 square feet, with a minimum of 3 spaces</td>
<td></td>
</tr>
<tr>
<td><strong>INDUSTRIAL USES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20. Light Industrial</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Light Manufacturing, b. Research and development (includes office with on site testing facilities) c. High and medium bay labs d. Light assembly and processing</td>
<td>1 space for each 500 square feet for the first 50,000 square feet 1 space for each 1,000 square feet for the area in excess of 50,000 square feet</td>
<td></td>
</tr>
<tr>
<td>e. Wholesaling</td>
<td>1 space for each 300 square feet of office and/showroom area, plus parking as required for storage/warehouse areas</td>
<td></td>
</tr>
</tbody>
</table>
| 21. Heavy Industrial | 1 space for each 500 square feet for the first 50,000 square feet  
| a. Extraction of raw materials and refining | 1 space for each 1,000 square feet for the area in excess of 50,000 square feet  
| b. Factories |  
| c. Generating stations |  
| d. Heavy Manufacturing |  
| 22. Warehousing and storage related uses | 1 space for each 1,000 square feet for the first 20,000 square feet  
| a. Warehouses and storage buildings | 1 space for each 2,000 square feet for the second 20,000 square feet  
| b. General storage | 1 space for each 4,000 square feet for the area in excess of 40,000 square feet  
| c. Freight forwarding |  
| d. Warehousing and distribution |  
| e. Transfer, trucking yards or terminals |  
| 23. Mini-storage, personal storage | 5 spaces minimum, plus 1 space per 50 storage units or 5,000 square feet  
| 24. Data centers | 1 spaces for each 3,500 square feet  
| VEHICLE-RELATED SERVICES |  
| 25. Vehicle maintenance/repair, accessories installation, and body shops | 2 spaces for each service stall plus 2 spaces for office  
| | Additionally, a parking plan must be submitted for automobile service uses that include limited automobile sales. The plan must demonstrate that the area for the display of automobiles for sale will not encroach into required setbacks, parking spaces, driveways, drive aisles, vehicle backup areas, landscaping, and any other required use areas as required by this code.  
| 26. Car washes |  
| a. Full Service | 10 spaces minimum or 1.5 spaces per 1,000 square feet, whichever is greater, plus 3 space queuing lane ahead of each wash lane.  
| b. Self Service | 1 space minimum per washing stall  
| c. Automated, and/or accessory to service/gas station | 2 space minimum, plus queuing space for 3 vehicles ahead of each wash lane  
<p>| 27. Service stations | 3 spaces minimum or 1 space per 300 square feet |</p>
<table>
<thead>
<tr>
<th>SCHOOLS - EDUCATIONAL INSTITUTIONS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>28. Pre-school, elementary through junior high level</td>
<td>1 space for each 1 classroom, plus 1 space for each employee and faculty member</td>
</tr>
<tr>
<td>29. High school level</td>
<td>7 spaces per classroom plus auditorium or stadium parking requirements</td>
</tr>
<tr>
<td>30. Adult level, college, business and trade</td>
<td>1 space for every 50 square feet of gross floor area or 1 space for every 3 fixed seats - whichever is greater; or, as modified by a parking demand study</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PUBLIC ASSEMBLY</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>31. Assembly Hall</td>
<td></td>
</tr>
<tr>
<td>a. With fixed seats</td>
<td>1 space for every 4 seats</td>
</tr>
<tr>
<td>b. Without fixed seats</td>
<td>1 space for every 35 square feet of floor area used for assembly purposes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>RECREATIONAL USES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>32. Arcades – Primary use (more than 3 games/computers)</td>
<td>1 space for each 250 square feet</td>
</tr>
<tr>
<td>33. Billiard parlors/pool halls – Primary use (more than 2 tables)</td>
<td>1 space for each 100 square feet</td>
</tr>
<tr>
<td>34. Bowling alleys</td>
<td>4 spaces for each lane, plus parking for other uses</td>
</tr>
<tr>
<td>35. Batting cages</td>
<td>2 spaces for each cage</td>
</tr>
</tbody>
</table>
B. Bicycle Spaces Required.

<table>
<thead>
<tr>
<th>Use</th>
<th>Number Of Bicycle Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>36. Single-family and two-family dwellings</td>
<td>None</td>
</tr>
<tr>
<td>37. Multiple-Family Residential</td>
<td>10% of the required vehicle parking spaces for projects with 6 or more units</td>
</tr>
<tr>
<td>38. Nonresidential</td>
<td>A minimum of 4 spaces for buildings up to 15,000 square feet, plus a minimum of 5% of the required vehicle spaces for the portion above 15,000 square feet Maximum of 25 spaces.</td>
</tr>
</tbody>
</table>

The Director of Planning and Building Safety may approve administrative adjustments to reduce or eliminate the requirement for bicycle spaces as provided in Chapter 24 (Adjustments) of this Title.

C. Reductions in the Number of Required Parking Spaces.


   a) The Director of Planning and Building Safety may approve an administrative adjustment to the required number of parking spaces for any use up to a maximum of ten percent (10%) or 20 parking spaces, whichever is less, based on the submittal of a parking demand study. The Director of Planning and Building Safety may refer any such request to the Planning Commission for review.

   b) The Planning Commission may approve a reduction of the required number of parking spaces in any zone for any use, up to a maximum of twenty (20%), based on the submittal of a parking demand study.

   c) Parking studies submitted in conjunction with requests for reductions must include, without limitation, information specifying the number of employees, customers, visitors, clients, shifts, deliveries, parking spaces, or other criteria established by the Director of Planning and Building Safety.

2. Reductions for Joint/Shared Uses.

   a) The Director of Planning and Building Safety may approve an administrative
adjustment to reduce the required number of parking spaces in any zone for uses that share parking facilities for a maximum of ten percent (10%) or 20 parking spaces, whichever is less, based on the submittal of a parking demand study. The Director of Planning and Building Safety may refer any request for an administrative adjustment from the required number of parking spaces to the Planning Commission for review.

b) The Planning Commission may approve a reduction of the required number of parking spaces in any zone for uses that share parking facilities with significantly different peak hours of operation for a maximum of twenty (20%), based on the submittal of a parking demand study.

c) Requests for shared and/or joint uses are subject to the following requirements:

i. A parking study must be submitted by the applicant demonstrating that there will not exist substantial conflict in the peak hours of parking demand for the uses for which joint use is proposed;

ii. the number of parking stalls which may be credited against the requirements of the structures or uses involved must not exceed the number of stalls reasonably anticipated to be available during differing hours of operation; and

iii. a written agreement, in a form approved by the city attorney, must be executed by all parties concerned assuring the continued availability of the number of stalls designed for joint use.

3. Sites with Transportation Systems Management Plans. The number of required parking spaces in Section 15-15-6 of this Chapter (Required Parking Spaces) may be modified subject to approval of a transportation systems management plan submitted pursuant to the procedures and requirements of Chapter 16 (Developer Transportation Demand Management) or Chapter 17 (Employer/Occupant Transportation Systems Management) of this Title.

4. Reduction in Parking Due to Disabilities Upgrade. When required solely as needed to upgrade existing parking facilities to comply with the 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 Planning and Building Safety.

D. Parking of Licensed Recreational Vehicles and Habitable Vehicles.

1. Parking of any mobile home, camper, house trailer or other habitable vehicle
outside of an authorized mobile home park or licensed recreational vehicle parking facility is prohibited except that such vehicles may be parked on any public property or right of way subject to any applicable parking restrictions of this code, or on any developed residential lot as long as the vehicle, if parked in a front yard, is parked on a nonporous surface pad adequate to accommodate the parked vehicle.

2. A habitable vehicle parked on private property may be occupied for residential purposes for no longer than seventy two (72) hours (outside of an authorized mobile home park) within any thirty (30) day period. No habitable vehicle may be occupied for commercial purposes except as otherwise provided by this code.

15-15-7: OFF-STREET LOADING SPACE STANDARDS

A. General Provisions.

1. Applicability. Every building established, erected, enlarged or expanded for commercial, manufacturing or institutional purposes must provide loading space as set forth below. However, for any building or use enlarged or increased in capacity, additional loading spaces are required only for such enlargement or increase. All required loading spaces are in addition to the required on site parking spaces set forth in this chapter and must be developed and maintained in accordance with this chapter. Loading spaces may be provided either completely or partially within a building when such building is designated to include adequate ingress and egress to the loading spaces. Unless stated otherwise, loading requirements must be based on net floor area as defined in section 15-1-6 of this title.

2. Location. Loading spaces, with the exception of passenger loading spaces, must be located to the side or rear of buildings onsite whenever possible as determined by the Director of Planning and Building Safety. Loading spaces cannot interfere with vehicular and pedestrian circulation onsite.

3. Screening. Loading spaces must be appropriately screened from view from public streets. The screening may include decorative walls, landscaped berms, shrubs, trees and other landscaping, and any other screening methods deemed appropriate by the Director of Planning and Building Safety.

B. Types and Dimensions of Loading Spaces.

<table>
<thead>
<tr>
<th>LOADING SPACE TYPES AND SIZES:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type</td>
</tr>
</tbody>
</table>

Page 43 of 55
<table>
<thead>
<tr>
<th>Numbers</th>
<th>10 feet</th>
<th>20 feet</th>
<th>7 feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Truck</td>
<td>12 feet</td>
<td>25 feet</td>
<td>14 feet</td>
</tr>
<tr>
<td>Large Truck</td>
<td>13 feet</td>
<td>50 feet</td>
<td>16 feet</td>
</tr>
</tbody>
</table>

### C. Number of Loading Spaces Required.

<table>
<thead>
<tr>
<th>NUMBER AND TYPE REQUIRED</th>
<th></th>
</tr>
</thead>
</table>
| Offices (General, Medical, Dental and Clinics) | 0 spaces for buildings up to 1,000 square feet  
1 small truck space for buildings 1,000 to 25,000 square feet in size,  
2 small truck spaces for buildings 25,001 to 100,000 square feet in size,  
2 small and 1 large truck space for buildings 100,001 to 250,000 square feet in size, plus  
1 large truck space for every 100,000 above 250,000 square feet up to 3 large truck spaces. |
| Hotels, Motels, Hospitals, and Institutional Uses | 1 small truck space for buildings up to 25,000 square feet in size  
2 small truck spaces and 2 passenger spaces for buildings 25,001 to 100,000 square feet in size, plus  
1 large truck space and 1 passenger space for each additional 100,000 square feet or fraction thereof above 100,000 square feet |
| Industrial, Manufacturing, warehousing and storage related uses (except data centers and personal/mini storage) | 1 small truck space for buildings up to 25,000 square feet in size,  
1 small and 1 large truck space for buildings 25,000 to 100,000 square feet in size, plus  
1 large truck for each additional 100,000 square feet over 100,000 square feet in size |
| Data Centers | 1 small truck space |
| Personal/mini storage | 1 small truck space per 100 units |
| Eating and Drinking Establishments | 1 small truck space for buildings between 3,000 and 25,000 square feet in size,  
1 small and 1 large truck space for buildings over 25,000 square feet |
<p>| Retail Sales and Services | 1 small truck space for buildings between 1,000 to 25,000 square feet in size, |</p>
<table>
<thead>
<tr>
<th>Uses</th>
<th>Requirements</th>
</tr>
</thead>
</table>
| Fitness Centers, Gyms, Health Clubs | 0 spaces for buildings 0 to 5,000 square feet in size,  
|                                | 1 small truck space for buildings over 5,000 square feet in size.           |
| Vehicle-Related Services      | 1 small truck space for buildings between 3,000 and 25,000 square feet in size,  
|                                | 2 small truck spaces for buildings between 25,000 and 100,000 square feet in size,  
|                                | 2 small truck spaces and 1 large truck space for each additional 100,000 square feet above 100,000 square feet in size. |
| Schools – Educational Institutions | 2 passenger spaces for 1 to 50 students, plus  
|                                | 1 passenger space for each 50 students above 50 and  
|                                | 1 small truck space minimum.                                                |
| Day Care Centers              | 1 passenger space for 1 to 25 children  
|                                | 2 passenger spaces for 26 to 50 children,  
|                                | 3 passenger spaces for over 50 children.                                    |
| Mixed-use, campus style projects | The loading requirements shall be the combined total of each building/use. |
| USES NOT LISTED               | Based on most similar listed use or a parking study, as determined by the Director of Planning and Building Safety. |

D. **Administrative Adjustments and Adjustments.**

1. The Director of Planning and Building Safety may approve administrative adjustments to the Types and Dimensions of Loading Spaces as provided in Chapter 24 (Adjustments) of this Title.

2. The Director of Planning and Building Safety may approve adjustments to the Number of Loading Spaces Required as provided in Chapter 24 (Adjustments) of this Title.

**SECTION 20:** ESMC § 15-16-2 is amended to add subsection D to read as set forth
below; existing subsection D is renumbered to subsection E:

"15-16-2: APPLICABILITY OF REQUIREMENTS:

* * *

D. Existing developments: Existing nonresidential developments regardless of size may voluntarily comply with the development standards and receive reductions in the total number of required parking spaces as provided in Section 15-16-3, subject to the monitoring provisions in Section 15-16-4.

DEF. Maintenance: All facilities and improvements constructed or otherwise required shall must be maintained in a state of good repair."

SECTION 21: ESMC § 15-16-3 is amended to read as follows:

"15-16-3: DEVELOPMENT STANDARDS:

A. Twenty Five Thousand Square Feet: Nonresidential development of twenty five thousand (25,000) square feet or more and all projects within the Urban Mixed-Use Zone shall must provide the following to the satisfaction of the Director of Community, Economic and Development Services, Director of Planning and Building Safety: a bulletin board, display case or kiosk displaying transportation information located where the greatest number of employees are likely to see it. Information in the area shall must include, but is not limited to, the following:

1. Current maps, routes and schedules for public transit routes serving the site;

2. Telephone numbers for referrals on transportation information including numbers for the regional ridesharing agency and locate transit operators;

3. Ridesharing promotional material supplied by commuter-oriented organizations;

4. Bicycle route and facility information including regional/local bicycle maps and bicycle safety information; and

5. A listing of facilities available for carpoolers, vanpoolers, bicyclists, transit riders and pedestrians at the site.

B. Fifty Thousand Square Feet: Nonresidential development of fifty thousand (50,000) square feet or more shall must comply with subsection A of the Section, and shall must provide all of the following measures to the satisfaction of the Director of
Community, Economic and Development Services

1. Preferential Parking: Not less that fifteen percent (15%) of employee parking areas shall must be designated as preferential parking and shall must be located as close as is practical to the employee entrance(s) without displacing handicapped and customer parking needs. This preferential carpool/vanpool parking area shall must be identified on the site plan upon application for building permit, to the satisfaction of the Director of Community, Economic and Development Services. A statement that preferential carpool/vanpool spaces for employees is available, and a description of the method for obtaining such spaces must be included on the required transportation information board. Projects may reduce the total number of required parking spaces by one vehicles space for every one square which is marked and reserved for preferential parking, up to a maximum of ten percent (10%), upon application to and approval by the Director of Community, Economic and Development Services. A statement that preferential carpool/vanpool spaces for employees is available, and a description of the method for obtaining such spaces must be included on the required transportation information board. Projects may reduce the total number of required parking spaces by one vehicles space for every one square which is marked and reserved for preferential parking, up to a maximum of ten percent (10%), upon application to and approval by the Director of Community, Economic and Development Services.

2. HOV Loading Area: A safe and convenient zone shall must be provided in which high occupancy vehicles (vanpools and carpools) may deliver or board their passengers. This staging area shall must provide adequate space for passenger loading, unloading and waiting, which does not interfere with on-site circulation patterns. When located within a parking structure, a minimum vertical interior clearance of seven feet two inches (7'2") or the minimum required by the California Building Code, whichever is greater, shall must be provided for the loading area in accessways to be used by such vehicles. Adequate turning radii and parking spaces dimensions shall must also be included in HOV loading areas.

3. Vanpool Access: Preferential parking spaces reserved for vanpools must be accessible to vanpool vehicles. When located within a parking structure, a minimum vertical interior clearance of seven feet two inches (7'2") or the minimum required by the California Building Code, whichever is greater, shall must be provided for those spaces and accessways to be used by such vehicles. Adequate turning radii and parking space dimensions shall must also be included in vanpool parking areas.

4. On-Site Amenities Or Shuttle: In order to reduce the need for employees to drive personal vehicles for midday activities, the project shall must provide any one or more of the following measures which together shall must be sized to accommodate during the course of the business day at least twenty percent (20%) of the on-site population:

   a. On-site amenities.
b. Guaranteed operation of a privately operated midday shuttle serving the project site for the life of the project.

A reduction in the total number of required parking spaces of up to one percent (1%) shall be permitted, based on the extent of the amenities, upon application to and approval by the Director of Community, Economic and Development Services/Director of Planning and Building Safety.

5. Bicycle Facilities: Bicycle racks or other secure bicycle parking shall be provided to accommodate four (4) bicycles per the first forty eight thousand (48,000) square feet on nonresidential development and one bicycle per each additional forty eight thousand (48,000) square feet of nonresidential development. Calculations which result in a fraction of 0.5 or higher shall be rounded up to the nearest whole number. Spaces must be provided according to Chapter 15 of this Title (Off-Street Parking and Loading Spaces). A bicycle parking facility may also be a fully enclosed space or locker accessible only to the owner or operator of the bicycle, which protects the bike from inclement weather. Specific facilities and location (e.g., provision of racks, lockers, or locked room) must be provided to the satisfaction of the Director of Community, Economic and Development Services/Director of Planning and Building Safety.

6. Shower And Lockers (Optional): Projects may provide shower and locker facilities for bicycle riders, motorcycle riders, and pedestrians. If these facilities are provided, the number of preferential parking spaces may be reduced by up to three percent (3%) and the total number of required spaces may be reduced up to one percent (1%) based on the extent of facilities, upon application to and approval by the Director of Community, Economic and Development Services/Director of Planning and Building Safety.

7. Transit Support Facilities (Optional): Projects may provide facilities which will promote transit use. If transit facilities are provided, the number of preferential parking spaces may be reduced by up to five percent (5%), and the total number of required spaces may be reduced up to one percent (1%) for provision of bus transit facilities, and up to two and one-half percent (2 1/2%) for rail transit, upon application to an approval by the Director of Community, Economic and Development Services/Director of Planning and Building Safety.

C. One Hundred Thousand Square Feet: Nonresidential development of one hundred thousand (100,000) square feet or more shall comply with subsection A and B of this Section, and shall provide all of the following measures to the satisfaction of the City:

1. Sidewalks or other designated pathways following direct safe routes from the external pedestrian circulation system to each building in the development.
2. If determined necessary by the City to mitigate the project impact, bus stop improvement must be provided. The City will consult with the local bus service providers in determining appropriate improvements. When location of bus stops and/or planning building entrances, entrances must be designed to provide safe and efficient access to nearby transits stations/stops.

3. Safe and convenient access from the external circulation system to bicycle parking facilities on-site."

SECTION 22: ESMC § 15-17-5 is amended to read as follows:

"15-16-5: ENFORCEMENT: The Director of Community, Economic and Development Services, Director of Planning and Building Safety or his/her representative is hereby designated as the enforcing agent of this Chapter and any amendments thereto pursuant to Section 15-1-14 of this Title."

SECTION 23: ESMC § 15-17-5 is amended to read as follows:

"15-17-5: REQUIREMENTS: Employer/occupants shall be required to prepare a TSM plan for submittal to the Director of Community, Economic and Development Services, Director of Planning and Building Safety according to the compliance schedule established in accordance with Section 15-17-7 of this Chapter. The applicant shall have discretion to select among a range of program measures. However, the following minimum measures shall be included:

A. Employee transportation coordinator (ETC).
B. Informational and promotional programs.
C. Establish and administer preferential parking program.
D. Develop and administer a personalized ridesharing program with a target trip reduction of either twenty percent (20%) reduction in the base traffic generation level projected for the work site based on the Institute of Transportation Engineers Trip Generation, Third Seventh Edition, or most current Edition, or other source submitted by the applicant and approved by the Director of Community, Economic and Development Services, Director of Planning and Building Safety, or target average vehicle ridership (AVR) of 1.43 employees per commute vehicle, which represents a twenty percent (20%) increase in vehicle ridership from the estimated baseline AVR.
E. Monitoring and report to the Director of Community, Economic and Development Services, Director of Planning and Building Safety once every three (3) years.
The report shall include, but need be limited to: 1) the name and phone number of the ETC; 2) the number of employees at the work site during the normal business hours; 3) the estimated number of vehicles used for commuting (excluding public transit); 4) an identification of any objectives in the approved TSM plan which have not been achieved; 5) a description of proposed measures to remedy any deficiencies."

SECTION 24: ESMC § 15-17-6 is amended to read as follows:

"15-17-6: PARKING INCENTIVES: Existing employers may petition the Director of Community, Economic and Development ServicesDirector of Planning and Building Safety for approval of parking reductions in on- and off-site locations commensurate with the level of trip reduction proposed (up to a maximum of 15 percent). A condition of approval shall be submittal of a TSM plan and the applicant shall enter into a written agreement with the City, providing that the applicant and all successors in interest shall implement and maintain the approved TSM plan or a subsequently approved TSM plan which complies with the intent of this Chapter for the life of the project. The agreement shall be in a form that may be recorded and contain covenants which run with the land."

SECTION 25: ESMC § 15-17-7 is amended to read as follows:

"15-17-7: IMPLEMENTATION AND ADMINISTRATION:

A. Compliance Schedule: Implementation shall be through a permit system administered by the Department of Community, Economic and Development ServicesPlanning and Building Safety Department. The Director of Community, Economic and Development ServicesDirector of Planning and Building Safety shall establish a phased compliance schedule with priority given to: 1) new businesses; 2) business license renewals for companies employing one thousand (1,000) or more persons; 3) business license renewals with five hundred (500) or more employees; 4) business license renewals with two hundred (200) or more employees. Companies with more than one business address shall be permitted to file one TSM plan to cover all sites. The Director of Community, Economic and Development ServicesDirector of Planning and Building Safety shall also establish a compliance schedule for multi-tenant complexes, based on total complex size.

B. Notice: The Department of Community, Economic and Development ServicesPlanning and Building Safety Department shall mail notice of requirements to all businesses requiring a permit, based on the compliance schedule. Notified parties shall submit their proposed TSM Plan to the Director of Community, Economic and Development ServicesDirector of Planning and Building Safety within forty five (45) days of receipt of notification. A filing..."
fee may be established by Council resolution to cover the cost of program administration. The Director of Community, Economic and Development Services, Director of Planning and Building Safety shall must administratively review the TSM plan and determine whether it reasonably complies with trip reduction objectives and standards specified herein.

C. Compliance Audit: The Director of Community, Economic and Development Services, Director of Planning and Building Safety shall have the authority to require a compliance audit to be prepared by any employer or complex coordinator upon demonstration of a reasonable basis for complaint relative to noncompliance with an approved TSM plan. No compliance audit shall be required more often than once every twelve (12) months. Said audit shall must be submitted to the Director of Community, Economic and Development Services, Director of Planning and Building Safety within thirty (30) days of his request.”

SECTION 26: ESMC § 15-17-8 is amended to read as follows:

“15-17-8: OFF-SITE PARKING: Employers may, upon application and approval of the Director of Community, Economic and Development Services, Director of Planning and Building Safety, use off-site parking as part of their TSM plans. Off-site parking shall must comply, at a minimum, with the following requirements:

A. A minimum of fifty percent (50%) of all required parking must be provided on-site;

B. Transportation from the satellite lot to the workplace must be detailed as part of the TSM plan; and

C. Satellite lots must be tied to the site development that they are meeting the parking requirements of, through a legal instrument, such as a covenant or deed restriction.”

SECTION 27: ESMC Chapter 15-24 is amended to read as follows:

“CHAPTER 24

ADJUSTMENTS

SECTION:

15-24-1: Granting
15-24-2: Procedure
15-24-3: Setting For Hearing
15-24-4: Necessary Findings
15-24-1: **GRANTING:** Whenever a strict interpretation of the provisions of this Title or its application to any specific case or situation pertaining to the following items would result in the unreasonable deprivation of the use or enjoyment of property, an adjustment or an administrative adjustment may be granted, subject to the following restrictions and in the manner hereafter provided.

Adjustments may be granted to allow:

A. A fence, wall, or hedge up to a maximum height of eight feet (8').

B. Architectural landscape features which exceed the standards set forth in Section 15-2-14 of this Title.

C. Signs which exceed the standards set forth in Chapter 18 of this Title.

D. Noise permits which exceed the standards set forth in Section 7-2-11 of this Code.

E. Parking and loading space standards as set forth in Chapter 15 of this Title.

15-24-2: **PROCEDURE:** The applicant for an adjustment shall apply in letter form, stating the type of adjustment desired and explaining that the strict interpretation of this Title would result in the unreasonable deprivation of the use or enjoyment of his property. The applicant shall submit the application with the required filing fee to cover the cost of investigation and processing.

15-24-3: **SETTING FOR HEARING:** The Director of Community, Economic and Development Services or Director of Planning and Building Safety shall set the matter for public hearing by mailing notice thereof to the applicant and the owners of abutting property by first class mail at least ten (10) days prior to the hearing. The requested adjustment shall be heard before the Director of Community, Economic and Development Services or Director of Planning and Building Safety or his/her designated representative.

15-24-4: **NECESSARY FINDINGS:** No adjustment shall be granted unless the following findings are made:

A. That the proposed adjustment would not be detrimental to the neighborhood or district in which the property is located;
B. That the proposed adjustment is necessary in order that the applicant may not be deprived unreasonably in the use or enjoyment of his property; and

C. That the proposed adjustment is consistent with the legislative intent of this Title.

15-24-5: **CONDITIONS:** Whenever any adjustment is granted, the Director of Community, Economic and Development Services, Director of Planning and Building Safety, or his/her designated representative shall must impose such conditions as may be necessary to safeguard the interests of the neighborhood or district, and in all cases shall impose the following conditions:

A. That the adjustment shall not become effective until seven (7) days from the granting thereof has elapsed or, if an appeal is filed or a review called, until final determination has been made on the appeal or review.

B. That the adjustment shall become null and void if the privileges granted thereunder has not been utilized within one hundred eighty (180) days from the effective date thereof.

15-24-6: **ADMINISTRATIVE ADJUSTMENT:** Requests for administrative adjustments must be reviewed by the Director of Planning and Building Safety or his/her designated representative. A decision on an administrative adjustment must be made and mailed to the applicant within ten working (10) days after the application is deemed complete. The Director’s decision is final unless appealed as provided by Chapter 25 of this Title. Notwithstanding any other provision of this chapter, no public hearing or notification is required for administrative adjustments. Administrative adjustments may be granted to allow:

A. Parking and loading space standards as set forth in Chapter 15 of this Title.

15-24-615-24-7: **HEARING:** A determination on an adjustment shall must be made by the Director of Community, Economic and Development Services, Director of Planning and Building Safety or his/her designated representative within ten (10) days after the hearing.

15-24-715-24-8: **NOTIFICATION AND PLANNING COMMISSION REVIEW:** Copies of the findings and decision of the Director of Community, Economic and Development Services, Director of Planning and Building Safety, shall must be mailed to each member of the Planning Commission and to the applicant. Written determinations on adjustments, made by the Director of Community, Economic and Development Services, Director of Planning and Building Safety or his/her designated representative, shall must be placed as receive and file items on the next available agenda of the Planning Commission. Any Planning Commissioner may request that an item be discussed and
a decision on the application be made by the Planning Commission instead of received and filed. No decision of the Director of Community, Economic and Development Services Director of Planning and Building Safety is final until the decision is received and filed or acted upon by the Planning Commission or upheld on appeal.

15-24-815-24-9: APPEALS: All appeals shall must be processed as provided by Chapter 25 of this Title."

SECTION 28: Environmental Assessment. The City Council determines that the proposed ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, et seq., the "State CEQA Guidelines") because it consists only of minor revisions and clarifications to an existing zoning code and specification of procedures related thereto and will not have the effect of deleting or substantially changing any regulatory standards or findings required therefor. The proposed Ordinance is an action that does not have the potential to cause significant effects on the environment, but rather will help reduce the overall transportation and circulation impacts of new and modified parking and loading facilities and ensure that adequate parking and loading facilities are provided. Accordingly, the proposed Ordinance constitutes a Class 1 (existing facilities), Class 3 (new construction or conversion of small structures), Class 5 (minor alteration in land use limitations), and Class 11 (accessory structures) categorical exemption.

SECTION 29: Repeal of any provision of the ESMC herein does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 30: If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 31: The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo's book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.
SECTION 32: This Ordinance will become effective on the thirty-first (31st) day following its passage and adoption.

PASSED AND ADOPTED this ____ day of __________, 2010.

________________________
Eric Busch, Mayor

ATTEST:

________________________
Cindy Mortesen, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

________________________
Karl H. Berger, Assistant City Attorney
ORDINANCE NO. ____

AN ORDINANCE AMENDING EL SEGUNDO MUNICIPAL CODE (“ESMC”) PARKING AND LOADING REGULATIONS.

SECTION 1: The City Council finds and declares as follows:

A. On March 22, 2007, City staff provided the Planning Commission a status report on research regarding possible amendments to El Segundo Municipal Code (“ESMC”) Chapter 15-15 regulating parking and loading;

B. On April 3, 2007, the City Council directed staff to recommend changes to the ESMC;

C. On April 5, 2007, the City of El Segundo filed an application to amend the ESMC’s regulations regarding parking and loading;

D. On September 22, 2009, City staff met with the Planning and Building Safety Advisory Group to review and discuss the off-street parking and loading standards;

E. On November 12, 2009, the Planning Commission considered staff’s recommendations and provided staff further direction;

F. On December 15, 2009, the City Council considered staff and Planning Commission recommendations. It directed staff to prepare proposed changes to the ESMC;

G. This Ordinance was prepared and reviewed by the City’s Planning and Building Safety Department for, in part, consistency with the General Plan and conformity with the ESMC;

H. In addition, the City reviewed the project’s potential environmental impacts of this Ordinance pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., “CEQA”) the regulations promulgated thereunder (14 Cal Code. of Regulations §§ 15000, et seq., the “CEQA Guidelines”) and the City’s Environmental Guidelines (City Council Resolution No. 3805, adopted March 16, 1993);

I. The Planning and Building Safety Department completed its review and scheduled the public hearing regarding the application before the Planning Commission for May 27, 2010;

J. On May 27, 2010, the Planning Commission held a public hearing to...
receive public testimony and other evidence regarding the proposed
amendment, including, without limitation, information provided to the
Planning Commission by City staff and public testimony;

K. On May 27, 2010, the Planning Commission adopted Resolution No. 2674
recommending City Council approve Environmental Assessment No. EA-
755 for Zone Text Amendment No. 07-02;

L. On June 15, 2010, the City Council held a public hearing and considered
the information provided by City staff and public testimony; and adopted
an ordinance approving Environmental Assessment No. EA-755 for Zone
Text Amendment No. 07-02;

M. In adopting this Ordinance, the Council intends simply to regulate parking
and loading, impose the community’s design standards, and protect public
health and safety; and

N. When adopting this Ordinance, the City considered the entire
administrative record concerning parking and loading regulations
including, without limitation, information set forth in staff reports presented
to the El Segundo Planning Commission and City Council; public
testimony; the City’s General Plan; and other evidence set forth in the
record or commonly known to the community.

2674 are incorporated into this Ordinance by reference as if fully set forth.

SECTION 3: All instances of the term “Director of Community, Economic and
Development Services” set forth in the ESMC sections affected by this Ordinance are
amended to read “Director of Planning and Building Safety.”

SECTION 4: The definitions of “Café,” “Drive-Through Restaurant” and “Food-to-Go”
set forth in ESMC § 15-1-6 are respectively renamed “Restaurant, Café,” “Restaurant,
Drive-Through,” and “Restaurant, Food-to-Go.” The terms “Café,” “Drive-Through
Restaurant,” and “Food-to-Go,” as used in the ESMC, however, may be used
interchangeably with “Restaurant, Café,” “Restaurant, Drive-Through,” and “Restaurant,
Food-to-Go.” The definitions of these terms remain unchanged.

SECTION 5: El Segundo Municipal Code (“ESMC”) § 15-1-6 is amended to read as
follows:

“15-1-6: DEFINITIONS:

* * * *

Page 2 of 54
CAFÉ: See RESTAURANT, CAFÉ.

* * *

DRIVE-THROUGH RESTAURANT: See RESTAURANT, DRIVE-THROUGH.

* * *

FAST FOOD RESTAURANT: See RESTAURANT, FAST FOOD.

* * *

FOOD-TO-GO: See RESTAURANT, FOOD-TO-GO.

* * *

FULL SERVICE RESTAURANT: See RESTAURANT, FULL SERVICE.

* * *

RESTAURANT: Any business establishment, building, or structure where food or drink are prepared and served for consumption either on or off the premises, which may also include as accessory uses, service to persons over an interior counter, outside the structure, or from an outdoor service window. Any restaurant with an automobile service window shall be considered a drive-through restaurant.”

SECTION 6: A new definition of “Restaurant, Fast Food” is added to ESMC§ 15-1-6 to read as follows:

"RESTAURANT, FAST FOOD. A restaurant where customers purchase food and beverages and either consume the food and beverages on the premises within a short period of time or take the food and beverages off the premises. Typical characteristics of a fast food restaurant include, without limitation, the purchase of food and beverages at a walk-up window or counter; no table service by a server; payment for food and beverages before consumption; and the packaging of food and beverages in disposable containers. A restaurant is not be considered a fast food or take-out restaurant solely on the basis of incidental or occasional take-out sales."

SECTION 7: A new definition of “Restaurant, Full Service” is added to ESMC§ 15-1-6 to read as follows:

"RESTAURANT, FULL SERVICE. A restaurant where customers purchase food and beverages and consume the food and beverages on the premises. Typical
characteristics of a full service restaurant, include, without limitation, table service by a server; payment for food and beverages after consumption; and serving food and beverages in non-disposable containers. A full service restaurant may include incidental or occasional take-out sales.”

SECTION 8: The definition of “Floor Area (Net)” set forth in ESMC § 15-1-6 is amended to read as follows:

“FLOOR AREA (NET): The area of all floors or levels included within the exterior surrounding walls of a building or structure. The total space devoted to high or medium bay labs, in the M-1 Zone only, may be multiplied by a factor of 0.5 to determine the net floor area. Space devoted to the following shall not be included when determining the total net floor area within a building or structure:

A. Elevator shafts.

B. Stairwells.

C. Courts or atriums uncovered and open to the sky.

D. Rooms exclusively holding building operating equipment.

E. Parking spaces at or above grade and access thereto; provided, that in commercial and manufacturing zones:

   1. Not less than the front fifty percent (50%) of the ground floor is devoted to commercial/manufacturing use; and

   2. At least one full level of parking below grade is provided.

F. Structures devoted exclusively to parking.

G. Restrooms in common areas of nonresidential buildings.”

SECTION 9: The definition of “Offices, General” set forth in ESMC § 15-1-6 is amended to read as follows:

“OFFICES, GENERAL: Offices maintained and used as a place of business conducted by persons whose business activity consists principally of services to the person as distinguished from the handling of commodities. This does not include medical-dental offices. General offices include, but are not limited to the following:

A. Administrative/Business. Establishments providing direct services to consumers, such as credit, lending, and trust agencies, data processing services, detective
agencies, employment, insurance agencies, real estate offices, stenographic, secretarial and word processing services, union offices and utility company offices.

B. Broadcasting Offices and Studios. Commercial and public communications uses, including radio and television broadcasting and receiving stations and studios, with facilities entirely within buildings.

C. Production. Office-type facilities occupied by businesses engaged in the production of intellectual property. Production uses include computer software production and programming services, media post production services, graphic design, fashion, photography and commercial art studios, writers and artists offices.

D. Professional. Professional offices include accounting; advertising agencies; architectural, engineering, planning and surveying services; attorneys; auditing and bookkeeping services; consulting; corporate; counseling services; court reporting services; educational services; literary and talent agencies; management and public relations services; scientific and research organizations.

SECTION 10: ESMC § 15-1-6 is amended to add and amend the following definitions:

** * COMMERCIAL:

A. Retail sales. Alcohol sales (off-site), building material stores, convenience stores, general retail stores, and warehouse retail showrooms.

General retail stores: General retail stores include sales, without limitation, of appliances, art gallery, artists' supplies, bakeries (retail only), bicycles, books and periodicals, cameras and photographic supplies, clothing and accessories, computer and computer equipment, electronics, department stores, drug and discount stores, collectable items sales, curio, gift and souvenir shops, dry goods, fabric and sewing supplies, florists and houseplant stores (indoor), furniture and home furnishings, grocery stores, hardware, hobby materials, household and kitchen goods, jewelry, luggage and leather goods, musical instruments, parts and accessories, newsstands, orthopedic supplies, pharmacies, religious goods, small wares, specialty shops, sporting goods and equipment, stationery, and toys and games.

B. Retail services. Personal Services and Business and Consumer Support Services.
Personal Services: Personal services include, without limitation, barber shops and beauty salons, clothing rental, dry cleaning pick-up stores with limited equipment, hair, nail, facial, and personal care, laundromats (self-service laundries), photo development, shoe repair shops, tailors, tanning salons. Personal Services do not include massage establishments.

Business and Consumer Support Services: Business and consumer support services include, without limitation, establishments primarily providing consumers and businesses with services, including maintenance, repair and service, testing, rental, as well as the following: business equipment repair services (except vehicle repair, see "vehicle sales and services - maintenance/repair"), computer-related services (rental, repair), copying, quick printing, and blueprinting services, equipment rental businesses within buildings, film-processing laboratories, heavy equipment repair services where repair occurs on the client site, household appliance and equipment repair services, janitorial and maid services, mail advertising services (reproduction and shipping), photocopying and photofinishing, protective services (other than office-related), window cleaning.

Personal Services and Business and Consumer Support Services may also include accessory retail sales of products related to the services provided.

C. Financial institutions. Banks and trust companies, credit agencies, credit unions, investment companies, lending and thrift institutions, securities/commodity contract brokers and dealers, security and commodity exchanges, vehicle finance (equity) leasing agencies. Financial institutions do not include check cashing or pay day loan facilities.

* * *

RECREATIONAL FACILITIES:

A. Public recreational facilities are facilities that are operated by a government agency.
   1. Indoor: Examples include, without limitation, indoor entertainment, multi-purpose recreational buildings, and studios for dance, art, music, photography, and martial art.

   2. Outdoor: Examples include, without limitation, Athletic fields, ball parks and bleachers, basketball, racquetball, tennis, and volleyball courts, golf courses, parks and other areas of active or passive recreational usage, swimming pools, trails and bicycle trails.
B. Private/Commercial.
   1. Indoor: Examples include, without limitation, arcades, billiard/pool halls, bowling alleys, indoor entertainment, racquetball and tennis courts, and skating rinks.

   2. Outdoor: Examples include, without limitation, amusement centers (arcades, skating rinks, miniature golf, and similar uses), golf courses, miniature golf, racquetball and tennis courts.

* * *

SCHOOLS, PRIVATE: Private schools are educational institutions that include, without limitation, adult level, business, vocational, and trade schools; boarding schools; colleges and universities; private pre-schools, elementary schools, middle or junior high schools, and high schools; military academies; professional schools (law, medicine, etc.), seminaries/religious ministry training facilities. Private schools also include specialized non-degree granting schools offering instruction in: art, ballet and other dance, computers and electronics, cooking, drama, driver education, language, and music.

