

**CITY OF LYNNWOOD  
ORDINANCE NO. 2730**

City of Lynnwood  
JUL 30 2008  
SCANNED

AN ORDINANCE AMENDING CHAPTERS 21.18, 21.42, 21.43 AND 21.46 OF THE LYNNWOOD MUNICIPAL CODE RELATING TO OFF-STREET PARKING REQUIREMENTS, AND PROVIDING FOR AN EFFECTIVE DATE, SEVERABILITY, AND SUMMARY PUBLICATION.

WHEREAS, the City of Lynnwood's Off-Street Parking Regulations were last comprehensively revised in 1994; and

WHEREAS, the Institute of Traffic Engineers *Parking Generation* manual was updated in 2004 to reflect updated and revised recommended parking standards for a wide variety of land uses; and

WHEREAS, from time to time it is appropriate that the City review and, if necessary, amend its development regulations to ensure that they meet the current needs of the City; and

WHEREAS, the City of Lynnwood Planning Commission held duly noticed public hearings on the proposed amendments to the Off-Street Parking Regulations as required by LMC 1.35.436 on February 8, 2007, October 11, 2007 and November 15, 2007; and

WHEREAS, following the public hearing, the Planning Commission made a recommendation to the City Council on amendments to Chapter 20.18 LMC entitled "Off-Street Parking"; and.

WHEREAS, on April 14, 2008 the City of Lynnwood City Council held a duly noticed public hearing as required by LMC 1.35.415 to consider the Planning Commission recommendation and to take testimony on the proposed amendments; and

WHEREAS, SEPA review was conducted on the proposed off-street parking amendments with a Determination of Non-Significance issued by the Lynnwood Environmental Review Committee on February 15, 2007;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LYNNWOOD DO ORDAIN AS FOLLOWS:

**SECTION 1: Adoption of Amended LMC Chapter 21.18.** The City hereby adopts amendments to Chapter 21.18 (Off-Street Parking) of the Lynnwood Municipal Code as follows:

**Chapter 21.18  
OFF-STREET PARKING**

**Sections:**

**21.18.050 Purpose.**

- 21.18.100** Parking plans to be approved prior to permit issuance.
- 21.18.150** Notice of Director's Decision and Appeal from Director's Decision.
- 21.18.200** Off-Site Parking.
- 21.18.300** Location of parking.
- 21.18.400** Ingress and egress provisions.
- 21.18.450** Use of Parking Lots for Storage.
- 21.18.500** Parking lot surfacing requirements.
- 21.18.600** Parking lot illumination.
- 21.18.700** Parking lot layout standards.
- 21.18.710** Parking structure development standards.
- 21.18.800** Capacity requirements.
- 21.18.810** Stacking Lane Requirements.
- 21.18.820** Administrative Reduction to Parking and Stacking Lane Requirements.
- 21.18.850** Commute trip reduction modification for parking capacity requirements.
- 21.18.855** Bicycle Parking.
- 21.18.900** Shared Parking.

**21.18.050 Purpose.**

The purpose of this section is to ensure adequate off-street parking for all allowed uses, to provide minimum development standards for parking areas, and to reduce parking demand by encouraging alternative means of transportation and shared parking where feasible. The provisions of this section do not apply to the City Center (CC) Zones. For CC zone parking standards see Chapter 21.60 LMC.

**21.18.100 Parking plans to be approved prior to permit issuance.**

No building, grading or tenant improvement permit shall be issued until plans showing provisions for the required off-street parking have been submitted and approved by the Community Development Director (Director) as conforming to the standards of this chapter. Space needed to meet the current minimum parking standards of this code for buildings or uses already established on a property may not be used to meet the requirements for another building or use, except as otherwise allowed by LMC 21.18.900. (Ord. 2020 § 9, 1994; Ord. 1359 § 1, 1983; Ord. 478 § 1, 1969; Ord. 190 Art. XI § 11.1, 1964)

**21.18.150 Notice of Director's Decision and Appeal from Director's Decision.**

The following shall apply to decisions made by the Community Development Director pursuant to LMC 21.18.300 (Location of Parking), LMC 21.18.820 (Administrative Reduction of Parking Capacity), LMC 21.18.850 (Commute Trip Reduction Modification), and LMC 21.18.900 (Shared Parking):

- A. Public Notice of Impending Decision shall be prepared, published and posted in accordance with the requirements of LMC 21.25.130.
- B. A decision may be appealed by filing a written statement of the basis of the appeal with the Community Development Department within 14 calendar days of the date of the decision. Such appeal shall be processed pursuant to PROCESS II (LMC 1.35.200 *et seq.*).

