



AGENDA
TRAFFIC AND PARKING COMMITTEE
REGULAR MEETING
WEDNESDAY, MAY 13, 2015
6:30 PM
COMMUNITY ROOM
420 CAPITOLA AVENUE, CAPITOLA, CA 95010

1. CALL TO ORDER AND ROLL CALL

Committee Members Ron Burke, Carin Hanna, Margaret Kinstler, Mike Lee, Molly Ording, Steven Ross, Nels Westman, Gary Wetsel

2. ORAL COMMUNICATIONS *(No action may be taken)*

The Chair may announce and set time limits at the beginning of each agenda item.

The Committee Members may not discuss Oral Communications to any significant degree, but may request issues raised be placed on a future agenda.

3. APPROVAL OF MINUTES Approve Minutes of March 18, 2015

4. OTHER BUSINESS

- a. Review of Parking requirements in the Zoning code and possible changes – Katie Cattan
- b. Beach Shuttle Update and recommended changes – Steve Jesberg
- c. Discussion on commission make-up and charge – Commission Discussion

5. ITEMS FOR NEXT AGENDA

6. ADJOURNMENT to July 8, 2015

Notice: The Traffic and Parking Committee meets on the second Wednesday every other month beginning in January at 6:30 PM in the Community Room located at 420 Capitola Avenue, Capitola.

Agenda and Agenda Packet Materials: The Traffic and Parking Committee is available on the City's website: www.cityofcapitola.org/ on Friday prior to the Tuesday meeting. If you need additional information please contact the Public Works Department at (831) 475-7330.

Americans with Disabilities Act: Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk's office at least 24-hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

March 18, 2105
Traffic and Parking Commission
Meeting Minutes

The meeting began at 6:30 p.m.

Members present: Ron Burke, Ron Graves, Carin Hanna, Margaret Kinstler, Mike Lee, Molly Ording, Nels Westman

Members absent: Steve Ross, Gary Wetzel

City Staff Present: Steven Jesberg, Public Works Director (Commission staff)
Jamie Goldstein, City Manager
Rudy Escalante, Police Chief

Community Members Present: Steve Piercy, Active Transportation Advocate
Richard Lippi, Police Volunteer

2. Written and Oral Communications:

Steve Piercy, bicycle advocate, introduced himself and encouraged the City to apply for grants under the Active Transportation Grant program for bicycle and pedestrian improvements, particularly projects identified in the New Brighton Middle School's Safe Routes to School Report. Steve also showed the Commission some accident data he can recover from the State Wide Traffic Records System (SWTRS)

Richard Lippi, police volunteer and resident on Monterey Avenue, talked to the commission about traffic congestion during special events and ideas he has to address it. Specifically allowing motorcycle parking in No Parking zones in the lower lot and placing Lot Full signs to the upper lot when it is full.

3. Approval of the minutes: January 14, 2015 minutes were approved with Commissioner Graves abstaining

4. Other Business (Item 4.c. was moved to the front of the agenda)

- c. Discussion with Police Chief on pay station and parking meter locations. Chief Escalante reviewed proposed plans on parking meter replacement and pay station deployment in the Village and Wharf Area. A map was handed out showing the plan. Commission discussion ensued with the Chief answering a few questions. Commissioner Graves (seconded by Hanna) made a motion to support the plan. Motion passed unanimously.
- a. Discussion with City Manager on parking meter revenue. Nels Westman introduced the item and thanked Jamie Goldstein, City Manager for attending the meeting. Jamie reviewed the history of parking funds in the City and explained how the current Parking Funds and meter revenue from the lower lot is used for paying debt service for the development of the new Beach and Village Parking Lot No. 2. Nels discussed the feasibility of future "new" parking revenue being dedicated for future parking improvements. Commission discussion with the City Manager ensued with no action taken.
- b. Discussion on Parking Structure and related project. City Manager Jamie Goldstein updated the commission on City efforts to build a parking structure over the Beach

and Village Parking Lot No. 1. He identified the costs and possible funding alternative that are being looked at. Also, a city task force has been developed to put together a public awareness campaign. No action was taken

- d. Update of 3-hour Parking hearing at the City Council. Steve Jesberg updated the commission on the City Council's decision to try 3-hour parking in the Village between May 1st and Thanksgiving.

Additional Oral Communications:

Steve Jesberg updated the commission that the residents along Topaz Avenue in the Jewel Box neighborhood have withdrawn their application for permit parking.

Steve Jesberg informed the commission that Santa Cruz Pedicab has indicated they wanted to return to the Village this summer.

Adjournment: The Commission adjourned to the next regularly scheduled meeting on May 13, 2015

Approved at meeting of May 13, 2015

Steven E. Jesberg
Public Works Director

CITY OF CAPITOLA

TRAFFIC AND PARKING COMMISSION

Agenda Report

Meeting Date: May 13, 2015

Agenda Item: 4.a.

Subject: Review of Parking Requirements in the Zoning Code

RECOMMENDED ACTION: Accept the presentation and provide direction on Parking within the Zoning Code Update.

BACKGROUND: The City of Capitola adopted the General Plan Update on June 26, 2014. State law requires the City's Zoning Code and Local Coastal Plan (LCP) to be consistent with the General Plan. Following the adoption of the new General Plan, staff turned its focus to the Zoning Code Update and initiated public outreach efforts. To date, staff has held multiple focus group meetings, one-on-one discussions with residents and stakeholders, and conducted a public survey aimed at identifying issues with the current Code and opportunities for improvement. Staff has compiled all public comments into a master issues list and drafted an Issues and Options Report which was distributed to the Planning Commission on March 5, 2015, and City Council on March 12, 2015.

The Planning Commission and City Council began the review of the Issues and Options report during a special joint meeting on April 30th. During the special meeting, staff received direction on 6 of the 18 issues. The Planning Commission will review the remaining 12 issues during 6 scheduled special meetings in May, June, and July. The City Council will review the Planning Commission recommendations during 4 special meetings in September and October.

DISCUSSION: Issue #5 of the Issues and Option Report is parking and includes the following four subcategories: required parking, village hotel, efficiency, and garages (Attachment 1). Prior to Planning Commission review of parking issues, staff would like to receive input from the Parking and Traffic Committee. The Committee's input will be presented to the Planning Commission and City Council.