* * *

VEHICLE SALES AND SERVICES: The sales, rental, repair, alteration, restoration, towing, painting, or finishing of automobiles, trucks, recreational vehicles, boats, and other vehicles as a primary use, including the incidental wholesale and retail sale of vehicle parts as an accessory use. This includes, without limitation, the following categories:

A. Accessories Installation. Minor facilities that specialize in the addition of supplemental convenience items or devices to vehicles that do not involve the primary operating system of a vehicle (such as motors or transmissions) or structural features (such as body, chassis, or suspension). For example, these establishments provide installation of alarms, stereos, and window tinting.

B. Vehicle Sales/Rental. Retail establishments selling or renting automobiles, trucks and vans. May also include repair shops and the sales of parts and accessories, incidental to vehicle dealerships. The term does not include the sale of auto parts/accessories separate from a vehicle dealership (see "Auto Parts Sales"); bicycle and moped sales (see "Retail: General Retail Stores"); tire recapping establishments; or "Service Stations," which are separately defined.

C. Vehicle Parts Sales. Stores that sell new automobile parts, tires, and accessories. May also include minor parts installation (see "Vehicles Sales and Services"). The term does not include businesses dealing exclusively in used parts.
D. Car Washes. Permanent, self-service and/or attended car washing establishments, including fully mechanized facilities. May include detailing services.

E. Impounding/Storage. Facilities that provide impounding and storage of towed or impounded vehicles. Does not include towing (see “Vehicle Sales and Services: Towing”).

F. Maintenance/Repair. The installation, replacement, tuning, or maintenance of the various parts, equipment, or operating systems of a vehicle, which includes body and fender work, engine overhauling and replacement, transmission work, automobile painting, and car washing.

G. Accessory retail sales and services. Includes retail sales and services, storage of tires, car parts and other automobile supplies, and limited automobile sales. Automobile sales cannot exceed eight (8) automobiles per month; not more than three (3) automobiles can be displayed at one time.

H. Mobile Home and Recreational Vehicle Sales. Retail establishments selling and/or renting the following new or used vehicles and products: Boats, campers/camper shells, golf carts, jet skis, mobile homes, motor homes, motorcycles, snowmobiles, travel/recreational trailers, and other recreational vehicles.

I. Service Stations. (See definition of “Service Stations”)

J. Towing. Facilities that provide vehicle towing. Does not include storage of towed or impounded vehicles (see “Vehicle Sales and Services: Impounding/Storage).

* * *

SECTION 11: ESMC § 15-2-6 is amended to read as follows:

“CORNER CLEARANCE: For the purpose of safe visibility, all corner lots, and reverse corner lots must maintain a triangular area, described as follows: One angle must be formed by the front and side property lines, and the sides of this angle must be fifteen feet (15’) in length, measured along the front and side property lines; the third side of this triangle must be a straight line connecting the two (2) other lines at their endpoints. Within the area comprising this triangle, no trees, fences, shrubs, retaining walls, buildings and structures, or other physical obstructions must be permitted to exceed thirty inches (30”) in height from street grade, unless it is a tree which is trimmed to provide a minimum of twelve feet (12’) of visibility from street grade under the canopy created by the branches.
SECTION 12: ESMC § 15-2-11 is amended to read as follows:

"DRIVEWAY VISIBILITY:

A. Triangle Area Required: To provide visibility for pedestrians and drivers, a visibility triangle must be formed along each side of the driveway located on the subject property. Within this area fences, walls, and landscaping must not be allowed to exceed thirty inches (30") in height from street grade, unless it is a tree which is trimmed to provide a minimum of twelve feet (12") of visibility from street grade under the canopy created by the branches.

B. Location And Description: The triangular area must be located adjacent to, but outside the driveway area, and must be described as follows: one angle must be formed by the intersection of the driveway and the property line abutting the street, the sides of which must be ten feet (10') in length. The third side of this triangle must be a straight line connecting the two (2) other lines at their end points.
SECTION 13: ESMC § 15-2-14 is amended to read as follows:

“A. Requirement; Purpose: The goal of this Section is to ensure that adequate landscape areas and permanent irrigation facilities are provided for all new development. The area extending between a building(s) and property lines must contain both soft (plantings) and hard (rock, brick, concrete) landscape materials, except for those portions devoted to vehicular parking and loading. All new landscape areas must comply with ESMC Title 10, Chapter 2 relating to Water Conservation in Landscaping. The purpose of these landscape areas is:

* * *

B. Components: To achieve these purposes, the landscape criteria is divided into three (3) separate components: those areas related to "vehicular use areas"; areas related to "building perimeter"; and those areas related to the "property perimeter," set forth below.
4. Minimum sizes for plant material:
   
a. The minimum tree container size for all trees on a site must be provided as follows:
   
i. At least 20% of the trees must be 36-inch box size or larger.
   ii. At least 30% of the trees must be 24-inch box size or larger.
   iii. The remaining 50% must be 15-gallon size or larger.
   iv. The Director of Planning and Building Safety may approve smaller tree container sizes than required based on site conditions, however no tree may be smaller than a 15-gallon size.
   
b. Shrubs must be planted from a minimum 5-gallon-size container. One-gallon-size containers may be allowed for shrubs that are not commonly available in 5-gallon-size containers, subject to approval by the Director of Planning and Building Safety."

SECTION 14: ESMC § 15-4A-8 is amended to read as follows:

"OFF STREET PARKING AND LOADING SPACES: Off street parking must be provided as required by chapter 15 of this title, but in no case can a driveway or curb cut be less ten feet (10') in width. Where the driveway access and curb cut is to a two (2) car or larger garage which exits directly onto the front street, the driveway and curb cut cannot be less than sixteen feet (16') in width. Driveway entrances and exit locations must be provided in conformance with subsection 15-15-5O of this title.""

SECTION 15: ESMC § 15-4A-10 is amended to read as follows:

"VEHICULAR ACCESS: Where an R-1 lot abuts an alley, vehicular access to the lot must be from the alley, except when eighty percent (80%) or more of the properties on the block have existing vehicular access from the street. For the purposes of this section, the "block" is defined as the properties on the same side of the street between the nearest intersecting streets. Curb cuts and driveways must be installed in conformance with section 15-4A-8 of this article and subsection 15-15-5O of this title."

SECTION 16: ESMC § 15-4B-10 is amended to read as follows:

"VEHICULAR ACCESS: Where an R-2 lot abuts an alley, vehicular access to the lot must be from the alley, except when eighty percent (80%) of more of the properties on the block have existing vehicular access from the street. For the purposes of this Section, the "block" is defined as the area on both sides of the street between the
nearest intersecting streets. Curb cuts and driveways must be installed in conformance with subsection 15-15-5O of this Title.”

SECTION 17: ESMC § 15-4C-9 is amended to read as follows:

“VEHICULAR ACCESS: Where an R-3 lot abuts an alley, vehicular access to the lot must be from the alley. Curb cuts and driveways must be installed in conformance with subsection 15-15-5O of this Title.”

SECTION 18: ESMC § 15-4E-5(B) is amended to read as follows:

“PARKING FOR R-1 ZONES:

* * *

B. Off-Street Parking: Off-street parking spaces must be provided for a second dwelling unit in addition to that required for the main residence. The number and type of parking spaces must comply with Chapter 15 of this Title as it relates to two-family dwellings. The required parking space may not block any required existing enclosed space for the existing underlying zone, nor conflict with access to a required parking space.”

SECTION 19: ESMC Chapter 15-15 (Off-Street Parking and Loading Spaces) is amended in its entirety to read as follows:

“Chapter 15

OFF-STREET PARKING AND LOADING SPACES

SECTION:
15-15 - 1: Purpose
15-15 - 2: Applicability
15-15 - 4: Plan Preparation and Permit Approval
15-15 - 5: Parking Area Development Standards
15-15 - 6: Required Parking Spaces
15-15 - 7: Off-Street Loading Space Standards

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15-15-1: PURPOSE.
The purpose of this Chapter is to provide for adequate off-street parking and loading standards, to ensure that parking spaces are suitably maintained and available for the use of the occupants of the site and to mitigate associated on-street parking and traffic circulation problems throughout the City.

15-15-2: APPLICABILITY.
A. The provisions of this Chapter apply in all zones of the City unless specifically provided otherwise in an adopted specific plan.

B. The provisions of this Chapter apply at the time a building or structure is erected, altered, or expanded, or when the use is established, changed or expanded.

C. Parking spaces and loading spaces established by this Chapter must be improved as required by this Chapter before new buildings or structures are occupied or existing buildings or structures are expanded or modified for a new use.

D. The provisions of this Chapter apply to parking facilities for authorized temporary uses or special events, except where specifically exempted by the Director of Planning and Building Safety.

15-15-3: GENERAL PROVISIONS:
A. Compliance. It is unlawful for any person to violate any part of this Chapter including, without limitation, any discretionary or ministerial permit issued by the City pursuant to this Code or Chapter.

B. Availability. It is unlawful for required parking to be utilized in any manner inconsistent with the lawful uses of property including, without limitation, rendering it unavailable for property occupants, patrons, or visitors of a building or use during normal hours of operation. This meaning shall not be construed to prohibit security devices.

C. Maintenance. Parking spaces, driveways, maneuvering aisles, turnaround areas, and landscaping areas must be maintained free of debris, graffiti, and litter; and striping, paving, walls light standards, and all other facilities must be maintained in good condition.

D. Location of Parking. All required parking must be located on the same lot or building site as the uses for which such spaces are required, unless an Off-Site Parking covenant is approved in compliance with this Chapter.

E. Mixed or Multiple Uses and/or Occupancies. A site with multiple uses or mixed occupancies must provide the aggregate number of parking spaces required by this
chapter for each separate use. On site parking spaces for one use cannot be considered as providing required parking spaces for any other use, except when authorized through an Off-Site Parking Covenant in accordance with this Chapter.

F. **Fractional Spaces.** Where the application of cumulative parking requirements results in a fractional space, then the fractions are rounded to the nearest whole number.

G. **Expansion or Remodeling of Building, or Change in Use.**

1. **Expansion of Building or Use, Generally.** Upon change or expansion of a building, or outdoor use area resulting in additional floor area devoted to a use, additional outdoor use area, or an increase in the number of dwelling units on a lot, additional parking and loading spaces must be provided only for the additional floor area, outdoor use area, or residential units without diminishing the existing parking, unless such parking exceeds the requirements of this chapter.

2. **Addition of Floor Area to a Dwelling Unit.** Notwithstanding any other provision of this Chapter, the cumulative addition of 1,000 square feet of floor area to a residential unit upon the effective date of this ordinance must comply with the minimum parking requirements for residential units as established in this Chapter.

3. **Change of Use, Generally.** When the use of a building changes to another use that is required to have the same number of parking spaces, no additional parking spaces are required for the new use, regardless of the number of spaces provided by the previous use, if 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 must 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.

H. **Off-Site Parking.**

1. Applicability. The Director of Planning and Building Safety may approve off-site parking locations within the city for nonresidential uses to meet the parking requirements of this chapter. Such off-site parking locations must be secured with a covenant, approved by the city attorney, and recorded in the county recorder's office before the city issues building permits. The off-site parking spaces used to satisfy the parking requirements for a different site must be surplus to the required parking spaces required for uses of the off-site location. Alternatively, the Planning Commission may approve a reduction of required parking spaces as provided in this Chapter.
2. Director Review. The Director of Planning and Building Safety may review off-site parking covenants for a maximum of twenty (20) parking spaces or 20 percent of the required number of parking spaces, whichever is less. The parking covenant may include such conditions as the Director of Planning and Building Safety may lawfully impose.

3. Planning Commission Review. The Planning Commission must review all off-site parking covenants for more than 20 parking spaces. The parking covenant may include such conditions as the Planning Commission may lawfully impose.

4. Off-Site Parking Findings of Approval. Requests for off-site parking must meet the following requirements:

   a) The off site parking must be located so that it will adequately serve the use for which it is intended. In making this determination, the following factors, among other things, must be considered.

      i. Proximity of the off-site parking facilities;
      ii. Ease of pedestrian access to the off-site parking facilities;
      iii. Provisions for transportation to and from the off-site parking facility (e.g. shuttle or valet services);
      iv. The type of use the off-site parking facilities are intended to serve (i.e. off-site parking) may not be appropriate for high turnover uses such as retail sales and services.

I. Joint Use/Shared Parking. Uses that share parking facilities on the same lot may be granted parking space reductions when they have significantly different peak hours of operation. Joint Use/Shared Parking reductions may be granted in compliance with this Chapter (Reductions in the Number of Required Parking Spaces).

J. Parking Exceptions.

1. Director Review. The Director of Planning and Building Safety may review and approve requests for administrative adjustments from the requirements of this chapter as provided in Chapter 24 (Adjustments) of this Title including, without limitation, the design and layout of parking facilities; the required number of parking spaces; the dimensions of parking spaces; the type of loading spaces required; aisles; driveways and curb cuts; paving materials and colors; and striping. The types and extent of adjustments the Director of Planning and Building Safety is authorized to review administratively or is authorized to review subject to a public hearing are specified in Sections 15-15-5, 15-15-6, and 15-15-7 of this Chapter.
2. Planning Commission Review. The Planning Commission must review requests for parking reductions and may review administrative adjustments referred by the Director of Planning and Building Safety.

K. **Failure to Maintain Required Parking.** In the event on site parking and loading area facilities required to be provided under this code are not maintained for licensed vehicle parking and truck loading area purposes to the extent required, The Director of Planning and Building Safety may revoke a certificate of occupancy for structures that fail to maintain required onsite parking and loading facilities. The Director of Planning and Building Safety must provide a property owner at least ninety (90) days to comply with this code, including any ministerial or discretionary permits as to parking if it appears that a violation was reasonably beyond the control of the person required to comply with this chapter. Should a certificate of occupancy be revoked, the premises affected cannot be occupied or used for any purpose until a new certificate of occupancy is issued.

**15-15-4 PLAN PREPARATION AND PERMIT APPROVAL.**

A. A person seeking a building permit, change of occupancy, or change in design to a parking and loading area must submit a parking and loading area plan, in a form approved by the Director of Planning and Building Safety, to the Director of Planning and Building Safety. The plans must clearly indicate the location, size, shape and design, of all curb cuts, lighting, landscaping, and parking spaces in full compliance with code requirements.

B. The City cannot issue a building permit until the applicant presents satisfactory evidence to the Director of Planning and Building Safety that parking and loading facilities required by the provisions of this chapter will be provided and maintained.

**15-15-5: PARKING AREA DEVELOPMENT STANDARDS**

A. **Access and Circulation.**

1. Design. Parking facilities must be designed so that a car within a facility will not have to enter a street to move from one location to any other location with in the same facility.

2. Exit. Parking facilities in nonresidential zones must be designed in such a manner that any vehicle on the property will be able to maneuver as necessary so that it may exit from the property traveling in a forward direction. However, vehicles may exit onto an alley traveling in a reverse direction.

3. The Director of Planning and Building Safety may approve administrative
adjustments from the Site Access and Circulation standards as provided in Chapter 24 (Adjustments) of this Title.

B. Driveway and Parking Area Paving and Surfacing.

All permanent on-site parking, loading, vehicle storage and vehicle sales areas must be paved with approved concrete or asphaltic concrete. On-site parking areas to be used for not longer than one year must be surfaced and maintained with an impervious material acceptable to the Director of Planning and Building Safety so as to eliminate dust and mud. All on-site parking areas must be graded and drained so as to dispose of all surface water in accordance with the applicable storm water regulations. The Director of Planning and Building Safety may at his discretion, approve alternative paving material such as decorative concrete, grasscrete, brick, or similar material of equivalent durability. The Director of Planning and Building Safety may approve administrative adjustments from the Driveway and Parking Area Paving standards as provided in Chapter 24 (Adjustments) of this Title.

C. Parking Area Striping.

All parking spaces must be clearly striped with white, double 4-inch wide stripes, one foot apart. The Director of Planning and Building Safety may approve administrative adjustments from the parking area striping standards as provided in Chapter 24 (Adjustments) of this Title. The alternative designs may include, without limitation, the use of colored concrete and other decorative materials. Approved striping alternatives must clearly identify parking spaces and distinguish them from adjoining walkways and drive aisles.
D. Parking Space Location.

1. Residential Spaces.

   a) Guest Spaces. No required guest parking space for any residential use may be located, in whole or in part, in any required front yard or front two-thirds (2/3) of any required side yard.

   b) Required Spaces. Required parking spaces, excepting required guest parking spaces, for any residential use must be located within a required garage or carport as required in Section 15-15-5S of this title.

2. Nonresidential Spaces.

   a) Parking spaces may encroach into a required landscaped setback up to a maximum of fifty (50%) of the required setback area, provided a minimum landscaped setback of five (5) feet is maintained.
b) Parking spaces that back-up directly into a driveway entrance must maintain a minimum landscaped setback of twenty (20) feet from any street-facing property line.

c) Access by Alley. Where vehicular access is provided by an alley, parking may intrude into the required rear yard; provided, however, the amount of setback intruded upon must be replaced by increasing the other required yards on-site by an equivalent amount.

### FIGURE 2 - PARKING SPACE LOCATION

![Diagram of parking space location]

E. Parking Lot Slope.

The maximum slope for parking lots is five percent (5%). The Director of Planning and Building Safety may approve administrative adjustments from the parking lot slope standard as provided in Chapter 24 (Adjustments) of this Title.

F. Tire Stops.
1. Dimensions. Tire stops must be a minimum of six (6) inches wide by six (6) inches in height.

2. Location. Concrete tire stops must be provided in all parking lot areas abutting a building, structure, sidewalk, planting area, street or alley. Tire stops shall be located two (2) feet from the front of a parking space.

3. In lieu of a tire stop, a continuous concrete curb may be provided. The vehicle overhang area may be landscaped, however this landscaped area does not count toward the required Vehicle Use Area landscaping.

4. The Director of Planning and Building Safety may approve adjustments from the parking lot slope standard as provided in Chapter 24 (Adjustments) of this Title.
G. Lighting.

1. All required parking areas must be illuminated with a minimum level of maintained 1.25 foot-candles of light during all hours of operation.

2. Lights provided to illuminate any parking area or vehicle sales areas as permitted by this code must be arranged so as to direct the light away from any premises upon which a residential dwelling unit is located.

3. Parking area light standards located within 50 feet of a property line must not exceed 25 feet in height.

4. The Director of Planning and Building Safety may approve administrative adjustments from the lighting standards as provided in Chapter 24 (Adjustments) of this Title.

H. Landscaping.

1. All new or substantially redesigned parking areas must provide landscaping as provided in Chapter 2 (General Provisions) of this Title.

I. Parking Space Dimensions

1. Minimum parking space interior dimensions.

<table>
<thead>
<tr>
<th>Space Type</th>
<th>Minimum Width</th>
<th>Minimum Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Standard</td>
<td>8.5 feet</td>
<td>18 feet</td>
</tr>
<tr>
<td>Residential Standard</td>
<td>9 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Residential – Narrow Lots*</td>
<td>8.5 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Vehicle Lift</td>
<td>11 feet</td>
<td>21 feet</td>
</tr>
<tr>
<td>Compact</td>
<td>8.5 feet</td>
<td>15 feet</td>
</tr>
<tr>
<td>Parallel</td>
<td>8.5 feet</td>
<td>24 feet</td>
</tr>
<tr>
<td>Accessible</td>
<td>**</td>
<td>**</td>
</tr>
<tr>
<td>Motorcycle</td>
<td>5 feet</td>
<td>9 feet</td>
</tr>
<tr>
<td>Bicycle</td>
<td>2 feet</td>
<td>5 feet</td>
</tr>
</tbody>
</table>

* Lots under 40 feet in width
** The dimensions of accessible parking spaces must comply with the Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24.

2. Single-Family Dwelling Minimum Garage Dimensions. Two-car garages for single-family dwellings must have minimum interior dimensions of 20' x 20', except
for narrow lots as indicated above.

3. Single-Family Dwelling Maximum Garage Dimensions. Individual garages for single-family dwellings must not exceed 900 square feet in size or a four-car capacity, which ever is less.

4. The Director of Planning and Building Safety may approve adjustments to the Parking Space Dimensions standards as provided in Chapter 24 (Adjustments) of this Title.

J. Compact Spaces Permitted.

Compact parking is allowed for office, industrial, hotel, and recreational uses up to a maximum of twenty percent (20%) of required parking spaces. Parking provided in excess of the required number may be compact in size. Compact spaces cannot be
allowed for retail uses.

K. Tandem Spaces Permitted.

All tandem parking spaces, where allowed, must be clearly outlined on the surface of the parking facility.

<table>
<thead>
<tr>
<th>Use</th>
<th>Percentage (%) of total required spaces</th>
<th>Percentage (%) of total required spaces in Smoky Hollow</th>
<th>Maximum Depth</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Single-family and Two-Family Dwellings</td>
<td>100%</td>
<td>N/A</td>
<td>2 spaces *</td>
</tr>
<tr>
<td>2 Multiple-Family Residential</td>
<td>Prohibited **</td>
<td>Prohibited**</td>
<td>N/A</td>
</tr>
<tr>
<td>3 Retail Uses and Services</td>
<td>Prohibited</td>
<td>30%</td>
<td>3 spaces</td>
</tr>
<tr>
<td>4 Industrial Uses***</td>
<td>20%</td>
<td>85%</td>
<td>3 spaces</td>
</tr>
<tr>
<td>5 Offices</td>
<td>20%</td>
<td>85%</td>
<td>3 spaces</td>
</tr>
<tr>
<td>Restaurants</td>
<td>Prohibited</td>
<td>10%</td>
<td>3 spaces</td>
</tr>
</tbody>
</table>

* Tandem spaces for Single and Two-Family dwellings must be assigned to the same unit.

** Tandem parking is permitted for Multiple-Family Residential developments involving density bonuses, pursuant to Government Code § 65915.

*** Includes manufacturing, warehousing, and research and development uses.

The Director of Planning and Building Safety may approve tandem parking and/or administrative adjustments to the tandem parking standards as provided in Chapter 24 (Adjustments) of this Title, subject to conditions. The conditions may include recording of a covenant agreement, requiring a parking attendant, requiring valet service, and other operational conditions. The Director of Planning and Building Safety may also approve tandem parking in excess of the above limits for permitted temporary uses and/or special events.

L. Parking Clearance and Obstructions.

<table>
<thead>
<tr>
<th>Vertical Clearance</th>
<th>The minimum vertical clearance for all parking areas must be seven (7) feet.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exceptions</td>
<td>Storage cabinets and other obstructions shall be permitted in</td>
</tr>
<tr>
<td><strong>Horizontal Clearance</strong></td>
<td>Parking spaces located next to walls, columns, or similar obstructions must provide an additional one foot of clearance on the side of the obstruction.</td>
</tr>
<tr>
<td>--------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Exceptions</strong></td>
<td>1. Columns or similar obstructions are permitted in the one-foot clearance area four feet of the front and rear end of a parking space.</td>
</tr>
<tr>
<td></td>
<td>2. Walls, columns, or similar obstructions may project six inches into the front end corners of a parking space.</td>
</tr>
<tr>
<td><strong>Disabled Access</strong></td>
<td>Where necessary to comply with the Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24, parking facilities may deviate from the Parking Clearance and Obstructions standards.</td>
</tr>
</tbody>
</table>
The Director of Planning and Building Safety may approve adjustments to the Parking Clearance and Obstructions standards as provided in Chapter 24 (Adjustments) of this Title.

M. Vehicle Ramps.

<table>
<thead>
<tr>
<th>Ramp slope</th>
<th>20% maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transitions required</td>
<td>At each end of ramps that exceed a 6% slope</td>
</tr>
<tr>
<td>Transition length</td>
<td>Eight feet minimum</td>
</tr>
<tr>
<td>Transition slope</td>
<td>At least 50% of the main ramp slope</td>
</tr>
</tbody>
</table>
The Director of Planning and Building Safety may approve administrative adjustments to the Vehicle Ramps standards as provided in Chapter 24 (Adjustments) of this Title.

N. Drive Aisle Width and Parking Row Depth.

1. General drive aisle width and parking space depth requirements.

<table>
<thead>
<tr>
<th>Parking angle</th>
<th>Aisle width - one way</th>
<th>Aisle width - two way</th>
<th>Standard space depth</th>
<th>Compact space depth</th>
<th>Space width</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
<td>C</td>
<td>D</td>
</tr>
<tr>
<td>0° - parallel</td>
<td>12 feet</td>
<td>18 feet</td>
<td>8.5 feet</td>
<td>8.5 feet</td>
<td>24 feet</td>
</tr>
<tr>
<td>30°</td>
<td>12 feet</td>
<td>18 feet</td>
<td>9 feet</td>
<td>7.5 feet</td>
<td>7.5 feet</td>
</tr>
<tr>
<td>45°</td>
<td>15 feet</td>
<td>18 feet</td>
<td>12.7 feet</td>
<td>10.6 feet</td>
<td>10.6 feet</td>
</tr>
<tr>
<td>60°</td>
<td>16 feet</td>
<td>18 feet</td>
<td>15.6 feet</td>
<td>13 feet</td>
<td>13 feet</td>
</tr>
<tr>
<td>90°</td>
<td>25 feet</td>
<td>25 feet</td>
<td>18 feet</td>
<td>15 feet</td>
<td>8.5 feet</td>
</tr>
</tbody>
</table>
2. Exceptions for 90° parking angle. For 90° parking, the parking aisle width can deviate from the above requirements based on the following table.
Exceptions for 90° parking angle (Standard Parking Spaces only)*

<table>
<thead>
<tr>
<th>Parking space minimum width</th>
<th>Parking aisle width</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.5 feet</td>
<td>25 feet</td>
</tr>
<tr>
<td>9.0 feet</td>
<td>24 feet</td>
</tr>
<tr>
<td>9.5 feet</td>
<td>23 feet</td>
</tr>
<tr>
<td>10 feet</td>
<td>22 feet</td>
</tr>
</tbody>
</table>

* The exceptions for 90° parking do not apply to garages for single and two-family dwellings

3. The Director of Planning and Building Safety may approve adjustments to the Drive Aisle Width and Parking Space Depth standards as provided in Chapter 24 (Adjustments) of this Title.

O. Driveway and Curb Cuts.

All curb cuts and driveways must lead directly to required parking. Curb cuts not leading to parking, must be removed whenever new buildings are constructed or additions are made to existing buildings. The location and design of all driveway entrances and exits must comply with the standards listed below. The goal of these standards is to a) to preserve on-street parking spaces, b) to improve traffic safety, and c) to improve on-site vehicle circulation.

1. Driveway and Curb Cut Width.

<table>
<thead>
<tr>
<th>Zone</th>
<th>Curb Cut Width*</th>
<th>Driveway Width</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Minimum</td>
<td>Maximum</td>
</tr>
<tr>
<td>R1 and R2 – lots less than 50 feet wide</td>
<td>10 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>R1 and R2 – lots at least 50 feet wide</td>
<td>10 feet</td>
<td>25 feet</td>
</tr>
<tr>
<td>R3 – serving 12 or fewer parking spaces or one-way drive aisle</td>
<td>12 feet</td>
<td>30 feet</td>
</tr>
<tr>
<td>R3 – serving 13 or more parking spaces or two-way drive aisle</td>
<td>20 feet</td>
<td>30 feet</td>
</tr>
<tr>
<td>Nonresidential</td>
<td>20 feet</td>
<td>30 feet</td>
</tr>
</tbody>
</table>

* Curb cut width excludes the width of aprons

2. Curb Cut Locations.
<table>
<thead>
<tr>
<th>Must be the same property</th>
<th>street corners</th>
<th>lines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>24 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Nonresidential</td>
<td>24 feet</td>
<td>50 feet</td>
</tr>
</tbody>
</table>

**FIGURE 8 - CURB CUT AND DRIVEWAY LOCATIONS**

3. The Director of Planning and Building Safety may approve administrative adjustments to the Driveway and Curb Cut standards as provided in Chapter 24 (Adjustments) of this Title.

**P. Corner Clearance and Driveway Visibility.**

1. All parking areas must meet the Corner Clearance and Driveway Visibility standards as provided in Chapter 2 (General Provisions) of this Title.

**Q. Drive-Through Facilities.**
1. Drive-through lanes may encroach into required landscaped setbacks up to a maximum of fifty percent (50%) of the required setback area, provided a minimum landscaped setback of five feet (5') is maintained.

2. Drive-through lanes must be located and designed in such a manner as to not interfere with on-site and off-site circulation. The location and design of the drive-through lane must be subject to the review and approval of the Director of Planning and Building Safety.

Drive-Through Lane Dimensions

<table>
<thead>
<tr>
<th>Use</th>
<th>Minimum Length (Continuous)</th>
<th>Minimum Width</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eating and Drinking</td>
<td>150 feet</td>
<td>10 feet</td>
</tr>
<tr>
<td>Establishments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Banks, pharmacies, and</td>
<td>60 feet</td>
<td>10 feet</td>
</tr>
<tr>
<td>cleaners</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
3. The Director of Planning and Building Safety may at his discretion require wider drive-through lanes.

4. The Director of Planning and Building Safety may approve adjustments to the Drive-Through Facilities standards as provided in Chapter 24 (Adjustments) of
R. Parking Structure Standards.

1. The following setback requirements apply to all subterranean parking facilities:

<table>
<thead>
<tr>
<th>Zone</th>
<th>Projection above grade</th>
<th>Setback</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>Completely Subsurface</td>
<td>Must meet required front setback</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No rear or side setback required</td>
</tr>
<tr>
<td></td>
<td>No more than 3 feet above grade</td>
<td>Must meet required setbacks</td>
</tr>
<tr>
<td></td>
<td>More than 3 feet above grade</td>
<td>Must meet required setbacks and must be screened from public view</td>
</tr>
<tr>
<td>Nonresidential</td>
<td>Completely Subsurface</td>
<td>No setbacks required*</td>
</tr>
<tr>
<td></td>
<td>Above grade</td>
<td>Must meet required setbacks</td>
</tr>
</tbody>
</table>

* The parking structure must be designed in such a manner as to maintain sufficient soil above for landscaping (ground cover, shrubs and trees) to grow above grade.

2. The Director of Planning and Building Safety may approve administrative adjustments to allow parking structures that project no more than 3 feet above grade to encroach into the required setbacks as provided in Chapter 24 (Adjustments) of this Title.

3. The Director of Planning and Building Safety may approve adjustments to the Parking Structure standards as provided in Chapter 24 (Adjustments) of this Title.


1. Covered parking. All required parking spaces must be covered and enclosed in the following manner:

<table>
<thead>
<tr>
<th>Use</th>
<th>Minimum Parking Enclosure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single and Two-Family dwellings</td>
<td>Fully enclosed garage</td>
</tr>
<tr>
<td>Multiple-Family dwellings</td>
<td>Covered structure enclosed on 3 sides</td>
</tr>
<tr>
<td>Guest parking spaces</td>
<td>May be uncovered and unenclosed</td>
</tr>
</tbody>
</table>

2. Residential garage openings. All garages must meet the minimum and maximum widths listed below:

<table>
<thead>
<tr>
<th>Type of garage</th>
<th>Minimum opening width</th>
<th>Maximum opening width</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>8 feet</td>
<td>14 feet</td>
</tr>
<tr>
<td>----------------</td>
<td>--------</td>
<td>---------</td>
</tr>
<tr>
<td>Single-car</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two-car</td>
<td>16 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Multiple-Family residential</td>
<td>16 feet</td>
<td>Equal to the drive aisle width it serves</td>
</tr>
</tbody>
</table>

3. Residential turn radius requirements.

a) One or two-car garages located behind a residence must provide a minimum turning radius of 25 feet.

b) Residential garages that take access directly from an alley may measure the required turn radius to the opposite side of the alley.
4. The Director of Planning and Building Safety may approve adjustments to the Special Residential Parking Provisions standards as provided in Chapter 24 (Adjustments) of this Title.

T. Vehicle Lifts.

Vehicle lifts may be used by right to provide off-street parking spaces on lots in the Single-Family Residential (R-1) Zone and the Two-Family Residential (R-2) Zone where the vehicle lifts provide parking in excess of the minimum number of required parking spaces subject to the standards in this section and in this chapter.

1. A Conditional Use Permit is required for vehicle lifts providing required off-street parking spaces on lots in the Single-Family Residential (R-1) Zone and the Two-Family Residential (R-2) Zone subject to the following:

a. The vehicle lift must be located only within a fully enclosed garage.

b. A vehicle lift may only be used to store two (2) vehicles vertically where a minimum vertical height clearance from the floor to the ceiling plate of the garage is a minimum of fourteen feet (14') clear of obstructions.

c. A vehicle lift must be designed and used as a designated parking space for use only by occupants in the same dwelling unit as the parking space located directly below the vehicle lift.

d. A vehicle lift must be permitted only with a key locking mechanism.

e. A vehicle lift must be permitted only if it is operated with an automatic shutoff safety device and is installed in accordance to manufacturer specifications.

2. In the Two-Family Residential (R-2) Zone, vehicle lifts for required off street parking are subject to the following additional requirements:

a. The vehicle lift must be used only on a lot less than forty five feet (45') in width.

b. A vehicle lift must only be used to meet the minimum number of required off street parking spaces in addition to a minimum of two (2) fully accessible parking stalls located on the floor surface within a garage or garages.

15-15-6: REQUIRED PARKING SPACES

The number of onsite parking spaces required for the establishment of a building or use must be provided and thereafter maintained at the ratios set forth below. For uses not
listed the required number of spaces will be determined by the Director of Planning and Building Safety based on most similar listed use or a parking demand study. A parking demand study must include, without limitation, information specifying the number of employees, customers, visitors, clients, shifts, deliveries, parking spaces, or other criteria established by the Director of Planning and Building Safety. The Director of Planning and Building Safety may at the Director's discretion, refer any decision regarding uses not listed to the Planning Commission for review. Unless stated otherwise, parking must be based on net floor area as defined in this Code. Accessible parking spaces must be provided and comply with the Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24.

A. Automobile Spaces Required.

<table>
<thead>
<tr>
<th>Use</th>
<th>Number Of Parking Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RESIDENTIAL USES</strong></td>
<td></td>
</tr>
<tr>
<td>1. Single-Family and Two-Family Dwellings</td>
<td>2 spaces for each unit and one additional space for dwelling units exceeding 3,000 square feet of gross floor area</td>
</tr>
<tr>
<td>2. Multiple-Family Dwellings</td>
<td>2 spaces for each unit plus 2 visitor spaces for the first 3-5 dwelling units and 2 visitor spaces for each additional 3 units (e.g., 3-5 units = 2 visitor spaces, 6-8 units = 4, 9-11 units = 6, 12-14 units = 8, etc.)</td>
</tr>
<tr>
<td>3. Lodging Houses, Rooming Houses, and Guesthouses</td>
<td>1 space for each guest room</td>
</tr>
<tr>
<td>4. Live/Work Units</td>
<td>2 spaces for each unit plus 1 space per 350 square feet of commercial/work area</td>
</tr>
<tr>
<td>5. Caretaker Units</td>
<td>1 space for each unit</td>
</tr>
<tr>
<td><strong>GROUP CARE</strong></td>
<td></td>
</tr>
<tr>
<td>6. Hospitals</td>
<td>1 1/2 spaces for each bed</td>
</tr>
<tr>
<td>7. Senior Communities, Rest Homes, Convalescent Homes</td>
<td>1 space for each 2 beds</td>
</tr>
<tr>
<td><strong>COMMERCIAL</strong></td>
<td></td>
</tr>
<tr>
<td>8. Retail Sales</td>
<td>1 space for each 300 square feet for the first 25,000 square feet</td>
</tr>
<tr>
<td>9. Retail Services</td>
<td>1 space for each 350 square feet for the second 25,000 square feet</td>
</tr>
<tr>
<td>a. Personal Services</td>
<td>1 space for each 400 square feet for the area in excess of 50,000 square feet</td>
</tr>
<tr>
<td>b. Business and Consumer Support</td>
<td></td>
</tr>
<tr>
<td>Services</td>
<td></td>
</tr>
<tr>
<td>10. General Offices (including up to 500</td>
<td></td>
</tr>
<tr>
<td>square feet of accessory eating</td>
<td></td>
</tr>
<tr>
<td>establishments)</td>
<td></td>
</tr>
<tr>
<td>11. Fitness Centers, Gyms, Health clubs</td>
<td>1 space for each 150 square feet</td>
</tr>
<tr>
<td>12. Medical/dental offices and clinics</td>
<td>1 space for each 200 square feet</td>
</tr>
<tr>
<td>13. Animal Care</td>
<td>1 space for each 300 square feet of office/retail area, plus 1 space per 1,000 square feet of storage and animal area including outdoor play area</td>
</tr>
<tr>
<td>a. Animal boarding, kennels</td>
<td>1 space for each 300 square feet of office/retail area, plus 1 space per 1,000 square feet of storage and animal area, including outdoor area</td>
</tr>
<tr>
<td>b. Animal daycare and training (no</td>
<td></td>
</tr>
<tr>
<td>overnight stay)</td>
<td></td>
</tr>
<tr>
<td>14. Hotels, motels, auto courts, bed</td>
<td>1 space for each of the first 100 rooms, or sleeping units;</td>
</tr>
<tr>
<td>and breakfast inns, motor lodges, and</td>
<td>3/4 space for each of the next 100 rooms, or sleeping units;</td>
</tr>
<tr>
<td>tourist courts</td>
<td>1/2 space for each room above 200 rooms, or sleeping units</td>
</tr>
<tr>
<td>15. Landscape nurseries</td>
<td>1 space for each 300 square feet of interior floor area, plus 1 space for each 1,000 square feet of exterior storage and display area</td>
</tr>
</tbody>
</table>

**EATING AND DRINKING ESTABLISHMENTS**

<p>| 16. Fast food and drive-through         | 1 space for each 75 square feet area, including outdoor dining areas (Parking for outdoor dining areas is required only for the portion that exceeds 200 square feet or 20 percent of the indoor dining area, whichever is less). |
| restaurants, bars, and cocktail lounges |                                                               |</p>
<table>
<thead>
<tr>
<th>17. Full service restaurants</th>
<th>Minimum of 3 spaces regardless of size.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1 space for each 75 square feet of dining area, including outdoor dining areas (Parking for outdoor dining areas is required only for the portion that exceeds 200 square feet or 20 percent of the indoor dining area, whichever is less), and 1 space for each 250 square feet of non dining areas. Minimum of 3 spaces regardless of size.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>18. Cafes</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Which equal 20 percent or less of the gross floor area of a multi-tenant shopping center, office development or the commercial portion of a mixed-use development</td>
<td>1 space for each 300 square feet</td>
</tr>
<tr>
<td>b. Any portion of a cafe or any cumulative floor area of multiple cafes which exceed 20 percent of a multi-tenant shopping center, office development, or the commercial portion of a mixed-use development</td>
<td>1 space for each 75 square feet, including outdoor areas if outdoor dining area exceeds 200 square feet</td>
</tr>
</tbody>
</table>

| 19. Food-to-go uses | 1 space for each 300 square feet, with a minimum of 3 spaces |

**INDUSTRIAL USES**

<table>
<thead>
<tr>
<th>20. Light Industrial</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Light Manufacturing, Research and development (includes office with on site testing facilities)</td>
<td>1 space for each 500 square feet for the first 50,000 square feet</td>
</tr>
<tr>
<td>b. High and medium bay labs</td>
<td>1 space for each 1,000 square feet for the area in excess of 50,000 square feet</td>
</tr>
<tr>
<td>c. Light assembly and processing</td>
<td></td>
</tr>
<tr>
<td>d. Wholesaling</td>
<td>1 space for each 300 square feet of office and/showroom area, plus parking as required for storage/warehouse areas</td>
</tr>
</tbody>
</table>
| 21. Heavy Industrial          | 1 space for each 500 square feet for the first 50,000 square feet  
| a. Extraction of raw materials and refining        | 1 space for each 1,000 square feet for the area in excess of 50,000 square feet  
| b. Factories                  |                                |
| c. Generating stations        |                                |
| d. Heavy Manufacturing        |                                |
| 22. Warehousing and storage related uses           | 1 space for each 1,000 square feet for the first 20,000 square feet  
| a. Warehouses and storage buildings            | 1 space for each 2,000 square feet for the second 20,000 square feet  
| b. General storage                     | 1 space for each 4,000 square feet for the area in excess of 40,000 square feet  
| c. Freight forwarding                  |                                |
| d. Warehousing and distribution    |                                |
| e. Transfer, trucking yards or terminals |                                |
| 23. Mini-storage, personal storage       | 5 spaces minimum, plus 1 space per 50 storage units or 5,000 square feet |
| 24. Data centers                  | 1 spaces for each 3,500 square feet |

**VEHICLE-RELATED SERVICES**

| 25. Vehicle maintenance/repair, accessories installation, and body shops | 2 spaces for each service stall plus 2 spaces for office  
|                                                                          | Additionally, a parking plan must be submitted for automobile service uses that include limited automobile sales. The plan must demonstrate that the area for the display of automobiles for sale will not encroach into required setbacks, parking spaces, driveways, drive aisles, vehicle backup areas, landscaping, and any other required use areas as required by this code. |

<p>| 26. Car washes               |
| a. Full Service             | 10 spaces minimum or 1.5 spaces per 1,000 square feet, whichever is greater, plus 3 space queuing lane ahead of each wash lane. |
| b. Self Service             | 1 space minimum per washing stall |
| c. Automated, and/or accessory to service/gas station | 2 space minimum, plus queuing space for 3 vehicles ahead of each wash lane |
| 27. Service stations         | 3 spaces minimum or 1 space per 300 square feet |</p>
<table>
<thead>
<tr>
<th></th>
<th>feet of office/retail area, whichever is greater</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Note: repair bays, washing stalls, vacuum stalls, and fuel pump spaces do not count toward required parking.</td>
</tr>
</tbody>
</table>

**SCHOOLS - EDUCATIONAL INSTITUTIONS**

<table>
<thead>
<tr>
<th>28. Pre-school, elementary through junior high level</th>
<th>1 space for each 1 classroom, plus 1 space for each employee and faculty member</th>
</tr>
</thead>
<tbody>
<tr>
<td>29. High school level</td>
<td>7 spaces per classroom plus auditorium or stadium parking requirements</td>
</tr>
<tr>
<td>30. Adult level, college, business and trade</td>
<td>1 space for every 50 square feet of gross floor area or 1 space for every 3 fixed seats - whichever is greater; or, as modified by a parking demand study</td>
</tr>
</tbody>
</table>

**PUBLIC ASSEMBLY**

<table>
<thead>
<tr>
<th>31. Assembly Hall</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. With fixed seats</td>
<td>1 space for every 4 seats</td>
</tr>
<tr>
<td>b. Without fixed seats</td>
<td>1 space for every 35 square feet of floor area used for assembly purposes</td>
</tr>
</tbody>
</table>

**RECREATIONAL USES**

<table>
<thead>
<tr>
<th>32. Arcades – Primary use (more than 3 games/computers)</th>
<th>1 space for each 250 square feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>33. Billiard parlors/pool halls – Primary use (more than 2 tables)</td>
<td>1 space for each 100 square feet</td>
</tr>
<tr>
<td>34. Bowling alleys</td>
<td>4 spaces for each lane, plus parking for other uses</td>
</tr>
<tr>
<td>35. Batting cages</td>
<td>2 spaces for each cage</td>
</tr>
</tbody>
</table>

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B. Bicycle Spaces Required.