**21.18.200 Off-Site Parking.**

If any parking required by this chapter (including shared parking permitted pursuant to LMC

21.18.900) will be provided on a lot or property other than the lot on which the land use requiring such parking is located:

- A. The lot or part of a lot on which the parking is provided shall be legally encumbered by an easement or other means acceptable to the City to ensure continuous use of the parking facility.
    - 1) Any such easement shall be recorded with the Snohomish County Auditor so as to appear of record on the property title.
    - 2) The City of Lynnwood shall be named as a grantee to such easement, and the easement may not be released or terminated without the consent of the City.
  - B. A legal contract between the property owners is required to evidence the existence of a contractual right to use the lot or property as an off-site parking facility. Any such contract shall provide for and assign the responsibility for operating and maintaining the facility to the applicable party. Unless otherwise provided by the terms of the contract, the property owner of the off-site parking facility shall be responsible for the operation and maintenance of the parking facility. The contract shall contain a provision which indemnifies and holds the City harmless from any and all claims or damages relating to the operation or maintenance of the parking facility. The City of Lynnwood shall be named as an intended third party beneficiary to the contract.
  - C. The easement and contract are subject to the approval of the Director.
  - D. The owner of the property shall place and maintain permanent, weatherproof signs providing clear, usable directions for vehicle access to the off-site parking location.
    - 1) There shall be one sign at each site or parking lot entrance. The signs may be placed at building entrances or other appropriate locations, if it is demonstrated that such placement would provide superior information to parking users due to the characteristics of site traffic circulation.
    - 2) Information on the signs shall be readable by a person seated in a vehicle at the nearest driveway or access aisle. Use of graphics (e.g. maps and arrows) is encouraged to supplement written directions.
    - 3) Such signs shall be considered internal information signs under and subject to the requirements of LMC 21.16.310.
    - 4) Placement and design of the signs is subject to approval by the Director.
- (Ord. 2020 § 9, 1994; Ord. 1359 § 1, 1983; Ord. 478 § 1, 1969; Ord. 190 Art. XI § 11.1, 1964)

### **21.18.300 Location of parking.**

Except as provided in subsection (A) of this section, off-street parking shall be located on the same lot or an adjoining lot or lots to the property being served. Parking stalls located on another property shall be within 300 feet of the property being served and not separated from the property by a street.

- A. Exception – Remote Parking Lots. Customer and employee parking may be located on a lot more than 300 feet but less than 1000 feet from the property and/or separated from the property by a street designated other than a principal arterial in the Lynnwood comprehensive plan when approved by the Director. In considering any remote parking application, the Director shall consider all factors relevant to the public interest, including but not limited to the following:
  - 1. The distance from the building, business, or site to the proposed parking lot; and
  - 2. That the pedestrian route to and from the parking lot is as direct and short as practical,

provides for adequate pedestrian safety, which may include but is not limited to sidewalks, walkways, crosswalks, traffic and pedestrian signals and/or signs, lighting, and surveillance or patrolling if appropriate; and

3. That the parking lot meets all dimensional and landscaping requirements of this title.

**B. Parking on Adjacent Property with Dissimilar Zoning.**

1. Property that is more restrictively zoned (per LMC 21.40.900) may be used for ingress and egress from the public right-of-way to property in less restrictive zones upon approval by the Director.

2. More restrictively zoned property may also be used for parking upon, approval of the Director if the Director finds:

- a. that the land to which such auxiliary use is subordinate is part of a comprehensively planned development subject to city approval; and
- b. that the more restrictively zoned land is a reasonable and consistent extension of said plan, and
- c. that it would not constitute or tend to induce a piecemeal encroachment of nonresidential uses into residential areas.

C. For purposes of this section, walking distance shall be measured using an approved pedestrian connection (i.e. not straight-line distance).