The Issues and Options Report is intended to serve as a guide to facilitate policy discussions of issues identified during the public outreach process. Accordingly, staff is seeking feedback from the Parking and Traffic Committee with the goal of presenting their recommendations later in the month to the Planning Commission. Staff would also like feedback on any specific modifications to the existing code that the Traffic and Parking Committee would like to see within the update. To assist in this discussion, the current zoning code parking regulations have been included as attachment 2.

ATTACHMENTS

1. Issue #5 Parking from Issues and Options Report
2. Zoning Chapter 17.51 Parking and Loading

Report Prepared By: Katie Cattan, AICP
Senior Planner

The following section was extracted from the City of Capitola's Zoning Code Update: Issues and Options Report. The complete Issues and Option Report is available on the City's website at www.cityofcapitola.org within the Community Development page.

ISSUE 5: Parking

Parking requirements is a complicated and controversial issue in Capitola. On one hand, residents want to ensure that new development provides adequate off-street parking to minimize spillover parking impacts on neighborhoods. On the other hand, many community members desire flexibility in parking requirements to allow for infill development that will increase economic vitality and support a more multi-modal transportation system. This tension is reflected in General Plan Policy MO-5.1, which calls for the City to “balance the need for adequate off-street parking with other community goals, such as increasing transportation choices and maintaining a high-quality design environment.

The zoning code update will need to address a number of thorny parking issues, including the number of required off-street parking spaces, Village hotel parking, and promoting parking efficiency.

A. Number of Required Parking Spaces

Zoning Code Section 17.51.130 established required number of off-street parking spaces for different land uses. Some of these parking standards are shown in the table below.

Land Use	Required Off-Street Parking Spaces
Single-Family Homes	2- 4 spaces per unit, depending on unit size
Multi-Family Units	2.5 spaces per unit
Retail	1 space per 240 sq. ft. of floor area
Restaurant	1 space per 60 sq. ft. of floor area
Office	1 space per 240 sq. ft. of floor area

It should also be noted that in the CC zone outside the coastal area, the parking standards were updated to reflect recent parking studies. The updated requirements are not as restrictive with retail and office at 1 space per 300 sf, and restaurant calculations including dining area (60/sf) and other floor area (1/300 sf). During the update, discussions included application of these standards Citywide during the zoning code update.

Community members have expressed a range of opinions on the City's existing off-street parking requirements. Some find that parking requirement inhibit new development, redevelopment, and improvements to existing properties that would benefit the community. They support reducing parking requirements in certain cases or providing more flexibility in how parking needs are met. Others believe Capitola already suffers from inadequate parking supply and reducing and modifying parking requirements will exacerbate the situation and increase spillover parking impacts on residential neighborhoods. Ultimately, the General Plan was

adopted with the following Policy MO-5.3: "Consider reduced off-street parking requirements for mixed-use projects, transit-oriented development, and other projects that demonstrate a reduced demand for off-street parking."

Allowing for parking reductions is common in communities well-served by transit and/or interested in promoting infill development to utilize land resources efficiently, increase the supply of multi-family housing, and reduce reliance on the automobile. The City of Santa Cruz, for example, allows for some reductions (Section 24.12.290: <http://www.codepublishing.com/ca/santacruzcounty/html/santacruzcounty13/santacruzcounty1310.html>) and will likely further reduce/adjust on-site parking requirements along transit corridors as part of zoning code amendments to implement the City's new General Plan. Recent research shows that parking demand for mixed use development is less than for single use development. See:

http://asap.fehrandpeers.com/wp-content/uploads/2012/05/APA_PAS_May2013_GettingTripGenRight.pdf

Any reduced parking requirement, however, needs to carefully consider potential spillover parking impacts on residential neighborhoods.

There is some evidence that Capitola's parking requirements are greater than what may be needed and what is required in other similar communities. In 2008, the City commissioned RBF Consulting to prepare a parking study for the Village. As part of their analysis, RBF evaluated the City's parking standards and compared them to other neighboring cities and standards established by the Institute of Transportation Engineers (ITE). The study concluded that the City's parking standards often exceed those of neighboring jurisdictions and ITE standards.

Options:

1. **Maintain Existing Requirements.**
2. **Modify Parking Requirements for Certain Land Uses in All Areas.** The updated Zoning Code could modify parking requirements for certain land uses in all areas of the City. For example, the parking standards in the CC zone for restaurant could be applied Citywide. Parking requirements could be modified for:
 - Restaurants, potentially reducing the parking requirement (currently 1 space/60 sf).
 - Take-out food establishments, eliminating the need for seat counting
 - Single-family homes, creating one standard regardless of size
 - Multi-family homes, allowing reduced parking requirements for small units
3. **Create Location-Based Parking Standards.** The updated Zoning Code could establish different parking requirements depending on the location. For example, parking requirements in the Village could be different from on 41st Avenue, reflecting that more people walk to destinations in the Village from their homes or lodging. This approach could apply only to certain land uses, such as restaurants, or to all land uses. Walnut Creek takes the later approach, identifying parking reduction zones subject to parking reductions for all land uses. See Walnut Creek Zoning Code Section 10-2.3.204.C:
<http://www.codepublishing.com/ca/walnutcreek/html/WalnutCreek10/WalnutCreek1002C.html>.
4. **Allow for reductions with Planning Commission approval.** The updated Zoning Code could allow for reductions in the number of required parking spaces as suggested in General

Plan Policy MO-5.3. Reductions would need to be approached carefully to avoid spillover parking impacts on neighborhoods. All reductions would be approved by Planning Commission after making special findings. Possible reductions include the following:

- **Low Demand.** The number of parking spaces could be reduced if the land use would not utilize the required number of spaces due to the nature of the specific use, as demonstrated by a parking demand study.
 - **Transportation Demand Management Plans.** The number of parking spaces could be reduced if the project applicant prepares and implements a Transportation Demand Management Plan to reduce the demand for off-street parking spaces by encouraging the use of transit, ridesharing, biking, walking, or travel outside of peak hours.
 - **Bus Stop/Transportation Facility Credit.** The number of parking spaces could be reduced for commercial or multiple-family development projects in close proximity of a bus stop.
 - **Mixed-Use Projects.** A mixed-use project with commercial and residential units could reduce parking requirements for commercial and office uses.
5. **Allow for reductions By-Right.** This option is similar to Option 2, except that a project could receive a reduction by-right (without Planning Commission approval) provided that it complies with objective standards.