<table>
<thead>
<tr>
<th>Use</th>
<th>Number Of Bicycle Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>36. Single-family and two-family dwellings</td>
<td>None</td>
</tr>
<tr>
<td>37. Multiple-Family Residential</td>
<td>10% of the required vehicle parking spaces for projects with 6 or more units</td>
</tr>
<tr>
<td>38. Nonresidential</td>
<td>A minimum of 4 spaces for buildings up to 15,000 square feet, plus a minimum of 5% of the required vehicle spaces for the portion above 15,000 square feet Maximum of 25 spaces.</td>
</tr>
</tbody>
</table>

The Director of Planning and Building Safety may approve administrative adjustments to reduce or eliminate the requirement for bicycle spaces as provided in Chapter 24 (Adjustments) of this Title.

C. Reductions in the Number of Required Parking Spaces.


   a) The Director of Planning and Building Safety may approve an administrative adjustment to the required number of parking spaces for any use up to a maximum of ten percent (10%) or 20 parking spaces, whichever is less, based on the submittal of a parking demand study. The Director of Planning and Building Safety may refer any such request to the Planning Commission for review.

   b) The Planning Commission may approve a reduction of the required number of parking spaces in any zone for any use, up to a maximum of twenty (20%), based on the submittal of a parking demand study.

   c) Parking studies submitted in conjunction with requests for reductions must include, without limitation, information specifying the number of employees, customers, visitors, clients, shifts, deliveries, parking spaces, or other criteria established by the Director of Planning and Building Safety.

2. Reductions for Joint/Shared Uses.

   a) The Director of Planning and Building Safety may approve an administrative
adjustment to reduce the required number of parking spaces in any zone for uses that share parking facilities for a maximum of ten percent (10%) or 20 parking spaces, whichever is less, based on the submittal of a parking demand study. The Director of Planning and Building Safety may refer any request for an administrative adjustment from the required number of parking spaces to the Planning Commission for review.

b) The Planning Commission may approve a reduction of the required number of parking spaces in any zone for uses that share parking facilities with significantly different peak hours of operation for a maximum of twenty (20%), based on the submittal of a parking demand study.

c) Requests for shared and/or joint uses are subject to the following requirements:

i. A parking study must be submitted by the applicant demonstrating that there will not exist substantial conflict in the peak hours of parking demand for the uses for which joint use is proposed;

ii. the number of parking stalls which may be credited against the requirements of the structures or uses involved must not exceed the number of stalls reasonably anticipated to be available during differing hours of operation; and

iii. a written agreement, in a form approved by the city attorney, must be executed by all parties concerned assuring the continued availability of the number of stalls designed for joint use.

3. Sites with Transportation Systems Management Plans. The number of required parking spaces in Section 15-15-6 of this Chapter (Required Parking Spaces) may be modified subject to approval of a transportation systems management plan submitted pursuant to the procedures and requirements of Chapter 16 (Developer Transportation Demand Management) or Chapter 17 (Employer/Occupant Transportation Systems Management) of this Title.

4. Reduction in Parking Due to Disabilities Upgrade. When required solely as needed to upgrade existing parking facilities to comply with the 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 Planning and Building Safety.

D. Parking of Licensed Recreational Vehicles and Habitable Vehicles.

1. Parking of any mobile home, camper, house trailer or other habitable vehicle
outside of an authorized mobile home park or licensed recreational vehicle parking facility is prohibited except that such vehicles may be parked on any public property or right of way subject to any applicable parking restrictions of this code, or on any developed residential lot as long as the vehicle, if parked in a front yard, is parked on a nonporous surface pad adequate to accommodate the parked vehicle.

2. A habitable vehicle parked on private property may be occupied for residential purposes for no longer than seventy two (72) hours (outside of an authorized mobile home park) within any thirty (30) day period. No habitable vehicle may be occupied for commercial purposes except as otherwise provided by this code.

15-15-7: OFF-STREET LOADING SPACE STANDARDS

A. General Provisions.

1. Applicability. Every building established, erected, enlarged or expanded for commercial, manufacturing or institutional purposes must provide loading space as set forth below. However, for any building or use enlarged or increased in capacity, additional loading spaces are required only for such enlargement or increase. All required loading spaces are in addition to the required on site parking spaces set forth in this chapter and must be developed and maintained in accordance with this chapter. Loading spaces may be provided either completely or partially within a building when such building is designated to include adequate ingress and egress to the loading spaces. Unless stated otherwise, loading requirements must be based on net floor area as defined in section 15-1-6 of this title.

2. Location. Loading spaces, with the exception of passenger loading spaces, must be located to the side or rear of buildings onsite whenever possible as determined by the Director of Planning and Building Safety. Loading spaces cannot interfere with vehicular and pedestrian circulation onsite.

3. Screening. Loading spaces must be appropriately screened from view from public streets. The screening may include decorative walls, landscaped berms, shrubs, trees and other landscaping, and any other screening methods deemed appropriate by the Director of Planning and Building Safety.

B. Types and Dimensions of Loading Spaces.

<table>
<thead>
<tr>
<th>LOADING SPACE TYPES AND SIZES:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type</td>
</tr>
</tbody>
</table>

Page 43 of 54
<table>
<thead>
<tr>
<th>NUMBER AND TYPE REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Offices (General, Medical, Dental and Clinics)</td>
</tr>
<tr>
<td>0 spaces for buildings up to 1,000 square feet</td>
</tr>
<tr>
<td>1 small truck space for buildings 1,000 to 25,000 square feet in size,</td>
</tr>
<tr>
<td>2 small truck spaces for buildings 25,001 to 100,000 square feet in size,</td>
</tr>
<tr>
<td>2 small and 1 large truck space for buildings 100,001 to 250,000 square feet in size, plus</td>
</tr>
<tr>
<td>1 large truck space for every 100,000 above 250,000 square feet up to 3 large truck spaces.</td>
</tr>
<tr>
<td>Hotels, Motels, Hospitals, and Institutional Uses</td>
</tr>
<tr>
<td>1 small truck space for buildings up to 25,000 square feet in size</td>
</tr>
<tr>
<td>2 small truck spaces and 2 passenger spaces for buildings 25,001 to 100,000 square feet in size, plus</td>
</tr>
<tr>
<td>1 large truck space and 1 passenger space for each additional 100,000 square feet or fraction thereof above 100,000 square feet</td>
</tr>
<tr>
<td>Industrial, Manufacturing, warehousing and storage related uses (except data centers and personal/mini storage)</td>
</tr>
<tr>
<td>1 small truck space for buildings up to 25,000 square feet in size</td>
</tr>
<tr>
<td>1 small and 1 large truck space for buildings 25,000 to 100,000 square feet in size, plus</td>
</tr>
<tr>
<td>1 large truck for each additional 100,000 square feet over 100,000 square feet in size</td>
</tr>
<tr>
<td>Data Centers</td>
</tr>
<tr>
<td>1 small truck space</td>
</tr>
<tr>
<td>Personal/mini storage</td>
</tr>
<tr>
<td>1 small truck space per 100 units</td>
</tr>
<tr>
<td>Eating and Drinking Establishments</td>
</tr>
<tr>
<td>1 small truck space for buildings between 3,000 and 25,000 square feet in size,</td>
</tr>
<tr>
<td>1 small and 1 large truck space for buildings over 25,000 square feet</td>
</tr>
<tr>
<td>Retail Sales and Services</td>
</tr>
<tr>
<td>1 small truck space for buildings between 1,000 to 25,000 square feet in size,</td>
</tr>
<tr>
<td>USES</td>
</tr>
<tr>
<td>------------------------------</td>
</tr>
<tr>
<td>Fitness Centers, Gyms, Health Clubs</td>
</tr>
<tr>
<td>Vehicle-Related Services</td>
</tr>
<tr>
<td>Schools – Educational Institutions</td>
</tr>
<tr>
<td>Day Care Centers</td>
</tr>
<tr>
<td>Mixed-use, campus style projects</td>
</tr>
<tr>
<td>USES NOT LISTED</td>
</tr>
</tbody>
</table>

D. **Administrative Adjustments and Adjustments.**

1. The Director of Planning and Building Safety may approve administrative adjustments to the Types and Dimensions of Loading Spaces as provided in Chapter 24 (Adjustments) of this Title.

2. The Director of Planning and Building Safety may approve adjustments to the Number of Loading Spaces Required as provided in Chapter 24 (Adjustments) of this Title.”

**SECTION 20:** ESMC § 15-16-2 is amended to add subsection D to read as set forth
below; existing subsection D is renumbered to subsection E:

"15-16-2: APPLICABILITY OF REQUIREMENTS:

* * *

D. Existing developments: Existing nonresidential developments regardless of size may voluntarily comply with the development standards and receive reductions in the total number of required parking spaces as provided in Section 15-16-3, subject to the monitoring provisions in Section 15-16-4.

E. Maintenance: All facilities and improvements constructed or otherwise required must be maintained in a state of good repair."

SECTION 21: ESMC § 15-16-3 is amended to read as follows:

"15-16-3: DEVELOPMENT STANDARDS:

A. Twenty Five Thousand Square Feet: Nonresidential development of twenty five thousand (25,000) square feet or more and all projects within the Urban Mixed-Use Zone must provide the following to the satisfaction of the Director of Planning and Building Safety: a bulletin board, display case or kiosk displaying transportation information located where the greatest number of employees are likely to see it. Information in the area must include, but is not limited to, the following;

1. Current maps, routes and schedules for public transit routes serving the site;

2. Telephone numbers for referrals on transportation information including numbers for the regional ridesharing agency and locate transit operators;

3. Ridesharing promotional material supplied by commuter-oriented organizations;

4. Bicycle route and facility information including regional/local bicycle maps and bicycle safety information; and

5. A listing of facilities available for carpoolers, vanpoolers, bicyclists, transit riders and pedestrians at the site.

B. Fifty Thousand Square Feet: Nonresidential development of fifty thousand (50,000) square feet or more must comply with subsection A of the Section, and must provide all of the following measures to the satisfaction of the Director of Planning and Building Safety.
1. Preferential Parking: Not less that fifteen percent (15%) of employee parking areas must be designated as preferential parking and must be located as close as is practical to the employee entrance(s) without displacing handicapped and customer parking needs. This preferential carpool/vanpool parking area must be identified on the site plan upon application for building permit, to the satisfaction of the Director of Planning and Building Safety. A statement that preferential carpool/vanpool spaces for employees is available, and a description of the method for obtaining such spaces must be included on the required transportation information board. Projects may reduce the total number of required parking spaces by one vehicles space for every one space which is marked and reserved for preferential parking, up to a maximum of ten percent (10%), upon application to and approval by the Director of Planning and Building Safety.

2. HOV Loading Area: A safe and convenient zone must be provided in which high occupancy vehicles (vanpools and carpools) may deliver or board their passengers. This staging area must provide adequate space for passenger loading, unloading and waiting, which does not interfere with on-site circulation patterns. When located within a parking structure, a minimum vertical interior clearance of seven feet two inches (7'2") or the minimum required by the California Building Code, whichever is greater, must be provided for the loading area in accessways to be used by such vehicles. Adequate turning radii and parking spaces dimensions must also be included in HOV loading areas.

3. Vanpool Access: Preferential parking spaces reserved for vanpools must be accessible to vanpool vehicles. When located within a parking structure, a minimum vertical interior clearance of seven feet two inches (7'2") or the minimum required by the California Building Code, whichever is greater, must be provided for those spaces and accessways to be used by such vehicles. Adequate turning radii and parking space dimensions must also be included in vanpool parking areas.

4. On-Site Amenities Or Shuttle: In order to reduce the need for employees to drive personal vehicles for midday activities, the project must provide any one or more of the following measures which together must be sized to accommodate during the course of the business day at least twenty percent (20%) of the on-site population:

   a. On-site amenities.

   b. Guaranteed operation of a privately operated midday shuttle serving the project site for the life of the project.

A reduction in the total number of required parking spaces of up to one percent (1%) must be permitted, based on the extent of the amenities, upon application to and approval by the Director of Planning and Building Safety.
5. Bicycle Facilities: Bicycle racks or other secure bicycle parking spaces must be provided according to Chapter 15 of this Title (Off-Street Parking and Loading Spaces). A bicycle parking facility may also be a fully enclosed space or locker accessible only to the owner or operator of the bicycle, which protects the bike from inclement weather. Specific facilities and location (e.g., provision of racks, lockers, or locked room) must be provided to the satisfaction of the Director of Planning and Building Safety.

6. Shower And Lockers (Optional): Projects may provide shower and locker facilities for bicycle riders, motorcycle riders, and pedestrians. If these facilities are provided, the number of preferential parking spaces may be reduced by up to there percent (3%) and the total number of required spaces may be reduced up to one percent (1%) based on the extent of facilities, upon application to and approval by the Director of Planning and Building Safety.

7. Transit Support Facilities (Optional): Projects may provide facilities which will promote transit use. If transit facilities are provided, the number of preferential parking spaces may be reduced by up to five percent (5%), and the total number of required spaces may be reduced up to one percent (1%) for provision of bus transit facilities, and up to two and one-half percent (2 ½%) for rail transit, upon application to an approval by the Director of Planning and Building Safety.

C. One Hundred Thousand Square Feet: Nonresidential development of one hundred thousand (100,000) square feet or more must comply with subsection A and B of this Section, and must provide all of the following measures to the satisfaction of the City:

1. Sidewalks or other designated pathways following direct safe routes from the external pedestrian circulation system to each building in the development.

2. If determined necessary by the City to mitigate the project impact, bus stop improvement must be provided. The City will consult with the local bus service providers in determining appropriate improvements. When location of bus stops and/or planning building entrances, entrances must be designed to provide safe and efficient access to nearby transits stations/stops.

3. Safe and convenient access from the external circulation system to bicycle parking facilities on-site."

SECTION 22: ESMC § 15-17-5 is amended to read as follows:

"15-16-5: **ENFORCEMENT:** The Director of Planning and Building Safety or his/her representative is hereby designated as the enforcing agent of this Chapter and any amendments thereto pursuant to Section 15-1-14 of this Title."
SECTION 23: ESMC § 15-17-5 is amended to read as follows:

“15-17-5: REQUIREMENTS: Employer/occupants must be required to prepare a TSM plan for submittal to the Director of Planning and Building Safety according to the compliance schedule established in accordance with Section 15-17-7 of this Chapter. The applicant shall have discretion to select among a range of program measures. However, the following minimum measures shall be included:

A. Employee transportation coordinator (ETC).

B. Informational and promotional programs.

C. Establish and administer preferential parking program.

D. Develop and administer a personalized ridesharing program with a target trip reduction of either twenty percent (20%) reduction in the base traffic generation level projected for the work site based on the Institute of Transportation Engineers Trip Generation, Seventh Edition, or most current Edition, or other source submitted by the applicant and approved by the Director of Planning and Building Safety, or target average vehicle ridership (AVR) of 1.43 employees per commute vehicle, which represents a twenty percent (20%) increase in vehicle ridership from the estimated baseline AVR.

E. Monitoring and report to the Director of Planning and Building Safety once every three (3) years. The report must include, but need be limited to: 1) the name and phone number of the ETC; 2) the number of employees at the work site during the normal business hours; 3) the estimated number of vehicles used for commuting (excluding public transit); 4) an identification of any objectives in the approved TSM plan which have not been achieved; 5) a description of proposed measures to remedy any deficiencies.”

SECTION 24: ESMC § 15-17-6 is amended to read as follows:

“15-17-6: PARKING INCENTIVES: Existing employers may petition the Director of Planning and Building Safety for approval of parking reductions in on- and off-site locations commensurate with the level of trip reduction proposed (up to a maximum of 15 percent). A condition of approval must be submittal of a TSM plan and the applicant shall enter into a written agreement with the City, providing that the applicant and all successors in interest shall implement and maintain the approved TSM plan or a subsequently approved TSM plan which complies with the intent of this Chapter for the life of the project. The agreement must be in a form that may be recorded and contain covenants which run with the land.”
SECTION 25: ESMC § 15-17-7 is amended to read as follows:

"15-17-7: IMPLEMENTATION AND ADMINISTRATION:

A. Compliance Schedule: Implementation must be through a permit system administered by the Planning and Building Safety Department. The Director of Planning and Building Safety shall establish a phased compliance schedule with priority given to: 1) new businesses; 2) business license renewals for companies employing one thousand (1,000) or more persons; 3) business license renewals with five hundred (500) or more employees; 4) business license renewals with two hundred (200) or more employees. Companies with more than one business address shall be permitted to file one TSM plan to cover all sites. The Director of Planning and Building Safety must also establish a compliance schedule for multi-tenant complexes, based on total complex size.

B. Notice: The Planning and Building Safety Department must mail notice of requirements to all businesses requiring a permit, based on the compliance schedule. Notified parties must submit their proposed TSM Plan to the Director of Planning and Building Safety within forty five (45) days of receipt of notification. A filing fee may be established by Council resolution to cover the cost of program administration. The Director of Planning and Building Safety must administratively review the TSM plan and determine whether it reasonably complies with trip reduction objectives and standards specified herein.

C. Compliance Audit: The Director of Planning and Building Safety shall have the authority to require a compliance audit to be prepared by any employer or complex coordinator upon demonstration of a reasonable basis for complaint relative to noncompliance with an approved TSM plan. No compliance audit shall be required more often than once every twelve (12) months. Said audit must be submitted to the Director of Planning and Building Safety within thirty (30) days of his request."

SECTION 26: ESMC § 15-17-8 is amended to read as follows:

"15-17-8: OFF-SITE PARKING: Employers may, upon application and approval of the Director of Planning and Building Safety, use off-site parking as part of their TSM plans. Off-site parking must comply, at a minimum, with the following requirements:

A. A minimum of fifty percent (50%) of all required parking must be provided on-site;

B. Transportation from the satellite lot to the workplace must be detailed as part of the TSM plan; and
C. Satellite lots must be tied to the site development that they are meeting the parking requirements of, through a legal instrument, such as a covenant or deed restriction.

SECTION 27: ESMC Chapter 15-24 is amended to read as follows:

"CHAPTER 24

ADJUSTMENTS

SECTION:

15-24-1: Granting
15-24-2: Procedure
15-24-3: Setting For Hearing
15-24-4: Necessary Findings
15-24-5: Conditions
15-24-6: Administrative Review
15-24-7: Hearing
15-24-8: Notification And Planning Commission Review
15-24-9: Appeals

15-24-1: GRANTING: Whenever a strict interpretation of the provisions of this Title or its application to any specific case or situation pertaining to the following items would result in the unreasonable deprivation of the use or enjoyment of property, an adjustment or an administrative adjustment may be granted, subject to the following restrictions. Adjustments may be granted to allow:

A. A fence, wall, or hedge up to a maximum height of eight feet (8').

B. Architectural landscape features which exceed the standards set forth in Section 15-2-14 of this Title.

C. Signs which exceed the standards set forth in Chapter 18 of this Title.

D. Noise permits which exceed the standards set forth in Section 7-2-11 of this Code.

E. Parking and loading space standards as set forth in Chapter 15 of this Title.

15-24-2: PROCEDURE: The applicant for an adjustment shall apply in letter form, stating the type of adjustment desired and explaining that the strict interpretation of this Title would result in the unreasonable deprivation of the use or enjoyment of his property. The applicant must submit the application with the required filing fee to cover
the cost of investigation and processing.

15-24-3: **SETTING FOR HEARING:** The Director of Planning and Building Safety must set an adjustment request for public hearing by mailing notice thereof to the applicant and the owners of abutting property by first class mail at least ten (10) days prior to the hearing. The requested adjustment must be heard before the Director of Planning and Building Safety or his/her designated representative.

15-24-4: **NECESSARY FINDINGS:** No adjustment shall be granted unless the following findings are made:

A. That the proposed adjustment would not be detrimental to the neighborhood or district in which the property is located;

B. That the proposed adjustment is necessary in order that the applicant may not be deprived unreasonably in the use or enjoyment of his property; and

C. That the proposed adjustment is consistent with the legislative intent of this Title.

15-24-5: **CONDITIONS:** Whenever any adjustment is granted, the Director of Director of Planning and Building Safety or his/her designated representative shall must impose such conditions as may be necessary to safeguard the interests of the neighborhood or district, and in all cases shall impose the following conditions:

A. That the adjustment shall not become effective until seven (7) days from the granting thereof has elapsed or, if an appeal is filed or a review called, until final determination has been made on the appeal or review.

B. That the adjustment shall become null and void if the privileges granted thereunder has not been utilized within one hundred eighty (180) days from the effective date thereof.

15-24-6: **ADMINISTRATIVE ADJUSTMENT:** Requests for administrative adjustments must be reviewed by the Director of Planning and Building Safety or his/her designated representative. A decision on an administrative adjustment must be made and mailed to the applicant within ten working (10) days after the application is deemed complete. The Director’s decision is final unless appealed as provided by Chapter 25 of this Title. Notwithstanding any other provision of this chapter, no public hearing or notification is required for administrative adjustments. Administrative adjustments may be granted to allow:

A. Parking and loading space standards as set forth in Chapter 15 of this Title.

15-24-7: **HEARING:** A determination on an adjustment must be made by the
Director of Planning and Building Safety or his/her designated representative within ten (10) days after the hearing.

15-24-8: NOTIFICATION AND PLANNING COMMISSION REVIEW: Copies of the findings and decision of the Director of Planning and Building Safety must be mailed to each member of the Planning Commission and to the applicant. Written determinations on adjustments, made by the Director of Planning and Building Safety or his/her designated representative, must be placed as receive and file items on the next available agenda of the Planning Commission. Any Planning Commissioner may request that an item be discussed and a decision on the application be made by the Planning Commission instead of received and filed. No decision of the Director of Planning and Building Safety is final until the decision is received and filed or acted upon by the Planning Commission or upheld on appeal.

15-24-9: APPEALS: All appeals must be processed as provided by Chapter 25 of this Title.”

SECTION 28: Environmental Assessment. The City Council determines that the proposed ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., “CEQA”) and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, et seq., the “State CEQA Guidelines”) because it consists only of minor revisions and clarifications to an existing zoning code and specification of procedures related thereto and will not have the effect of deleting or substantially changing any regulatory standards or findings required therefor. The proposed Ordinance is an action that does not have the potential to cause significant effects on the environment, but rather will help reduce the overall transportation and circulation impacts of new and modified parking and loading facilities and ensure that adequate parking and loading facilities are provided. Accordingly, the proposed Ordinance constitutes a Class 1 (existing facilities), Class 3 (new construction or conversion of small structures), Class 5 (minor alteration in land use limitations), and Class 11 (accessory structures) categorical exemption.

SECTION 29: Repeal of any provision of the ESMC herein does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Ordinance’s effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 30: If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 31: The City Clerk is directed to certify the passage and adoption of this
Ordinance; cause it to be entered into the City of El Segundo's book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 32: This Ordinance will become effective on the thirty-first (31st) day following its passage and adoption.

PASSED AND ADOPTED this ____ day of __________, 2010.

____________________________________
Eric Busch, Mayor

ATTEST:

____________________________________
Cindy Mortensen, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

____________________________________
Karl H. Berger, Assistant City Attorney
CITY OF EL SEGUNDO

PLANNING COMMISSION STAFF REPORT

PUBLIC HEARING: May 27, 2010

SUBJECT: Environmental Assessment No. EA-755, Zone Text Amendment ZTA 07-02

APPLICANT: City Initiated

PROPERTY OWNER: Various


PROPERTY INVOLVED: Citywide

I. Introduction

The proposed project is an ordinance amending the ESMC's parking and loading regulations.

II. Recommendation

Planning staff recommends that the Planning Commission review the facts as contained within this report and submitted during the public hearing, and then adopt Resolution No. 2674 recommending that the City Council approve Environmental Assessment No. 755 and Zone Text Amendment 07-02.

III. Background

On April 3, 2007, the City Council directed staff to analyze and prepare amendments to the City's parking and loading space regulations. The City Council gave staff specific direction on topics to research and address in a code amendment. The Council's direction included the following:
- Incorporate interpretations of the parking requirements into the ESMC where appropriate.
- Allow alternative design options and flexibility for commercial and industrial parking design.
- Reduce excessive loading requirements for large-scale commercial projects such as Plaza El Segundo and Corporate Campus.
- Incorporate certain uses and standards that are not addressed in the City's regulations.
- Revise residential parking dimensions and design to improve its functionality and to eliminate inadequate parking access.

Due to a high level of development activity throughout 2007 and 2008, staff put its research hold. However, in September 2009, staff resumed its research and incorporated the update of the City's parking and loading regulations in the 2009-2010 Planning and Building Safety Work Program. As part of its research, staff surveyed the regulations of other cities and solicited input from the Planning and Building Safety Advisory Committee. Staff also consulted with the Planning Commission. On November 12, 2009, staff gave the Planning Commission a presentation on its research to-date and the Commission offered staff additional input for consideration.

On December 15, 2009, the City Council reviewed staff's preliminary recommendations for amendments to the City's parking and loading requirements. Based on the Council's feedback, staff continued and finalized its research. Staff is proposing a Zoning Text Amendment to comprehensively update the City's off-street parking and loading requirements. The major changes to those requirements are discussed in the analysis section below. A complete draft of the proposed ordinance and the existing parking and loading requirements (code sections) are attached to this report.

IV. ANALYSIS

The analysis section includes a discussion of the proposed Zone Text Amendment, its consistency with the City's Municipal Code and General Plan, and the Environmental Review for the proposed amendment.

A. ZONE TEXT AMENDMENT:

The discussion of the Zone Text Amendment is divided into: 1) the primary objectives of the amendment, 2) the existing provisions that remain largely unchanged, but are reorganized, 3) the major changes to the parking and loading regulations, and 4) a brief discussion of some minor changes to those regulations.
1. Primary Objectives.

- Improve code organization.

The proposed Zone Text Amendment (ZTA) generally improves the organization and readability of the ESMC regarding parking and loading.

- Incorporate new provisions on issues not addressed.

The existing parking and loading regulations have not been comprehensively updated since the 1990s. As a result, certain issues and standards are not currently addressed at all or do not reflect current industry practice. The proposed ZTA includes parking requirements for new uses that are not currently listed, new standards for bicycles, parking aisles, location of curb cuts, vehicle ramps, drive-through facilities, and loading spaces.

- Make the parking and loading standards more flexible and grant staff more discretion in their application.

The proposed ZTA includes several provisions that grant the Director of Planning and Building Safety more discretion. A new provision allows the Director to grant “minor exceptions” from code requirements, such as the number of required vehicle, bicycle and loading spaces, the parking area development standards (e.g. parking space dimensions, vehicle ramps) and general parking layout and design. Additionally, some of the proposed standards have "built-in" flexibility subject to Director decision. These provisions will help address unique situations on specific sites where the strict application of the code would discourage development and not address unique uses and site conditions.

- Facilitate predictability of code requirements for applicants/customers.

The proposed ZTA includes an expanded list of uses requiring parking and detailed definitions of those uses that will help developers, residents and staff to determine parking requirements more easily. The ZTA also consolidates and reorganizes the provisions that address parking exceptions, off-site and shared parking. As a result, the process allowing exceptions from the parking requirements is more predictable and "straight-forward."

2. Existing Standards that Remain Unchanged.

The following provisions have been reordered and combined with other standards, but remain largely unchanged in the proposed parking regulations.

- General Provisions.
  The current requirements regarding compliance and availability, mixed uses,
fractional spaces, and changes of use remain the same.

- Failure to Maintain Required Parking.
- Plan Preparation and Permit Approval.
- Development Standards.
  a. Access and circulation.
  b. Lighting.
  c. Vehicle lifts.
- Required Parking Spaces
  c. Schools.
- Accessible Parking.
- Compact spaces (numbers permitted).
- Parking reductions for sites with TSM plans.
- Parking of Licensed Recreational Vehicles and Habitable Vehicles.

The following chart provides a cross reference to where existing regulations that are not being modified have been relocated in the reorganization of the parking chapter:

<table>
<thead>
<tr>
<th>Topic Description</th>
<th>Old Code Section</th>
<th>New Code Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compliance and Availability</td>
<td>15-15-2(I)</td>
<td>15-15-3(A) and 15-15-3(B)</td>
</tr>
<tr>
<td>Mixed Uses</td>
<td>15-15-4</td>
<td>15-15-3(E)</td>
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<tr>
<td>Fractional Spaces</td>
<td>15-15-2(G)</td>
<td>15-15-3(F)</td>
</tr>
<tr>
<td>Changes of Use</td>
<td>15-15-3</td>
<td>15-15-3(G).3</td>
</tr>
<tr>
<td>Failure to Maintain Required Parking</td>
<td>15-15-12</td>
<td>15-15-3(K)</td>
</tr>
<tr>
<td>Plan Preparation and Permit Approval</td>
<td>15-15-7</td>
<td>15-15-4</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>----------------------------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td>Lighting</td>
<td>15-15-2(M)</td>
<td>15-15-5(G)</td>
</tr>
<tr>
<td>Accessible Parking</td>
<td>15-15-5(G)</td>
<td>15-15-6</td>
</tr>
<tr>
<td>Compact spaces (numbers permitted)</td>
<td>15-15-3(C)</td>
<td>15-15-5(J)</td>
</tr>
<tr>
<td>Parking reductions for sites with TSM plans</td>
<td>15-15-10</td>
<td>15-15-6(C).3</td>
</tr>
<tr>
<td>Parking of Licensed Recreational Vehicles and Habitable Vehicles</td>
<td>15-15-5(E)</td>
<td>15-15-6(D)</td>
</tr>
</tbody>
</table>

3. **Major changes to the parking and loading standards.**
   The major changes to the parking and loading standards are discussed below. Additionally, a table is provided cross-referencing new and revised code sections to the standards in the existing code.

5
Off-Site Parking.

a. The current code has separate off-site parking provisions for the Smoky Hollow area and the rest of the City. Staff proposes to consolidate these provisions into one section, which will simplify the code and allow both the public and staff to find these provisions more easily.

b. The current requirement for approval of a covenant and agreement for off-site parking will remain in place. However, staff proposes to give the Planning and Building Safety Director the authority to approve a higher number of off-site parking spaces. The Director currently can approve off-site parking for a maximum of 9 parking spaces. Staff proposes to increase the number to 20 spaces or 20% of the required parking spaces, whichever is less. The Planning Commission would review requests for a larger number of off-site parking spaces.

c. Staff proposes to expand the findings required for approval of off-site parking covenants that apply to the Smoky Hollow area, and to extend their application to covenants in the rest of the City. The code currently does not list findings of approval for off-site parking covenants in the rest of the City.

Parking Exceptions.

Major changes to the process for granting exceptions to the Municipal Code requirements include:

a. Administrative Adjustments. The Director's authority to approve deviations from the parking and loading requirements is currently very limited. The proposed revisions to the parking code requirements introduce a new process to allow the Director to approve deviations from certain Parking Area Development Standards at a ministerial level. The new process would involve an "administrative adjustment" request/application. The new process would be similar to the existing process for "adjustments," in that a written request or application would be necessary, the Director's decision would be provided in writing, and decisions would be based on findings of approval currently required for adjustments. Administrative adjustments would be different from adjustments in that they would not involve a public hearing, Planning Commission review, or public notification. However, the Director would be able to refer requests for administrative adjustments directly to the Planning Commission for review. In addition, the Director's decisions on administrative adjustments could be appealed to the Planning Commission.

b. Adjustments. Under the proposed standards, the Director would use the existing adjustment process to approve deviations from standards where a more extensive review is warranted. The Adjustment process is more formal and requires a public hearing, public notification, and Planning Commission review of the Director's decision (Receive and File). The following table provides a comparison of the
administrative adjustment, the adjustment, and the variance processes.

<table>
<thead>
<tr>
<th>Decision level</th>
<th>Administrative Adjustment</th>
<th>Adjustment</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of findings</td>
<td>Limited</td>
<td>Limited</td>
<td>Extensive</td>
</tr>
<tr>
<td>Public notice</td>
<td>None</td>
<td>Adjacent Properties</td>
<td>Properties w/in 300'</td>
</tr>
<tr>
<td>Public hearing</td>
<td>None</td>
<td>Director level</td>
<td>Planning Commission level</td>
</tr>
<tr>
<td>Receive and File</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Appeal body</td>
<td>Planning Commission</td>
<td>Planning Commission</td>
<td>City Council</td>
</tr>
<tr>
<td>Process length</td>
<td>One week</td>
<td>Two months</td>
<td>3-4 months</td>
</tr>
</tbody>
</table>

*The Planning and Building Safety Director's decisions on Adjustment applications must be reviewed by the Planning Commission as a "Receive and File" item*

These proposed provisions will facilitate and accelerate the development process by giving staff the flexibility to approve deviations at the administrative level in cases where such deviations are warranted. At the same time, the proposed findings of approval and the Planning Commission's oversight will ensure that these deviations are not approved arbitrarily and that the process has certain checks and balances.

- Development Standards.

Major revisions to the development standards include:

a. Drive aisle width requirements. The existing standards remain largely unchanged. However, staff proposes to add more flexibility in the requirements to facilitate parking lot design on sites with physical constraints (such as the size, shape or dimensions). The updated standards include new provisions for one-way and two-way aisles, and provide exceptions from the required aisle for 90° parking. Based on the proposed standards, narrower parking aisles would be permitted where the parking spaces they serve are wider than the minimum requirement.

b. Driveway and curb cuts. The proposed standards update the requirements for both residential and nonresidential driveway widths. In the R1 and R2 zones, staff
proposes a reduced maximum width for lots wider than 50 feet. In addition, staff
distinguished between the driveway width at the street curb (the driveway approach)
and on private property, allowing driveways on private property to be wider than the
“curb cut.” The intent of this provision is to preserve on-street parking, parkway and
sidewalks.

Staff proposes to distinguish between multiple-family residential (R3) properties with
five or fewer units (from those with more) by allowing those properties to have
driveways and curb cuts as narrow as 12 feet. This provision will provide some
flexibility for residential design on narrow properties.

Staff also proposes to set limits on the distance between driveways and the
distances to property lines and street corners. Staff considers these provisions
necessary to improve onsite circulation, reduce off-site traffic conflicts, and to
preserve on-street parking.

- Drive-through facilities.

The current parking requirements do not have provisions for drive-through facilities,
even though drive-through facilities are conditionally permitted in six different zones
in the City. The proposed standards include limits on the location of drive-through
lanes on a property to ensure that they are screened from public view to the extent
possible and that they do not cause onsite and offsite circulation conflicts. The
standards also include minimum width and length for the drive-through lane.

- Required Parking Spaces (proposed ESMC § 15-15-6).