(Ord. 2441 § 5, 2003; Ord. 2322 § 1, 2000; Ord. 2020 § 9, 1994; Ord. 1359 § 1, 1983; Ord. 1007 § 1, 1978; Ord. 722 § 1, 1973; Ord. 478 § 1, 1969; Ord. 285 § 2, 1966; Ord. 190 Art. VII § 7.1, 1964; Ord. 190 Art. XI § 11.1, 1964)

**21.18.400 Ingress and egress provisions.**

The Public Works Director shall have authority to fix the location, width, and manner of approach of vehicular ingress or egress to or from a building or parking area or to or from public streets, and to require alteration of existing ingress and egress as necessary to control street traffic in the interest of efficient circulation, public safety and general welfare. (Ord. 2020 § 9, 1994; Ord. 478 § 1, 1969; Ord. 190 Art. XI § 11.2, 1964)

**21.18.450 Use of Parking Lots for Storage and/or Displays.**

Parking intended or available for the use of residents, clients, customers and employees of any use or development, including but not necessarily limited to parking required by LMC 21.18.800, shall not be used for storage of products or materials processed, sold, leased or otherwise used or stored by businesses or other uses on the site. This includes but is not limited to storage in shipping containers, truck trailers or similar receptacles.

Exceptions:

- A. This prohibition does not apply to loading docks and outdoor storage areas permitted by LMC 21.46.110.B and LMC 21.46.210 and which are properly located and screened in accordance with those sections.
- B. Trucks and/or truck trailers intended for immediate loading or unloading may remain in a parking area for not more than 72 hours. This exception does not apply to shipping or storage containers unless they are mounted on a trailer unit.
- C. Temporary special events approved and conducted in accordance with Chapter 5.30 LMC.

**21.18.500 Parking lot surfacing requirements.**

A. Grading and Paving

All areas used for off-street parking, movement, storage or display of motor vehicles shall be graded and surfaced to standards approved by the City Engineer an occupancy permit for the building or use is issued.

**B. Low Impact Design**

Use of paving materials such as, but not limited to, pervious paving, "grasscrete" or similar materials to reduce the impact of stormwater runoff are encouraged where appropriate and consistent with applicable development standards. Permeable paving is not appropriate in the following circumstances;

- 1) Fire lanes, unless the developer provides certification from the manufacturer that the material is capable of meeting the fire access requirements of Title 9 of this code.
- 2) Gas stations, truck stops, industrial chemical storage areas, or other locations where concentrated pollutant spills are a hazard.
- 3) Where the parking lot surface will slope more than 5%.
- 4) Where excessive sediment is likely to be deposited on the surface, such as construction and landscaping material storage areas, or where an erosion prone area is upslope of the permeable surface.
- 5) Where seasonally high groundwater creates prolonged saturation at or near the surface, or where soils can become unstable when saturated.
- 6) In any other situation or application where, based on accepted engineering practice or standards, the City Engineer determines that pervious paving is inappropriate.

**C. Traffic Control Devices**

All traffic control devices such as parking strips designating car stalls, directional arrows or signs, curbs, bullrails, and other developments shall be installed and completed as shown on the approved plans. Hard surfaced parking areas shall use paint or similar devices to delineate parking stalls and directional arrows.

**D. Pedestrian Walks**

Pedestrian walks shall be curbed, or raised six inches above the lot surface. (Ord. 2441 § 5, 2003; Ord. 2020 § 9, 1994; Ord. 478 § 1, 1969; Ord. 190 Art. XI § 11.3, 1964)

**21.18.600 Parking lot illumination.**

Lighting off-street parking areas shall be so arranged so as to not constitute a nuisance or hazard to passing traffic. Where lots share a common boundary with any "R" classified property, and where any RM zone lot shares a boundary with an RS zone, the illumination shall be directed away from the more restrictively classified property. (Ord. 2020 § 9, 1994; Ord. 478 § 1, 1969; Ord. 190 Art. XI § 11.4, 1964)

**21.18.700 Parking lot development standards.**

**A. Fire Access**

1. All parking lots shall be designed with fire access and fire lanes in accordance with Chapter 9.06 LMC.
2. It is at all times the responsibility of the property owner to maintain fire lanes in accordance with Chapter 9.06 LMC.