B. Village Hotel Parking

During the General Plan Update residents discussed ideas for a new hotel in the Village. Based on this discussion, the General Plan contains guiding principles for a new Village hotel if one is proposed on the old theatre site. General Plan Policy LU-7.5 identifies these guiding principles, including this principle relating to parking: "Parking for the hotel should be provided in a way that minimizes vehicle traffic in the Village and strengthens the Village as a pedestrian-oriented destination. This could be achieved through remote parking, shuttle services, and valet parking arrangements." The General Plan also addresses Village parking more generally including Policy MO-6.4 which calls for the City to "maintain a balanced approach to parking in the Village that addresses the parking needs of residents, merchants, and visitors."

The Zoning Code and LCP also require new development in the Village to provide adequate parking outside of the Village and within walking distance. The property owners of the proposed Village Hotel have expressed their desire to provide on-site parking to accommodate approximately 65-70 vehicles, with additional off-site parking for staff located in the Beach and Village Parking Lots.

The updated Zoning Code will need to address parking requirements for hotels in the Village. The existing Zoning Code requires one parking space for each guest room plus additional spaces as the Planning Commission determines necessary for the owners and employees. The Fairfield and Best Western on 41st Avenue, which provide 92 and 48 spaces respectively, comply with this requirement. The Coastal Commission will also have opinions on this issue, with the goal of maximizing public access to the Village and beach, increasing transportation alternatives serving the Village, and ameliorating existing parking shortage problems.

Options:

1. **Maintain existing parking requirements.** The general plan policy LU-7.5 guides against this option. Providing parking standards for a future hotel within the zoning update will create certainty in the requirements.
6. **Specific On-Site Parking standard for Village Hotel.** The updated Zoning Code could establish a specific on-site parking requirement for a new hotel in the Village. For example, the Zoning Code could carry forward the existing standard of 1 on-site parking space per guest room. Or, the Zoning Code could require 0.5 on-site spaces with the remaining parking need accommodated at an off-site location.
7. **Base Standard on a Parking and Traffic Study prepared for the hotel development project application.** The updated Zoning Code could state that the number of parking spaces required for the hotel will be as determined necessary by a parking and traffic study prepared for a hotel development project application. The Code could allow for a percentage of this needed parking to be accommodated off-site.
8. **Allow Planning Commission and/or City Council to establish parking standards for an individual project based on performance criteria.** Similar to Option 2, the Planning Commission or City Council could establish on-site and off-site parking requirements for a Village Hotel in response to a specific application. This requirement would reflect the findings of a parking and traffic study. In addition, the Zoning Code could contain specific findings that the City must make when establishing this requirement. The findings, or "performance criteria," could reflect public input on Village Hotel parking and circulation obtained during the General Plan Update process. For example, the Zoning Code could state that when establishing the required parking for the Village Hotel, the City must find that:
 - The hotel is served by a combination of on-site and off-site parking.
 - Parking provided on-site is the minimum necessary for an economically viable hotel.
 - On-site parking is minimized to reduce vehicle traffic in the Village and strengthen the Village as a pedestrian-oriented destination.
 - On-site hotel parking will not result in any noticeable increase in traffic congestion in the Village.

C. Parking Efficiency

The General Plan calls for the City to "support the efficient use of land available for parking through shared parking, valet parking, parking lifts, and other similar methods." (Policy MO-5.2). The updated Zoning Code could include provisions to implement this policy.

The Zoning Code currently allows for the City to designate two metered parking spaces in the Village for the operation of a valet parking program. (Section 17.21.140). The Zoning Code is silent on shared parking, and parking lifts, however past practice has been to consider the results of parking studies when evaluating mixed use projects and to allow the use of parking lifts for residential projects.

Options:

1. **Maintain existing regulations.**
2. **Clarify existing code to match past practice** of allowing shared use parking reductions with a parking study and lifts for residential projects
 - a. **Add New Shared Parking Provision.** The updated Zoning Code could allow multiple land uses on a single parcel or development site to use shared parking facilities when operations for the land uses are not normally conducted during the same hours, or when hours of peak use differ. Santa Cruz County allows reductions for shared parking with the preparation of a parking study demonstrating compliance with criteria required for approval. See Santa Cruz County Code Section 13.10.553:
<http://www.codepublishing.com/ca/santacruzcounty/html/santacruzcounty13/santacruzcounty1310.html>.
 - b. **Add new parking lift provisions.** The updated Zoning Code could specifically allow for elevator-like mechanical system to stack parking spaces in a vertical configuration for specific land uses (e.g. residential, hotel valet, etc). Many cities are incorporating such a provision into their zoning codes to allow for a more efficient use of structured parking areas. For example, Walnut Creek allows for mechanical lift spaces up to 20 percent of the total required spaces subject to special design standards. See Walnut Creek Zoning Code Section 10-2.3.204.D.4:
<http://www.codepublishing.com/ca/walnutcreek/html/WalnutCreek10/WalnutCreek1002C.html>

D. Garages

Single family homes 1,500 square feet or more, must provide at least one "covered" parking space. During the stakeholder interviews staff received comments that this requirement should be revisited, allowing only garages to qualify as a covered spaces (no carports) or eliminating the covered space requirement altogether.

Options:

1. **Maintain existing regulations.**
2. **Add design standards for carports.** Continue to require at least one covered parking space for homes 1,500 square feet or more. Covered parking may be provided in a garage or carport. Design standards for carports would be added.
3. **Limit covered spaces to garages only.** Specify that a carport may not satisfy the covered parking requirement.
Eliminate covered parking requirement. Remove the requirement for covered parking spaces for single-family homes.