The proposed parking requirements significantly reorganize the list of uses requiring
parking spaces. First, the list of uses has been organized into nine (9) broad
categories, which are: Residential, Group Care, Commercial, Eating and Drinking
Establishments, Industrial, Vehicle-Related Services, School — Educational
Institutions, Public Assembly, and Recreational. The current parking requirements
list only two (2) categories, residential and nonresidential. The objective in
organizing the list in several descriptive categories is to make information easier to
find and use. Second, the number of uses listed has been expanded to 36 (not
including their subcategories) from 14 in the current parking requirements. Third,
existing definitions have been expanded and new definitions added for uses listed in
Section 15-15-6 (Required Parking Spaces). These definitions include multiple
examples of uses that fall under the categories used in Section 15-15-6. This
approach to the code organization allows the users to easily determine the required
number of spaces for a particular use with greater certainty and to reduce the
number of Director Administrative Determinations that are needed. Furthermore, as
a result of the proposed changes, the number of parking spaces required for the
listed uses will more accurately reflect the actual demand.
a. Commercial Uses. A commercial use category has been incorporated to include the subcategories of retail sales, retail services, and offices. Detailed definitions have been added to Chapter 1 (Title; Interpretation; Definitions) of this Title for those subcategories. The definitions include a specific list of uses that are included under each of the subcategories. In addition, the following individual uses have been added under the commercial category: fitness centers, animal care, and landscape nurseries. These uses are allowed in the City, but do not have a specific parking requirement in the current code.

b. Eating and Drinking Establishments. The category was created to incorporate uses that already exist in the code (restaurants, bars, cocktail lounges, cafes, food-to-go), but are not grouped together. The proposed standards set a minimum requirement of 3 spaces for all restaurants (except cafes) regardless of minimum size. The proposed change addresses a concern regarding food-to-go uses and other small restaurants in the City that appear to have inadequate numbers of parking spaces to meet their parking demand. A new definition has been added to the code for Fast Food Restaurants to distinguish them from the typical Full Service (table service) restaurants and the parking requirement for the latter has been decreased. Non-dining areas of full service restaurants will require parking at a rate of 1 space per 250 square feet, while the dining areas will continue to require a rate of 1 space per 75 square feet. The reduction in the parking requirements for full service restaurants reflects the difference between the operations of full service and fast-food restaurants, which tend to generate a higher parking demand, and is more typical of the parking required by other cities for full service restaurants.

c. Vehicle Related Services. The current parking requirements include a single parking rate for auto-repair, auto-body facilities, and service stations, which does not adequately address the parking demand for those uses and other vehicle related uses not listed. The proposed standards separate vehicle maintenance/repair uses from other vehicle related uses. The standards set new parking rates for car washes (depending on the type) and service stations. The proposed rate for service stations better addresses their parking needs, especially with regard to their retail component, which is more common in service stations today.

d. Recreational Uses. The current parking standards do not have parking rates for recreational uses other than arcades, which require parking at a rate of 1 space per 300 square feet. The proposed standards increase the parking rate for arcades to 1 space per 250 square feet and set new rates for the following uses: billiard halls, bowling alleys and batting cages. The increased parking rate for arcades is included, because arcades tend to demand more parking than a typical retail business. Setting a parking rate for the proposed new uses will allow existing ones to expand and new uses to be established without the need for a Director or Planning Commission determination.
- **Reductions in the Number of Required Parking Spaces.**

The following provisions are proposed regarding reductions in the number of required parking spaces:

a. The proposed standards incorporate new authority for the Director to approved reductions of 10% or 20 spaces, whichever is less. This is consistent with the Director's authority to approve reductions in the Corporate Campus Specific Plan (A maximum of 10% of required spaces for single uses and 20% for shared/joint parking). The proposed standards will also expand the Commission's authority to approve reductions in the City from 10% to 20%.

b. The Planning Commission is currently authorized to grant reductions of 20% from the number of required parking spaces in the Smoky Hollow Specific Plan area. The proposed standards will make the level of permitted reductions in Smoky Hollow consistent with the rest of the City. A parking study will continue to be required for applications involving a reduction in the number of parking spaces provided. These new provisions will make the development process more flexible and predictable.

- **Off-Street Loading Requirements.**

Three major changes are proposed to the City's loading requirements as follows:

a. New types of loading spaces. The proposed requirements introduce two new types of loading spaces, for passenger loading (10' x 20') and small trucks (12' x 25'), in addition to the existing large truck loading space (13' x 50') loading space size in the current standards. The two new loading space types will add the flexibility needed to address the loading requirements for uses that due to their size of operations don't make use of large truck deliveries. For example, uses such as schools, daycare, hotels, hospitals and other institutional uses typically need loading areas for passengers. The proposed standards include minimum requirements for passenger loading spaces to address that need.

b. Requirements set according to use. The current loading requirements do not distinguish between different types of uses. The current requirements are based on the zoning district in which the property is located, rather than by the loading space demand created by the land use type. As a result, a 1,000 square-foot restaurant may have the same loading requirement as a 25,000 square-foot warehouse, which currently is one large truck space (13' x 50'). The proposed loading requirements address that concern by setting the requirement based on the type of use, not the zone. Based on the proposed requirements, a 1,000 square-foot restaurant would not require any loading spaces and only a small truck space would be required for restaurants exceeding 3,000 square feet.
c. Adjustments to loading space requirements. The development community has expressed concerns that the current loading requirements are excessive in many instances. As a result, the City Council directed staff to review them and propose reduced loading requirements where warranted. The proposed requirements address the concern and set reduced loading requirements for some uses and reallocate loading space requirements by the three loading space sizes for all uses. Furthermore, changes are proposed to allow shared loading space areas in campus style development projects with multiple buildings on a site. In addition to the reduced requirements, the Director will have the authority to administratively adjust loading space types and dimensions and to set requirement for uses not listed. Furthermore, the Director will also have the authority to reduce the number of loading spaces, subject to review and approval by the Planning Commission.

4. Minor changes

■ Applicability.

A new Applicability section is proposed to indicate more clearly when and where the parking requirements will apply. (see proposed ESMC § 15-15-2).

■ General Provisions.

a. Additions to Single-Family Dwellings. A new provision is proposed regarding dwelling units that are nonconforming due to parking. Dwelling units adding 1,000 square feet would be required to upgrade their parking facilities to meet the current code requirements. Due to the old stock of single-family dwellings in the City, many of those dwellings do not meet the current minimum parking requirements. The intent of the proposed standard is to encourage eventual compliance with those requirements. (see proposed ESMC § 15-15-2G.2).

■ Development Standards.

a. Driveway and Parking Area Paving. The proposed standards would grant the Director more authority to approve alternative paving materials in parking areas. Due to the changes in the types of paving materials and the SUSMP and NPDES requirements for more permeable paving materials and surfaces, it is important for the Director to have the flexibility to approve alternative materials (see proposed ESMC § 15-15-5B).

b. Parking Area Striping. A new provision regarding parking space striping would set specific standards for striping, including using white, double stripes to define parking spaces. The Director would have the authority to approve striping using alternative materials and colors. The City does not currently have parking space striping standards. The proposed standards would promote more consistent
parking space design throughout the City, while allowing the flexibility to address unique site designs (see proposed ESMC § 15-15-5C).

c. Parking Space Location. The proposed standards require residential and nonresidential parking spaces to be set back from side and front property lines. The setback requirements are intended to screen parking spaces from public view and to limit potential circulation conflicts (see proposed ESMC § 15-15-5C).

d. Parking Lot Slope. The current standards do not regulate parking lot slope. The proposed standards include a 5% maximum slope limit for parking lots, which is a generally accepted industry standard and promotes safer vehicle circulation see proposed ESMC § 15-15-5D).

e. Tire Stops. The proposed standards include dimensions for parking space tire stops and a provision allowing the “overhang” portion of parking spaces to be landscaped, which will increase the overall amount of landscaping in parking areas (see proposed ESMC § 15-15-5F).

f. Landscaping. The proposed standards include new requirements for the minimum sizes of new shrubs and trees used in parking lots and other landscaped areas (see proposed ESMC § 15-15-5H).

g. Parking Space Dimensions. The proposed standards consolidate five different residential standards into one standard, with an exception for narrow lots. The parking space dimensions are based upon the clear interior dimensions of parking space in a garage or parking structure, instead of the exterior dimensions. The standards also modify the interior dimensions of residential garages by increasing the width of garages to 20 feet, and add a maximum garage size of four spaces or 900 square feet (see proposed ESMC § 15-15-5I).

h. Parking Clearance and Obstructions. The proposed standards include minimum vertical (seven feet) and horizontal clearance (one foot) above and around parking spaces. The standards include exceptions to these provisions to allow storage or other obstructions above and around parking spaces. These provisions would provide necessary flexibility in the design of parking spaces, particularly in enclosed parking situations (see proposed ESMC § 15-15-5L).

i. Vehicle Ramps. The current parking standards do not include provisions for vehicle ramps. The proposed standards incorporate minimum vehicle ramps standards to ensure parking areas have an efficient and functional design (see proposed ESMC § 15-15-5M).

j. Parking Structure Standards. The proposed standards for parking structures eliminate the provision regarding the “subsurface area of lot utilized” and give the Director the authority to allow limited encroachments into the setbacks for structures
that project partially above grade. The proposed standards are intended to provide the flexibility to address unique sites with substantial grade changes (see proposed ESMC § 15-15-5R).

k. Special Residential Parking Requirements. The proposed standards set minimum and maximum garage opening widths and minimum turn radii requirements. The proposed standards are intended to improve vehicle circulation on residential properties (see proposed ESMC § 15-15-5S).

- Required Parking Spaces.
  a. Residential. The proposed standards reduce the parking requirement for caretaker units from two spaces to one space per unit and incorporate a new standard for Live-Work uses (2 spaces per unit, plus 1 space per 350 square feet of commercial/work area). Live-Work uses are currently permitted in the Downtown Specific Plan area, but no parking standard exists for these uses (see proposed ESMC § 15-15-6A.4).

  b. Industrial Uses. The proposed standards include a longer list of industrial uses and new parking rates for Mini-storage and Data Center uses. Mini-storage uses are currently required to provide parking spaces at the same ratio as warehouse uses, which are a less intensive use. Incorporating a new standard for mini-storage uses will address a gap in the City’s standards. In addition, data centers do not have a specific parking requirement, which has led to the use of parking studies on a case-by-case basis. The proposed standards for data centers reflect the results of at least two parking studies conducted recently (see proposed ESMC §§ 15-15-6A.23 and 15-15-6A.24).

  c. Public Assembly. The proposed standards reduce the required parking rate for public assembly uses including religious institutions. The proposed standard reflects the requirement for assembly uses in most of the cities that were surveyed by staff (see proposed ESMC 15-15-6A.31).

- Required Bicycle Spaces. The proposed standards increase the minimum number of bicycle spaces required for residential and nonresidential uses. The intent of the proposed standard is to encourage and facilitate the use of bicycles (see proposed ESMC § 15-15-6B).

- Parking reductions for accessible upgrades. The proposed standards allow the Director to reduce the required number of parking spaces for a use/site when Americans with Disabilities Act (ADA) upgrades affect the parking area. The standard is intended to clarify that the ADA requirements supersede the City's parking requirements (see proposed ESMC § 15-15-6C.4).

- Off-Street Loading Requirements. The proposed standards include modified provisions requiring loading space to be located near the rear of properties and
away from public view. The standards also include new screening requirements for loading spaces. The proposed standards are intended to improve the aesthetic appearance of properties with large loading areas and their onsite circulation (see proposed ESMC § 15-15-7A).

- References to Chapter 15 (Off-Street Parking and Loading Spaces) from other sections of Title 15 (Zoning Code). The proposed ZTA includes amendments to Sections 15-4A-8 (Off-Street Parking and Loading Spaces (R-1 Zone)), 15-4A-10 (Vehicular Access (R-1 Zone)), 15-4B-10 (Vehicular Access (R-2 Zone)), 15-4C-9 (Vehicular Access (R-3 Zone)), 15-4E-5 (Parking for R-1 Zones (Second Dwelling Units)). These sections in Chapter 4 (Residential Zones) make references to specific sections in Chapter 15 (Off-Street Parking and Loading Spaces), which have been renumbered as part of the proposed ZTA. The proposed changes to Chapter 4 (Residential Zones) are intended to ensure the references between the Chapter 4 and Chapter 15 are accurate.

The table below provides cross-references between new and revised code standards in the proposed Chapter 15 (Off-Street Parking and Loading Spaces) and the relevant sections in the existing Chapter 15.

<table>
<thead>
<tr>
<th>Topic Description</th>
<th>Old Code Section</th>
<th>New Code Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAJOR CHANGES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking Exceptions</td>
<td>N/A</td>
<td>15-15-3(J)</td>
</tr>
<tr>
<td>Drive-Through Facilities</td>
<td>N/A</td>
<td>15-15-5(Q)</td>
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<tr>
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<tr>
<td>Reductions in the Number of Required Parking Spaces</td>
<td>15-15-3(D)</td>
<td>15-15-6(C)</td>
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<tr>
<td>Types and Dimensions of Loading Spaces</td>
<td>15-15-6</td>
<td>15-15-7(B)</td>
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<td>Number of Loading Spaces Required</td>
<td>15-15-6</td>
<td>15-15-7(C)</td>
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<td>Adjustments to Loading Space Standards</td>
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<td>15-15-6(A).31</td>
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<td>15-16-3(B).5 (TDM)</td>
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**FINDINGS:**

**Consistency with the El Segundo Municipal Code**

Pursuant to ESMC Title 15, Chapter 26 (Amendments), in order to recommend City Council approval of the proposed amendment, the Planning Commission must find that the amendment is necessary to carry out the general purpose of Title 15. The purpose of this Title (ESMC § 15-1-1) is to serve the public health, safety, and general welfare and to provide economic and social advantages resulting from an orderly planned use of land resources. Planning staff believes that the Planning Commission can make the findings in order to recommend City Council approval of the proposed amendment. The findings are discussed in detail in the proposed resolution.
V. GENERAL PLAN CONSISTENCY

ESMC 15-1-1 (Purpose, Title) states that Title 15 is the primary tool for implementation of the goals, objectives, and policies of the El Segundo General Plan. Accordingly, the Planning Commission must find that the proposed Zone Text Amendment is consistent with those goals, objectives, and policies. Planning staff believes that the Planning Commission can make the findings in order to recommend City Council approval of the proposed amendment. The findings are discussed in detail in the proposed resolution.

VI. ENVIRONMENTAL REVIEW

In accordance with the Public Resources Code and the California Environmental Quality Act (CEQA) Guidelines, the proposed ordinance is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Categorical Exemption 15301 (Class 1 – Existing Facilities); Categorical Exemption 15303 (Class 3- New Construction or Conversion of Small Structures); Categorical Exemption 15304 (Class 4 – Minor Alterations to Land); Categorical Exemption 15305 (Class 5 – Minor Alterations in Land Use Limitations), and Categorical Exemption 15311 (Class 11 - Accessory Structures).

VII. CONCLUSION

The proposed Zone Text Amendment substantially reorganizes the City's standards, making ESMC Chapter 15 (Off-Street Parking and Loading Spaces) a more user-friendly document. It clarifies and updates existing standards, and incorporates new standards where appropriate to make the code more consistent with current planning practices. Additionally, the proposed standards are designed to be more flexible and provide staff more discretion to address unique uses and circumstances. Staff believes that the proposed standards meet the objectives discussed previously in this report and reflect the direction received from the City Council, the Planning Commission, and the input received from the public. Therefore, staff recommends that the Planning Commission adopt Resolution No. 2674 amending the ESMC parking and loading regulations.

VIII. EXHIBITS

A. Draft Planning Commission Resolution No. 2674, including Draft Ordinance
B. ESMC Chapter 15 (Off-Street Parking and Loading Spaces)
C. Inter-Departmental Comments
RESOLUTION NO. 2674

A RESOLUTION RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING THE EI SEGUNDO MUNICIPAL CODE ("ESMC") REGULATING VEHICLE PARKING AND LOADING.

(EA NO. 755 AND ZTA NO. 07-02)

The Planning Commission of the City of El Segundo does resolve as follows:

SECTION 1: The Planning Commission finds and declares that:

A. On March 22, 2007, City staff provided the Planning Commission a status report on research regarding possible amendments to the City of El Segundo's off-street parking and loading requirements in ESMC Chapter 15-15;

B. On April 3, 2007, the City Council directed staff to propose amendments to the ESMC regarding parking and loading regulations;

C. On April 5, 2007, the City of El Segundo initiated an application for Environmental Assessment No. EA-755 and Zone Text Amendment No. 07-02 to amend the ESMC regulating parking;

D. On September 22, 2009, staff conducted a meeting with the Planning and Building Safety Advisory Group to review and discuss the off-street parking and loading standards and proposed amendments and to consider the information provided by City staff;

E. On November 12, 2009, the Planning Commission considered an update on staff's research and provided staff further direction for regarding parking requirements;

F. On December 15, 2009, the City Council considered staff's research, provided staff further direction, and directed staff to prepare an amendment to the ESMC to modify the City's parking;

G. The application was prepared and reviewed by the City's Planning and Building Safety Department for, in part, consistency with the General Plan and conformity with the ESMC;

H. In addition, the City reviewed the project's environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA") the regulations promulgated thereunder (14 Cal Code. of Regulations §§ 15000, et seq., the “CEQA Guidelines”) and the City's Environmental Guidelines (City Council Resolution No. 3805, adopted March 16, 1993);
I. The Planning and Building Safety Department completed its review and scheduled the public hearing regarding the application before the Planning Commission for May 27, 2010;

J. On May 27, 2010, the Planning Commission held a public hearing to receive public testimony and other evidence regarding the proposed amendment, including, without limitation, information provided to the Planning Commission by City staff and public testimony; and

K. This Resolution and its findings are made based upon the evidence presented to the Commission at its May 27, 2010, hearing including, without limitation, the staff report submitted by the Planning and Building Safety Department.

SECTION 2: Factual Findings And Conclusions. The Commission finds that the proposed ordinance amends various parts of the ESMC regulating parking and associated land uses in several ways including, without limitation, as follows:

A. It affects all zones in the City of El Segundo.

B. It establishes an administrative adjustment process to allow deviations from the minimum parking area development standards.

C. It adds new standards regarding parking area striping, parking spaces location, parking lot slope, parking area lighting, parking space dimensions, parking space clearance and permitted obstructions, vehicle ramps, drive aisle width, driveways and curb cuts, and drive-through facilities.

D. It adds the minimum parking space requirements for several uses not previously listed, and modifies the requirements of uses currently listed, including live/work units, caretaker units, fitness centers animal care uses, motels, landscape nurseries, full service restaurants, food-to-go uses, mini-storage uses, data centers, car washes, public assembly uses, and recreational uses.

E. It modifies the permitted number of compact and tandem parking spaces, and the required number of bicycle spaces for various uses.

F. It delegates authority to the Planning and Building Safety Director, or designee, to approve limited reductions in the required number of parking spaces.

G. It establishes three types of loading spaces, modifies the loading requirements for all uses, and grants staff the authority to approve limited modifications to the type of loading spaces required.
H. It clarifies the existing code requirements, improve the code predictability, and add more flexibility to address properties and uses with unique characteristics.

I. It introduces new standards that help improve parking area efficiency and reduce potential circulation conflicts.

J. It does not increase the permitted density of development in the City.

K. It establishes minimum plant sizes for new shrubs and trees.

SECTION 3: General Plan Findings. As required under Government Code § 65454 the ESMC amendments proposed by the proposed Ordinance are consistent with the City's general plan as follows:

A. It conforms with the Land Use Element Goals, Objectives and Policies. Specifically, the ordinance is consistent with Goal LU1, Objective LU1-5, Goal LU4, Objective LU4-3, Goal LU5, and Objective LU5-2, in that it creates policies, design standards; helps create a sense of place for the entire City; develops parking guidelines that encourage employers to provide incentives for using public transportation and plan for reducing Vehicle Miles Traveled (VMT); and encourages the construction of high-quality, well designed developments through the adoption of property development standards.

B. It conforms with the Circulation Element Goals Objectives and Policies. Specifically, it is consistent with Goal C2, Objective C2-2 and Objective C2-5, Goal C3, Objective C3-1 and Objective C3-2, in that it encourages the use of the bicycle as a safe and convenient travel mode within the City's circulation system; ensures the use of Transportation Demand Management (TDM) measures throughout the City, where appropriate, to discourage the single-occupant vehicle, particularly during the peak hours; ensures that potential circulation system impacts are considered when the City's decision makers and staff are evaluating land use changes; and ensures the consideration of impacts of land use decisions on the City's parking situation.

C. It conforms with the Conservation Element Goals Objectives and Policies. Specifically, it is consistent with Goal CN5 and Policy CN5-4, in that it establishes density and development standards that protect and reflect the character and quality of existing neighborhoods and minimize the loss of landscaped area.

D. It conforms with the Air Quality Element Goals Objectives and Policies. Specifically, it is consistent with Goal AQ4 and Objective AQ4-1, in that it promotes non-motorized transportation.
SECTION 4: Zone Text Amendment Findings. In accordance with ESMC § 15-26-4 and based on the findings set forth in Section 2, the proposed Zone Text Amendment is consistent with the goals, policies, and objectives of the General Plan as follows:

A. It is consistent with the purpose of the ESMC, which is to serve the public health, safety, and general welfare and to provide the economic and social advantages resulting from an orderly planned use of land resources.

B. It is necessary to facilitate the development process and ensure the orderly development of properties with adequate in number and well-designed parking and loading facilities.

SECTION 5: Environmental Assessment. The Planning Commission determines that the proposed ordinance is exempt from review under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., “CEQA”) and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, et seq., the “CEQA Guidelines”) because it consists only of minor revisions and clarifications to an existing zoning code and specification of procedures related thereto and will not have the effect of deleting or substantially changing any regulatory standards or findings required therefor. The proposed ordinance is an action that does not have the potential to cause significant effects on the environment, but rather will help reduce the overall transportation and circulation impacts of new and modified parking and loading facilities and ensure that adequate parking and loading facilities are provided. Accordingly, the proposed ordinance constitutes a Class 1 (existing facilities), Class 3 (new construction or conversion of small structures), Class 5 (minor alteration in land use limitations), and Class 11 (accessory structures) categorical exemption.

SECTION 6: Recommendations. The Planning Commission recommends that the City Council adopt the ordinance set forth in attached exhibit “A,” which is incorporated by reference.

SECTION 7: Reliance On Record. Each and every one of the findings and determination in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the Planning Commission in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 8: Limitations. The Planning Commission’s analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the Planning Commission’s lack of knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the city’s ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it
exists and with the limitations inherent in that framework.

**SECTION 9:** This Resolution will remain effective until superseded by a subsequent resolution.

**SECTION 10:** The Commission secretary is directed to mail a copy of this Resolution to any person requesting a copy.

**SECTION 11:** This Resolution may be appealed within ten (10) calendar days after its adoption. All appeals must be in writing and filed with the City Clerk within this time period. Failure to file a timely written appeal will constitute a waiver of any right of appeal.

PASSED AND ADOPTED this 27th day of May, 2010.

David Wagner, Chairperson
City of El Segundo Planning Commission

ATTEST:

Greg Carpenter, Secretary

Wagner -
Fellhauer -
Baldino -
Newman -

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: Karl H. Berger, Assistant City Attorney
ORDINANCE NO. ___

AN ORDINANCE AMENDING EI SEGUNDO MUNICIPAL CODE ("ESMC") PARKING AND LOADING REGULATIONS.

SECTION 1: The City Council finds and declares as follows:

A. On March 22, 2007, City staff provided the Planning Commission a status report on research regarding possible amendments to El Segundo Municipal Code ("ESMC") Chapter 15-15 regulating parking and loading;

B. On April 3, 2007, the City Council directed staff to recommend changes to the ESMC;

C. On April 5, 2007, the City of El Segundo filed an application to amend the ESMC’s regulations regarding parking and loading;

D. On September 22, 2009, City staff met with the Planning and Building Safety Advisory Group to review and discuss the off-street parking and loading standards;

E. On November 12, 2009, the Planning Commission considered staff’s recommendations and provided staff further direction;

F. On December 15, 2009, the City Council considered staff and Planning Commission recommendations. It directed staff to prepare proposed changes to the ESMC;

G. This Ordinance was prepared and reviewed by the City's Planning and Building Safety Department for, in part, consistency with the General Plan and conformity with the ESMC;

H. In addition, the City reviewed the project’s potential environmental impacts of this Ordinance pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., “CEQA”) the regulations promulgated thereunder (14 Cal Code. of Regulations §§ 15000, et seq., the “CEQA Guidelines”) and the City’s Environmental Guidelines (City Council Resolution No. 3805, adopted March 16, 1993);

I. In adopting this Ordinance, the Council intends simply to regulate parking and loading, impose the community’s design standards, and protect public health and safety;

J. When adopting this Ordinance, the City considered the entire
administrative record concerning parking and loading regulations including, without limitation, information set forth in staff reports presented to the El Segundo Planning Commission and City Council; public testimony; the City's General Plan; and other evidence set forth in the record or commonly known to the community.

SECTION 2: Findings. The findings set forth in Planning Commission Resolution No. 2674 are incorporated into this Ordinance by reference as if fully set forth.

SECTION 3: All instances of the term "Director of Community, Economic and Development Services" set forth in the ESMC sections affected by this Ordinance are amended to read "Director of Planning and Building Safety."

SECTION 4: The definitions of "Café," "Drive-Through Restaurant" and "Food-to-Go" set forth in ESMC § 15-1-6 are respectively renamed "Restaurant, Café," "Restaurant, Drive-Through," and "Restaurant, Food-to-Go." The terms "Café," "Drive-Through Restaurant," and "Food-to-Go," as used in the ESMC, however, may be used interchangeably with "Restaurant, Café," "Restaurant, Drive-Through," and "Restaurant, Food-to-Go." The definitions of these terms remain unchanged.

SECTION 5: El Segundo Municipal Code ("ESMC") § 15-1-6 is amended to read as follows:

"15-1-6: DEFINITIONS:

CAFÉ: See RESTAURANT, CAFÉ.

DRIVE-THROUGH RESTAURANT: See RESTAURANT, DRIVE-THROUGH.

FAST FOOD RESTAURANT: See RESTAURANT, FAST FOOD.

FOOD-TO-GO: See RESTAURANT, FOOD-TO-GO.

FULL SERVICE RESTAURANT: See RESTAURANT, FULL SERVICE.

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RESTAURANT: Any business establishment, building, or structure where food or drink are prepared and served for consumption either on or off the premises, which may also include as accessory uses, service to persons over an interior counter, outside the structure, or from an outdoor service window. Any restaurant with an automobile service window shall be considered a drive-through restaurant. Any restaurant which is strictly takeout shall be considered a food to go establishment.”

SECTION 6: A new definition of “Restaurant, Fast Food” is added to ESMC§ 15-1-6 to read as follows:

“RESTAURANT, FAST FOOD. A restaurant where customers purchase food and beverages and either consume the food and beverages on the premises within a short period of time or take the food and beverages off the premises. Typical characteristics of a fast food restaurant include, without limitation, the purchase of food and beverages at a walk-up window or counter; no table service by a server; payment for food and beverages before consumption; and the packaging of food and beverages in disposable containers. A restaurant is not be considered a fast food or take-out restaurant solely on the basis of incidental or occasional take-out sales.”

SECTION 7: A new definition of “Restaurant, Full Service” is added to ESMC§ 15-1-6 to read as follows:

“RESTAURANT, FULL SERVICE. A restaurant where customers purchase food and beverages and consume the food and beverages on the premises. Typical characteristics of a full service restaurant, include, without limitation, table service by a server; payment for food and beverages after consumption; and serving food and beverages in non-disposable containers. A full service restaurant may include incidental or occasional take-out sales.”

SECTION 8: The definition of “Floor Area (Net)” set forth in ESMC § 15-1-6 is amended to read as follows:

“FLOOR AREA (NET): The area of all floors or levels included within the exterior surrounding walls of a building or structure. The total space devoted to high or medium bay labs, in the M-1 Zone only, may be multiplied by a factor of 0.5 to determine the net floor area. Space devoted to the following shall not be included when determining the total net floor area within a building or structure:

A. Elevator shafts.
B. Stairwells.
C. Courts or atriums uncovered and open to the sky.

D. Rooms exclusively holding building operating equipment.

E. Parking spaces at or above grade and access thereto; provided, that in commercial and manufacturing zones:

1. Not less than the front fifty percent (50%) of the ground floor is devoted to commercial/manufacturing use; and

2. At least one full level of parking below grade is provided.

F. Structures devoted exclusively to parking.

G. Restrooms in common areas of nonresidential buildings."

SECTION 9: The definition of “Offices, General” set forth in ESMC § 15-1-6 is amended to read as follows:

“OFFICES, GENERAL: Offices maintained and used as a place of business conducted by persons whose business activity consists principally of services to the person as distinguished from the handling of commodities. This does not include medical-dental offices. General offices include, but are not limited to the following:

A. Administrative/Business. Establishments providing direct services to consumers, such as credit, lending, and trust agencies, data processing services, detective agencies, employment, insurance agencies, real estate offices, stenographic, secretarial and word processing services, union offices and utility company offices.

B. Broadcasting Offices and Studios. Commercial and public communications uses, including radio and television broadcasting and receiving stations and studios, with facilities entirely within buildings.

C. Production. Office-type facilities occupied by businesses engaged in the production of intellectual property. Production uses include computer software production and programming services, media post production services, graphic design, fashion, photography and commercial art studios, writers and artists offices.

D. Professional. Professional offices include accounting; advertising agencies; architectural, engineering, planning and surveying services; attorneys; auditing and bookkeeping services; consulting; corporate; counseling services; court
reporting services; educational services; literary and talent agencies; management and public relations services; scientific and research organizations."

SECTION 10: ESMC § 15-1-6 is amended to add and amend the following definitions:

**COMMERCIAL:**

A. Retail sales. Alcohol sales (off-site), building material stores, convenience stores, general retail stores, and warehouse retail showrooms.

General retail stores: General retail stores include sales, without limitation, of appliances, art gallery, artists' supplies, bakeries (retail only), bicycles, books and periodicals, cameras and photographic supplies, clothing and accessories, computer and computer equipment, electronics, department stores, drug and discount stores, collectable items sales, curio, gift and souvenir shops, dry goods, fabric and sewing supplies, florists and houseplant stores (indoors), furniture and home furnishings, grocery stores, hardware, hobby materials, household and kitchen goods, jewelry, luggage and leather goods, musical instruments, parts and accessories, newsstands, orthopedic supplies, pharmacies, religious goods, small wares, specialty shops, sporting goods and equipment, stationery, and toys and games.

B. Retail services. Personal Services and Business and Consumer Support Services.

Personal Services: Personal services include, without limitation, barber shops and beauty salons, clothing rental, dry cleaning pick-up stores with limited equipment, hair, nail, facial, and personal care, laundromats (self-service laundries), photo development, shoe repair shops, tailors, tanning salons. Personal Services do not include massage establishments.

Business and Consumer Support Services: Business and consumer support services include, without limitation, establishments primarily providing consumers and businesses with services, including maintenance, repair and service, testing, rental, as well as the following: business equipment repair services (except vehicle repair, see "vehicle sales and services - maintenance/repair"), computer-related services (rental, repair, copying, quick printing, and blueprinting services, equipment rental businesses within buildings, film-processing laboratories, heavy equipment repair services where repair occurs on the client site, household appliance and equipment repair services, janitorial and maid services, mail advertising services (reproduction and shipping), photocopying and photofinishing, protective
services (other than office-related), window cleaning.

Personal Services and Business and Consumer Support Services may also include accessory retail sales of products related to the services provided.

C. Financial institutions. Banks and trust companies, credit agencies, credit unions, investment companies, lending and thrift institutions, securities/commodity contract brokers and dealers, security and commodity exchanges, vehicle finance (equity) leasing agencies. Financial institutions do not include check cashing or pay day loan facilities.

* * *

RECREATIONAL FACILITIES:

A. Public recreational facilities are facilities that are operated by a government agency.
   1. Indoor: Examples include, without limitation, indoor entertainment, multi-purpose recreational buildings, and studios for dance, art, music, photography, and martial art.

   2. Outdoor: Examples include, without limitation, Athletic fields, ball parks and bleachers, basketball, racquetball, tennis, and volleyball courts, golf courses, parks and other areas of active or passive recreational usage, swimming pools, trails and bicycle trails.

B. Private/Commercial.
   1. Indoor: Examples include, without limitation, arcades, billiard/pool halls, bowling alleys, indoor entertainment, racquetball and tennis courts, and skating rinks.

   2. Outdoor: Examples include, without limitation, amusement centers (arcades, skating rinks, miniature golf, and similar uses), golf courses, miniature golf, racquetball and tennis courts.

   * * *

SCHOOLS, PRIVATE: Private schools are educational institutions that include, without limitation, adult level, business, vocational, and trade schools; boarding schools; colleges and universities; private pre-schools, elementary schools, middle or junior high schools, and high schools; military academies; professional schools (law, medicine, etc.), seminaries/religious ministry training facilities. Private schools also include specialized non-degree granting schools offering instruction in: art, ballet and other
dance, computers and electronics, cooking, drama, driver education, language, and music.

* * * *

VEHICLE SALES AND SERVICES: The sales, rental, repair, alteration, restoration, towing, painting, or finishing of automobiles, trucks, recreational vehicles, boats, and other vehicles as a primary use, including the incidental wholesale and retail sale of vehicle parts as an accessory use. This includes, without limitation, the following categories:

A. Accessories Installation. Minor facilities that specialize in the addition of supplemental convenience items or devices to vehicles that do not involve the primary operating system of a vehicle (such as motors or transmissions) or structural features (such as body, chassis, or suspension). For example, these establishments provide installation of alarms, stereos, and window tinting.

B. Vehicle Sales/Rental. Retail establishments selling or renting automobiles, trucks and vans. May also include repair shops and the sales of parts and accessories, incidental to vehicle dealerships. The term does not include the sale of auto parts/accessories separate from a vehicle dealership (see “Auto Parts Sales”); bicycle and moped sales (see “Retail: General Retail Stores”); tire recapping establishments; or “Service Stations,” which are separately defined.

C. Vehicle Parts Sales. Stores that sell new automobile parts, tires, and accessories. May also include minor parts installation (see “Vehicles Sales and Services”). The term does not include businesses dealing exclusively in used parts.

D. Car Washes. Permanent, self-service and/or attended car washing establishments, including fully mechanized facilities. May include detailing services.

E. Impounding/Storage. Facilities that provide impounding and storage of towed or impounded vehicles. Does not include towing (see “Vehicle Sales and Services: Towing”).

F. Maintenance/Repair. The installation, replacement, tuning, or maintenance of the various parts, equipment, or operating systems of a vehicle, which includes body and fender work, engine overhauling and replacement, transmission work, automobile painting, and car washing.

G. Accessory retail sales and services. Includes retail sales and services, storage of tires, car parts and other automobile supplies, and limited automobile sales. Automobile sales cannot exceed eight (8) automobiles per month; not more than
three (3) automobiles can be displayed at one time.

H. Mobile Home and Recreational Vehicle Sales. Retail establishments selling and/or renting the following new or used vehicles and products: Boats, campers/camper shells, golf carts, jet skis, mobile homes, motor homes, motorcycles, snowmobiles, travel/recreational trailers, and other recreational vehicles.

I. Service Stations. (See definition of “Service Stations”)

J. Towing. Facilities that provide vehicle towing. Does not include storage of towed or impounded vehicles (see “Vehicle Sales and Services: Impounding/Storage).

SECTION 11: ESMC § 15-2-6 is amended to read as follows:

“CORNER CLEARANCE: For the purpose of safe visibility, all corner lots, and reverse corner lots shall must maintain a triangular area, described as follows: One angle shall must be formed by the front and side property lines, and the sides of this angle shall must be fifteen feet (15’) in length, measured along the front and side property lines; the third side of this triangle shall must be a straight line connecting the two (2) other lines at their endpoints. Within the area comprising this triangle, no trees, fences, shrubs, retaining walls, buildings and structures, or other physical obstructions shall must be permitted to exceed thirty inches (30") in height from street grade, unless it is a tree which is trimmed to provide a minimum of twelve feet (12’) of visibility from street grade under the canopy created by the branches.

Corner Clearance Illustration

[Insert Illustration]“

SECTION 12: ESMC § 15-2-11 is amended to read as follows:

“DRIVEWAY VISIBILITY:

A. Triangle Area Required: To provide visibility for pedestrians and drivers, a visibility triangle shall must be formed along each side of the driveway located on the subject property. Within this area fences, walls, and landscaping shall must not be allowed to exceed thirty inches (30") in height from street grade, unless it is a tree which is trimmed to provide a minimum of twelve feet (12’) of visibility from street grade under the canopy created by the branches.

B. Location And Description: The triangular area shall must be located adjacent to, but outside the driveway area, and shall must be described as follows: one angle
shall must be formed by the intersection of the driveway and the property line abutting the street, the sides of which shall must be ten feet (10') in length. The third side of this triangle shall must be a straight line connecting the two (2) other lines at their end points.

Driveway Visibility Illustration

[Insert Illustration].

SECTION 13: ESMC § 15-2-14 is amended to read as follows:

"A. Requirement; Purpose: The goal of this Section is to ensure that adequate landscape areas and permanent irrigation facilities are provided for all new development. The area extending between a building(s) and property lines shall must contain both soft (plantings) and hard (rock, brick, concrete) landscape materials, except for those portions devoted to vehicular parking and loading. All new landscape areas must comply with ESMC Title 10, Chapter 2 relating to Water Conservation in Landscaping. The purpose of these landscape areas are is:

* * * *

B. Components: To achieve these purposes, the landscape criteria is divided into three (3) separate components: those areas related to "vehicular use areas"; areas related to "building perimeter"; and those areas related to the "property perimeter," in subsection B1 through B3 of this Section set forth below.

* * * *

4. Minimum sizes for plant material:

a. The minimum tree container size for all trees on a site must be provided as follows:

i. At least 20% of the trees must be 36-inch box size or larger.
ii. At least 30% of the trees must be 24-inch box size or larger.
iii. The remaining 50% must be 15-gallon size or larger.
iv. The Director of Planning and Building Safety may approve smaller tree container sizes than required based on site conditions, however no tree may be smaller than a 15-gallon size.

b. Shrubs must be planted from a minimum 5-gallon-size container. One-gallon-size containers may be allowed for shrubs that are not commonly available in 5-gallon-size containers, subject to approval by the Director of Planning and Building Safety."
SECTION 14: ESMC § 15-4A-8 is amended to read as follows:

"OFF STREET PARKING AND LOADING SPACES: Off street parking must be
provided as required by chapter 15 of this title, but in no case can a driveway or curb cut
be less than ten feet (10') in width. Where the driveway access and curb cut is to a two (2)
car or larger garage which exits directly onto the front street, the driveway and curb cut
cannot be less than sixteen feet (16') in width. Driveway entrances and exit locations
must be provided in conformance with subsection 15-15-6F15-15-5Q of this title."

SECTION 15: ESMC § 15-4A-10 is amended to read as follows:

"VEHICULAR ACCESS: Where an R-1 lot abuts an alley, vehicular access to the lot
shall must be from the alley, except when eighty percent (80%) or more of the properties
on the block have existing vehicular access from the street. For the purposes of this
section, the “block” is defined as the properties on the same side of the street between
the nearest intersecting streets. Curb cuts and driveways shall must be installed in
conformance with section 15-4A-8 of this article and subsection 15-15-6F15-15-5Q of
this title."

SECTION 16: ESMC § 15-4B-10 is amended to read as follows:

"VEHICULAR ACCESS: Where an R-2 lot abuts an alley, vehicular access to the lot
shall must be from the alley, except when eighty percent (80%) of more of the properties
on the block have existing vehicular access from the street. For the purposes of this
Section, the “block” is defined as the area on both sides of the street between the
nearest intersecting streets. Curb cuts and driveways shall must be installed in
conformance with subsection 15-15-6F15-15-5Q of this Title."

SECTION 17: ESMC § 15-4C-9 is amended to read as follows:

"VEHICULAR ACCESS: Where an R-3 lot abuts an alley, vehicular access to the lot
shall must be from the alley. Curb cuts and driveways shall must be installed in
conformance with subsection 15-15-6F15-15-5Q of this Title."

SECTION 18: ESMC § 15-4E-5(B) is amended to read as follows:

"PARKING FOR R-1 ZONES:

* * *

B. Off-Street Parking: Off-street parking spaces must be provided for a second
dwelling unit in addition to that required for the main residence. The number and
type of parking spaces must comply with sections 15-15-3 and 15-15-5 Chapter 15 of this Title as they relate to two-family dwellings. The required parking space may not block any required existing enclosed space for the existing underlying zone, nor conflict with access to a required parking space."

SECTION 19:  ESMC Chapter 15-15 (Off-Street Parking and Loading Spaces) is amended in its entirety to read as follows:

"Chapter 15
OFF-STREET PARKING AND LOADING SPACES

SECTION:
15-15 - 1: Purpose
15-15 - 2: Applicability
15-15 - 4: Plan Preparation and Permit Approval
15-15 - 5: Parking Area Development Standards
15-15 - 6: Required Parking Spaces
15-15 - 7: Off-Street Loading Space Standards

15-15-1: PURPOSE.
The purpose of this Chapter is to provide for adequate off-street parking and loading standards, to ensure that parking spaces are suitably maintained and available for the use of the occupants of the site and to mitigate associated on-street parking and traffic circulation problems throughout the City.

15-15-2: APPLICABILITY.
A. The provisions of this Chapter apply in all zones of the City unless specifically provided otherwise in an adopted specific plan.
B. The provisions of this Chapter apply at the time a building or structure is erected, altered, or expanded, or when the use is established, changed or expanded.
C. Parking spaces and loading spaces established by this Chapter must be improved as required by this Chapter before new buildings or structures are occupied or
existing buildings or structures are expanded or modified for a new use.

D. The provisions of this Chapter apply to parking facilities for authorized temporary uses or special events, except where specifically exempted by the Director of Planning and Building Safety.

15-15-3: GENERAL PROVISIONS:

A. Compliance. It is unlawful for any person to violate any part of this Chapter including, without limitation, any discretionary or ministerial permit issued by the City pursuant to this Code or Chapter.

B. Availability. It is unlawful for required parking to be utilized in any manner inconsistent with the lawful uses of property including, without limitation, rendering it unavailable for property occupants, patrons, or visitors of a building or use during normal hours of operation. This meaning shall not be construed to prohibit security devices.

C. Maintenance. Parking spaces, driveways, maneuvering aisles, turnaround areas, and landscaping areas must be maintained free of debris, graffiti, and litter; and striping, paving, walls light standards, and all other facilities must be maintained in good condition.

D. Location of Parking. All required parking must be located on the same lot or building site as the uses for which such spaces are required, unless an Off-Site Parking covenant is approved in compliance with this Chapter.

E. Mixed or Multiple Uses and/or Occupancies. A site with multiple uses or mixed occupancies must provide the aggregate number of parking spaces required by this chapter for each separate use. On site parking spaces for one use cannot be considered as providing required parking spaces for any other use, except when authorized through an Off-Site Parking Covenant in accordance with this Chapter.

F. Fractional Spaces. Where the application of cumulative parking requirements results in a fractional space, then the fractions are rounded to the nearest whole number.

G. Expansion or Remodeling of Building, or Change In Use.

1. Expansion of Building or Use, Generally. Upon change or expansion of a building, or outdoor use area resulting in additional floor area devoted to a use, additional outdoor use area, or an increase in the number of dwelling units on a lot, additional parking and loading spaces must be provided only for the additional floor area, outdoor use area, or residential units without diminishing the existing parking, unless such parking exceeds the requirements of this chapter.
2. **Addition of Floor Area to a Dwelling Unit.** Notwithstanding any other provision of this Chapter, the cumulative addition of 1,000 square feet of floor area to a residential unit upon the effective date of this ordinance must comply with the minimum parking requirements for residential units as established in this Chapter.

3. **Change of Use, Generally.** When the use of a building changes to another use that is required to have the same number of parking spaces, no additional parking spaces are required for the new use, regardless of the number of spaces provided by the previous use, if 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 must 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.

H. **Off-Site Parking.**

1. **Applicability.** The Director of Planning and Building Safety may approve off-site parking locations within the city for nonresidential uses to meet the parking requirements of this chapter. Such off-site parking locations must be secured with a covenant, approved by the city attorney, and recorded in the county recorder's office before the city issues building permits. The off-site parking spaces used to satisfy the parking requirements for a different site must be surplus to the required parking spaces required for uses of the off-site location. Alternatively, the Planning Commission may approve a reduction of required parking spaces as provided in this Chapter.

2. **Director Review.** The Director of Planning and Building Safety may review off-site parking covenants for a maximum of twenty (20) parking spaces or 20 percent of the required number of parking spaces, whichever is less. The parking covenant may include such conditions as the Director of Planning and Building Safety may lawfully impose.

3. **Planning Commission Review.** The Planning Commission must review all off-site parking covenants for more than 20 parking spaces. The parking covenant may include such conditions as the Planning Commission may lawfully impose.

4. **Off-Site Parking Findings of Approval.** Requests for off-site parking must meet the following requirements:

   a) The off site parking must be located so that it will adequately serve the use for which it is intended. In making this determination, the following factors, among other things, must be considered.
i. Proximity of the off-site parking facilities;
ii. Ease of pedestrian access to the off-site parking facilities;
iii. Provisions for transportation to and from the off-site parking facility (e.g. shuttle or valet services);
iv. The type of use the off-site parking facilities are intended to serve (i.e. off-site parking) may not be appropriate for high turnover uses such as retail sales and services.

I. **Joint Use/Shared Parking.** Uses that share parking facilities on the same lot may be granted parking space reductions when they have significantly different peak hours of operation. Joint Use/Shared Parking reductions may be granted in compliance with this Chapter (Reductions in the Number of Required Parking Spaces).

J. **Parking Exceptions.**

1. Director Review. The Director of Planning and Building Safety may review and approve requests for administrative adjustments from the requirements of this chapter as provided in Chapter 24 (Adjustments) of this Title including, without limitation, the design and layout of parking facilities; the required number of parking spaces; the dimensions of parking spaces; the type of loading spaces required; aisles; driveways and curb cuts; paving materials and colors; and striping. The types and extent of adjustments the Director of Planning and Building Safety is authorized to review administratively or is authorized to review subject to a public hearing are specified in Sections 15-15-5, 15-15-6, and 15-15-7 of this Chapter.

2. Planning Commission Review. The Planning Commission must review requests for parking reductions and may review administrative adjustments referred by the Director of Planning and Building Safety.

K. **Failure to Maintain Required Parking.** In the event on site parking and loading area facilities required to be provided under this code are not maintained for licensed vehicle parking and truck loading area purposes to the extent required, The Director of Planning and Building Safety may revoke a certificate of occupancy for structures that fail to maintain required onsite parking and loading facilities. The Director of Planning and Building Safety must provide a property owner at least ninety (90) days to comply with this code, including any ministerial or discretionary permits as to parking if it appears that a violation was reasonably beyond the control of the person required to comply with this chapter. Should a certificate of occupancy be revoked, the premises affected cannot be occupied or used for any purpose until a new certificate of occupancy is issued.
15-15-4 PLAN PREPARATION AND PERMIT APPROVAL.

A. A person seeking a building permit, change of occupancy, or change in design to a parking and loading area must submit a parking and loading area plan, in a form approved by the Director of Planning and Building Safety, to the Director of Planning and Building Safety. The plans must clearly indicate the location, size, shape and design, of all curb cuts, lighting, landscaping, and parking spaces in full compliance with code requirements.

B. The City cannot issue a building permit until the applicant presents satisfactory evidence to the Director of Planning and Building Safety that parking and loading facilities required by the provisions of this chapter will be provided and maintained.

15-15-5: PARKING AREA DEVELOPMENT STANDARDS

A. Access and Circulation.

1. Design. Parking facilities must be designed so that a car within a facility will not have to enter a street to move from one location to any other location within the same facility.

2. Exit. Parking facilities in nonresidential zones must be designed in such a manner that any vehicle on the property will be able to maneuver as necessary so that it may exit from the property traveling in a forward direction. However, vehicles may exit onto an alley traveling in a reverse direction.

3. The Director of Planning and Building Safety may approve administrative adjustments from the Site Access and Circulation standards as provided in Chapter 24 (Adjustments) of this Title.

B. Driveway and Parking Area Paving and Surfacing.

All permanent on-site parking, loading, vehicle storage and vehicle sales areas must be paved with approved concrete or asphalitic concrete. On-site parking areas to be used for not longer than one year must be surfaced and maintained with an impervious material acceptable to the Director of Planning and Building Safety so as to eliminate dust and mud. All on-site parking areas must be graded and drained so as to dispose of all surface water in accordance with the applicable storm water regulations. The Director of Planning and Building Safety may at his discretion, approve alternative paving material such as decorative concrete, grasscrete, brick, or similar material of equivalent durability. The Director of Planning and Building Safety may approve administrative adjustments from the Driveway and Parking Area Paving standards as provided in Chapter 24 (Adjustments) of this Title.
C. Parking Area Striping.

All parking spaces must be clearly striped with white, double 4-inch wide stripes, one foot apart. The Director of Planning and Building Safety may approve administrative adjustments from the parking area striping standards as provided in Chapter 24 (Adjustments) of this Title. The alternative designs may include, without limitation, the use of colored concrete and other decorative materials. Approved striping alternatives must clearly identify parking spaces and distinguish them from adjoining walkways and drive aisles.

Figure 1 (Parking Area Striping).

[Insert Illustration]

D. Parking Space Location.

1. Residential Spaces.

   a) Guest Spaces. No required guest parking space for any residential use may be located, in whole or in part, in any required front yard or front two-thirds (2/3) of any required side yard.

   b) Required Spaces. Required parking spaces, excepting required guest parking spaces, for any residential use must be located within a required garage or carport as required in Section 15-15-5S of this title.

2. Nonresidential Spaces.

   a) Parking spaces may encroach into a required landscaped setback up to a maximum of fifty (50%) of the required setback area, provided a minimum landscaped setback of five (5) feet is maintained.

   b) Parking spaces that back-up directly into a driveway entrance must maintain a minimum landscaped setback of twenty (20) feet from any street-facing property line.

   c) Access by Alley. Where vehicular access is provided by an alley, parking may intrude into the required rear yard; provided, however, the amount of setback intruded upon must be replaced by increasing the other required yards on-site by an equivalent amount.

Figure 2 (Parking Space Location)

[Insert Illustration]

Page 16 of 45
E. Parking Lot Slope.

The maximum slope for parking lots is five percent (5%). The Director of Planning and Building Safety may approve administrative adjustments from the parking lot slope standard as provided in Chapter 24 (Adjustments) of this Title.

F. Tire Stops.

1. Dimensions. Tire stops must be a minimum of six (6) inches wide by six (6) inches in height.

2. Location. Concrete tire stops must be provided in all parking lot areas abutting a building, structure, sidewalk, planting area, street or alley. Tire stops shall be located two (2) feet from the front of a parking space.

3. In lieu of a tire stop, a continuous concrete curb may be provided. The vehicle overhang area may be landscaped, however this landscaped area does not count toward the required Vehicle Use Area landscaping.

Figure 3 (Tire Stop Design and Location)

[Insert Illustration]

4. The Director of Planning and Building Safety may approve adjustments from the parking lot slope standard as provided in Chapter 24 (Adjustments) of this Title.

G. Lighting.

1. All required parking areas must be illuminated with a minimum level of maintained 1.25 foot-candles of light during all hours of operation.

2. Lights provided to illuminate any parking area or vehicle sales areas as permitted by this code must be arranged so as to direct the light away from any premises upon which a residential dwelling unit is located.

3. Parking area light standards located within 50 feet of a property line must not exceed 25 feet in height.

4. The Director of Planning and Building Safety may approve administrative adjustments from the lighting standards as provided in Chapter 24 (Adjustments) of this Title.
H. Landscaping.

1. All new or substantially redesigned parking areas must provide landscaping as provided in Chapter 2 (General Provisions) of this Title.

I. Parking Space Dimensions

1. Minimum parking space interior dimensions.

<table>
<thead>
<tr>
<th>Space Type</th>
<th>Minimum Width</th>
<th>Minimum Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Standard</td>
<td>8.5 feet</td>
<td>18 feet</td>
</tr>
<tr>
<td>Residential Standard</td>
<td>9 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Residential – Narrow Lots*</td>
<td>8.5 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Vehicle Lift</td>
<td>11 feet</td>
<td>21 feet</td>
</tr>
<tr>
<td>Compact</td>
<td>8.5 feet</td>
<td>15 feet</td>
</tr>
<tr>
<td>Parallel</td>
<td>8.5 feet</td>
<td>24 feet</td>
</tr>
<tr>
<td>Accessible</td>
<td>**</td>
<td>**</td>
</tr>
<tr>
<td>Motorcycle</td>
<td>5 feet</td>
<td>9 feet</td>
</tr>
<tr>
<td>Bicycle</td>
<td>2 feet</td>
<td>5 feet</td>
</tr>
</tbody>
</table>

* Lots under 40 feet in width
** The dimensions of accessible parking spaces must comply with the Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24.

2. Single-Family Dwelling Minimum Garage Dimensions. Two-car garages for single-family dwellings must have minimum interior dimensions of 20' x 20', except for narrow lots as indicated above.

Figure 4 (Single-Family Dwelling Garage)

[Insert Illustration]

3. Single-Family Dwelling Maximum Garage Dimensions. Individual garages for single-family dwellings must not exceed 900 square feet in size or a four-car capacity, which ever is less.

4. The Director of Planning and Building Safety may approve adjustments to the Parking Space Dimensions standards as provided in Chapter 24 (Adjustments) of this Title.
J. Compact Spaces Permitted.

Compact parking is allowed for office, industrial, hotel, and recreational uses up to a maximum of twenty percent (20%) of required parking spaces. Parking provided in excess of the required number may be compact in size. Compact spaces cannot be allowed for retail uses.

K. Tandem Spaces Permitted.

All tandem parking spaces, where allowed, must be clearly outlined on the surface of the parking facility.

<table>
<thead>
<tr>
<th>Use</th>
<th>Percentage (%) of total required spaces</th>
<th>Percentage (%) of total required spaces in Smoky Hollow</th>
<th>Maximum Depth</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Single-family and Two-Family Dwellings</td>
<td>100%</td>
<td>N/A</td>
<td>2 spaces *</td>
</tr>
<tr>
<td>2 Multiple-Family Residential</td>
<td>Prohibited **</td>
<td>Prohibited**</td>
<td>N/A</td>
</tr>
<tr>
<td>3 Retail Uses and Services</td>
<td>Prohibited</td>
<td>30%</td>
<td>3 spaces</td>
</tr>
<tr>
<td>4 Industrial Uses***</td>
<td>20%</td>
<td>85%</td>
<td>3 spaces</td>
</tr>
<tr>
<td>5 Offices</td>
<td>20%</td>
<td>85%</td>
<td>3 spaces</td>
</tr>
<tr>
<td>Restaurants</td>
<td>Prohibited</td>
<td>10%</td>
<td>3 spaces</td>
</tr>
</tbody>
</table>

* Tandem spaces for Single and Two-Family dwellings must be assigned to the same unit.

** Tandem parking is permitted for Multiple-Family Residential developments involving density bonuses, pursuant to Government Code § 65915.

*** Includes manufacturing, warehousing, and research and development uses

The Director of Planning and Building Safety may approve tandem parking and/or administrative adjustments to the tandem parking standards as provided in Chapter 24 (Adjustments) of this Title, subject to conditions. The conditions may include recording of a covenant agreement, requiring a parking attendant, requiring valet service, and other operational conditions. The Director of Planning and Building Safety may also approve tandem parking in excess of the above limits for permitted temporary uses and/or special events.
L. Parking Clearance and Obstructions.

<table>
<thead>
<tr>
<th>Vertical Clearance</th>
<th>The minimum vertical clearance for all parking areas must be seven (7) feet.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exceptions</td>
<td>Storage cabinets and other obstructions shall be permitted in an area above the front end of parking spaces that must be at least 4.5 feet above the ground and no more than 3.5 feet from the front end of the space</td>
</tr>
<tr>
<td>Horizontal</td>
<td>Parking spaces located next to walls, columns, or similar obstructions must provide an additional one foot of clearance on the side of the obstruction.</td>
</tr>
<tr>
<td>Clearance</td>
<td></td>
</tr>
<tr>
<td>Exceptions</td>
<td>1. Columns or similar obstructions are permitted in the one-foot clearance area four feet of the front and rear end of a parking space.</td>
</tr>
<tr>
<td></td>
<td>2. Walls, columns, or similar obstructions may project six inches into the front end corners of a parking space.</td>
</tr>
<tr>
<td>Disabled Access</td>
<td>Where necessary to comply with the Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24, parking facilities may deviate from the Parking Clearance and Obstructions standards.</td>
</tr>
</tbody>
</table>

Figure 5 (Required Clearance and Permitted Obstructions).

[Insert Illustration]

The Director of Planning and Building Safety may approve adjustments to the Parking Clearance and Obstructions standards as provided in Chapter 24 (Adjustments) of this Title.

M. Vehicle Ramps.

<table>
<thead>
<tr>
<th>Ramp slope</th>
<th>20% maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transitions required</td>
<td>At each end of ramps that exceed a 6% slope</td>
</tr>
<tr>
<td>Transition length</td>
<td>Eight feet minimum</td>
</tr>
<tr>
<td>Transition slope</td>
<td>At least 50% of the main ramp slope</td>
</tr>
</tbody>
</table>

Figure 6 (Vehicle Ramp Design)

[Insert Illustration]

The Director of Planning and Building Safety may approve administrative adjustments to the Vehicle Ramps standards as provided in Chapter 24 (Adjustments) of this Title.
N. Drive Aisle Width and Parking Row Depth.

1. General drive aisle width and parking space depth requirements.

<table>
<thead>
<tr>
<th>Parking angle</th>
<th>Aisle width - one way</th>
<th>Aisle width - two way</th>
<th>Standard space depth</th>
<th>Compact space depth</th>
<th>Space width</th>
</tr>
</thead>
<tbody>
<tr>
<td>0° - parallel</td>
<td>12 feet</td>
<td>18 feet</td>
<td>8.5 feet</td>
<td>8.5 feet</td>
<td>24 feet</td>
</tr>
<tr>
<td>30°</td>
<td>12 feet</td>
<td>18 feet</td>
<td>9 feet</td>
<td>7.5 feet</td>
<td>7.5 feet</td>
</tr>
<tr>
<td>45°</td>
<td>15 feet</td>
<td>18 feet</td>
<td>12.7 feet</td>
<td>10.6 feet</td>
<td>10.6 feet</td>
</tr>
<tr>
<td>60°</td>
<td>16 feet</td>
<td>18 feet</td>
<td>15.6 feet</td>
<td>13 feet</td>
<td>13 feet</td>
</tr>
<tr>
<td>90°</td>
<td>25 feet</td>
<td>25 feet</td>
<td>18 feet</td>
<td>15 feet</td>
<td>8.5 feet</td>
</tr>
</tbody>
</table>

Figure 7 (Parking Aisle and Parking Space Dimensions)

[Insert Illustration]

2. Exceptions for 90° parking angle. For 90° parking, the parking aisle width can deviate from the above requirements based on the following table.

<table>
<thead>
<tr>
<th>Exceptions for 90° parking angle (Standard Parking Spaces only)*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking space minimum width</td>
</tr>
<tr>
<td>8.5 feet</td>
</tr>
<tr>
<td>9.0 feet</td>
</tr>
<tr>
<td>9.5 feet</td>
</tr>
<tr>
<td>10 feet</td>
</tr>
</tbody>
</table>

* The exceptions for 90° parking do not apply to garages for single and two-family dwellings

3. The Director of Planning and Building Safety may approve adjustments to the Drive Aisle Width and Parking Space Depth standards as provided in Chapter 24 (Adjustments) of this Title.

O. Driveway and Curb Cuts.

All curb cuts and driveways must lead directly to required parking. Curb cuts not leading to parking, must be removed whenever new buildings are constructed or additions are made to existing buildings. The location and design of all driveway entrances and exits must comply with the standards listed below. The goal of these standards is to a) to preserve on-street parking spaces, b) to improve traffic safety, and c) to improve on-site vehicle circulation.
1. Driveway and Curb Cut Width.

<table>
<thead>
<tr>
<th>Zone</th>
<th>Curb Cut Width*</th>
<th>Driveway Width</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Minimum</td>
<td>Maximum</td>
</tr>
<tr>
<td>R1 and R2 - lots less than 50 feet wide</td>
<td>10 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>R1 and R2 - lots at least 50 feet wide</td>
<td>10 feet</td>
<td>25 feet</td>
</tr>
<tr>
<td>R3 - serving 12 or fewer parking spaces or one-way drive aisle</td>
<td>12 feet</td>
<td>30 feet</td>
</tr>
<tr>
<td>R3 - serving 13 or more parking spaces or two-way drive aisle</td>
<td>20 feet</td>
<td>30 feet</td>
</tr>
<tr>
<td>Nonresidential</td>
<td>20 feet</td>
<td>30 feet</td>
</tr>
</tbody>
</table>

*Curb cut width excludes the width of aprons

2. Curb Cut Locations.

<table>
<thead>
<tr>
<th>Zone</th>
<th>Minimum Distance between curb cuts on the same property</th>
<th>Minimum Distance from curb cuts to street corners</th>
<th>Minimum Distance from curb cuts to property lines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>24 feet</td>
<td>20 feet</td>
<td>5 feet</td>
</tr>
<tr>
<td>Nonresidential</td>
<td>24 feet</td>
<td>50 feet</td>
<td>5 feet</td>
</tr>
</tbody>
</table>

Figure 8 (Curb Cut and Driveway Locations)

[Insert Illustration]

3. The Director of Planning and Building Safety may approve administrative adjustments to the Driveway and Curb Cut standards as provided in Chapter 24 (Adjustments) of this Title.

P. Corner Clearance and Driveway Visibility.

1. All parking areas must meet the Corner Clearance and Driveway Visibility standards as provided in Chapter 2 (General Provisions) of this Title.

Q. Drive-Through Facilities.

1. Drive-through lanes may encroach into required landscaped setbacks up to a maximum of fifty percent (50%) of the required setback area, provided a minimum landscaped setback of five feet (5') is maintained.
2. Drive-through lanes must be located and designed in such a manner as to not interfere with on-site and off-site circulation. The location and design of the drive-through lane must be subject to the review and approval of the Director of Planning and Building Safety.

Drive-Through Lane Dimensions

<table>
<thead>
<tr>
<th>Use</th>
<th>Minimum Length (Continuous)</th>
<th>Minimum Width</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eating and Drinking</td>
<td>150 feet</td>
<td>10 feet</td>
</tr>
<tr>
<td>Establishments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Banks, pharmacies,</td>
<td>60 feet</td>
<td>10 feet</td>
</tr>
<tr>
<td>and cleaners</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Figure 9 (Drive-Through Facilities)

[Insert Illustration]

3. The Director of Planning and Building Safety may at his discretion require wider drive-through lanes.

4. The Director of Planning and Building Safety may approve adjustments to the Drive-Through Facilities standards as provided in Chapter 24 (Adjustments) of this Title.

R. Parking Structure Standards.

1. The following setback requirements apply to all subterranean parking facilities:

<table>
<thead>
<tr>
<th>Zone</th>
<th>Projection above grade</th>
<th>Setback</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>Completely Subsurface</td>
<td>Must meet required front setback</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No rear or side setback required</td>
</tr>
<tr>
<td></td>
<td>No more than 3 feet</td>
<td>Must meet required setbacks</td>
</tr>
<tr>
<td></td>
<td>above grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>More than 3 feet</td>
<td>Must meet required setbacks and</td>
</tr>
<tr>
<td></td>
<td>above grade</td>
<td>must be screened from public view</td>
</tr>
<tr>
<td>Nonresidential</td>
<td>Completely Subsurface</td>
<td>No setbacks required*</td>
</tr>
<tr>
<td></td>
<td>Above grade</td>
<td>Must meet required setbacks</td>
</tr>
</tbody>
</table>

* The parking structure must be designed in such a manner as to maintain sufficient soil above for landscaping (ground cover, shrubs and trees) to grow above grade.

2. The Director of Planning and Building Safety may approve administrative adjustments to allow parking structures that project no more than 3 feet above grade to encroach into the required setbacks as provided in Chapter 24.
(Adjustments) of this Title.

3. The Director of Planning and Building Safety may approve adjustments to the Parking Structure standards as provided in Chapter 24 (Adjustments) of this Title.


1. Covered parking. All required parking spaces must be covered and enclosed in the following manner:

<table>
<thead>
<tr>
<th>Use</th>
<th>Minimum Parking Enclosure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single and Two-Family dwellings</td>
<td>Fully enclosed garage</td>
</tr>
<tr>
<td>Multiple-Family dwellings</td>
<td>Covered structure enclosed on 3 sides</td>
</tr>
<tr>
<td>Guest parking spaces</td>
<td>May be uncovered and unenclosed</td>
</tr>
</tbody>
</table>

2. Residential garage openings. All garages must meet the minimum and maximum widths listed below:

<table>
<thead>
<tr>
<th>Type of garage</th>
<th>Minimum opening width</th>
<th>Maximum opening width</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-car</td>
<td>8 feet</td>
<td>14 feet</td>
</tr>
<tr>
<td>Two-car</td>
<td>16 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Multiple-Family residential</td>
<td>16 feet</td>
<td>Equal to the drive aisle width it serves</td>
</tr>
</tbody>
</table>

3. Residential turn radius requirements.

   a) One or two-car garages located behind a residence must provide a minimum turning radius of 25 feet.

   b) Residential garages that take access directly from an alley may measure the required turn radius to the opposite side of the alley.

   Figure 10 (Residential Turn Radius and Alley Access)

   [Insert Illustration]

4. The Director of Planning and Building Safety may approve adjustments to the Special Residential Parking Provisions standards as provided in Chapter 24 (Adjustments) of this Title.
T. Vehicle Lifts.

Vehicle lifts may be used by right to provide off-street parking spaces on lots in the Single-Family Residential (R-1) Zone and the Two-Family Residential (R-2) Zone where the vehicle lifts provide parking in excess of the minimum number of required parking spaces subject to the standards in this section and in this chapter.

1. A Conditional Use Permit is required for vehicle lifts providing required off-street parking spaces on lots in the Single-Family Residential (R-1) Zone and the Two-Family Residential (R-2) Zone subject to the following:

   a. The vehicle lift must be located only within a fully enclosed garage.

   b. A vehicle lift may only be used to store two (2) vehicles vertically where a minimum vertical height clearance from the floor to the ceiling plate of the garage is a minimum of fourteen feet (14') clear of obstructions.

   c. A vehicle lift must be designed and used as a designated parking space for use only by occupants in the same dwelling unit as the parking space located directly below the vehicle lift.

   d. A vehicle lift must be permitted only with a key locking mechanism.

   e. A vehicle lift must be permitted only if it is operated with an automatic shutoff safety device and is installed in accordance to manufacturer specifications.

2. In the Two-Family Residential (R-2) Zone, vehicle lifts for required off street parking are subject to the following additional requirements:

   a. The vehicle lift must be used only on a lot less than forty five feet (45') in width.

   b. A vehicle lift must only be used to meet the minimum number of required off street parking spaces in addition to a minimum of two (2) fully accessible parking stalls located on the floor surface within a garage or garages.

15-15-6: REQUIRED PARKING SPACES

The number of onsite parking spaces required for the establishment of a building or use must be provided and thereafter maintained at the ratios set forth below. For uses not listed the required number of spaces will be determined by the Director of Planning and Building Safety based on most similar listed use or a parking demand study. A parking demand study must include, without limitation, information specifying the number of
employees, customers, visitors, clients, shifts, deliveries, parking spaces, or other criteria established by the Director of Planning and Building Safety. The Director of Planning and Building Safety may at the Director's discretion, refer any decision regarding uses not listed to the Planning Commission for review. Unless stated otherwise, parking must be based on net floor area as defined in this Code. Accessible parking spaces must be provided and comply with the Americans with Disabilities Act (A.D.A.), Title III and California Code of Regulations (CCR), California Access Code, Title 24.

A. Automobile Spaces Required.

<table>
<thead>
<tr>
<th>Use</th>
<th>Number Of Parking Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RESIDENTIAL USES</strong></td>
<td></td>
</tr>
<tr>
<td>1. Single-Family and Two-Family Dwellings</td>
<td>2 spaces for each unit and one additional space for dwelling units exceeding 3,000 square feet of gross floor area</td>
</tr>
<tr>
<td>2. Multiple-Family Dwellings</td>
<td>2 spaces for each unit plus 2 visitor spaces for the first 3-5 dwelling units and 2 visitor spaces for each additional 3 units (e.g., 3-5 units = 2 visitor spaces, 6-8 units = 4, 9-11 units = 6, 12-14 units = 8, etc.)</td>
</tr>
<tr>
<td>3. Lodging Houses, Rooming Houses, and Guesthouses</td>
<td>1 space for each guest room</td>
</tr>
<tr>
<td>4. Live/Work Units</td>
<td>2 spaces for each unit plus 1 space per 350 square feet of commercial/work area</td>
</tr>
<tr>
<td>5. Caretaker Units</td>
<td>1 space for each unit</td>
</tr>
</tbody>
</table>

| GROUP CARE                                                          |                                                                                                |
| 6. Hospitals                                                       | 1 1/2 spaces for each bed                                                                      |
| 7. Senior Communities, Rest Homes, Convalescent Homes              | 1 space for each 2 beds                                                                       |

<p>| COMMERCIAL                                                          |                                                                                                |
| 8. Retail Sales                                                    | 1 space for each 300 square feet for the first 25,000 square feet                              |
| 9. Retail Services                                                 | 1 space for each 350 square feet for the second 25,000 square feet                             |
| a. Personal Services                                               |                                                                                                |
| b. Business and Consumer Support                                   |                                                                                                |</p>
<table>
<thead>
<tr>
<th>Services</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>c. Financial Institutions</td>
<td>1 space for each 400 square feet for the area in excess of 50,000 square feet</td>
</tr>
<tr>
<td>10. General Offices (including up to 500 square feet of accessory eating</td>
<td>establishments)</td>
</tr>
<tr>
<td>establishments)</td>
<td></td>
</tr>
<tr>
<td>11. Fitness Centers, Gyms, Health clubs</td>
<td>1 space for each 150 square feet</td>
</tr>
<tr>
<td>12. Medical/dental offices and clinics</td>
<td>1 space for each 200 square feet</td>
</tr>
<tr>
<td>13. Animal Care</td>
<td></td>
</tr>
<tr>
<td>a. Animal boarding, kennels</td>
<td>1 space for each 300 square feet of office/retail area, plus 1 space per 1,000</td>
</tr>
<tr>
<td></td>
<td>square feet of storage and animal area including outdoor play area</td>
</tr>
<tr>
<td>b. Animal daycare and training (no overnight stay)</td>
<td>1 space for each 300 square feet of office/retail area, plus 1 space per 1,000</td>
</tr>
<tr>
<td></td>
<td>square feet of storage and animal area, including outdoor area</td>
</tr>
<tr>
<td>c. Veterinary hospital</td>
<td>1 space for each 300 square feet</td>
</tr>
<tr>
<td>14. Hotels, motels, auto courts, bed and breakfast inns, motor lodges,</td>
<td>1 space for each of the first 100 rooms, or sleeping units;</td>
</tr>
<tr>
<td>and tourist courts</td>
<td>3/4 space for each of the next 100 rooms, or sleeping units; and</td>
</tr>
<tr>
<td></td>
<td>1/2 space for each room above 200 rooms, or sleeping units</td>
</tr>
<tr>
<td>15. Landscape nurseries</td>
<td>1 space for each 300 square feet of interior floor area, plus 1 space for</td>
</tr>
<tr>
<td></td>
<td>each 1,000 square feet of exterior storage and display area</td>
</tr>
</tbody>
</table>

**EATING AND DRINKING ESTABLISHMENTS**

<table>
<thead>
<tr>
<th>Services</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>16. Fast food and drive-through restaurants, bars, and cocktail lounges</td>
<td>1 space for each 75 square feet area, including outdoor dining areas (Parking for outdoor dining areas is required only for the portion that exceeds 200 square feet or 20 percent of the indoor dining area, whichever is less). Minimum of 3 spaces regardless of size.</td>
</tr>
<tr>
<td>17. Full service restaurants</td>
<td>1 space for each 75 square feet of dining area, including outdoor dining areas (Parking for outdoor dining areas is required only for the</td>
</tr>
<tr>
<td><strong>18. Cafes</strong></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td></td>
</tr>
<tr>
<td>a. Which equal 20 percent or less of the gross floor area of a multi-tenant shopping center, office development or the commercial portion of a mixed-use development</td>
<td></td>
</tr>
<tr>
<td>1 space for each 300 square feet</td>
<td></td>
</tr>
<tr>
<td>b. Any portion of a cafe or any cumulative floor area of multiple cafes which exceed 20 percent of a multi-tenant shopping center, office development, or the commercial portion of a mixed-use development</td>
<td></td>
</tr>
<tr>
<td>1 space for each 75 square feet, including outdoor areas if outdoor dining area exceeds 200 square feet</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>19. Food-to-go uses</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 space for each 300 square feet, with a minimum of 3 spaces</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>INDUSTRIAL USES</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>20. Light Industrial</strong></td>
</tr>
<tr>
<td>a. Light Manufacturing,</td>
</tr>
<tr>
<td>b. Research and development (includes office with on site testing facilities)</td>
</tr>
<tr>
<td>c. High and medium bay labs</td>
</tr>
<tr>
<td>d. Light assembly and processing</td>
</tr>
<tr>
<td>1 space for each 500 square feet for the first 50,000 square feet</td>
</tr>
<tr>
<td>1 space for each 1,000 square feet for the area in excess of 50,000 square feet</td>
</tr>
<tr>
<td>e. Wholesaling</td>
</tr>
<tr>
<td>1 space for each 300 square feet of office and/showroom area, plus parking as required for storage/warehouse areas</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>21. Heavy Industrial</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Extraction of raw materials and refining</td>
</tr>
<tr>
<td>b. Factories</td>
</tr>
<tr>
<td>c. Generating stations</td>
</tr>
<tr>
<td>1 space for each 500 square feet for the first 50,000 square feet</td>
</tr>
<tr>
<td>1 space for each 1,000 square feet for the area in excess of 50,000 square feet</td>
</tr>
<tr>
<td>d. Heavy Manufacturing</td>
</tr>
<tr>
<td>------------------------</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>22. Warehousing and storage related uses</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Warehouses and storage buildings</td>
</tr>
<tr>
<td>b. General storage</td>
</tr>
<tr>
<td>c. Freight forwarding</td>
</tr>
<tr>
<td>d. Warehousing and distribution</td>
</tr>
<tr>
<td>e. Transfer, trucking yards or terminals</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>1 space for each 1,000 square feet for the first 20,000 square feet</td>
</tr>
<tr>
<td>1 space for each 2,000 square feet for the second 20,000 square feet</td>
</tr>
<tr>
<td>1 space for each 4,000 square feet for the area in excess of 40,000 square feet</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>23. Mini-storage, personal storage</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>5 spaces minimum, plus 1 space per 50 storage units or 5,000 square feet</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>24. Data centers</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>1 spaces for each 3,500 square feet</td>
</tr>
</tbody>
</table>

**VEHICLE-RELATED SERVICES**

<table>
<thead>
<tr>
<th>25. Vehicle maintenance/repair, accessories installation, and body shops</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>2 spaces for each service stall plus 2 spaces for office</td>
</tr>
<tr>
<td>Additionally, a parking plan must be submitted for automobile service uses that include limited automobile sales. The plan must demonstrate that the area for the display of automobiles for sale will not encroach into required setbacks, parking spaces, driveways, drive aisles, vehicle backup areas, landscaping, and any other required use areas as required by this code.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>26. Car washes</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Full Service</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>10 spaces minimum or 1.5 spaces per 1,000 square feet, whichever is greater, plus 3 space queuing lane ahead of each wash lane.</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>b. Self Service</td>
</tr>
<tr>
<td>1 space minimum per washing stall</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>c. Automated, and/or accessory to service/gas station</td>
</tr>
<tr>
<td>2 space minimum, plus queuing space for 3 vehicles ahead of each wash lane</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>27. Service stations</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 spaces minimum or 1 space per 300 square feet of office/retail area, whichever is greater</td>
</tr>
<tr>
<td><strong>SCHOOLS - EDUCATIONAL INSTITUTIONS</strong></td>
</tr>
</tbody>
</table>
|---------------------------------------|---------------------------------
| 28. Pre-school, elementary through junior high level | 1 space for each 1 classroom, plus 1 space for each employee and faculty member |
| 29. High school level | 7 spaces per classroom plus auditorium or stadium parking requirements |
| 30. Adult level, college, business and trade | 1 space for every 50 square feet of gross floor area or 1 space for every 3 fixed seats - whichever is greater; or, as modified by a parking demand study |

| **PUBLIC ASSEMBLY** |  |
|---------------------|-------------------------------------
| 31. Assembly Hall |  |
| a. With fixed seats | 1 space for every 4 seats |
| b. Without fixed seats | 1 space for every 35 square feet of floor area used for assembly purposes |

| **RECREATIONAL USES** |  |
|-----------------------|-------------------------------------
| 32. Arcades – Primary use (more than 3 games/computers) | 1 space for each 250 square feet |
| 33. Billiard parlors/pool halls – Primary use (more than 2 tables) | 1 space for each 100 square feet |
| 34. Bowling alleys | 4 spaces for each lane, plus parking for other uses |
| 35. Batting cages | 2 spaces for each cage |
B. Bicycle Spaces Required.

<table>
<thead>
<tr>
<th>Use</th>
<th>Number Of Bicycle Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>36. Single-family and two-family dwellings</td>
<td>None</td>
</tr>
<tr>
<td>37. Multiple-Family Residential</td>
<td>10% of the required vehicle parking spaces for projects with 6 or more units</td>
</tr>
<tr>
<td>38. Nonresidential</td>
<td>A minimum of 4 spaces for buildings up to 15,000 square feet, plus a minimum of 5% of the required vehicle spaces for the portion above 15,000 square feet. Maximum of 25 spaces.</td>
</tr>
</tbody>
</table>

The Director of Planning and Building Safety may approve administrative adjustments to reduce or eliminate the requirement for bicycle spaces as provided in Chapter 24 (Adjustments) of this Title.

C. Reductions in the Number of Required Parking Spaces.


   a) The Director of Planning and Building Safety may approve an administrative adjustment to the required number of parking spaces for any use up to a maximum of ten percent (10%) or 20 parking spaces, whichever is less, based on the submittal of a parking demand study. The Director of Planning and Building Safety may refer any such request to the Planning Commission for review.

   b) The Planning Commission may approve a reduction of the required number of parking spaces in any zone for any use, up to a maximum of twenty (20%), based on the submittal of a parking demand study.

   c) Parking studies submitted in conjunction with requests for reductions must include, without limitation, information specifying the number of employees, customers, visitors, clients, shifts, deliveries, parking spaces, or other criteria established by the Director of Planning and Building Safety.