Chapter 17.51 PARKING AND LOADING

Sections:

- 17.51.015 General provisions.
- 17.51.040 Obligation continuing.
- 17.51.050 Development and maintenance of parking areas.
- 17.51.055 Parking lot design.
- 17.51.060 Screening and landscaping.
- 17.51.063 Irrigation.
- 17.51.066 Landscape protection.
- 17.51.080 Surfacing.
- 17.51.090 Lighting.
- 17.51.100 Floor area defined.
- 17.51.105 Quasi-public seating areas.
- 17.51.110 Fractional measurements.
- 17.51.120 Location of required parking and loading facilities.
- 17.51.130 Number of parking spaces required.
- 17.51.135 Nonconforming parking – Requirements.
- 17.51.140 Off-street loading spaces required.
- 17.51.150 Exceptions.
- 17.51.160 Open space and screening required for loading areas adjacent to residential districts.
- 17.51.170 Size of loading space.
- 17.51.180 Size of nonresidential parking spaces.
- 17.51.190 Plan of required off-street parking and/or loading area.
- 17.51.200 Use of required off-street parking by another building or use.
- 17.51.210 Uses not specifically mentioned.
- 17.51.220 Shuttle program parking.

17.51.015 General provisions.

Off-street parking facilities shall be provided for new uses and expansions of existing uses in order to meet the demand of all activities on the parcel. The minimum requirements for each particular land use are included in this chapter. Parking spaces over and above the minimum number specified by this chapter may be required by the planning commission when reviewing each specific application.

A. A certificate of occupancy for any change in use or new construction, structure or premises shall not be issued until all of the required parking facilities and landscaping for the use have been completed in conformance with the requirements of this chapter.

B. Parking spaces within an integrated complex shall not be designated for exclusive use of any individual commercial tenant.

C. Any existing use of property which is nonconforming only as to off-street parking facilities may be continued in the same manner, except at the time of expansion or change in use, parking shall be provided for the expansion or as required for the new use. A change in use for this chapter is a change to a use which has a higher parking requirement.

D. Residential Structures. In the case of residential structures in any district, no additional parking shall be required for reconstruction or structural alteration of existing residential structures, so long as the habitable floor space of the structure is not increased by more than ten percent. If the structure is enlarged by more than ten percent, the minimum parking requirements according to Sections 17.15.130 and 17.51.130 shall be required.

E. A drainage plan for all parking lots shall be approved by the public works director.

F. No parking or loading facility may be reduced in capacity unless sufficient replacement capacity is provided in compliance with this chapter.

G. Each parking and loading facility shall be located on the same site as the project for which it is required by this chapter. The planning commission may, by use permit in zoning districts where parking lots are permitted or conditional uses, authorize the location of the facility on a different site when such a location is determined to adequately serve the project.

H. All parking lots shall have ten percent of the front yard lot in landscaping, in addition to the fifteen foot perimeter landscaping requirements.

I. All handicapped parking shall comply with state law or regulations.

J. All commercial parking lots of more than ten spaces and all residential developments of more than ten units, shall provide for bicycle parking. Bicycle racks must be capable of locking both the wheels and the frame of the bicycle and of supporting bicycles in an upright position.

K. Parking spaces shall have the dimensions and specifications set forth in the "Parking Space Standard Specifications" adopted by the planning commission on January 15, 1987. (Ord. 873 § 12, 2004; Ord. 623, 1987)

17.51.040 Obligation continuing.

The schedule of requirements for off-street parking space and off-street loading space applicable to newly erected or substantially altered structures shall be a continuing obligation of the owner of the real estate on which any such structure is located so long as the structure is in existence and its use requiring vehicle parking or vehicle loading facilities continues, and it shall be unlawful for an owner of any building affected by this chapter to discontinue, change, or dispense with, or cause the discontinuance or change of the required vehicle parking or loading space apart from the discontinuance, sale or transfer of such structure, without establishing alternate parking or loading space which meets with the requirements of and is in compliance with this chapter, or for any person to use such building without acquiring such land for vehicle parking or loading space which meets the requirements of and is in compliance with this chapter. (Ord. 388 § 17.04, 1975)

17.51.050 Development and maintenance of parking areas.

Every parcel of land hereafter used as a public or private parking area, including a commercial parking lot and also an automobile or trailer sales lot, shall be developed and maintained in accordance with the requirements set out in Sections 17.51.055 through 17.51.090. (Ord. 623, 1987; Ord. 388 § 17.05 1975)

17.51.055 Parking lot design.

Parking lot design shall be reviewed through the architectural and site review process to assure that the design is coordinated with the site and the uses in the project, that adequate ingress and egress is provided, and that the design meets the minimum standards of the city. When it is determined that minimum standards are not sufficient for the project, the planning commission may require more than minimum allowable standards. (Ord. 623, 1987)

17.51.060 Screening and landscaping.

A. Commercial parking lots shall be screened from public streets and residential neighborhoods with a landscaping strip. Commercial parking shall not be closer than ten feet to an R zone, unless a six-foot masonry wall is constructed. All commercial parking lots of more than ten cars shall be screened from any R zone with a minimum six-foot-high masonry wall.

B. In off-street parking areas for more than four vehicles, one twenty-four-inch box tree shall be planted for each two parking spaces. (See 41st Avenue Design Guidelines Landscape Requirements.)

C. Additional landscaping of two feet, consisting of low shrubs or ground cover, may be planted between a parking stall and the required landscape area, but such landscaping shall not count toward the percentage mandated by the 41st Avenue Design Guidelines. This method will allow vehicles to extend over the additional landscape areas, as well as reduce the required length of the parking space from eighteen feet to sixteen feet. (Ord. 623, 1987; Ord. 388 § 17.05(a), 1975)

17.51.063 Irrigation.

All landscape areas must have automatic irrigation systems designed to provide complete coverage to promote and sustain healthy plant life, unless an exception is approved by the planning commission. (Ord. 873 § 13, 2004; Ord. 623, 1987)

17.51.066 Landscape protection.

Landscaping should usually be protected from vehicles and pedestrian damage by a six-inch high, four-inch wide cement curb. (Ord. 623, 1987)

17.51.080 Surfacing.

Every off-street parking area shall be surfaced with asphalt, concrete or other dustfree surface approved by the planning commission. (Ord. 623, 1987; Ord. 388 § 17.05(c), 1975)

17.51.090 Lighting.

All parking space area lighting shall be energy efficient and designed so that any glare is directed away from residential properties. No light source shall be visible to residential areas or create any hazardous traffic condition. Security lighting shall be provided in areas used by the public during nighttime hours. (Ord. 623, 1987; Ord. 388 § 17.05(c), 1975)