2. Reductions for Joint/Shared Uses.

   a) The Director of Planning and Building Safety may approve an administrative adjustment to reduce the required number of parking spaces in any zone for uses
that share parking facilities for a maximum of ten percent (10%) or 20 parking spaces, whichever is less, based on the submittal of a parking demand study. The Director of Planning and Building Safety may refer any request for an administrative adjustment from the required number of parking spaces to the Planning Commission for review.

b) The Planning Commission may approve a reduction of the required number of parking spaces in any zone for uses that share parking facilities with significantly different peak hours of operation for a maximum of twenty (20%), based on the submittal of a parking demand study.

c) Requests for shared and/or joint uses are subject to the following requirements:

i. A parking study must be submitted by the applicant demonstrating that there will not exist substantial conflict in the peak hours of parking demand for the uses for which joint use is proposed;

ii. the number of parking stalls which may be credited against the requirements of the structures or uses involved must not exceed the number of stalls reasonably anticipated to be available during differing hours of operation; and

iii. a written agreement, in a form approved by the city attorney, must be executed by all parties concerned assuring the continued availability of the number of stalls designed for joint use.

3. Sites with Transportation Systems Management Plans. The number of required parking spaces in Section 15-15-6 of this Chapter (Required Parking Spaces) may be modified subject to approval of a transportation systems management plan submitted pursuant to the procedures and requirements of Chapter 16 (Developer Transportation Demand Management) or Chapter 17 (Employer/Occupant Transportation Systems Management) of this Title.

4. Reduction in Parking Due to Disabilities Upgrade. When required solely as needed to upgrade existing parking facilities to comply with the 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 Planning and Building Safety.

D. Parking of Licensed Recreational Vehicles and Habitable Vehicles.

1. Parking of any mobile home, camper, house trailer or other habitable vehicle outside of an authorized mobile home park or licensed recreational vehicle parking
facility is prohibited except that such vehicles may be parked on any public property or right of way subject to any applicable parking restrictions of this code, or on any developed residential lot as long as the vehicle, if parked in a front yard, is parked on a nonporous surface pad adequate to accommodate the parked vehicle.

2. A habitable vehicle parked on private property may be occupied for residential purposes for no longer than seventy two (72) hours (outside of an authorized mobile home park) within any thirty (30) day period. No habitable vehicle may be occupied for commercial purposes except as otherwise provided by this code.

15-15-7: OFF-STREET LOADING SPACE STANDARDS

A. General Provisions.

1. Applicability. Every building established, erected, enlarged or expanded for commercial, manufacturing or institutional purposes must provide loading space as set forth below. However, for any building or use enlarged or increased in capacity, additional loading spaces are required only for such enlargement or increase. All required loading spaces are in addition to the required on site parking spaces set forth in this chapter and must be developed and maintained in accordance with this chapter. Loading spaces may be provided either completely or partially within a building when such building is designated to include adequate ingress and egress to the loading spaces. Unless stated otherwise, loading requirements must be based on net floor area as defined in section 15-1-6 of this title.

2. Location. Loading spaces, with the exception of passenger loading spaces, must be located to the side or rear of buildings onsite whenever possible as determined by the Director of Planning and Building Safety. Loading spaces cannot interfere with vehicular and pedestrian circulation onsite.

3. Screening. Loading spaces must be appropriately screened from view from public streets. The screening may include decorative walls, landscaped berms, shrubs, trees and other landscaping, and any other screening methods deemed appropriate by the Director of Planning and Building Safety.

B. Types and Dimensions of Loading Spaces.

<table>
<thead>
<tr>
<th>LOADING SPACE TYPES AND SIZES:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type</td>
</tr>
<tr>
<td>Passenger</td>
</tr>
<tr>
<td>Type of Use</td>
</tr>
<tr>
<td>----------------------------------------</td>
</tr>
<tr>
<td>Offices (General, Medical, Dental and Clinics)</td>
</tr>
<tr>
<td>Hotels, Motels, Hospitals, and Institutional Uses</td>
</tr>
<tr>
<td>Industrial, Manufacturing, warehousing and storage related uses (except data centers and personal/mini storage)</td>
</tr>
<tr>
<td>Data Centers</td>
</tr>
<tr>
<td>Personal/mini storage</td>
</tr>
<tr>
<td>Eating and Drinking Establishments</td>
</tr>
</tbody>
</table>
| Retail Sales and Services               | 1 small truck space for buildings between 1,000 to 25,000 square feet in size, 1 small truck and 1 large truck space for buildings between 25,001 and 50,000 square feet in size,
<table>
<thead>
<tr>
<th>Uses</th>
<th>Loading Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fitness Centers, Gyms, Health Clubs</td>
<td>0 spaces for buildings 0 to 5,000 square feet in size, 1 small truck space for buildings over 5,000 square feet in size</td>
</tr>
<tr>
<td>Vehicle-Related Services</td>
<td>1 small truck space for buildings between 3,000 and 25,000 square feet in size, 2 small truck spaces for buildings between 25,000 and 100,000 square feet in size, 2 small truck spaces and 1 large truck space for each additional 100,000 square feet above 100,000 square feet in size</td>
</tr>
<tr>
<td>Schools – Educational Institutions</td>
<td>2 passenger spaces for 1 to 50 students, plus 1 passenger space for each 50 students above 50 and 1 small truck space minimum</td>
</tr>
<tr>
<td>Day Care Centers</td>
<td>1 passenger space for 1 to 25 children, 2 passenger spaces for 26 to 50 children, 3 passenger spaces for over 50 children.</td>
</tr>
<tr>
<td>Mixed-use, campus style projects</td>
<td>The loading requirements shall be the combined total of each building/use.</td>
</tr>
<tr>
<td>USES NOT LISTED</td>
<td>Based on most similar listed use or a parking study, as determined by the Director of Planning and Building Safety.</td>
</tr>
</tbody>
</table>

D. Administrative Adjustments and Adjustments.

1. The Director of Planning and Building Safety may approve administrative adjustments to the Types and Dimensions of Loading Spaces as provided in Chapter 24 (Adjustments) of this Title.

2. The Director of Planning and Building Safety may approve adjustments to the Number of Loading Spaces Required as provided in Chapter 24 (Adjustments) of this Title.

SECTION 20: ESMC § 15-16-2 is amended to add subsection D to read as set forth below; existing subsection D is renumbered to subsection E:
"15-16-2: APPLICABILITY OF REQUIREMENTS:

* * *

D. Existing developments: Existing nonresidential developments regardless of size may voluntarily comply with the development standards and receive reductions in the total number of required parking spaces as provided in Section 15-16-3, subject to the monitoring provisions in Section 15-16-4.

DEF. Maintenance: All facilities and improvements constructed or otherwise required shallmust be maintained in a state of good repair."

SECTION 21: ESMC § 15-16-3 is amended to read as follows:

"15-16-3: DEVELOPMENT STANDARDS:

A. Twenty Five Thousand Square Feet: Nonresidential development of twenty five thousand (25,000) square feet or more and all projects within the Urban Mixed-Use Zone shall must provide the following to the satisfaction of the Director of Community, Economic and Development ServicesDirector of Planning and Building Safety: a bulletin board, display case or kiosk displaying transportation information located where the greatest number of employees are likely to see it. Information in the area shall must include, but is not limited to, the following;

1. Current maps, routes and schedules for public transit routes serving the site;

2. Telephone numbers for referrals on transportation information including numbers for the regional ridesharing agency and locate transit operators;

3. Ridesharing promotional material supplied by commuter-oriented organizations;

4. Bicycle route and facility information including regional/local bicycle maps and bicycle safety information; and

5. A listing of facilities available for carpoolers, vanpoolers, bicyclists, transit riders and pedestrians at the site.

B. Fifty Thousand Square Feet: Nonresidential development of fifty thousand (50,000) square feet or more shall must comply with subsection A of the Section, and shall must provide all of the following measures to the satisfaction of the Director of Community, Economic and Development ServicesDirector of Planning and Building Safety.
1. Preferential Parking: Not less that fifteen percent (15%) of employee parking areas shall must be designated as preferential parking and shall must be located as close as is practical to the employee entrance(s) without displacing handicapped and customer parking needs. This preferential carpool/vanpool parking area shall must be identified on the site plan upon application for building permit, to the satisfaction of the Director of Community, Economic and Development Services Director of Planning and Building Safety. A statement that preferential carpool/vanpool spaces for employees is available, and a description of the method for obtaining such spaces must be included on the required transportation information board. Projects may reduce the total number of required parking spaces by one vehicles space for every one space which is marked and reserved for preferential parking, up to a maximum of ten percent (10%), upon application to and approval by the Director of Community, Economic and Development Services Director of Planning and Building Safety.

2. HOV Loading Area: A safe and convenient zone shall must be provided in which high occupancy vehicles (vanpools and carpools) may deliver or board their passengers. This staging area shall must provide adequate space for passenger loading, unloading and waiting, which does not interfere with on-site circulation patterns. When located within a parking structure, a minimum vertical interior clearance of seven feet two inches (7'2") or the minimum required by the California Building Code, whichever is greater, shall must be provided for the loading area in accessways to be used by such vehicles. Adequate turning radii and parking spaces dimensions shall must also be included in HOV loading areas.

3. Vanpool Access: Preferential parking spaces reserved for vanpools must be accessible to vanpool vehicles. When located within a parking structure, a minimum vertical interior clearance of seven feet two inches (7'2") or the minimum required by the California Building Code, whichever is greater, shall must be provided for those spaces and accessways to be used by such vehicles. Adequate turning radii and parking space dimensions shall must also be included in vanpool parking areas.

4. On-Site Amenities Or Shuttle: In order to reduce the need for employees to drive personal vehicles for midday activities, the project shall must provide any one or more of the following measures which together shall must be sized to accommodate during the course of the business day at least twenty percent (20%) of the on-site population:

   a. On-site amenities.

   b. Guaranteed operation of a privately operated midday shuttle serving the project site for the life of the project.

A reduction in the total number of required parking spaces of up to one percent (1%)
shall be permitted, based on the extent of the amenities, upon application to and approval by the Director of Community, Economic and Development Services.  

5. Bicycle Facilities: Bicycle racks or other secure bicycle parking shall be provided to accommodate four (4) bicycles per the first forty-eight thousand (48,000) square feet of nonresidential development and one bicycle per each additional forty-eight thousand (48,000) square feet of nonresidential development. Calculations which result in a fraction of 0.5 or higher shall be rounded up to the nearest whole number. Spaces must be provided according to Chapter 15 of this Title (Off-Street Parking and Loading Spaces). A bicycle parking facility may also be a fully enclosed space or locker accessible only to the owner or operator of the bicycle, which protects the bike from inclement weather. Specific facilities and location (e.g., provision of racks, lockers, or locked room) must be provided to the satisfaction of the Director of Community, Economic and Development Services.  

6. Shower And Lockers (Optional): Projects may provide shower and locker facilities for bicycle riders, motorcycle riders, and pedestrians. If these facilities are provided, the number of preferential parking spaces may be reduced by up to three percent (3%) and the total number of required spaces may be reduced up to one percent (1%) based on the extent of facilities, upon application to and approval by the Director of Community, Economic and Development Services.  

7. Transit Support Facilities (Optional): Projects may provide facilities which will promote transit use. If transit facilities are provided, the number of preferential parking spaces may be reduced by up to five percent (5%), and the total number of required spaces may be reduced up to one percent (1%) for provision of bus transit facilities, and up to two and one-half percent (2 1/2%) for rail transit, upon application to an approval by the Director of Community, Economic and Development Services.  

C. One Hundred Thousand Square Feet: Nonresidential development of one hundred thousand (100,000) square feet or more shall comply with subsection A and B of this Section, and shall provide all of the following measures to the satisfaction of the City:  

1. Sidewalks or other designated pathways following direct safe routes from the external pedestrian circulation system to each building in the development.  

2. If determined necessary by the City to mitigate the project impact, bus stop improvement must be provided. The City will consult with the local bus service providers in determining appropriate improvements. When location of bus stops
and/or planning building entrances, entrances must be designed to provide safe and efficient access to nearby transits stations/stops.

3. Safe and convenient access from the external circulation system to bicycle parking facilities on-site.

SECTION 22: ESMC § 15-17-5 is amended to read as follows:

"15-16-5: ENFORCEMENT: The Director of Community, Economic and Development ServicesDirector of Planning and Building Safety or his/her representative is hereby designated as the enforcing agent of this Chapter and any amendments thereto pursuant to Section 15-1-14 of this Title."

SECTION 23: ESMC § 15-17-5 is amended to read as follows:

"15-17-5: REQUIREMENTS: Employer/occupants shall must be required to prepare a TSM plan for submittal to the Director of Community, Economic and Development ServicesDirector of Planning and Building Safety according to the compliance schedule established in accordance with Section 15-17-7 of this Chapter. The applicant shall have discretion to select among a range of program measures. However, the following minimum measures shall be included:

A. Employee transportation coordinator (ETC).
B. Informational and promotional programs.
C. Establish and administer preferential parking program.
D. Develop and administer a personalized ridesharing program with a target trip reduction of either twenty percent (20%) reduction in the base traffic generation level projected for the work site based on the Institute of Transportation Engineers Trip Generation, Third Seventh Edition, or most current Edition, or other source submitted by the applicant and approved by the Director of Community, Economic and Development ServicesDirector of Planning and Building Safety, or target average vehicle ridership (AVR) of 1.43 employees per commute vehicle, which represents a twenty percent (20%) increase in vehicle ridership from the estimated baseline AVR.
E. Monitoring and report to the Director of Community, Economic and Development ServicesDirector of Planning and Building Safety once every three (3) years. The report shallmust include, but need be limited to: 1) the name and phone number of the ETC; 2) the number of employees at the work site during the normal business hours; 3) the estimated number of vehicles used for commuting (excluding public transit); 4) an identification of any objectives in the approved
TSM plan which have not been achieved; 5) a description of proposed measures to remedy any deficiencies.”

SECTION 24: ESMC § 15-17-6 is amended to read as follows:

“15-17-6: PARKING INCENTIVES: Existing employers may petition the Director of Community, Economic and Development ServicesDirector of Planning and Building Safety for approval of parking reductions in on- and off-site locations commensurate with the level of trip reduction proposed (up to a maximum of 15 percent). A condition of approval shall be submittal of a TSM plan and the applicant shall enter into a written agreement with the City, providing that the applicant and all successors in interest shall implement and maintain the approved TSM plan or a subsequently approved TSM plan which complies with the intent of this Chapter for the life of the project. The agreement shall be in a form that may be recorded and contain covenants which run with the land.”

SECTION 25: ESMC § 15-17-7 is amended to read as follows:

“15-17-7: IMPLEMENTATION AND ADMINISTRATION:

A. Compliance Schedule: Implementation shall be through a permit system administered by the Department of Community, Economic and Development ServicesPlanning and Building Safety Department. The Director of Community, Economic and Development ServicesDirector of Planning and Building Safety shall establish a phased compliance schedule with priority given to: 1) new businesses; 2) business license renewals for companies employing one thousand (1,000) or more persons; 3) business license renewals with five hundred (500) or more employees; 4) business license renewals with two hundred (200) or more employees. Companies with more than one business address shall be permitted to file one TSM plan to cover all sites. The Director of Community, Economic and Development ServicesDirector of Planning and Building Safety shall establish a compliance schedule for multi-tenant complexes, based on total complex size.

B. Notice: The Department of Community, Economic and Development ServicesPlanning and Building Safety Department shall mail notice of requirements to all businesses requiring a permit, based on the compliance schedule. Notified parties shall submit their proposed TSM Plan to the Director of Community, Economic and Development ServicesDirector of Planning and Building Safety within forty five (45) days of receipt of notification. A filing fee may be established by Council resolution to cover the cost of program administration. The Director of Community, Economic and Development ServicesDirector of Planning and Building Safety shall administratively review the TSM plan and determine whether it reasonably complies with trip...
reduction objectives and standards specified herein.

C. Compliance Audit: The Director of Community, Economic and Development Services (Director of Planning and Building Safety) shall have the authority to require a compliance audit to be prepared by any employer or complex coordinator upon demonstration of a reasonable basis for complaint relative to noncompliance with an approved TSM plan. No compliance audit shall be required more often than once every twelve (12) months. Said audit shall must be submitted to the Director of Community, Economic and Development Services (Director of Planning and Building Safety) within thirty (30) days of his request.

SECTION 26: ESMC § 15-17-8 is amended to read as follows:

"15-17-8: OFF-SITE PARKING: Employers may, upon application and approval of the Director of Community, Economic and Development Services (Director of Planning and Building Safety), use off-site parking as part of their TSM plans. Off-site parking shall must comply, at a minimum, with the following requirements:

A. A minimum of fifty percent (50%) of all required parking must be provided on-site;
B. Transportation from the satellite lot to the workplace must be detailed as part of the TSM plan; and
C. Satellite lots must be tied to the site development that they are meeting the parking requirements of, through a legal instrument, such as a covenant or deed restriction."

SECTION 27: ESMC Chapter 15-24 is amended to read as follows:

"CHAPTER 24

ADJUSTMENTS

SECTION:

15-24-1: Granting
15-24-2: Procedure
15-24-3: Setting For Hearing
15-24-4: Necessary Findings
15-24-5: Conditions
15-24-6: Administrative Review
15-24-67: Hearing
15-24-73: Notification And Planning Commission Review
15-24-1: **GRANTING:** Whenever a strict interpretation of the provisions of this Title or its application to any specific case or situation pertaining to the following items would result in the unreasonable deprivation of the use or enjoyment of property, an adjustment or an administrative adjustment may be granted, subject to the following restrictions and in the manner hereafter provided:

A. A fence, wall, or hedge up to a maximum height of eight feet (8').

B. Architectural landscape features which exceed the standards set forth in Section 15-2-14 of this Title.

C. Signs which exceed the standards set forth in Chapter 18 of this Title.

D. Noise permits which exceed the standards set forth in Section 7-2-11 of this Code.

E. Parking and loading space standards as set forth in Chapter 15 of this Title.

15-24-2: **PROCEDURE:** The applicant for an adjustment shall apply in letter form, stating the type of adjustment desired and explaining that the strict interpretation of this Title would result in the unreasonable deprivation of the use or enjoyment of his property. The applicant shall submit the application with the required filing fee to cover the cost of investigation and processing.

15-24-3: **SETTING FOR HEARING:** The Director of Community, Economic and Development Services must set the matter an adjustment request for public hearing by mailing notice thereof to the applicant and the owners of abutting property by first class mail at least ten (10) days prior to the hearing. The requested adjustment shall be heard before the Director of Community, Economic and Development Services or his/her designated representative.

15-24-4: **NECESSARY FINDINGS:** No adjustment shall be granted unless the following findings are made:

A. That the proposed adjustment would not be detrimental to the neighborhood or district in which the property is located;

B. That the proposed adjustment is necessary in order that the applicant may not be deprived unreasonably in the use or enjoyment of his property; and
C. That the proposed adjustment is consistent with the legislative intent of this Title.

15-24-5: **CONDITIONS:** Whenever any adjustment is granted, the Director of Community, Economic and Development Services or his/her designated representative shall impose such conditions as may be necessary to safeguard the interests of the neighborhood or district, and in all cases shall impose the following conditions:

A. That the adjustment shall not become effective until seven (7) days from the granting thereof has elapsed or, if an appeal is filed or a review called, until final determination has been made on the appeal or review.

B. That the adjustment shall become null and void if the privileges granted thereunder has not been utilized within one hundred eighty (180) days from the effective date thereof.

15-24-6: **ADMINISTRATIVE ADJUSTMENT:** Requests for administrative adjustments must be reviewed by the Director of Planning and Building Safety or his/her designated representative. A decision on an administrative adjustment must be made and mailed to the applicant within ten working (10) days after the application is deemed complete. The Director's decision is final unless appealed as provided by Chapter 25 of this Title. Notwithstanding any other provision of this chapter, no public hearing or notification is required for administrative adjustments. Administrative adjustments may be granted to allow:

A. Parking and loading space standards as set forth in Chapter 15 of this Title.

15-24-615-24-7: **HEARING:** A determination on an adjustment shall be made by the Director of Community, Economic and Development Services or his/her designated representative within ten (10) days after the hearing.

15-24-715-24-8: **NOTIFICATION AND PLANNING COMMISSION REVIEW:** Copies of the findings and decision of the Director of Community, Economic and Development Services shall be mailed to each member of the Planning Commission and to the applicant. Written determinations on adjustments, made by the Director of Community, Economic and Development Services or his/her designated representative, shall be placed as receive and file items on the next available agenda of the Planning Commission. Any Planning Commissioner may request that an item be discussed and a decision on the application be made by the Planning Commission instead of received and filed. No decision of the Director of Community, Economic and Development Services is final until the decision is received and acted upon by the Planning Commission or upheld on appeal.
APPEALS: All appeals shall be processed as provided by Chapter 25 of this Title.

SECTION 28: Environmental Assessment. The City Council determines that the proposed ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., “CEQA”) and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, et seq., the “State CEQA Guidelines”) because it consists only of minor revisions and clarifications to an existing zoning code and specification of procedures related thereto and will not have the effect of deleting or substantially changing any regulatory standards or findings required therefor. The proposed Ordinance is an action that does not have the potential to cause significant effects on the environment, but rather will help reduce the overall transportation and circulation impacts of new and modified parking and loading facilities and ensure that adequate parking and loading facilities are provided. Accordingly, the proposed Ordinance constitutes a Class 1 (existing facilities), Class 3 (new construction or conversion of small structures), Class 5 (minor alteration in land use limitations), and Class 11 (accessory structures) categorical exemption.

SECTION 29: Repeal of any provision of the ESMC herein does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before, this Ordinance’s effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 30: If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 31: The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo’s book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.
SECTION 32: This Ordinance will become effective on the thirty-first (31st) day following its passage and adoption.

PASSED AND ADOPTED this ____ day of _________, 2010.

__________________________
Eric Busch, Mayor

ATTEST:

__________________________
Cindy Mortesen, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

__________________________
Karl H. Berger, Assistant City Attorney
CHAPTER 15

OFF-STREET PARKING AND LOADING SPACES

SECTION:

15-15-1: Purpose
15-15-3: Parking Spaces Required
15-15-4: Mixed Occupancies
15-15-5: Parking Area Development Standards
15-15-6: Loading Area Development Standards
15-15-7: Plan Preparation And Permit Approval
15-15-8: Joint Use And Off-Site Parking Facilities
15-15-9: Shared Parking; Smoky Hollow
15-15-10: Sites With Transportation Systems Management Plans
15-15-11: Applicability Of Chapter In C-RS Zone
15-15-12: Failure To Maintain Required Parking
15-15-13: Off-Site Parking; Smoky Hollow Specific Plan

15-15-1: PURPOSE: The purpose of this Section is to provide for adequate off-street parking and loading standards, to assure that parking spaces shall be suitably maintained and available for the use of the occupants of the site and to mitigate associated on-street parking and traffic circulation problems throughout the City. (Ord. 1212, 11-16-1993)

15-15-2: GENERAL PROVISIONS:

A. Parking And Loading Required: No use or building shall be established, erected, enlarged or expanded unless on-site parking and loading facilities are provided and maintained as required by this Chapter.

B. Design: Parking facilities shall be designed so that a car within a facility will not have to enter a street to move from one location to any other location within the same facility.

C. Tire Stops: Bumpers or tire stops a minimum six inches (6") in height shall be provided in all parking lot areas abutting a building, structure, sidewalk, planting area, street or alley.

D. Tandem Spaces: All tandem parking spaces, where allowed, shall be clearly outlined on the surface of the parking facility.
E. Exit: Parking facilities in nonresidential zones shall be designed in such a manner that any vehicle on the property will be able to maneuver as necessary so that it may exit from the property travelling in a forward direction. However, cars may exit onto an alley travelling in a reverse direction.

F. Access By Alley: Where vehicular access is provided by an alley, parking may intrude into the required rear yard; provided, however, the amount of setback intruded upon shall be replaced by increasing the other required yards on-site by an equivalent amount.

G. Fractional Spaces: Where the application of the following cumulative parking schedules results in a fractional space, then the fractions shall be rounded to the nearest whole number.

H. Guest Parking: No required guest parking space for any residential use shall be located, in whole or in part, in any required front yard or front two-thirds (2/3) of any required side yard.

I. Maintenance And Compliance: No person, company or organization shall fail to maintain the facilities required to be provided by this Chapter, or by any applicable provision of prior laws, variance, use permit, or precise plan heretofore or hereafter granted by the Planning Commission or City Council. No required parking shall be utilized in any manner so as to make it unavailable for the occupants, their clients or visitors of a building or use during the hours such building or use is normally occupied. This meaning shall not be construed to prohibit security devices.

J. Waiting Spaces: Waiting spaces, where required, are to be located adjacent or near to the required loading spaces in order to accommodate trucks waiting for loading dock space.

K. Loading Spaces:

1. Design: Loading spaces shall be designed so they will not interfere with vehicular circulation.

2. Site Location: Loading spaces shall be sited to avoid views from public streets. (Ord. 1245, 2-6-1996)

L. Pavement And Surfacing: All permanent on-site parking, loading, vehicle storage and vehicle sales areas shall be paved with approved concrete or asphaltic concrete. On-site parking areas to be used for no longer than one year shall be surfaced and maintained with an impervious material acceptable to the Director of Community, Economic and Development Services so as to eliminate dust and mud. All on-site parking areas shall be graded and drained so as to dispose of all surface water in accordance with the Uniform Building Code.
M. Lighting: Any lights provided to illuminate any parking area or vehicle sales areas as permitted by this code shall be arranged so as to direct the light away from any premises upon which a residential dwelling unit is located. (Ord. 1245, 2-6-1996; amd. Ord. 1315, 1-18-2000)

15-15-3: **PARKING SPACES REQUIRED:** The number of on site parking spaces required for the establishment of a building or use shall be provided and thereafter maintained at the following ratios; provided, however, that for any building or use enlarged or increased in capacity, additional parking facilities shall be required only for such enlargement or increase. Additional parking facilities need not be provided in R zones unless such enlargement or increase results in the addition of a dwelling unit. Unless stated otherwise, parking shall be based on net floor area as defined in section 15-1-6 of this title.

A. Residential Uses:

<table>
<thead>
<tr>
<th>Residential Use</th>
<th>Number Of Parking Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Single-family and two-family dwellings</td>
<td>2 spaces for each unit and one additional space for dwelling units exceeding 3,000 square feet of gross floor area</td>
</tr>
<tr>
<td>2. Condominiums, residential co-ops and multiple-family dwellings</td>
<td>2 spaces for each unit plus 2 visitor spaces for the first 5 dwelling units and 2 visitor spaces for each additional 3 units (e.g., 1–5 units = 2 visitor spaces, 6–8 units = 4, 9–11 units = 6, 12–14 units = 8, etc.)</td>
</tr>
<tr>
<td>3. Lodging houses, rooming houses, and guesthouses</td>
<td>1 space for each sleeping room</td>
</tr>
</tbody>
</table>

(Ord. 1279, 10-7-1997)

B. Nonresidential Uses:

<table>
<thead>
<tr>
<th>Nonresidential Uses</th>
<th>Number Of Parking Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hospitals</td>
<td>1½ spaces for each bed</td>
</tr>
<tr>
<td>2. Hotels</td>
<td>1 space for each of the first 100 rooms; ¾ space for each of the next 100 rooms; and ½ space for each room above 200 rooms</td>
</tr>
<tr>
<td>3. Motels, auto courts, bed and breakfast inns, motor lodges, and tourist courts</td>
<td>1 space for each sleeping unit</td>
</tr>
<tr>
<td>4. Seniors communities, rest homes, convalescent homes</td>
<td>1 space for each 2 beds</td>
</tr>
<tr>
<td>Nonresidential Uses</td>
<td>Number Of Parking Spaces Required</td>
</tr>
<tr>
<td>---------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>5. Offices, commercial, video arcade, and food-to-go uses</td>
<td>1 space for each 300 square feet for the first 25,000 square feet</td>
</tr>
<tr>
<td></td>
<td>1 space for each 350 square feet for the second 25,000 square feet</td>
</tr>
<tr>
<td></td>
<td>1 space for each 400 square feet for the area in excess of 50,000 square feet</td>
</tr>
<tr>
<td>6. Restaurants, drive-through restaurants, bars and cocktail lounges</td>
<td>1 space for each 75 square feet, including outdoor dining areas if outdoor dining area exceeds 200 square feet or 20 percent of indoor dining area, whichever is less</td>
</tr>
<tr>
<td></td>
<td>No parking is required for restaurants under 500 square feet which do not provide sit down eating accommodations</td>
</tr>
<tr>
<td>7. Manufacturing, research and development (includes office with on site testing facilities)</td>
<td>1 space for each 500 square feet for the first 50,000 square feet</td>
</tr>
<tr>
<td></td>
<td>1 space for each 1,000 square feet for the area in excess of 50,000 square feet</td>
</tr>
<tr>
<td>8. Medical/dental offices and clinics</td>
<td>1 space for each 200 square feet</td>
</tr>
<tr>
<td>9. Warehouses and storage buildings</td>
<td>1 space for each 1,000 square feet for the first 20,000 square feet</td>
</tr>
<tr>
<td></td>
<td>1 space for each 2,000 square feet for the second 20,000 square feet</td>
</tr>
<tr>
<td></td>
<td>1 space for each 4,000 square feet for the area in excess of 40,000 square feet</td>
</tr>
<tr>
<td>10. Automobile repair garages, body shops, and service stations</td>
<td>2 spaces for each service stall plus 2 spaces for office</td>
</tr>
<tr>
<td>11. Schools, private:</td>
<td>1 space for each 1 classroom, plus 1 space for each employee and faculty member</td>
</tr>
<tr>
<td>a. Pre-school, elementary through junior high level</td>
<td>7 spaces per classroom plus auditorium or stadium parking requirements</td>
</tr>
<tr>
<td>b. High school level</td>
<td></td>
</tr>
<tr>
<td>Nonresidential Uses</td>
<td>Number Of Parking Spaces Required</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>c. Adult level, college, business and trade</td>
<td>1 space for every 50 square feet of gross floor area or 1 space for every 3 fixed seats - whichever is greater; or, as modified by a parking demand study</td>
</tr>
<tr>
<td>12. Places of public assembly including, but not limited to, theaters, auditoriums, banquet facilities, meeting rooms, clubs, lodges and mortuaries:</td>
<td></td>
</tr>
<tr>
<td>a. With fixed seats</td>
<td>1 space for every 3 seats¹</td>
</tr>
<tr>
<td>b. Without fixed seats</td>
<td>1 space for every 30 square feet of floor area used for assembly purposes</td>
</tr>
<tr>
<td>13. Churches</td>
<td>1 space for every 4 seats¹</td>
</tr>
<tr>
<td>14. Cafes:</td>
<td></td>
</tr>
<tr>
<td>a. Which equal 20 percent or less of the gross floor area of a multi-tenant shopping center, office development or the commercial portion of a mixed used development</td>
<td>1 space for each 300 square feet</td>
</tr>
<tr>
<td>b. Any portion of a cafe or any cumulative floor area of multiple cafes which exceed 20 percent of a multi-tenant shopping center, office development, or the commercial portion of a mixed used development</td>
<td>1 space for each 75 square feet, including outdoor areas if outdoor dining area exceeds 200 square feet</td>
</tr>
</tbody>
</table>

Note:
1. Based upon the uniform building code, areas having fixed benches or pews shall have 1 seat for each 16 inches of length. Dining areas shall have 1 seat for each 24 inches of booth length, or major portion thereof.

(Ord. 1279, 10-7-1997; amd. Ord. 1286, 3-17-1998; Ord. 1395, 5-16-2006)

C. Compact Parking: Compact parking shall be allowed for office and industrial uses to a maximum of twenty percent (20%) of required parking spaces. Parking spaces provided in excess of the required number may be compact size. Compact parking shall not be allowed for retail uses.
D. Parking Reductions:

1. The planning commission may reduce the required amount of parking in the SB, MM, Grand Avenue commercial and medium density residential zones up to ten percent (10%). (Ord. 1279, 10-7-1997)

2. The planning commission may modify the required number of parking spaces in any commercial or industrial zone, including in the Smoky Hollow specific plan area up to a maximum of ten percent (10%), based on the submittal of a parking demand study. Additionally, for any use for which the number of parking spaces is not listed, the director of community, economic and development services or planning commission shall specify the required number of spaces based on a parking demand study. A parking demand study shall include, but not be limited to, information specifying the number of employees, customers, visitors, clients, shifts, deliveries, parking spaces, or other criteria established by the director of community, economic and development services. (Ord. 1279, 10-7-1997; amd. Ord. 1315, 1-18-2000)

15-15-4: MIXED OCCUPANCIES: In the case of mixed uses in a building or on a site, the total requirements for on site parking facilities shall be the sum of the requirements for the various uses computed. On site parking facilities for one use shall not be considered as providing required parking facilities for any other use. (Ord. 1212, 11-16-1993)

15-15-5: PARKING AREA DEVELOPMENT STANDARDS:

A. Stall Sizes And Aisle Widths:

1. The parking stall sizes shall be as follows:

<table>
<thead>
<tr>
<th>Zone</th>
<th>Width</th>
<th>Depth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nonresidential:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dead end parking stall or adjacent to an</td>
<td>10 feet</td>
<td>18 feet</td>
</tr>
<tr>
<td>obstruction</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Compact parking spaces</td>
<td>8 1/2 feet</td>
<td>15 feet</td>
</tr>
<tr>
<td>Residential (outside dimensions):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single-family residential (R-1)</td>
<td>10 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Mobile home in mobile home park</td>
<td>9 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Two-family residential (R-2)</td>
<td>9 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Two-family residential (R-2) on a substandard lot</td>
<td>8 1/2 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Multi-family residential (R-3)</td>
<td>8 1/2 feet</td>
<td>20 feet</td>
</tr>
</tbody>
</table>

(Ord. 1257, 6-18-1996)
2. Aisle width for angled parking spaces shall not be less than the following:

<table>
<thead>
<tr>
<th>Angles Of Parking</th>
<th>Aisle Width Clear</th>
<th>Parking Stall Depth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parallel to 30 degrees</td>
<td>12 feet</td>
<td>16 feet</td>
</tr>
<tr>
<td>45 degrees</td>
<td>15 feet</td>
<td>19 feet</td>
</tr>
<tr>
<td>60 degrees</td>
<td>18 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>90 degrees</td>
<td>25 feet</td>
<td>18 feet</td>
</tr>
</tbody>
</table>

Note:
1. Measured perpendicular to aisle.

Three feet (3') of the length of a parking space may overhang into a landscaped area if the landscaped area provides a six inch (6") tall curb. That portion of landscaping will not be considered as contributing to required landscaping.

---

**STANDARD STALLS**

<table>
<thead>
<tr>
<th>A Parking Angle</th>
<th>B Aisle Width Clear</th>
<th>C Parking Stall Depth</th>
<th>D Parking Stall Width</th>
<th>E Overall</th>
<th>F Tire Stop Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>30</td>
<td>12'</td>
<td>16'</td>
<td>16' 0&quot;</td>
<td>44'</td>
<td>3'</td>
</tr>
<tr>
<td>45</td>
<td>15'</td>
<td>19'</td>
<td>11' 3/4&quot;</td>
<td>53'</td>
<td>4' to property line</td>
</tr>
<tr>
<td>60</td>
<td>18'</td>
<td>20'</td>
<td>9' 4/4&quot;</td>
<td>58'</td>
<td>2' in Smoky Hollow</td>
</tr>
<tr>
<td>90</td>
<td>25'</td>
<td>18'</td>
<td>8' 6&quot;</td>
<td>61'</td>
<td></td>
</tr>
</tbody>
</table>

(Ord. 1245, 2-6-1996)
3. Parking stall sizes for vehicle lifts is as follows:

<table>
<thead>
<tr>
<th>Zone</th>
<th>Width</th>
<th>Depth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-family residential and two-family residential zones (outside dimensions):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>One vehicle lift space</td>
<td>12 feet</td>
<td>22 feet</td>
</tr>
</tbody>
</table>

(Ord. 1401, 10-3-2006)

B. Tandem Parking: Parking stalls in a tandem configuration are prohibited in all zones, except as follows:

<table>
<thead>
<tr>
<th>Zone</th>
<th>Allowable Tandem Parking Provisions</th>
<th>Percentages</th>
</tr>
</thead>
<tbody>
<tr>
<td>All residential zones</td>
<td>Restricted to 2 vehicles in tandem, in a designated parking space for use by occupants in the same dwelling unit</td>
<td>n/a</td>
</tr>
<tr>
<td>SB, MM, and Grand Avenue commercial</td>
<td>Tandem parking up to 4 cars deep shall be allowed with a travel lane on both ends. The following uses are allowed to have a certain percentage of tandem parking spaces</td>
<td>n/a</td>
</tr>
<tr>
<td>General retail</td>
<td></td>
<td>30</td>
</tr>
<tr>
<td>Manufacturing</td>
<td></td>
<td>85</td>
</tr>
<tr>
<td>Offices</td>
<td></td>
<td>85</td>
</tr>
<tr>
<td>Research and development (includes office with on site testing facilities)</td>
<td></td>
<td>85</td>
</tr>
<tr>
<td>Restaurants</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Warehousing</td>
<td></td>
<td>85</td>
</tr>
</tbody>
</table>

C-RS, C-2, C-3, MU-N, MU-S, M-1 and M-2

Tandem parking shall be allowed for office and manufacturing, except for structures under 15,000 square feet, in which case said use shall obtain a CUP

(Ord. 1272, 6-17-1997)
C. Covered Parking Requirements: All required parking spaces shall be covered in the following manner:

<table>
<thead>
<tr>
<th>Use</th>
<th>Parking Enclosure</th>
</tr>
</thead>
<tbody>
<tr>
<td>One-family dwelling</td>
<td>Fully enclosed garage</td>
</tr>
<tr>
<td>Two-family dwelling</td>
<td>Fully enclosed 2 car garage</td>
</tr>
<tr>
<td>Multiple-family dwellings, including: condomi-</td>
<td>Covered structure (enclosed on 3 sides)</td>
</tr>
<tr>
<td>niums, residential cooperatives, boarding</td>
<td></td>
</tr>
<tr>
<td>houses, lodging houses and rooming houses</td>
<td></td>
</tr>
<tr>
<td>Visitor parking spaces need not be enclosed</td>
<td></td>
</tr>
<tr>
<td>or covered.</td>
<td></td>
</tr>
</tbody>
</table>

(Ord. 1212, 11-16-1993)

D. Underground (Subterranean) Parking Facilities: The following maximum lot coverage shall apply to communal underground parking facilities:

<table>
<thead>
<tr>
<th>Zone</th>
<th>Setbacks</th>
<th>Subsurface Area Of Lot Utilized</th>
<th>Height Of Garage Wall Above Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>No setbacks, provided facility is covered and subsurface</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Residential</td>
<td>Parking facility cannot intrude into required setbacks</td>
<td>75 percent</td>
<td>No more than 2 feet</td>
</tr>
<tr>
<td>Residential</td>
<td>Parking facility cannot intrude into required setbacks and the area around</td>
<td>60 percent</td>
<td>No more than 5 feet and an average of not more than 4 feet</td>
</tr>
<tr>
<td>Residential</td>
<td>the outside wall shall be landscaped</td>
<td>40 percent</td>
<td>Over 5 feet</td>
</tr>
<tr>
<td>Commercial</td>
<td>No setbacks, provided facilities are completely subsurface and covered</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>Industrial</td>
<td>No setbacks, provided facilities are subsurface and covered</td>
<td>None</td>
<td>None</td>
</tr>
</tbody>
</table>

(Ord. 1245, 2-6-1996)
E. Parking Of Licensed Recreational Vehicles And Habitable Vehicles:

1. Parking of any mobile home, camper, house trailer or other habitable vehicle outside of an authorized mobile home park or licensed recreational vehicle parking facility is prohibited except that such vehicles may be parked on any public property or right of way subject to any applicable parking restrictions including, without limitation, section 7-6-1 of this code, or on any developed residential lot as long as the vehicle, if parked in a front yard, is parked on a nonporous surface pad adequate to accommodate the parked vehicle.

2. A habitable vehicle parked on private property may be occupied for residential purposes for no longer than seventy two (72) hours (outside of an authorized mobile home park) within any thirty (30) day period. No habitable vehicle may be occupied for commercial purposes except as provided by section 13-1-2 (appendix chapter 31, division II) of this code. (Ord. 1261, 10-1-1996)

F. Entrances And Exits: The location and design of all driveway entrances and exits are subject to the approval of the director of planning and building safety and must comply with the criteria listed below:

<table>
<thead>
<tr>
<th>Zone</th>
<th>Distance From Side Property Line</th>
<th>Curb Cut And Driveway Width</th>
</tr>
</thead>
<tbody>
<tr>
<td>All zones; except R-1 and R-3</td>
<td>n/a</td>
<td>Minimum 10 feet</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Maximum 30 feet</td>
</tr>
<tr>
<td>R-1</td>
<td>n/a</td>
<td>Minimum 10 feet</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Maximum 20 feet for lots less than 50 feet in width and a maximum of 50 percent of the lot width for lots 50 feet or greater in width</td>
</tr>
<tr>
<td>R-3</td>
<td>5 feet minimum in front 2/3 of lot. Entrance or exit on or from an alley may be less</td>
<td>Minimum 12 feet</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No more than 20 percent of lot width or maximum 30 feet</td>
</tr>
</tbody>
</table>

(Ord. 1401, 10-3-2006)


H. Vehicle Lifts: Vehicle lifts may be used by right to provide off street parking spaces on lots in the single-family residential (R-1) zone and the two-family residential (R-2) zone where the vehicle lifts provide parking in excess of the minimum number of required parking spaces subject to the standards in this section and in this chapter.
1. Vehicle lifts may be conditionally permitted for required off street parking spaces on lots in the two-family residential (R-2) zone subject to the following:
   
   a. The vehicle lift must be located only within a fully enclosed garage.
   
   b. A vehicle lift may only be used to store two (2) vehicles vertically where a minimum vertical height clearance from the floor to the ceiling plate of the garage is a minimum of fourteen feet (14') clear of obstructions.
   
   c. A vehicle lift must be designed and used as a designated parking space for use only by occupants in the same dwelling unit as the parking space located directly below the vehicle lift.
   
   d. A vehicle lift must be permitted only with a key locking mechanism.
   
   e. A vehicle lift must be permitted only if it is operated with an automatic shutoff safety device and is installed in accordance to manufacturer specifications.

2. Vehicle lifts may be conditionally permitted for required off street parking spaces on lots in the two-family residential (R-2) zone subject to the following:
   
   a. The vehicle lift must be used only on a lot less than forty five feet (45') in width.
   
   b. The vehicle lift must be located only within a fully enclosed garage.
   
   c. A vehicle lift must only be used to meet the minimum number of required off street parking spaces in addition to a minimum of two (2) fully accessible parking stalls located on the floor surface within a garage or garages.
   
   d. A conditional use permit subject to chapter 23 of this title must be obtained for use of a vehicle lift that is provided to meet the minimum number of off street parking spaces in the R-2 zone.
   
   e. A vehicle lift may only be used to store two (2) vehicles vertically where a minimum vertical height clearance from the floor to the ceiling plate of the garage is a minimum of fourteen feet (14') clear of obstructions.
   
   f. A vehicle lift must be designed and used as a designated parking space for use only by occupants in the same dwelling unit as the parking space located directly below the vehicle lift.
   
   g. A vehicle lift must be permitted only with a key locking mechanism.
   
   h. A vehicle lift must be permitted only if it is operated with an automatic shutoff safety device and is installed in accordance to manufacturer specifications. (Ord. 1401, 10-3-2006)
15-15-6: LOADING AREA DEVELOPMENT STANDARDS: Every building hereafter established, erected, enlarged or expanded for commercial, manufacturing or
institutional purposes in the commercial or manufacturing zones listed below must be provided with loading space as set forth below. However, for any building or use enlarged or increased in capacity, additional loading spaces are required only for such enlargement or increase. All required loading spaces are in addition to the required on site parking spaces set forth in section 15-15-3 of this chapter and must be developed and maintained in accordance with section 15-15-2 of this chapter. Loading spaces may be provided either completely or partially within a building when such building is designated to include adequate ingress and egress to the loading spaces.

### LOADING SPACE SIZES

<table>
<thead>
<tr>
<th>Space Width</th>
<th>Space Depth</th>
<th>Vertical Clearance</th>
</tr>
</thead>
<tbody>
<tr>
<td>13 feet</td>
<td>50 feet</td>
<td>16 feet</td>
</tr>
</tbody>
</table>

### NUMBER OF LOADING SPACES REQUIRED

<table>
<thead>
<tr>
<th>Zone</th>
<th>Building Floor Area</th>
<th>Loading Spaces Required</th>
<th>Waiting Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>SB &amp; MM</td>
<td>0 - 10,000 square feet</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10,000 - 25,000 square feet</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>C-3, CO, MU-N, MU-S, M-1, M-2</td>
<td>0 - 999 square feet</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1,000 - 25,000 square feet</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>C-3, C-4, CO, MU-S, MU-N, M-1, M-2, SB, MM</td>
<td>25,001 - 100,000 square feet</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td></td>
<td>100,001 - 250,000 square feet</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Each additional 100,000 square feet or fraction thereof</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Over 1,000,000 square feet</td>
<td></td>
<td>1 for every 5 loading spaces. Each space 13'W x 50'L x 16'H.</td>
</tr>
<tr>
<td>Zone</td>
<td>Building Floor Area</td>
<td>Loading Spaces Required</td>
<td>Waiting Spaces Required</td>
</tr>
<tr>
<td>----------</td>
<td>----------------------------------------------</td>
<td>-------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>C-4</td>
<td>0 - 25,000 square feet (single-tenant building)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0 - 25,000 square feet (multi-tenant building)</td>
<td>1 for each tenant over 10,000 square feet</td>
<td></td>
</tr>
</tbody>
</table>

Required loading spaces for hotel or institutional uses must be provided as set forth in the following schedule:

<table>
<thead>
<tr>
<th>Building Floor Area</th>
<th>Loading Spaces Required</th>
<th>Waiting Spaces Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 999 square feet</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>1,000 - 15,000 square feet</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>15,001 - 75,000 square feet</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Each additional 100,000 square feet or fraction thereof.</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Over 1,000,000 square feet</td>
<td>1 for every 5 loading spaces. Each space 13’W x 50’L x 16’H.</td>
<td></td>
</tr>
</tbody>
</table>

Loading spaces within the boundaries of the Smoky Hollow specific plan should be located on the side or in the rear of buildings whenever possible. If located in the front yard, the loading platform must be set back from the front property line a minimum of 30 feet.

Commercial or manufacturing zoned lots or parcels that are less than 6,000 square feet in area must provide an on site loading space area that is not less than 12 feet wide and comprised of an area equal to not less than 8% of the lot or parcel area and in no case can such loading area be less than 360 square feet.

(Ord. 1382, 3-15-2005)
15-15-7: PLAN PREPARATION AND PERMIT APPROVAL:

A. A proposed parking area plan and, if applicable, the loading and waiting space area shall be submitted to the director of community, economic and development services at the time of the application for the building permit for the building for which the parking, loading, and waiting area is required. The plans shall clearly indicate the proposed development, including location, size, shape, design, curb cuts, lighting, landscaping, and parking spaces in full compliance with code requirements.

B. No building permit shall be issued until the applicant has presented satisfactory evidence to the director of community, economic and development services that parking and loading facilities required by the provisions of this chapter will be provided and maintained. (Ord. 1212, 11-16-1993; amd. Ord. 1315, 1-18-2000)

15-15-8: JOINT USE AND OFF SITE PARKING FACILITIES: All parking spaces shall be located on the same lot or building site as the use for which such spaces are required, except within the boundaries of the Smoky Hollow specific plan (see section 15-15-13 of this chapter); provided, that such parking spaces for nonresidential uses may be located off site on a different lot or lots, subject to a parking covenant approved by the planning commission, which shall be recorded in the office of the county recorder, prior to the issuance of any building permits; and, may include such conditions as the planning commission may impose. Off site parking for fewer than ten (10) parking spaces shall be subject to approval of the director of community, economic and development services, subject to a parking covenant, which shall be recorded in the office of the county recorder; and, may include such conditions as the director of community, economic and development services may impose. This off site parking may include the joint use of off site and on site parking spaces by mutually exclusive uses. (Ord. 1283, 11-18-1997; amd. Ord. 1315, 1-18-2000)

15-15-9: SHARED PARKING; SMOKY HOLLOW: Shared parking facilities within the boundaries of the Smoky Hollow specific plan may be granted up to a twenty percent (20%) parking reduction for uses with significantly different peak hours of operation. Requests for shared parking must meet the following requirements:

A. A parking study shall be submitted by the applicant demonstrating that there will not exist substantial conflict in the peak hours of parking demand for the uses for which joint use is proposed;

B. The number of parking stalls which may be credited against the requirements of the structures or uses involved shall not exceed the number of stalls reasonably anticipated to be available during differing hours of operation;

C. A written agreement shall be drawn to the satisfaction of the city attorney and executed by all parties concerned assuring the continued availability of the number of stalls designed for joint use; and
D. This provision is suggested as an administrative guideline. The planning commission shall ultimately determine the size of the parking reduction. Twenty percent (20%) reductions should be rare. (Ord. 1212, 11-16-1993)

15-15-10: SITES WITH TRANSPORTATION SYSTEMS MANAGEMENT PLANS: The number of required parking spaces (section 15-15-3 of this chapter) and parking facilities location for nonresidential uses (section 15-15-2 of this chapter) may be modified subject to approval of a transportation systems management plan pursuant to the procedures and requirements of chapter 16 or 17 of this title. (Ord. 1212, 11-16-1993)

15-15-11: APPLICABILITY OF CHAPTER IN C-RS ZONE: In the C-RS zone, section 15-15-3 of this chapter, spaces required, shall be fully applicable to all buildings constructed or enlarged after January 1, 1971. All buildings constructed prior to January 1, 1971, which do not meet the requirements of this chapter may comply with these provisions in the following manner:

Existing uses in an existing building may change to any other use enumerated in the permitted uses section of the C-RS zone without providing additional on site parking spaces; provided, however, that all existing on site parking spaces provided in connection with the building or structure shall be continued and available for use with the subject building or structure. (Ord. 1245, 2-6-1986)

15-15-12: FAILURE TO MAINTAIN REQUIRED PARKING: In the event on site parking and loading area facilities required to be provided under this code are not maintained for licensed vehicle parking and truck loading area purposes to the extent required, the director of community, economic and development services shall revoke and cancel the certificate of occupancy theretofore issued for such structure. However, if it appears that failure to maintain such required parking was reasonably beyond the control of the person required to maintain the same, the certificate of occupancy shall not be revoked until the owner has had at least ninety (90) days to reestablish the minimum required parking. In the event the certificate of occupancy is revoked, the premises covered thereby shall not be occupied or used for any purpose until a new certificate of occupancy has been issued. (Ord. 1212, 11-16-1993; amd. Ord. 1315, 1-18-2000)

15-15-13: OFF SITE PARKING; SMOKY HOLLOW SPECIFIC PLAN: Required parking for a development within the boundaries of the Smoky Hollow specific plan may be located off the site under certain circumstances. Request for off site parking must meet the following requirements:

A. The off site parking shall be located so that it will adequately serve the use for which it is intended. In making this determination, the following factors, among other things, shall be considered.
1. Proximity of the off site parking facilities;

2. Ease of pedestrian access to the off site parking facilities; and

3. The type of use the off site parking facilities are intended to serve (i.e., off site parking) may not be appropriate for high turnover uses such as retail.

B. A written agreement shall be drawn to the satisfaction of the city attorney and executed by all parties concerned assuring the continued availability of the off site parking facilities for the use they are intended to serve. (Ord. 1212, 11-16-1993)
City of El Segundo
INTER-DEPARTMENTAL CORRESPONDENCE

Circulation Date: May 12, 2010

TO:  
Robert Cummings, Recreation and Parks Director  
(Attention: Mark Trujillo)  
Mitchell Tafera, Police Chief  
(Attention: Laurie Risk)  
Stephanie Katsouleas, Public Works Director  
(Attention: Maryam Jonas)  
Sam Lee, Building Safety Manager/Building Official  
Kevin Smith, Fire Chief  
(Attention: James Carver)  
Deborah Brighton, Library Services Director  
Karl Berger, Assistant City Attorney  
Bill Crowe, Assistant City Manager

CC:  
Jack Wayt, City Manager
Deborah Cullen, Finance Director

FROM: Greg Carpenter, Director  
Kimberly Christensen, AICP, Planning Manager

STAFF:  
PLANNER: Paul Samaras, Principal Planner

SUBJECT: Environmental Assessment No. 755 and Zone Text Amendment (ZTA 07-02) - Zone Text Amendment to Amend the Off-Street Parking and Loading Spaces Requirements, and applicability of Adjustments.

Location: Citywide  
Applicant: City of El Segundo  
Property Owner: Various

The proposed project is an Environmental Assessment and a Zone Text Amendment to repeal El Segundo Municipal Code (ESMC) Chapter 15-15 (Off-Street Parking and Loading Spaces) in its entirety and to add a new Chapter 15-15 (Off-Street Parking and Loading Spaces); to amend ESMC Chapter 15-24 (Adjustments); and to amend ESMC §§ 15-1-6 (Definitions), 15-2-6 (Corner Clearance), 15-2-11 (Driveway Visibility), 15-2-14 (Landscaping), 15-4A-8 (Off Street Parking and Loading Spaces (R-1 Zone)), 15-4A-10 (Vehicular Access (R-1 Zone)), 15-4B-10 (Vehicular Access (R-2 Zone)), 15-4C-9 (Vehicular Access...
(R-3 Zone), 15-4E-5 (Parking For R-1 Zones (Second Dwelling Units)), 15-16-3(B) (Development Standards (TDM)), 15-16-5 (Enforcement (TDM)), 15-17-5 (Requirements (TSM)), 15-17-6 (Parking Incentives (TSM)), 15-17-7 (Implementation and Administration (TSM)), and 15-17-8 (Off-Site Parking (TSM)).

The proposed Zone Text Amendment is intended to comprehensively update the City’s Parking and Loading Space requirements. The objectives of the update are to:

1) Improve code organization.
2) Clarify and update existing standards.
3) Incorporate new provisions on issues not addressed.
4) Make the code more flexible and grant staff more discretion in its application.
5) Facilitate predictability of code requirements for applicants/customers.

The proposed zone text amendment includes new and modified standards regarding parking area design, including standards on paving, striping, parking space location, parking space dimensions, driveways, curb cuts, lighting, and landscaping. The amendment also includes design standards regarding drive-through facilities, parking structures, and special provisions regarding residential parking. The amendment modifies and updates the number of parking spaces required for various uses, and it modifies the standards regarding compact, tandem, bicycle parking spaces, and loading spaces. The amendment provides increased authority to the Planning and Building Safety Director to approve minor deviations from the proposed standards and to establish requirements for review of more significant deviations from the proposed standards through the Adjustment process.

The purpose of this distribution is to receive your comments on the provisions that relate to your Department/Division. We request that you indicate in your comments any areas/standards that may be in conflict with existing policies and standards or areas/standards that can be clarified or modified further particularly as it relates to on-site circulation and parking and loading standards generally, adequate access for emergency vehicles, and the interface between private property circulation and driveway design and the public right-of-way.

Please provide any comments on this form or as a separate attachment no later than Wednesday, May 19, 2010. Please sign this form and if you do not have any comments please indicate so.

Should you have any questions, please contact Paul Samaras, Principal Planner, at extension 2312 or Kim Christensen, Planning Manager at extension 2340.
The Recreation and Parks Departments agrees with the recommended size trees and shrubs listed in landscape requirements in ESMC 15-2-14.

COMMENTS:

Reviewed By:

Mark Laurillo Park Superintendent

Signature and Title

Encl.: Plans

P:\Planning & Building Safety\0 Planning - Old\PROJECTS (Planning)\751-775\EA-755\Planning Commission 06272010\EA-755 Parking Code IDO.doc
City of El Segundo
INTER-DEPARTMENTAL CORRESPONDENCE

Circulation Date: May 12, 2010

TO:  
Robert Cummings, Recreation and Parks Director  
(Attention: Mark Trujillo)
Mitchell Tavera, Police Chief  
(Attention: Laurie Risk)
Stephanie Katsouleas, Public Works Director  
(Attention: Maryam Jonas)
Sam Lee, Building Safety Manager/Building Official
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(Attention: James Carver)
Deborah Brighton, Library Services Director
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CC:  
Jack Wayt, City Manager
Deborah Cullen, Finance Director

FROM:  
Greg Carpenter, Director
Kimberly Christensen, AICP, Planning Manager

STAFF  
PLANNER:  Paul Samaras, Principal Planner

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The purpose of this distribution is to receive your comments on the provisions that relate to your Department/Division. We request that you indicate in your comments any areas/standards that may be in conflict with existing policies and standards or areas/standards that can be clarified or modified further particularly as it relates to on-site circulation and parking and loading standards generally, adequate access for emergency vehicles, and the interface between private property circulation and driveway design and the public right-of-way.

Please provide any comments on this form or as a separate attachment no later than Wednesday, May 19, 2010. Please sign this form and if you do not have any comments please indicate so.

Should you have any questions, please contact Paul Samaras, Principal Planner, at extension 2312 or Kim Christensen, Planning Manager at extension 2340.
See attached

COMMENTS:

Reviewed By:

Signature and Title

Encl.: Plans

P:\Planning & Building Safety\0 Planning - Old\PROJECTS (Planning)\751-775\EA-755\Planning Commission 05272010\EA-755 Parking Code IDC.doc

Date 5-17-10
City of El Segundo
INTER-DEPARTMENTAL CORRESPONDENCE

May 17, 2010

TO: Greg Carpenter, Director, Planning and Building Safety Department

FROM: Mitch Tavera, Chief of Police

SUBJECT: EA No. 755 and Zone Text Amendment (ZTA 07-02) – Zone Text Amendment to Amend the Off-Street Parking and Loading Spaces Requirements, and applicability of adjustments.

LOCATION: Citywide
APPLICANT: City of El Segundo
Property Owner: Various

Police Department staff has reviewed the Zone Text Amendment submitted by the City of El Segundo for the Off-Street Parking and Loading Spaces Requirements, and applicability of adjustments and returns it with the following suggestions for consideration.

LIGHTING:
A. For commercial/retail/industrial buildings and multiple-family buildings:
   1. All pedestrian walkways around and within the parking area and driveways must be illuminated with a minimum maintained 0.25 foot-candles of light at ground level during the hours of darkness.
   2. The number of pedestrian and vehicular access points must be limited to maintain control and enhance visibility.
   3. Areas for public use within the parking lot or structure (trash enclosures, mailboxes, vending machines, pay phones, benches) must be illuminated with a minimum maintained one foot-candle of light at ground level during the hours of darkness.
   4. Light fixtures must have vandal resistant light fixtures and be not less than three feet in height from the walking surface when used to illuminate walkways and a minimum of 78 inches in height above the driving surface when illuminating surfaces associated with vehicles.

B. Exterior doors leading to open parking lots and parking structures:
   1. All types of exterior doors must be illuminated with a minimum maintained one foot-candle of light at ground level during the hours of darkness.
C. Parking kiosks in parking structures (lighting and landscaping suggestions only):
   1. The landscaping around the island of the kiosk must be ground cover only.
   2. The kiosk must be illuminated on all sides with a maintained minimum of one foot-candle of light at ground level during the hours of darkness. The lighting shall be installed and angled out in such a way that it does not present a glare on the glass limiting the attendant's visibility to the immediate surrounding area or out to the street.

**BICYCLE RACK STORAGE UNITS:**
   1. Bicycle storage units or racks shall be located in high visibility areas.

**LANDSCAPING:**
   1. Landscaping around open parking lots and parking structures must not provide climbing access to any portion of a structure.
   2. Trees must be positioned to avoid interfering with required lighting levels and take into consideration the height of canopies from ground level regarding surveillance opportunities by users of the space and police patrols.
   3. Landscaping must be low profile around open parking lots and parking structures taking care not to limit visibility. Floral or grass ground cover is recommended. Bushes must be trimmed to 2 to 3 feet. Dense bushes must not be clumped together; this provides a hiding place for criminal activity.

**SHOWERS/RESTROOMS/LOCKERS IN PARKING STRUCTURES:**
   1. For the safety and security of people and property, the showers/restrooms/lockers should be located on ground floor/lobby areas where there is better visibility.
   2. If they can not be relocated to the ground floor/lobby, they:
      a. Must be accessible during business hours only (7am-6pm).
      b. Entry doors must be in a visible location and secured at all times with an access control system and users shall be issued key cards by the Security Department.
      c. Security cameras must monitor and record any person entering these rooms. Signs can be posted stating: "All activity is being recorded."
      d. An emergency phone or emergency panic devise must be installed next to or between the entry doors.

**TRAFFIC DIVISION CONCERNS (LT. CARLOS MENDOZA):**
None
City of El Segundo
INTER-DEPARTMENTAL CORRESPONDENCE

Circulation Date: May 12, 2010

TO: Robert Cummings, Recreation and Parks Director
    (Attention: Mark Trujillo)
    Mitchell Tavera, Police Chief
    (Attention: Laurie Risk)
    Stephanie Katsouleas, Public Works Director
    (Attention: Maryam Jonas)
    Sam Lee, Building Safety Manager/Building Official
    Kevin Smith, Fire Chief
    (Attention: James Carver)
    Deborah Brighton, Library Services Director
    Karl Berger, Assistant City Attorney
    Bill Crowe, Assistant City Manager

CC: Jack Wayt, City Manager
    Deborah Cullen, Finance Director

FROM: Greg Carpenter, Director
      Kimberly Christensen, AICP, Planning Manager

STAFF
PLANNER: Paul Samaras, Principal Planner

SUBJECT: Environmental Assessment No. 755 and Zone Text Amendment (ZTA 07-02) - Zone Text Amendment to Amend the Off-Street Parking and Loading Spaces Requirements, and applicability of Adjustments.

Location: Citywide
Applicant: City of El Segundo
Property Owner: Various

The proposed project is an Environmental Assessment and a Zone Text Amendment to repeal El Segundo Municipal Code (ESMC) Chapter 15-15 (Off-Street Parking and Loading Spaces) in its entirety and to add a new Chapter 15-15 (Off-Street Parking and Loading Spaces); to amend ESMC Chapter 15-24 (Adjustments); and to amend ESMC §§ 15-1-6 (Definitions), 15-2-6 (Corner Clearance), 15-2-11 (Driveway Visibility), 15-2-14 (Landscaping), 15-4A-8 (Off Street Parking and Loading Spaces (R-1 Zone)), 15-4A-10 (Vehicular Access (R-1 Zone)), 15-4B-10 (Vehicular Access (R-2 Zone)), 15-4C-9 (Vehicular Access
(R-3 Zone)), 15-4E-5 (Parking For R-1 Zones (Second Dwelling Units)), 15-16-3(B) (Development Standards (TDM)), 15-16-5 (Enforcement (TDM)), 15-17-5 (Requirements (TSM)), 15-17-6 (Parking Incentives (TSM)), 15-17-7 (Implementation and Administration (TSM)), and 15-17-8 (Off-Site Parking (TSM)).

The proposed Zone Text Amendment is intended to comprehensively update the City's Parking and Loading Space requirements. The objectives of the update are to:

1) Improve code organization.
2) Clarify and update existing standards.
3) Incorporate new provisions on issues not addressed.
4) Make the code more flexible and grant staff more discretion in its application.
5) Facilitate predictability of code requirements for applicants/customers.

The proposed zone text amendment includes new and modified standards regarding parking area design, including standards on paving, striping, parking space location, parking space dimensions, driveways, curb cuts, lighting, and landscaping. The amendment also includes design standards regarding drive-through facilities, parking structures, and special provisions regarding residential parking. The amendment modifies and updates the number of parking spaces required for various uses, and it modifies the standards regarding compact, tandem, bicycle parking spaces, and loading spaces. The amendment provides increased authority to the Planning and Building Safety Director to approve minor deviations from the proposed standards and to establish requirements for review of more significant deviations from the proposed standards through the Adjustment process.

The purpose of this distribution is to receive your comments on the provisions that relate to your Department/Division. We request that you indicate in your comments any areas/standards that may be in conflict with existing policies and standards or areas/standards that can be clarified or modified further particularly as it relates to on-site circulation and parking and loading standards generally, adequate access for emergency vehicles, and the interface between private property circulation and driveway design and the public right-of-way.

Please provide any comments on this form or as a separate attachment no later than Wednesday, May 19, 2010. Please sign this form and if you do not have any comments please indicate so.

Should you have any questions, please contact Paul Samaras, Principal Planner, at extension 2312 or Kim Christensen, Planning Manager at extension 2340.
**COMMENTS:**

NO COMMENT

Reviewed By:

[Signature and Title]

Encl.: Plans

Date: 5/17/2010
TO:  
Robert Cummings, Recreation and Parks Director  
(Attention: Mark Trujillo)  
Mitchell Tavera, Police Chief  
(Attention: Laurie Risk)  
Stephanie Katsouleas, Public Works Director  
(Attention: Maryam Jonas)  
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Kevin Smith, Fire Chief  
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Karl Berger, Assistant City Attorney  
Bill Crowe, Assistant City Manager

CC:  
Jack Wayt, City Manager  
Deborah Cullen, Finance Director

FROM:  
Greg Carpenter, Director  
Kimberly Christensen, AICP, Planning Manager

STAFF  
PLANNER:  Paul Samaras, Principal Planner

SUBJECT:  Environmental Assessment No. 755 and Zone Text Amendment (ZTA 07-02) - Zone Text Amendment to Amend the Off-Street Parking and Loading Spaces Requirements, and applicability of Adjustments.

Location:  Citywide  
Applicant:  City of El Segundo  
Property Owner:  Various

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City of El Segundo
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CC: Jack Wayt, City Manager
    Deborah Cullen, Finance Director

FROM: Greg Carpenter, Director
      Kimberly Christensen, AICP, Planning Manager

STAFF
PLANNER: Paul Samaras, Principal Planner

SUBJECT: Environmental Assessment No. 755 and Zone Text
Amendment (ZTA 07-02) - Zone Text Amendment to Amend the Off-Street
Parking and Loading Spaces Requirements, and applicability of
Adjustments.

Location: Citywide
Applicant: City of El Segundo
Property Owner: Various

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Should you have any questions, please contact Paul Samaras, Principal Planner, at extension 2312 or Kim Christensen, Planning Manager at extension 2340.
COMMENTS:

Reviewed By:

Signature and Title

Encl.: Plans

Date

5/20/10
EL SEGUNDO CITY COUNCIL
AGENDA STATEMENT
AGENDA HEADING: Special Orders of Business

MEETING DATE: June 15, 2010

AGENDA DESCRIPTION:
Receive and file report prepared by the County of Los Angeles regarding transitioning the El Segundo Fire Department’s (“ESFD”) services to the Consolidated Fire Protection District of Los Angeles County (aka the Los Angeles County Fire Department). Consideration and possible action to direct staff to undertake further analysis of potential impacts including, without limitation, an analysis pursuant to Elections Code § 9212 regarding an initiative petition currently being circulated that would require, if adopted, that ESFD’s services be performed by the County.

RECOMMENDED COUNCIL ACTION:
1. Receive and file report prepared by the County of Los Angeles regarding transitioning ESFD to the County.
2. Consideration and possible action to direct staff to undertake further analysis of the impacts of transitioning ESFD to the County including, without limitation, an analysis under Elections Code § 9212 regarding the initiative petition currently being circulated that would require, if adopted, that ESFD be transitioned to the County.
3. Alternatively, take other related action as directed by Council.

ATTACHED SUPPORTING DOCUMENTS:
County of Los Angeles Initial Assessment regarding ESFD

FISCAL IMPACT: None

Amount Requested: $  
Additional Appropriation:  
Account Number(s):

ORIGINATED BY: Mark Hensley, City Attorney
REVIEWED BY: Kevin Smith, Fire Chief
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:
On December 1, 2009, the City Council directed that staff request the County of Los Angeles to prepare an analysis of a potential transition of ESFD services to the County. The County has completed its initial assessment which is attached hereto as Exhibit A.

The report generally provides for the County to staff Station 1 with a 3-person paramedic assessment engine and a 2-person paramedic squad, and Station 2 with a 3-person paramedic assessment engine and a 4-person truck/quint apparatus, for a total of 12 on-duty daily plus fire prevention staffing, at an anticipated 2010-11 annual cost of $10.4 million.
On May 13, 2010, the City Clerk’s Office received a notice of intent to circulate a petition to require that the City transition its Fire Department services to the County. As required by law, the City Attorney’s Office prepared the Title and Summary for the initiative. On May 20, 2010, the Clerk’s Office transmitted such to the circulator of the petition. The circulator has up until November 17, 2010 (180 days from the time the circulator was presented with the Title and Summary), to collect signatures for the petition.

Elections Code § 9212 provides as follows:

“a) During the circulation of the petition . . . the legislative body may refer the proposed initiative measure to any city agency or agencies for a report on any or all of the following:

(1) Its fiscal impact.

(2) Its effect on the internal consistency of the city's general and specific plans . . . the consistency between planning and zoning, and the limitations on city actions under Section 65008 of the Government Code.

(3) Its effect on the use of land, the impact on the availability and location of housing, and the ability of the city to meet its regional housing needs.

(4) Its impact on funding for infrastructure of all types, including, but not limited to, transportation, schools, parks, and open space. The report may also discuss whether the measure would be likely to result in increased infrastructure costs or savings, including the costs of infrastructure maintenance, to current residents and businesses.

(5) Its impact on the community’s ability to attract and retain business and employment.

(6) Its impact on the uses of vacant parcels of land.

(7) Its impact on agricultural lands, open space, traffic congestion, existing business districts, and developed areas designated for revitalization.

(8) Any other matters the legislative body requests to be in the report.

(b) The report shall be presented to the legislative body within the time prescribed by the legislative body, but no later than 30 days after the elections official certifies to the legislative body the sufficiency of the petition.”

Since the City was already analyzing the potential transition of ESFD to the County months before the initiative petition was presented to the City Clerk’s Office, the City is generally not constrained by the thirty day time limit in Elections Code § 9212.
However, the initial Los Angeles County assessment does not contain any information regarding the initiative petition; the City Council may have specific questions or issues addressed that are unique to the initiative petition that it wants staff to address as allowed by the Elections Code. Additionally, Council may have questions or issues that relate to the potential transition of ESFD services to the County, regardless of whether such is the result of Council action or the initiative process.

Staff understands that this is an important issue for the Council and the community and wants to be proactive in providing information necessary to the decision making process.
June 2, 2010

Jack Wayt, City Manager
City of El Segundo
350 Main Street
El Segundo, CA 90245

Dear Mr. Wayt:

Last December, the Board of Supervisors (Board) directed that new criteria be developed to govern the preparation of feasibility studies for fire services, which will change the decades-old procedures we have utilized for preparing such studies. While working with the Chief Executive Office on developing the new guidelines, we have been simultaneously working on your City Council's request for a feasibility study for the provision of services by the Fire District. We now anticipate that the new guidelines will be approved by the Board in July, after which we can submit our official feasibility study for the City of El Segundo for approval.

The feasibility study will provide the City with recommended staffing levels and costs, as well as details for transitioning employees, other costs and revenues, and operational factors necessary for the City to determine if it desires to pursue negotiations for Fire District services. Our preliminary findings would have the Fire District staff Station 1 with a 3-person paramedic assessment engine and a 2-person paramedic squad, and Station 2 with a 3-person paramedic assessment engine and a 4-person truck/quad apparatus, for a total of 12 on-duty daily plus fire prevention staffing, at an anticipated 2010-11 annual cost of $10.4 million. While this cost and staffing are not anticipated to change, they are preliminary until the final feasibility study is published. It is hoped that this preliminary cost estimate would aid in your budget decisions.

Please be assured that we will proceed as soon as we can in providing a Board approved feasibility study to the City. In the interim, if you have any questions or would like to discuss this matter further, please feel free to contact me at the above number or you may contact Debbie Aguirre, Chief, Planning Division, at (323) 881-2404.

Very truly yours,

P. MICHAEL FREEMAN

PMF:lb

c: Fire Chief Kevin Smith
AGENDA DESCRIPTION:
Consideration and possible action to announce the candidates of the Library Board of Trustees, Senior Citizen Housing Corporation Board, Community Cable Advisory Committee and Environmental Committee.
(Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
1. Announce the appointees to the Library Board of Trustees, Senior Citizen Housing Corporation Board, Community Cable Advisory Committee and Environmental Committee, if any;
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
None

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: $ None
Additional Appropriation: N/A
Account Number(s): 

ORIGINATED BY: Mishia Jennings, Executive Assistant

REVIEWED BY: 

APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:

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**Total Warrants**: $581,715.13

**State of California**

**County of Los Angeles**

Information on actual expenditures is available in the Director of Administrative Services office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

For Approval: Regular checks held for City council authorization to release.

**Codes:**

- **R**: Computer generated checks for all non-emergency/urgent payments for materials, supplies and services in support of City Operations

**For Ratification:**

- **A**: Payroll and Employee Benefit checks

- **B-F**: Computer generated Early Release disbursements and/or adjustments approved by the City Manager. Such as: payments for utility services, petty cash and employee travel expense reimbursements, various refunds, contract employee services consistent with current contractual agreements, instances where prompt payment discounts can be obtained or late payment penalties can be avoided or when a situation arises that the City Manager approves.

- **H**: Handwritten Early Release disbursements and/or adjustments approved by the City Manager.

**Finance Director**: [Signature]

**City Manager**: [Signature]

**Date**: 6/3/10
## CITY OF EL SEGUNDO
### PAYMENTS BY WIRE TRANSFER
#### 5/20/10 THROUGH 6/03/10

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<th>Date</th>
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**DATE OF RATIFICATION: 6/15/10**

**TOTAL PAYMENTS BY WIRE:**

993,013.75

Certified as to the accuracy of the wire transfers by:

**Mary M. Kobus**
Deputy City Treasurer

**Deborah Hue**
Director of Finance

**City Manager**

Information on actual expenditures is available in the City Treasurer's Office of the City of El Segundo.
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JUNE 1, 2010 – 5:30 P.M.

5:30 P.M. SESSION

CALL TO ORDER – Mayor Busch at 6:00 p.m.

ROLL CALL

Mayor Busch - Present
Mayor Pro Tem Fisher - Present
Council Member Brann - Present
Council Member Fuentes - Present
Council Member Jacobson - Present

PUBLIC COMMUNICATION – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250.

SPECIAL ORDER OF BUSINESS:

CLOSED SESSION:
The City Council moved into a closed session pursuant to applicable law, including the Brown Act (Government Code Section §54956, et seq.) for the purposes of conferring with the City’s Real Property Negotiator; and/or conferring with the City Attorney on potential and/or existing litigation; and/or discussing matters covered under Government Code Section §54957 (Personnel); and/or conferring with the City’s Labor Negotiators; as follows:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov’t Code §54956.9(a) -1- matter

City of El Segundo vs. City of Los Angeles, et. al LASC Case No. BS094279

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code §54956.9(b): -0- potential case (no further public statement is required at this time); Initiation of litigation pursuant to Government Code §54956.9(c): -0- matter.

DISCUSSION OF PERSONNEL MATTERS (Gov’t Code §54957): - 0- matters

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov’t Code §54957.6): -1- matters
Represented Group: Police Support Services Employees Association (PSSEA), City Employees Association (CEA), Firefighters Association (FFA), Police Managers Association (PMA), Police Officers Association (POA), Supervisory and Professional Employees (S&P)

Negotiators: Jack Wayt, Bob Hyland and Rich Kreisler

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov't Code §54956.8): -2-matters

City Property: 2161 El Segundo Boulevard, El Segundo (Fire Station No. 2)  
City Negotiators: City Manager, Assistant City Manager  
Negotiating Party: Out of Site, LLC  
Under Negotiation: Price and Terms (potential lease or sale)

City Property: 2161 El Segundo Boulevard, El Segundo (Fire Station No. 2)  
City Negotiators: City Manager, Assistant City Manager  
Negotiating Party: Wiseburn School District  
Under Negotiation: Price and Terms (potential lease or sale)

Council recessed at 6:50 p.m.
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JUNE 1, 2010 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER

INVOCATION – Pastor John Svendsen, First Baptist Church

PLEDGE OF ALLEGIANCE – Council Member Don Brann

PRESENTATIONS

a. Mayor Busch presented a proclamation to El Segundo Power, LLC and El Segundo Kiwanis Club proclaiming June 5, 2010, Beauty and the Beach Cleanup Day.

ROLL CALL

Mayor Busch - Present
Mayor Pro Tem Fisher - Present
Council Member Brann - Present
Council Member Fuentes - Present
Council Member Jacobson - Present

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250. While all comments are welcome, the Brown Act does not allow Council to take action on any item not on the agenda. The Council will respond to comments after Public Communications is closed.

Ron Swanson, resident, spoke on the upcoming event for the Education Foundation at the Car Museum on Saturday, June 5th.

A. PROCEDURAL MOTIONS

Consideration of a motion to read all ordinances and resolutions on the Agenda by title only.
MOTION by Council Member Jacobson, SECONDED by Council Member Brann to read all ordinances and resolutions on the agenda by title only. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

1. Consideration and possible action to adopt a Resolution expressing the City Council's intent to voluntarily reduce individual Councilmember's salary by 20%. (Fiscal Impact: approximately $10,800 per year)

MOTION by Council Member Jacobson, SECONDED by Council Member Fisher to adopt Resolution No. 4554 expressing the City Council's intent to voluntarily reduce individual councilmember compensation by 20%. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

2. Consideration and possible action to announce the candidates of the Recreation and Parks Commission and Planning Commission.

Mayor Busch announced the appointment of Colleen Glynn-Rich to the Recreation and Parks Commission for a full term to expire 5/30/14; Brenda Newman to the Planning Commission for a partial term to expire 6/30/12; and Dan Barbee to the Planning Commission for a full term to expire 6/30/14.

E. CONSENT AGENDA

All items listed are to be adopted by one motion without discussion and passed unanimously. If a call for discussion of an item is made, the item(s) will be considered individually under the next heading of business.

3. Approved Warrant Numbers 2577327 to 2577514 on Register No. 16 in the total amount of $1,204,160.83 and Wire Transfers from 5/07/10 through 5/20/10 in the total amount of $650,803.67. Authorized staff to release. Ratified: Payroll and Employee Benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers.