17.51.100 Floor area defined.

For purposes of calculating the nonresidential parking requirements of this chapter, "floor area" means the entire floor area in all enclosed structures, without deduction for such features as interior walls, stairways or storage. It also includes the floor area of patios, courtyards and outside dining areas primarily utilized by a business or group of related businesses, its customers, or its employees, as

opposed to the general public. In shopping centers it does not include quasi-public seating areas as defined in Section 17.51.105. (Ord. 873 § 14, 2004; Ord. 756 § 1, 1993; Ord. 623, 1987; Ord. 388 § 17.06, 1975)

17.51.105 Quasi-public seating areas.

For purposes of this chapter, "quasi-public seating area" means an area located in a privately owned shopping center which is open to all of the patrons of all of the businesses of the shopping center and which consists of a seating area or similar area where there are tables, chairs, benches or landscaping or other similar amenities. The fact that such areas are exempt from the parking requirements of this chapter shall not in any sense be construed to exempt such areas from architectural and site review or use permit requirements. This section shall not be construed as in any way authorizing the conversion of areas devoted to landscaping (in any landscape plan utilized to obtain approval of a city permit) to a quasi-public seating area. (Ord. 756 § 2, 1993)

17.51.110 Fractional measurements.

In determining the number of required parking, fractions of spaces over one-half shall be rounded up to the next whole number. (Ord. 623, 1987; Ord. 388 § 17.07, 1975)

17.51.120 Location of required parking and loading facilities.

The off-street parking facilities required for the uses mentioned in this chapter, and for other similar uses, shall be on the same lot or parcel of land as the structure they are intended to serve. When practical difficulties as determined by the planning commission, prevent their establishment upon the same or immediate adjacent lot, they may be located within reasonable distance of the premises to which the parking requirement pertains, and may be located in a residential zone if the land lies adjacent to any building being erected in a commercial or industrial zone. The off-street loading facilities required for the uses mentioned in this chapter, and for similar uses, shall in all cases be on the same or immediately adjacent lot or parcel of land as the structure they are intended to serve. In no case shall the required off-street loading space be part of the area used to satisfy the off-street parking requirements of this chapter. Space for required off-street parking and loading shall not occupy any part of a required open space for a rear or side yard. On corner or through lots, parking space may not be included as part of required yards lying adjacent to either street. (Ord. 388 § 17.08, 1975)

17.51.130 Number of parking spaces required.

The number of off-street parking spaces required for each use shall be as follows:

Residential.

A. Residential Structures, Single-Family Detached.

1. The minimum parking requirement for single-family residential units up to one thousand five hundred square feet shall be two uncovered spaces.
2. For single-family residential units one thousand five hundred one square feet to two thousand square feet, the minimum requirement shall be two spaces, one of which must be covered.
3. For single-family residential units two thousand one square feet to two thousand six hundred square feet, the minimum parking requirement shall be three spaces, one of which must be covered.

4. For single-family residential units two thousand six hundred one square feet to four thousand square feet, the minimum parking requirement shall be four spaces, one of which must be covered.
 5. For single-family residential units four thousand one square feet and larger, the minimum parking requirement shall be one covered space and three uncovered spaces unless the planning commission determines that additional parking is needed based on house size, location, and/or conditions in the neighborhood.
 6. For single room occupancy units with kitchen facilities (studio apartments) which are four hundred square feet or less, the parking requirement shall be one space per unit and one guest space for each six units.
 7. Interior (covered) parking spaces shall be a minimum of ten feet by twenty feet clear, as measured from the interior finished wall surfaces. An additional one hundred square feet of ancillary activity area, e.g., laundry, workshop, or storage, which is not included in the area subject to additional parking requirements, is permitted in conjunction with the first required covered space provided in a detached garage.
 8. The planning commission may require additional uncovered parking spaces beyond the minimum requirement for residential units over four thousand square feet, or if a finding can be made that there is a parking problem in the neighborhood.
 9. No additional square footage exceeding ten percent of the existing gross floor area may be added to an existing single-family residential unit, unless minimum parking requirements are met.
 10. Uncovered parking spaces for single-family residential units shall be ten feet by twenty feet in the front setback (or eighteen feet minimum for lots located in sidewalk exempt areas), i.e., on the driveway apron, with two feet of landscaping provided along the side property line, except that for existing homes and remodels, uncovered parking spaces may be nine feet wide. Uncovered spaces provided in tandem on a single-width driveway beyond the front setback shall also be located within an eleven-foot (for remodels and additions) or twelve-foot (for new units) area that includes two feet of required landscaping adjacent to the side property line. Tandem spaces outside the front setback may be eighteen feet in length.
 11. Two feet of landscape planting is required in the front yard setback between the parking area and the side property line.
 12. Maximum width of driveways serving attached or detached garages is twenty feet, not including the landscaped area.
 13. A twelve-foot driveway is required to access attached or detached single garages beyond the front setback for new homes; an eleven-foot driveway may be permitted for remodels and additions. Two cars may be parked in tandem in the driveway in front of a garage or carport.
 14. Permeable driveway materials other than gravel are encouraged, as well as paved wheel strips for driveways, to increase extent of pervious surfaces on-site.
- B. Dwellings duplex or triplex, two for each unit, one space for each unit must be covered, tandem parking is permitted if the tandem parking is for an individual unit, each space must be a minimum of nine

feet by eighteen feet.

C. Dwellings, apartments and condominiums (townhouse) of more than four units, one covered space for each unit, plus one and one-half additional spaces on the site for each dwelling unit. Each regular space must be a minimum of nine feet by eighteen feet. Forty percent of the spaces may be compact spaces of eight feet by sixteen feet.

D. Hotels and motels, one space for each guest room. Such additional spaces as the planning commission determines are necessary for the owners and employees. Each regular space must be a minimum of nine feet by eighteen feet. Thirty percent of the spaces may be compact spaces of eight feet by sixteen feet.

E. Bed-and-breakfast, one space for each bedroom rented, in addition to the spaces required for the single-family residence, each regular space must be a minimum of nine feet by eighteen feet. Fifty percent of the spaces may be compact spaces of eight feet by sixteen feet.

Quasi-Public.

F. Churches, clubs, lodges, theaters, one space for each forty square feet of floor area usable for seating or one for each three seats each regular space must be a minimum of nine feet by eighteen feet. Thirty percent of the spaces may be compact spaces of eight feet by sixteen feet.

G. Schools, one space for each employee, including teachers and administrators, plus additional spaces as determined by the planning commission to be adequate for student and visitor parking. Each regular space must be a minimum of nine feet by eighteen feet. Forty percent of the spaces may be compact spaces of eight feet by sixteen feet.

H. Sanitariums and nursing homes, one space for each six beds plus one space for each three employees, all nine feet by eighteen feet.

I. Medical office and clinics, one space for each three hundred square feet of gross floor area or five spaces per doctor, whichever is greater, all nine feet by eighteen feet.

Commercial.

J. Retail use and restaurants/take-out food establishments with six or fewer seats, one space for every two hundred forty square feet of gross floor area, each regular space must be a minimum of nine feet by eighteen feet. Thirty percent of the spaces may be compact spaces of eight feet by sixteen feet.

K. Wholesale establishments or warehouses, including mini-storage, one space per each five thousand square feet. Each space must be a minimum of nine feet by eighteen feet. No compact spaces are allowed.

L. Restaurants, one space per sixty square feet of gross floor area, each regular space must be a minimum of nine feet by eighteen feet. Fifty percent of the spaces may be compact spaces of eight feet by sixteen feet.

M. Bakeries, one space per two hundred forty square feet of gross floor area, each regular space must be a minimum of nine feet by eighteen feet. Thirty percent of the spaces may be compact spaces of eight feet by sixteen feet.

N. Bowling alleys, one space per five lanes, plus parking required for restaurant or retail uses associated with the facility, each regular space must be a minimum of nine by eighteen feet. Thirty percent of the spaces may be compact spaces of eight feet by sixteen feet.

O. Offices, corporate, administrative, real estate, one space per two hundred forty square feet of gross building space. Each regular space must be a minimum of nine feet by eighteen feet. Thirty percent of the spaces may be compact spaces of eight feet by sixteen feet.

P. Large community care residential facility or large family day care house, one for each employee not permanently residing at the facility or house. Parking requirements not specifically mentioned shall be determined by the planning commission. (Ord. 967 § 1, 2012; Ord. 873 § 15, 2004; Ord. 718 § 1, 1991; Ord. 700, 1990; Ord. 695, 1990; Ord. 623, 1987; Ord. 608 § 10, 1986; Ord. 388 § 17.09, 1975)

17.51.135 Nonconforming parking – Requirements.

A. Nonresidential Structures. In the case of nonresidential structures in any district, which are reconstructed, enlarged, structurally altered, changed in occupancy to a more intensive use category or otherwise increased in capacity according to Section 17.51.130, such off-street parking facilities need be provided only for that portion of the structure constituting an increase in capacity.

B. Residential Structures. In the case of residential structures in any district, no additional parking shall be required for reconstruction or structurally altering an existing residential structure so long as the floor area of the structure is not increased by more than ten percent of the existing gross floor area. If the structure is enlarged by more than ten percent of the existing gross floor area, parking requirements according to Section 17.51.130 shall be required. (Ord. 718 § 1, 1991; Ord. 563, 1984)

17.51.140 Off-street loading spaces required.

In any district, in connection with every building or part thereof hereafter erected and having a gross floor area of ten thousand square feet or more, which is to be occupied for manufacturing, storage, warehousing, goods display, retail sales, a hotel, a hospital, a mortuary, a laundry, a dry cleaning establishment or other uses similarly requiring the receipt or distribution by vehicles of material or merchandise, there shall be provided and maintained, on the same lot with such building, at least one off-street loading space plus one additional such loading for each additional twenty thousand square feet. (Ord. 388 § 17.10, 1975)

17.51.150 Exceptions.

In all districts, in connection with every use in said districts, there shall be provided at the time a building or structure is erected, enlarged or increased in capacity, or at the time of any change in use of any property, off-street parking spaces for automobiles in accordance with the requirements of this chapter. (Ord. 645 § 1, 1987; Ord. 542, 1983; Ord. 443, 1979; Ord. 388 § 17.11, 1975)

17.51.160 Open space and screening required for loading areas adjacent to residential districts.

No loading space shall be located closer than fifty feet to any lot in any R district, unless wholly within a completely enclosed building or screened by a fence or wall not less than eight feet in height. (Ord. 388 § 17.12, 1975)

17.51.170 Size of loading space.

Each loading space shall be not less than ten feet in width and twenty-five feet in length and fourteen feet in height. (Ord. 388 § 17.13, 1975)

17.51.180 Size of nonresidential parking spaces.

A. Each off-street parking space shall be not less than nine feet in width and twenty feet in length for diagonal parking and ten by twenty feet for right-angle parking, and shall be of usable shape and condition.

B. Parking spaces of less dimensions may be allowed if specifically authorized by the planning commission in an architectural and site approval. The smaller spaces shall be designed to accommodate compact automobiles. (Ord. 873 § 16, 2004; Ord. 388 § 17.14, 1975)

17.51.190 Plan of required off-street parking and/or loading area.

For the purpose of converting parking and/or loading spaces into the required parking and/or loading areas, plans must be submitted to the city engineer to show how the required parking and/or loading spaces shall be arranged in the area supplied for that purpose and to indicate sufficient space for parking maneuvers, as well as adequate ingress and egress to and from public rights-of-way to and from the parking and/or loading area. (Ord. 388 § 17.15, 1975)

17.51.200 Use of required off-street parking by another building or use.

No part of an off-street parking area required for any building or use for the purpose of complying with the provisions of this chapter shall be included as part of an off-street parking area similarly required for another building or use, unless the type of structure indicates, in the opinion of the planning commission, that the periods of usage of such structures will not be simultaneous with each other. (Ord. 388 § 17.16, 1975)

17.51.210 Uses not specifically mentioned.

In the case of any building, structure or premises the use of which is not specifically mentioned in this chapter, the provisions for a use which is so mentioned and to which such use is similar, as determined by the planning commission, shall apply. (Ord. 388 § 17.17, 1975)

17.51.220 Shuttle program parking.

Parking for the free summer beach shuttle program shall be provided in a remote lot or lots, such as those located on Bay Avenue. (Ord. 941 § 3, 2009)

The Capitola Municipal Code is current through Ordinance 999, passed March 25, 2015.