4. Approved Regular City Council Meeting Minutes of May 18, 2010 and Special Meeting Minutes of May 6, 2010.

5. Approved Contract No. 4074 with AKM Consulting Engineers to provide inspection and resident engineering services for the replacement of sanitary sewer mains at various locations within the Smoky Hollow Specific Plan area of the City of El Segundo. (Fiscal Impact: $150,000) Authorized the City Manager to execute a professional service agreement in a form as approved by the City Attorney with AKM Consulting Engineers in the amount not to exceed $150,000.
6. Accepted the work as complete for 21 homes related to the City’s Residential Sound Insulation Program’s Group 37 (Project No. RSI 09-14). (Final Contract Amount: $581,587.21) Authorized the City Clerk to file the City’s Planning and Building Safety Director’s Notice of Completion in the County Recorder’s Office. Authorized the City Manager, or designee, to close out Project No. RSI 09-14.

MOTION by Council Member Brann, SECONDED by Council Member Jacobson to approve Consent Agenda Items 3, 4, 5, and 6. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

CALL ITEMS FROM CONSENT AGENDA

F. NEW BUSINESS

7. Consideration and possible action to introduce and waive first reading of an Ordinance amending the El Segundo Municipal Code’s regulation of massage establishments with the City of El Segundo. (Fiscal Impact: None)

Deborah Cullen, Finance Director, gave a brief report.

Council Member Jacobson introduced Ordinance No. 1443 amending the El Segundo Municipal Code Chapter 4-10 regulating massage establishments within the City of El Segundo.


G. REPORTS – CITY MANAGER - NONE

H. REPORTS – CITY ATTORNEY - NONE

I. REPORTS – CITY CLERK - NONE

J. REPORTS – CITY TREASURER - NONE

K. REPORTS – CITY COUNCIL MEMBERS

Council Member Fuentes – Spoke regarding Memorial Day Services and thanked members of the military serving our Country.

Council Member Brann – Spoke regarding Memorial Day Services, the recent City/School District meeting and signature drive for legislation to make stricter penalties for Child Sexual Assault.

Council Member Jacobson – Spoke regarding the upcoming event on Saturday, June 5th. “Car People for Education” at the Auto Museum.
Mayor Pro Tem Fisher – NONE

Mayor Busch – Spoke on his attendance at the recent High School Baseball game.

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have receive value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250. While all comments are welcome, the Brown Act does not allow Council to take action on any item not on the agenda. The Council will respond to comments after Public Communications is closed. NONE

MEMORIALS – Margie Kobus, Mother of Deputy City Treasurer Mary Kobus.

CLOSED SESSION - None

ADJOURNMENT at 7:35 p.m.

__________________________
Cathy Domann
Deputy City Clerk

MINUTES OF THE REGULAR CITY COUNCIL MEETING
JUNE 1, 2010
PAGE NO. 6
SPECIAL MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JUNE 1, 2010 – 4:30 P.M.

CALL TO ORDER – Mayor Pro Tem Fisher at 4:30 p.m.

ROLL CALL

Mayor Busch - Present – arrived at 4:31 p.m.
Mayor Pro Tem Fisher - Present
Council Member Brann - Present
Council Member Fuentes - Present
Council Member Jacobson - Present

PUBLIC COMMUNICATIONS - (Related to City Business Only - 5 minute limit per person, 30 minute limit total). Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves before addressing the City Council. Failure to do so is a misdemeanor and punishable by a fine of $250.

SPECIAL MATTERS: -1- matter

1. Interview of candidates and potential appointments to the Recreation and Parks Commission and Planning Commission. [Note: the interviews will commence at approximately 4:30 p.m. and take place in the West Conference Room in City Hall.]

Council consensus to appoint Colleen Glynn-Rich to the Recreation and Parks Commission for a full term to expire 5/30/14; Brenda Newman to the Planning Commission for a partial term to expire 6/30/12; and Dan Barbee to the Planning Commission for a full term to expire 6/30/14.

ADJOURNMENT – 5:55 p.m.

Cathy Domann, Deputy City Clerk
AGENDA DESCRIPTION:
Consideration and possible action regarding approval of a Resolution delegating authority for making disability determinations to the City Manager and Human Resources Director pursuant to Government Code § 21173. Fiscal Impact: None.

RECOMMENDED COUNCIL ACTION:
1. Approve attached Resolution.
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Resolution

FISCAL IMPACT: N/A

Amount Budgeted: $ N/A
Additional Appropriation: N/A
Account Number(s):

ORIGINATED BY: Martha Z. Dijkstra, Human Resources Manager
REVIEWED BY: Bob Hyland, Director of Human Resources
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:
On February 3, 2004, City Council approved Resolution No. 4364 delegating authority for making disability determinations to the City Manager and Administrative Services Director pursuant to Government Code §21173.

Resolution No. 4364 needs to be amended to replace “Administrative Services Director” with “Human Resources Director” to accurately reflect the City’s organizational structure. No other changes have been made to the Resolution.
RESOLUTION NO.________________________

A RESOLUTION DELEGATING AUTHORITY FOR MAKING DISABILITY DETERMINATIONS TO THE CITY MANAGER AND HUMAN RESOURCES DIRECTOR PURSUANT TO GOVERNMENT CODE § 21173.

The City Council of the City of El Segundo does resolve as follows:

Section 1: Pursuant to Government Code § 21173, the City Manager and Human Resources Director are authorized to exercise the responsibilities and duties conferred and imposed by Article 6 to Chapter 12 of the Government Code (consisting of §§ 21150-21176), entitled “Disability Retirement,” subject to the conditions set forth below.

Section 2: The Human Resources Director (“Director”) will make an initial determination regarding disability upon being presented with a disability retirement application. In addition, the Director will make an initial determination regarding cancellation of a recipient’s disability retirement allowance.

Section 3: Except where a matter is referred to the City Council for a decision, the City Manager, or designee, will make final decisions regarding disability retirement on the City’s behalf. The City Manager, or designee, will also make a final decision regarding canceling a recipient’s disability retirement allowance unless the matter is referred to the City Council for a decision. Further, the City Manager, or designee, is authorized to procure an administrative law judge from the Office of Administrative Hearings, if a hearing is requested.

Section 4: The Resolution will become effective immediately upon adoption, and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this __________ day of __________, 2010.

______________________________________________________________
Eric K. Busch,
Mayor
CERTIFICATION

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES  
CITY OF EL SEGUNDO  

I, Cindy Mortesen, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution No. ______ was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the 15th day of June, 2010, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

NOT PARTICIPATING:

WITNESS MY HAND THE OFFICIAL SEAL OF SAID CITY this ______ day of __________, 2010.

Cindy Mortesen, City Clerk
of the City of El Segundo,
California
(SEAL)

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By:
Karl H. Berger
Assistant City Attorney
AGENDA DESCRIPTION:
Consideration and possible action to award a standard Public Works Contract to Advance Sewer Technologies, Inc. for the Cleaning and Closed Circuit Television (CCTV) inspection of sewer lines west of Sepulveda Boulevard between El Segundo Boulevard and Imperial Avenue. (Project No.: PW 10-02) and adoption of Plans and Specifications for the CCTV inspection of sewer lines east of Sepulveda Boulevard, between El Segundo Boulevard and Imperial Highway. (Fiscal Impact: $183,951.11)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Manager to execute a Standard Public Works Contract in a form as approved by the City Attorney with Advanced Sewer Technologies, Inc., in the amount of $167,228.28.
2. Adopt Plans and Specifications and authorize staff to advertise the project for receipt of construction bids.
3. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

FISCAL IMPACT: Included in Adopted Budget

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ORIGINATED BY: Maryam M. Jonas, Principal Engineer
REVIEWED BY: Stephanie Katsouelas, Public Works Director
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:
On May 4, 2010, the City Council authorized staff to advertise for the cleaning and closed circuit television inspection of sewer mains west of Sepulveda Boulevard, between El Segundo Boulevard and Imperial Avenue.

On June 1, 2010, the City Clerk received and opened four (4) bids as follows:

1. Advanced Sewer Technologies, Inc. $167,023.65
2. National Plant Services, Inc. $183,658.95
3. Empire Pipe Cleaning and Equipment, Inc. $215,804.60
4. Nor Cal Pipeline Services $307,023.65
The original FY 2009/10 budget allocation for this project was $300,000 from the El Segundo Sewer Enterprise Fund. Staff has verified the Advanced Sewer Technologies, Inc. references and received favorable responses, and recommends awarding the contract to them as the lowest responsible bidder, for $167,023.65. The total amount of $183,951.11 requested includes both the contract amount and an additional 10% for contingencies. The lowest responsible bid received is 44% less than budgeted amount for this project. This is mostly due to the competitive bidding market.

Plans to CCTV the sewer line east of Sepulveda Boulevard were originally scheduled for the 2010/11 budget year. However, given the significant cost savings realized for this project, staff recommends using the $116,048 remaining to initiate CCTV inspection of the sanitary sewer lines east of Sepulveda Boulevard earlier than anticipated to capitalize on the current bidding environment. Adoption of the plans and specifications would authorize staff to proceed with advertising the project for receipt of bids for CCTV of the sewer lines east of Sepulveda Boulevard between El Segundo Boulevard and Imperial Highway.
AGENDA DESCRIPTION:
Consideration and possible action regarding the second reading and adoption of Ordinance No. 1443 amending regulation of massage establishments within the City of El Segundo. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
1. Waive second reading and adopt Ordinance No. 1443
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Ordinance No. 1443 amending Title 4, section 10.

FISCAL IMPACT: None
Amount Budgeted: $None
Additional Appropriation: N/A
Account Number(s): 

ORIGINATED BY: Steve Jones, Business Services Manager
REVIEWED BY: Deborah Cullen, Director of Finance
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:
Senate Bill 731 became effective on September 1, 2009. Prior to SB 731, the regulation of massage establishments has been at the local level. This new law sets up a statewide system of certification for massage therapists that exempts state-certified therapists from having to obtain a massage permit from the local government. The law is in response to the criticism of legitimate massage therapists that it is a burden to obtain a multitude of permits if they practice in more than one city or move within the state.

SB 731 created a massage therapy organization called the California Massage Therapy Council (CMTC), a nonprofit organization that provides for the statewide certification of massage therapists and massage practitioners. To become state certified, applicants must be eighteen years of age or older, meet specific educational criteria, provide the CMTC with current required information, provide fingerprints for submission to the Department of Justice for a criminal background check, and to pay fees required by the CMTC.

The Bill also prohibits cities from enacting or enforcing certain ordinances regulating the practice of massage by a certificate holder.
Major Changes

1. Any person certified by the CMTC has the right to practice massage, consistent with state law and the qualifications established by his or her certification in any city or county in the state and is not required to obtain any other license, permit, or other authorization. However, the bill does not prevent a city from adopting or enforcing any local ordinance governing zoning, business licensing, and reasonable health and safety requirements for massage establishments or businesses.

2. A CMTC certified sole proprietorship, and massage establishments or businesses that employ or use only persons certified by the CMTC, enjoy more freedom from local regulation. Although a local agency have the right to adopt land use and zoning requirements applicable to massage establishments or businesses, any land use and zoning requirements must be no different than the requirements that are uniformly applied to other professional or personal services businesses.

3. Qualifying massage establishments or businesses cannot be required to provide additional restroom, shower, or other facilities that are not uniformly applicable to other professional or personal service businesses.

Cities that regulate massage establishments must update their massage establishment ordinance to reflect SB 731. Otherwise, much of a city’s ordinance is likely preempted and unenforceable against these establishments, and aspects of the businesses that could be regulated are foregone.

The City must make sure to treat qualifying massage establishments in accordance with the new state law. There will be two separate systems with separate rules governing qualifying and nonqualifying businesses.
ORDINANCE NO. 1443

AN ORDINANCE AMENDING EL SEGUNDO MUNICIPAL CODE
CHAPTER 4-10 REGULATING MASSAGE ESTABLISHMENTS
WITHIN THE CITY OF EL SEGUNDO.

The City Council of the City of El Segundo does ordain as follows:

SECTION 1: El Segundo Municipal Code ("ESMC") § 4-10-2 is amended to add
the following definitions:

"MASSAGE THERAPY ORGANIZATION (MTO): The organization
created pursuant to Business and Professions Code, Division 2,
Chapter 10.5.

CERTIFIED MASSAGE PRACTITIONER: An individual certified by
the Massage Therapy Organization pursuant to Business and
Professions Code § 4601(b) and who administers massage for
compensation.

CERTIFIED MASSAGE THERAPIST: An individual who by the
Massage Therapy Organization pursuant to Business and
Professions Code § 4601(c) and who administers massage for
compensation.”

SECTION 2: All references in ESMC Chapter 4-10 to “massage parlors” are
amended to read “massage establishments.”

SECTION 3: ESMC § 4-10-3 is amended to read as follows:

“4-10-3: MASSAGE ESTABLISHMENTS; PERMIT,
INVESTIGATION, FEES:

Every person conducting, managing, operating, owning or in control
of a massage establishment or any other place that is open to the
public or is a private club, where facial massages, fomentations,
massages, electric or magnetic treatments, alcohol rubs, Russian,
Swedish or Turkish baths are administered or given, or any public
bathing place, which has in connection therewith a steam room, dry
or hot room plunge, swimming pool, shower bath, or sleeping
accommodations, must obtain a permit in accordance with this
chapter, and for each of such places pay, upon applying for a
permit, an investigation fee of five hundred dollars ($500.00). Each
such place must subsequently pay an annual inspection fee of one
hundred twenty dollars ($120.00) for the cost of submitting to an
annual inspection under the Los Angeles County massage
establishment inspection program. In addition, each such massage establishment must pay a business license tax in accordance with this code. A Massage Establishment Permit is not required for (1) a massage establishment that is a sole proprietorship where the sole proprietor is certified by the MTO; or (2) a massage establishment that employs or uses only individuals certified by the MTO."

SECTION 4: ESMC § 4-10-4 is amended to read as follows:

"4-10-4: MASSAGE TECHNICIANS; PERMIT, EXAMINATION, FEES:

Massage technicians must obtain a permit pursuant to this chapter and, when applying for a permit, pay a one time investigation fee set by city council resolution. In order to obtain a permit, each massage technician must successfully pass the Los Angeles County examination of applicants for massage technician permits and pay, upon applying for a permit, an examination fee set by city council resolution. In addition, any massage technicians doing business in the city as an independent operative are subject to the business license tax provided for by this code. Certified Massage Practitioners and Certified Massage Therapists are exempt from the permit requirement established by this section provided that the MTO-certified individual is practicing consistent with the qualifications established by his or her certification. Certified Massage Practitioners and Certified Massage Therapists are not exempt from the business license tax set forth in this Code."

SECTION 5: ESMC § 4-10-5 is amended to read as follows:

"4-10-5: BUSINESS LICENSE REQUIRED:

Before operating any massage establishment or becoming engaged in the occupation of a massage practitioner or massage technician, the individual proposing to conduct the business must obtain the required business license to do so and, in addition, unless otherwise specified, is subject to each and all of the terms, conditions and provisions of this chapter."

SECTION 6: ESMC § 4-10-10 is amended to read as follows:

"4-10-10: NOTICE OF CHANGE:

Whenever any change occurs relating to the written information required by this chapter, the applicant or permittee must give notification of such change to the licensing authority within twenty
(20) days after such change or at any hearing conducted under this chapter if such hearing is conducted before the above notification has been given. Every owner of a massage establishment that employs or uses only MTO-certified massage practitioners and therapists, and every massage establishment that is a sole proprietorship where the sole proprietor is MTO-certified, must notify the city not less than 20 days before changing management, renaming, or conveying the massage business to another person.”

SECTION 7: ESMC § 4-10-13 is amended to read as follows:

“4-10-13: INSPECTION:

The police department may inspect any massage establishment in the city during regular business hours with or without notice. Police officers and any official inspectors while on official business must be allowed to enter any massage establishment free of charge for the purpose of inspection.”

SECTION 8: ESMC § 4-10-21 is amended to read as follows:

“4-10-21: DISPLAY OF PERMIT:

Every person holding a permit issued pursuant to this Chapter must keep the same posted in a conspicuous place upon the licensed premises in open and clear view. Massage establishments that are sole proprietorships, where the sole proprietor is MTO-certified, and massage establishments that employ or use only MTO-certified persons, must file with the city copies of the current MTO certifications for each person providing massage services at the business.”

SECTION 9: ESMC § 4-10-24 is amended to read as follows:

“4-10-24: MASSAGE ESTABLISHMENT; OPERATION:

Unless otherwise specified, every massage establishment must be maintained and operated in conformance with the requirements of this Code and Business and Professions Code, Division 2, Chapter 10.5.”

SECTION 10: ESMC § 4-10-26 is amended to read as follows:

“4-10-26: MASSAGE TECHNICIAN; EMPLOYMENT:

A permittee or person required by this Chapter to obtain a permit
cannot hire or employ a massage technician unless such massage technician possesses a valid, subsisting permit required by this Chapter or a valid MTO certification."

SECTION 11: ESMC § 4-10-30 is amended to read as follows:

"4-10-30: FACILITIES; MINIMUM REQUIREMENTS:

A permit cannot be issued pursuant to this Chapter unless an inspection reveals that the massage establishment has each of the following minimum requirements and a certificate of occupancy was issued by the Planning and Building Safety Director. The requirements of this section do not apply to (1) a massage establishment that is a sole proprietorship where the sole proprietor is certified by the MTO; or (2) a massage establishment that employs or uses only individuals certified by the MTO.

A. Lighting And Ventilation: Minimum lighting must be provided in accordance with the California building code, as adopted by this Code, and, in addition, at least one artificial light of not less than nine hundred (900) lumens must be provided in each enclosed room or booth where massage services are being performed on a patron. Minimum ventilation must be provided in accordance with the California building code, as adopted by this Code.

B. Washbasins: A minimum of one separate washbasin must be provided for the use of the employees of the massage establishment, which basin must provide soap or detergent and hot and cold running water at all times and be located within or as close as practicable to the area devoted to the performance of massage services. In addition, each washbasin must have sanitary towels placed in permanently installed dispensers.

C. Bathing, Dressing, Toilet Facilities: Adequate bathing, dressing, locker, and toilet facilities must be provided for patrons. A minimum of one tub or shower, one dressing room containing a separate locker for each patron to be served, which locker must be capable of being locked, as well as a minimum of one toilet and one washbasin, must be provided. If male and female patrons are to be served simultaneously at the massage establishment, separate bathing, a separate massage room or rooms, separate dressing and separate toilet facilities must be provided for male and female patrons."

SECTION 12: This ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq.,
"CEQA") and CEQA regulations (14 California Code of Regulations §§ 15000, et seq.) because it establishes rules and procedures to permit operation of existing facilities; minor temporary use of land; ensure maintenance, restoration and protection of the environment; and regulate normal operations of facilities for public gatherings. This Ordinance, therefore, is categorically exempt from further CEQA review under Cal. Code Regs. Title 14, §§ 15301, 15304(e), 15308, and 15323.

SECTION 13: If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 14: Repeal or amendment of any provision of the El Segundo Municipal Code does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance’s effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 15: The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo’s book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 16: This Ordinance will become effective on the thirty-first (31st) day following its passage and adoption.

PASSED AND ADOPTED this ___ day of _________, 2009.

____________________________
Kelly McDowell, Mayor

ATTEST:

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES ) SS
CITY OF EL SEGUNDO

I, Cindy Mortesen, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Ordinance No. _________ was duly introduced by said City
Council at a regular meeting held on the _____ day of ________________, 2009, and was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the _____ day of ________________, 2009, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

____________________________________
Cindy Mortesen, City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: ______________
Karl H. Berger, Assistant City Attorney
AGENDA DESCRIPTION:
Consideration and possible action regarding the design and location of a City of El Segundo monument sign provided by the Boeing Corporation at the intersection of Imperial Highway and Sepulveda Boulevard. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
1. Approve the proposed City of El Segundo monument sign design and location at the intersection of Imperial Highway and Sepulveda Boulevard, and/or;
2. Alternatively, discuss and take other actions related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Site plan of proposed City of El Segundo sign and related improvements.
2. Elevation and rendering of proposed sign.
3. Information sheet on linear fluorescent lighting.

FISCAL IMPACT: None
Amount Budgeted: N/A
Additional Appropriation: N/A
Account Number(s): N/A

ORIGINATED BY: Kimberly Christensen, AICP, Planning Manager
REVIEWED BY: Greg Carpenter, Director of Planning and Building Safety
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:
On September 1, 2010 the City Council approved the Boeing Selby Block project. This project included a General Plan Amendment, Zone Text Amendment and the remodeling and expansion of the Boeing Satellite Systems facilities at 900 North Sepulveda Boulevard. Condition 16 of the Selby Block project approval requires the Boeing Corporation to install a City of El Segundo monument sign at the Imperial Highway and Sepulveda Boulevard corner of Boeing’s property. The condition stipulates that the Director of Planning and Building Safety review and approve the sign. The Director has required that the sign match the existing El Segundo monument sign located at the southern end of Sepulveda Boulevard at Rosecrans Avenue on the Plaza El Segundo property. The Director is forwarding the submitted sign design to the City Council for review and comment (see Exhibits 1 and 2).

The proposed design includes three signs mounted on three walls that are faced with Travertine marble with a concrete cap. The sign lettering consists of individual bronze channel letters flush mounted to the walls. The Director will have discretion during the building permit process to
ensure that the quality and appearance of the travertine material and bronze channel letters is equivalent to that of the existing sign at the Plaza El Segundo site. The design includes a center wall that is flanked by two wing walls. The center wall is 5'-9" at its tallest point. The two wing walls are different heights because the location for the proposed sign slopes down toward Imperial and upward on the Sepulveda side. The tops of the proposed wing walls will be at the same level. The wing wall facing Imperial has a maximum height of 3'-9" and the wing wall on Sepulveda is 1'-8" at its lowest point. The center wall is 26'-6" in length and the wing walls are 23-feet in length. The proposed signs will have the City name on the center wall and the adjacent street names on the two wing walls with the lettering style designed to match the signs at Plaza El Segundo. The text on the middle wall will spell out "CITY OF EL SEGUNDO", using an enlarged 19 inch tall "S". The "CITY OF" lettering will be 6 inches in height and the "EL SEGUNDO" lettering will be 11 inches in height. The north wing wall will read "IMPERIAL HIGHWAY" in 6.5 inch letters. The west wing wall will read "SEPULVEDA BOULEVARD" in 6.5 inch letters. The font and lettering dimensions will also match the existing sign at Plaza El Segundo. The total sign area for the three signs is less than 30 square feet.

The sign would be lit by ground level linear fluorescent luminaries. The specifications of the lighting fixtures are attached (see Exhibit 3). These fixtures were chosen for their energy efficiency and high performance. A building permit will be required for the walls and signs. An electrical permit will be required for the lighting. The landscaping identified on the attached site plan has been previously approved with the permits for the Selby Block project. This landscaping includes three existing Wilson Holly trees located behind the sign. The applicant will fund, construct and maintain the signs, walls, and lighting once it is approved.

The sign meets the applicable standards of the El Segundo Municipal Code (ESMC). ESMC §15-18-8(D) permits monument or ground signs up to six feet in height with 150 square feet of sign area. The sign and walls meet the sign setback requirement of §15-18-8(J) as the sign is setback at least 5 feet away from the property line. The sign also complies with ESMC §15-2-6 in that the sign meets the 15-foot corner visibility triangle requirement.

The signs are expected to be constructed within the next few months and before the issuance of the final Certificate of Occupancy for the Boeing Selby Block project.

CONCLUSION

The Planning and Building Safety Director recommends City Council concurrence with the approval of the proposed sign and wall design, colors, and materials, and the proposed lighting on the southeast corner of Imperial Highway and Sepulveda Boulevard.
Knocked-out linear fluorescent light fixtures, typical of seven (7).

Existing tree (common name - Willow Hickory) in 48” high tree planter, typical of three (3), under previously approved permit specifications.
Dark bronze lettering, to match Rosecrans/Sequita monument sign in size and font.

Concrete crown walling, typical, to match profile and finish of Rosecrans/Sequita monument signage.

12"W travertine tile finish, similar to Rosecrans/Sequita monument signage.

Elevation at New City Monument Sign
4750 SERIES
KNUCKLE MOUNT
T5-T5HO LINEAR FLUORESCENT

DESCRIPTION:
The Hydrel 4750 Series of Linear Fluorescent Lighting fixtures bring the high performance of the T5 & T5 HO lamp to the outdoors. With the 4750 Series patent pending Polar Pack™ cold weather option, full light output is now a reality to 0°F (-18°C). The T5 & T5 HO lamp performance, the high output symmetrical and asymmetrical distributions, and the simple lines make the 4750 Series fixture ideal for spreading soft, even illumination along walls, signs, and planters. The 4750 Series Linear Fluorescent T5 offers single and multiple lamp configurations. Five unique lighting distributions with a variety of lamp wattages and sizes.

SPECIFICATIONS:
MATERIAL: Extruded 6063-T4 aluminum with die cast A360 aluminum end caps. All fasteners are stainless steel.

LAMP: Fluorescent, single or multiple T5 & T5 HO to 54 Watt per lamp (maximum). Lamp included unless LAMP IS SPECIFIED.

SOCKET: 65 Miniature Bi-Pin.

VOLTAGE: Multi-Volt (120V – 277V 50/60 Hz) / 347.

DISTRIBUTIONS: WWD - Wall Wash
NFL - Narrow Flood
MFL - Medium Flood
VFL - Vertical Flood
WFL - Wide Flood

LENS: Curved high strength optical grade clear acrylic

MOUNTING: (KM) Knuckle Mounted with two (2) 1/2" NPT side mounting arms.

ACCESSORIES: External glare control available.

OPTIONS: Tamper-proof hardware and Polar Pack™ cold weather options available.

BALLAST: Integral Electronic multi-volt, 0°F(-18°C) minimum starting temperature. Optional: -20°F(-29°C) minimum starting temperature for 54T5HO lamps and select distributions.

FINISH: See ordering guide for color options.

LISTING: U.L. Wet Location, CUL

NOTE: HYDREL RESERVES THE RIGHT TO MODIFY SPECIFICATION WITHOUT NOTICE.
Any dimension on this sheet is to be assumed as a reference dimension; "Used for information purposes only. It does not govern manufacturing or inspection requirements." (ANSI Y14.5-1973)
# 4750 KM ORDERING INFORMATION

## PART NO.

**EXAMPLE:**

<table>
<thead>
<tr>
<th>4754</th>
<th>54T5HO</th>
<th>MVOLT</th>
<th>MFL</th>
<th>KM</th>
<th>WMSA EA24</th>
<th>FSS</th>
<th>Options</th>
<th>LPI</th>
<th>DNAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4752</td>
<td>4753</td>
<td>4754</td>
<td>4756</td>
<td>4758</td>
<td>MVOLT(^2)</td>
<td>120(^2)</td>
<td>277(^2)</td>
<td>347(^2)</td>
<td>KM Knuckle Mount</td>
</tr>
</tbody>
</table>

**Distribution**
- WWD Wall Wash
- VFL Vertical Flood
- NFL Narrow Flood
- MFL Medium Flood
- WFL\(^1\) Wide Flood

**Lamp Type**
- 4752: 14T5 T5 Miniature Bi-Pin
- 2/14T5\(^1\) Two (2) T5 Miniature Bi-Pin
- 24T5HO T5 High Output Miniature Bi-Pin
- 2/24T5HO\(^1\) Two (2) T5 HO Miniature Bi-Pin

- 4754: 21T5 T5 Miniature Bi-Pin
- 2/21T5\(^1\) Two (2) T5 Miniature Bi-Pin
- 29T5HO T5, High Output Miniature Bi-Pin
- 2/29T5HO\(^1\) Two (2) T5, High Output, Miniature Bi-Pin

- 4756: 28T5 T5 Miniature Bi-Pin
- 2/28T5\(^1\) Two (2) T5 Miniature Bi-Pin
- 54T5HO T5, High Output Miniature Bi-Pin
- 2/54T5HO\(^1\) Two (2) T5, High Output, Miniature Bi-Pin

**Mounting Options**
- ARJB Arch. J-Box
- JBA Aluminum J-Box
- JBB Bronze J-Box
- WMSA Wall Mount with Splice Access
- WMP Wall Mount Plate
- EWM Ext. Wall Mount
- PSSA Pedestal Stanchion Mount
- SMSA 12" - 48" Stanchion Mt, available in 6" increments
- SBA 12 or 18" Staked Mounted J-Box, Aluminum
- SBB 12 or 18" Staked Mounted J-Box, Bronze
- PSS 16", 18", or 26" Polymer Sealed Ground Spike

**WMP/WMSA Accessories**
- EA Extended Arm Specify length 12", 24", 36"
- EA45\(^1\) 45°Extended Arm Specify length 12", 24", 36"
- EA90\(^1\) 90°Extended Arm Specify length 12", 24", 36"
- EAS Extended Arm Strut Specify length 12", 24", 36"
- EAS45\(^1\) Extended Arm Strut, Specify length 12", 24", 36"
- EAS90\(^1\) Extended Arm Strut, Specify length 12", 24", 36"

**Mounting**
- External
  - FSS\(^3\) Flush Source Shield
  - FVS\(^4\) Full Visor
  - HVSR\(^4\) Half Visor
- Internal
  - IDF Internal Diffusion Film

**Options**
- TPH Tamper Proof Hardware
- PLPK\(^5\) Polar Pack\(^\text{TM}\) Cold Weather Option 120 V
- PLPK\(^2\) Polar Pack\(^\text{TM}\) Cold Weather Option 208-277 V
- PLPKY\(^4\) Polar Pack\(^\text{TM}\) Cold Weather Option 347 V
- CW20\(^4\) Cold Weather Ballast, -20°F (-29°C) starting temp. (PLPK\(_2\) required for lamp to work optimally with CW20.)
- ELN\(^3\) Emergency Battery Backup half output

**Finish**
- BL Black
- BZ Bronze
- DBB Dark Bronze
- DNA Natural Alum.
- GN Green
- GR Gray
- SN Sand
- STG Steel Gray
- TVG Terra Verde Green
- WH White
- CF Custom Finish

**Lamp**
- LPI 3000K Lamp Included
- LP35K 3500K Lamp Included
- LP41K 4100K Lamp Included

**Notes:**
1. Available with WFL Distribution only.
2. MVOLT Multi-Volt ballast range: 120V-277V, 50/60 Hz.
3. WFL Distribution only available with multiple lamp options as specified with note 1.
4. EA Extended Arm Accessory available for WMP and WMSA mounting only.
5. Only available with NFL and MFL distributions (standard on WWD).
6. Accessory is mutually exclusive, choose one only.
7. If selected, two par fixture will be provided.
8. Only available with WWD and WFL distributions.

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Revised 3/24/10
4750_KM

29550 Northside Dr., Suite B
Chattanooga, TN 37421
Phone: 865.533.9901
Fax: 865.533.5291
www.hydrel.com
4750 KM ORDERING INFORMATION

50 Hz Application
Example shown is Hydrel recommended for faster service. *Indicates required selection.

PART NO.

EXAMPLE:

<table>
<thead>
<tr>
<th>4750</th>
<th>54T5HO</th>
<th>MVOLT</th>
<th>MFL</th>
<th>KM</th>
<th>WMSA EA24</th>
<th>FSS</th>
<th>LPI</th>
<th>DNAT</th>
<th>IEC</th>
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</tr>
</tbody>
</table>

- **Distribution**
  - WWD: Wall Wash
  - VRL: Vertical Road
  - NFL: Narrow Flood
  - MFL: Medium Road
  - WFL: Wide Road

- **Lamp Type**
  - 14T3: T5 Miniature Bi-Pin
  - 2/14T5: Two (2) T5 Miniature Bi-Pin
  - 24T5HO: T5 High Output
  - 2/24T5HO: Two (2) T5 HO
  - 21T5: T5 Miniature Bi-Pin
  - 2/21T5: Two (2) T5 Miniature Bi-Pin
  - 3ST3HO: T5, High Output
  - 2/3ST3HO: Two (2) T5, High Output

- **Mounting**
  - KM: Knuckle Mount

- **Accessories**
  - External
    - FSS: Flush Source Shield
    - FVSF: Full Visor
    - HVVSF: Half Visor
  - Internal
    - 1DF: Internal Diffusion Film

- **Options**
  - TPH: Tamper Proof Hardware
  - PLPK: Polar Pack Cold Weather Start Option
  - CW201: Cold Weather Ballast, -20°F (-29°C) starting temp.

- **Mounting Options**
  - ARJB: Arch J-Box
  - JBA: Aluminum J-Box
  - JBB: Bronze J-Box
  - WMSA: Wall Mount with Splice Access
  - WMP: Wall Mount Plate
  - EWM: Ext. Wall Mount
  - PSS: Pedestal Stanchion Mount
  - SMSA: 12" - 48" Stanchion Mt, available in 6" increments
  - SBA: 12" or 18" Stake Mounted J-Box, Aluminum
  - SBB: 12" or 18" Stake Mounted J-Box, Bronze
  - PSS: 18", 24", or 36" Polymer Sealed Ground Spike

- **WMP/WMSA Accessories**
  - EA: Extended Arm Specify length 12", 24", 36"
  - EA45: Extended Arm Specify length 12", 24", 36"
  - EAS: Extended Arm Strut Specify length 12", 24", 36"
  - EAS45: Extended Arm Strut Specify length 12", 24", 36"

- **Finish**
  - BL: Black
  - BZ: Bronze
  - DDB: Dark Bronze
  - DNA: Natural Aluminum
  - GN: Green
  - GR: Gray
  - SND: Sand
  - STG: Steel
  - TEG: Terra Verde Green
  - WH: White
  - CF: Custom Finish

Notes:

1. Available with WFL Distribution only.
2. MVOLT Multi-Volt ballast range: 120V-277V, 50/60 Hz.
3. WFL Distribution only available with multiple lamp options as specified with note 1.
4. EA Extended Arm Accessory only available with WMP and WMSA mounting only.
5. Only available with NFL and MFL distributions (standard on WWD).
6. Accessory is mutually exclusive, choose one only.

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Revised 3/24/10
4750_KM
AGENDA DESCRIPTION:

Consideration and possible action to approve a contract amendment to the employment agreement with Robert Hyland for the position of Director of Human Resources, effective July 1, 2010. (Fiscal Impact: $73,500)

RECOMMENDED COUNCIL ACTION:

1. Authorize the City Manager to execute an extension to the contract employment agreement, in a form acceptable to the City Attorney;

2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: $73,500
Additional Appropriation: No
Account Number(s): N/A

ORIGINATED BY: Bill Crowe, Assistant City Manager
REVIEWED BY: 
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:

Robert Hyland retired from City service effective December 31, 2009. He was retained by the City on a contract basis for a period of six months in his current capacity as Director of Human Resources. The agreement provided that Mr. Hyland would continue to serve in his capacity of Director of Human Services and that he would be compensated for a total number of hours not to exceed 960 during the contract which expires June 30, 2010. Compensation has been at $76.56/hour rate.

The City Manager believes that it is in the best interests of the City and the Human Resources Department to extend the employment agreement with Director Hyland for an additional six month period. During the contract extension period, the City will continue to benefit from Director Hyland’s 36 years of management and human resources expertise to direct the implementation of the Department’s succession plan, support department managers with restructuring/rightsizing to better address current economic realities, participate in upcoming contract negotiations with the City’s bargaining units and potentially, to assist in the transition of fire services to Los Angeles County. Director Hyland has served the City ably for the past 21
years and it is expected that the City will benefit from this recommended contract extension. The City Manager retains the right to terminate the agreement at any time with or without cause.
AGENDA DESCRIPTION:

Consideration and possible action to establish an annual Tobacco Retail License Fee.
Fiscal Impact: None

RECOMMENDED COUNCIL ACTION:

1. Provide direction to staff regarding adopting a tobacco retail license fee;

2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

FISCAL IMPACT: None

Amount Budgeted: None
Additional Appropriation: N/A
Account Number(s): N/A

ORIGINATED BY: Danny Kim, Lieutenant
REVIEWED BY: Mitch Tavera, Chief of Police
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:

In 2003, the City Council adopted Ordinance No. 1358, which added §§ 5-6B-1, et seq. to the El Segundo Municipal Code ("ESMC") requiring tobacco retailers to obtain a license. When the City Council adopted this Ordinance, it did not adopt a license fee.

Recently, an independent organization called the Asian American Drug Abuse Program ("AADAP") asked the City to consider adopting a license fee that would allow the City to recover enforcement and education costs. AADAP, a Los Angeles County Department of Public Health Survey and ESPD inquiries show that there are several cities that charge this type of fee including the following:

<table>
<thead>
<tr>
<th>City</th>
<th>Annual Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Los Angeles</td>
<td>$300</td>
</tr>
<tr>
<td>Lawndale</td>
<td>$150</td>
</tr>
<tr>
<td>Pasadena</td>
<td>$135</td>
</tr>
<tr>
<td>Lancaster</td>
<td>$260</td>
</tr>
<tr>
<td>Carson</td>
<td>$600</td>
</tr>
<tr>
<td>Burbank</td>
<td>$335</td>
</tr>
<tr>
<td>Lomita</td>
<td>$150</td>
</tr>
<tr>
<td>Compton</td>
<td>$500</td>
</tr>
<tr>
<td>Inglewood</td>
<td>$350</td>
</tr>
<tr>
<td>Long Beach</td>
<td>$442</td>
</tr>
<tr>
<td>Hawthorne</td>
<td>$375</td>
</tr>
<tr>
<td>Culver City</td>
<td>$235</td>
</tr>
<tr>
<td>Gardena</td>
<td>$167 initial, $120 renewal</td>
</tr>
</tbody>
</table>
Cities such as Lancaster, Carson, Burbank, Compton, Inglewood, Gardena and Lawndale utilize the fees to conduct enforcement and inspection details related to the Tobacco Retail License program.

AADAP asked the City of El Segundo to adopt an annual Tobacco Retail License Fee. The revenue from which would be used for enforcement, inspection and educational operations.

The City Attorney advises that there is a risk in adopting a fee that seeks to recover law enforcement costs. Generally, the government cannot recover costs associated with law enforcement. Such recovery is permissible only with specific statutory or regulatory authority. Business and Professions Code § 22960(c), which allows the City to enact its own tobacco regulations, does not state that the City may recover enforcement costs. If the City Council wishes to adopt the type of fee advocated by AADAP, it is recommended that the City adopt an ordinance which allows recovery of enforcement and education costs through a tobacco retailer license fee.

One possible use of the fee would be to pay for two annual undercover enforcement details conducted by the El Segundo Police Department to verify license provisions are not being violated as well as provide educational materials to retailers. One undercover detail should consist of at least three officers and one supervisor operating on an overtime basis for approximately four hours per deployment.

There are currently 18 retailers that have a Tobacco Retail License in El Segundo. A survey conducted by officers revealed 7 additional stores selling tobacco that do not have a Tobacco Retail License. In 2008 and 2009, El Segundo Police Officers cited a combined total of 90 minors for possession of tobacco related products.

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2 Id.
AGENDA DESCRIPTION:
    Consideration and possible action regarding Council consensus to cancel the July 6, 2010 City Council Meeting. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
    (1) Approve cancellation of the July 6, 2010 City Council Meeting;
    (2) Alternatively discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
    None

FISCAL IMPACT: None

    Amount Budgeted:  $  
    Additional Appropriation: N/A
    Account Number(s):

ORIGINATED BY: Cindy Mortesen
REVIEWED BY: 
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:

In the past, the City Council has cancelled the first meeting in July due to conflicts in schedules.

It is therefore requested that Council approve the cancellation of the July 6, 2010 regularly scheduled meeting.