Disclaimer: The City Clerk's Office has the official version of the Capitola Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

**CITY OF CAPITOLA
TRAFFIC AND PARKING COMMISSION
Agenda Report**

Meeting Date: May 13, 2015

Agenda Item: 4b

Subject: Beach Shuttle update and recommended changes

Attached is a City Council agenda report that will be discussed by the City Council at their May 14, 2015 agenda. This report summarizes shuttle system uses over the past three years and makes recommendations for changes in 2015.

It is recommended that the commission review this information and provide comments or recommendations to staff to forward to the City Council.



CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 12, 2015

FROM: DEPARTMENT OF PUBLIC WORKS
SUBJECT: SUMMER BEACH SHUTTLE REPORT
CONSIDERATION OF REVERSING THE ROUTE

RECOMMENDED ACTION: Accept this report on the 2014 Summer Beach Shuttle and approve reversing the shuttle route for 2015.

BACKGROUND: In 2014 the City operated the Summer Beach Shuttle out of the new Beach and Village Parking Lot No. 2 (lower lot) for the first time. As part of the changes that accompanied this new location, the direction of the route was changed to a clockwise rotation through the Village with the shuttle stop in the Village being relocated to the western side of Monterey Avenue. The following table shows the ridership data from the past three years:

Year	Total Riders	Shuttle Operation Cost	Parking Lot Lease Cost	Cost per Rider	Number of Stops/Day (avg)
2012	16026	\$19,292	\$4,778	\$1.50	68
2013	15928	\$21,856	\$4,892	\$1.68	60
2014	14721	\$23,389	0	\$1.59	84

In 2012 and 2013 the City leased a parking lot in the Crossroads Center; the lease costs went away with the change to the new City owned lot. The decrease in ridership in 2014 is most likely due to the ability to walk between the new lot and the Village thus reducing the dependency on the shuttle. The data also shows that the number of times the shuttle stopped increased by 25% in 2014, meaning the typical wait time for the shuttle decreased from 10 minutes to 6 minutes.

DISCUSSION: With the clockwise route used in 2014, the shuttle traveled down Monterey Avenue and utilized a temporary stop between 211 and 213 Monterey Avenue. These two spaces are designated yellow zones. Both 211 and 213 Monterey Avenue are residential properties and there is no real waiting area in close proximity to the stop. The City received several complaints about this new stop location from both riders and residents in the residential units. In the past the shuttle stop was located adjacent the public seating area at the intersection of Monterey Avenue and Capitola Avenue.

Staff is recommending reversing the route for 2015 and using the previously utilized shuttle stop. This change will require the shuttle to make a left hand turn off of Bay Avenue into the lower parking lot and relocating the shuttle stops within the lot. In discussions with MV Transportation, the shuttle operator, these changes are not expected to cause unreasonable delays or congestion. Staff will again review the operations following the 2015 season to see if these changes were effective.

FISCAL IMPACT: None

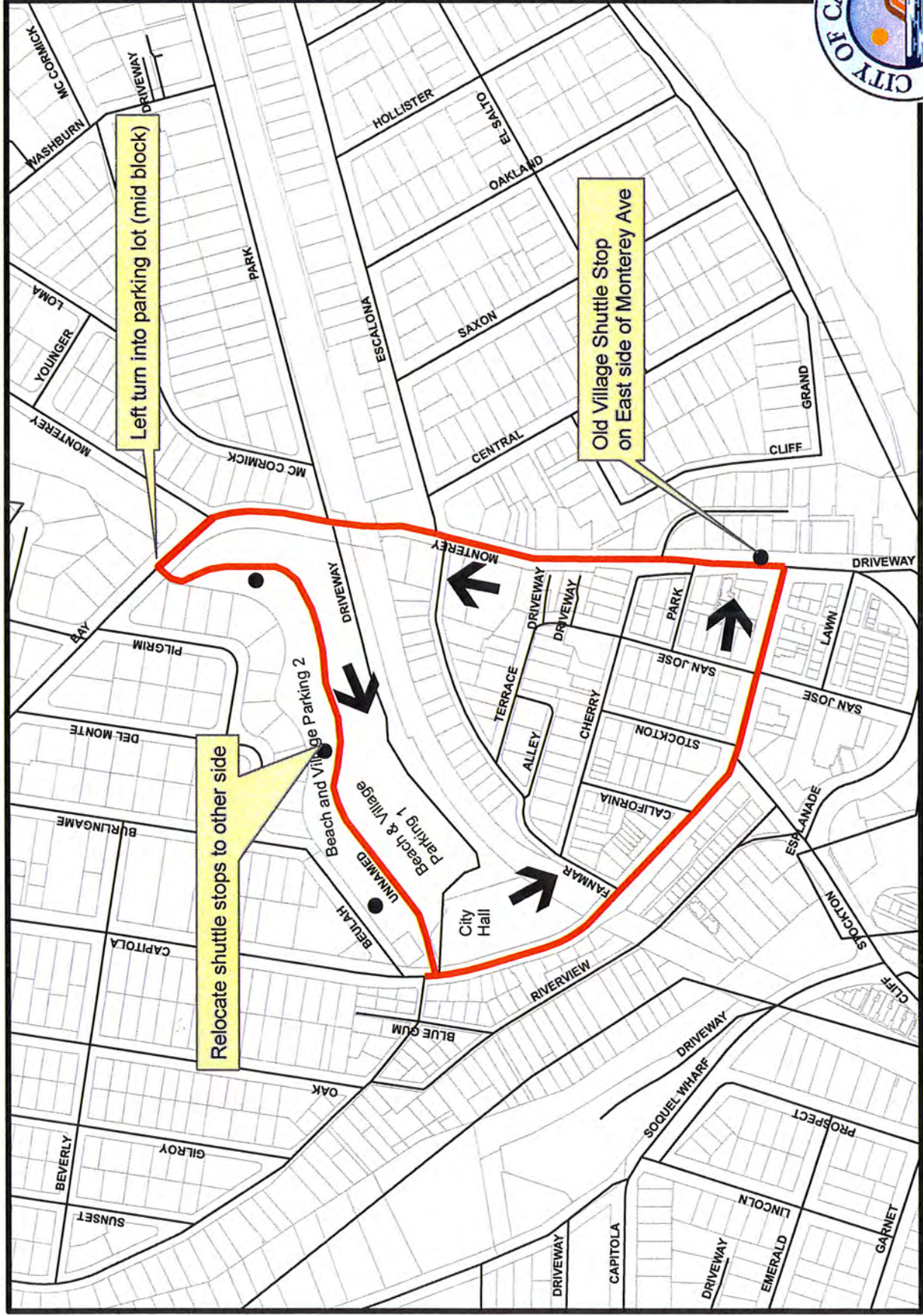
ATTACHMENT:

1. Proposed 2015 Shuttle Route map

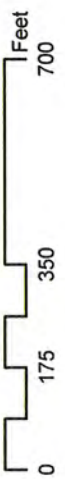
Report Prepared By: Steven Jesberg
Public Works Director

Reviewed and Forwarded
By City Manager: _____

2015 Beach Shuttle Route (proposed)



Legend
— Shuttle Route selection
— Streets



**CITY OF CAPITOLA
TRAFFIC AND PARKING COMMISSION
Agenda Report**

Meeting Date: May 13, 2015

Agenda Item: 4c

Subject: Discussion on Commission Make-Up and Charge

At the February 26, 2015 City Council meeting, the City Council discussed the make-up and direction of the Traffic and Parking Commission. The purpose of the hearing was to determine whether the commission is properly set up to consider issues citywide. Following discussion and testimony from the commission chair and other members, the Council directed the commission to review its make-up and mission and report back to the City Council.

Staff recommends that the commission review the mission and goals of the Traffic and Parking Commission and whether there is adequate representation for working on citywide issues or if the focus should be on the Village. A copy of the establishing resolutions is attached to facilitate this review.

COPY

RESOLUTION NO. 3740

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
CREATING A CAPITOLA TRAFFIC AND PARKING COMMISSION
AND DEFINING ITS MEMBERSHIP AND CHARGE**

WHEREAS, on December 11, 2008, the City Council of the City of Capitola conducted at Public Hearing on the Capitola Village Comprehensive Parking Analysis and received a report from the Blue Ribbon Parking Committee summarizing the committee's work and recommendations pertaining to parking related fees and issues; and

WHEREAS, at its December 11, 2008, meeting, the City Council directed that there be a parking commission established; and

WHEREAS, on January 22, 2009, the City Council considered various options for establishing a parking commission and took action directing staff to create an eleven (11) member commission to study parking and traffic circulation in the City of Capitola; and

WHEREAS, it is the desire the City Council to receive advice and recommendations from a commission comprised of individuals living in various areas within the city.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Capitola as follows:

- A. The Capitola Traffic and Parking Commission is hereby created.
- B. The purpose of the Capitola Traffic and Parking Commission is to develop short, medium, and long-term plans for City Council consideration that address traffic and parking demands in the Village by considering citywide traffic and parking improvements developed in various studies and reports provided to the City Council. Once these plans are in place, the commission shall act as an advisor to the City Council on implementation of the plans and other duties requested by the Council.
- C. The Commission shall be comprised of the following members:
 - At-large Appointee of each Council Member (5)
 - Planning Commissioner (1)
 - Pacific Cove Mobile Home Park Resident (1)
 - Village Resident (2)
 - Village Business Owner (2)All appointments shall be made by consensus of the City Council.
- D. The City will provide staff support to the Commission, with the City Manager responsible for assigning staff based on workload and relevancy to the committee projects. Staff will be primarily responsible for preparation of agendas and minutes, compilation of material for discussion at Commission meetings.
- E. The Commission shall meet at a minimum quarterly, on a calendar set by the Commission annually.

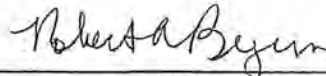
I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 26th day of February, 2009, by the following vote:

AYES: Council Members Graves, Storey, Nicol, Norton, and Mayor Begun

NOES: None

ABSENT: None

ABSTAIN: None



Robert A. Begun, Mayor

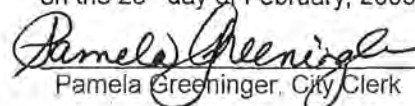
ATTEST:



CMC

Pamela Greeninger, City Clerk

This is to certify that the above and foregoing is a true and correct copy of Resolution No. 3740 passed and adopted by the Capitola City Council on the 26th day of February, 2009.



CMC
Pamela Greeninger, City Clerk

RESOLUTION NO. 3941

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AMENDING AND RESTATING RESOLUTION NO. 3740
CHANGING THE MEMBERSHIP CLASSIFICATIONS FOR
THE CAPITOLA TRAFFIC AND PARKING COMMISSION**

WHEREAS, on February 26, 2009, the City Council of the City of Capitola adopted Resolution No. 3740 a Resolution creating the Capitola Traffic and Parking Commission (Commission) and defining its membership and charge; and

WHEREAS, the membership categories established in Resolution No. 3740 (Section C) included one member to be a resident of the Pacific Cove Mobile Home Park; and

WHEREAS, the Pacific Cove Mobile Home Park has been closed and the current Commission member appointed as a resident of the Park no longer resides in the Park.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Capitola as follows:

C. The Traffic and Parking Commission shall be comprised of the following members.

At-large appointee by each Council member	(5)
Planning Commissioner	(1)
Village Resident	(2)
Village Business Owner	(2)

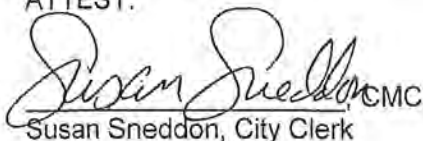
All appointments shall be made by consensus of the City Council. Resident positions should be filled with full-time Capitola residents.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 8th day of November, 2012, by the following vote:

AYES: Council Members Harlan, Norton, Storey, and Mayor Termini
NOES: None
ABSENT: Council Member Nicol
ABSTAIN: None


Michael Termini, Mayor

ATTEST:


Susan Sneddon, City Clerk