**B. Stall and Aisle Specifications**

1. All parking stalls and aisles shall be designed according to the "Minimum Standards for Off-street Parking" tables (below), unless all parking is done by parking attendants on duty at all times the parking lot is in use

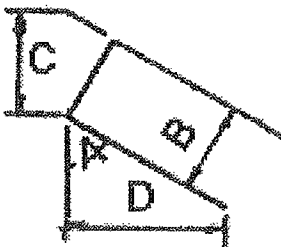
Parking at angles other than those shown is permitted, provided the width of stalls and

- aisles is adjusted by interpolation between the specified standards.
2. Parking shall be designed so vehicles need not back onto public streets.
  3. Where tandem parking is allowed by this chapter, the "D" figure in the stall and aisle specifications for single stalls shall be doubled.
- C. Compact Car Parking (also see Section 21.18.820)
1. In sites with 10 or more stalls, up to 20 percent of the number of stalls required by this chapter may be designed for compact cars in accordance with the specifications contained in this section.
  2. Compact stalls shall be restricted to, and signed or marked for, employee, student or resident use only. Parking stalls for customers, patients, guests, deliveries and other frequent parking turnover users shall be full-size. Pavement markings, if used, must be maintained in a clear and readable condition.
  3. Stalls provided in excess of the minimum number required by this chapter may be compact stalls.
  4. Compact stalls shall be clearly designated for compact car use only with signs and/or pavement markings.
  5. Compact stalls shall not be adjacent to fire lanes unless the stall is parallel (stall angle 0 degrees) to the direction of traffic flow in the fire lane.
- D. Handicapped Accessible Stalls
- Handicapped accessible parking shall be provided in accordance with the requirements of the International Building Code per WAC Chapter 51-50. Accessible stalls count toward the parking capacity requirements of LMC 21.18.800.
- E. Pedestrian Access
- Paved pedestrian access walkways shall be provided between streets and sidewalks and building entrances, and between parking lots and building entrance(s) in accordance with the standards of the Lynnwood Citywide Design Guidelines.

## MINIMUM STANDARDS FOR OFF-STREET PARKING

### MINIMUM STALL AND AISLE DIMENSIONS

|                         | Standard Car Stalls |              |             | Compact Car Stalls |              |             | One-Way Aisles |           | Two-Way Aisles |           |
|-------------------------|---------------------|--------------|-------------|--------------------|--------------|-------------|----------------|-----------|----------------|-----------|
|                         | Stall Width         | Stall Center | Stall Depth | Stall Width        | Stall Center | Stall Depth | Aisle Width    | Bay Width | Aisle Width    | Bay Width |
| 0 (parallel-one side)   | 8.0 ft.             | 21.0 ft.     | 8.0 ft.     | 8.0 ft.            | 18.0 ft.     | 8.0 ft.     | 12.0 ft.       | *         | 22.0 ft.       | **        |
| 0 (parallel-both sides) | 8.0                 | 21.0         | 8.0         | 8.0                | 18.0         | 8.0         | 22.0           | *         | 24.0           | **        |
| 20                      | 8.5                 | 24.9         | 13.5        | 8.0                | 23.6         | 13.0        | 11.0           | *         | 20.0           | **        |
| 30                      | 8.5                 | 17.0         | 15.7        | 8.0                | 13.8         | 15.0        | 11.0           | *         | 20.0           | **        |
| 40                      | 9.0                 | 14.0         | 17.4        | 8.0                | 12.6         | 16.4        | 12.0           | *         | 20.0           | **        |
| 45                      | 9.0                 | 12.7         | 18.0        | 8.0                | 11.6         | 17.0        | 13.0           | *         | 20.0           | **        |
| 50                      | 9.0                 | 11.7         | 18.5        | 8.0                | 10.6         | 17.4        | 15.0           | *         | 20.0           | **        |
| 60                      | 9.0                 | 10.4         | 19.2        | 8.0                | 9.4          | 18.0        | 18.0           | *         | 22.0           | **        |
| 70                      | 9.0                 | 9.6          | 19.2        | 8.0                | 8.6          | 17.8        | 18.5           | *         | 22.0           | **        |
| 80                      | 9.0                 | 9.1          | 18.6        | 8.0                | 8.2          | 17.2        | 24.0           | *         | 24.0           | **        |
| 90 (perpendicular)      | 9.0                 | 9.0          | 17.5        | 8.0                | 8.0          | 16.0        | 24.0           | *         | 24.0           | **        |
| 45                      | 9.0                 | 12.7         | 15.1        | 8.0                | 11.6         | 14.2        | 13.0           | *         | 20.0           | **        |

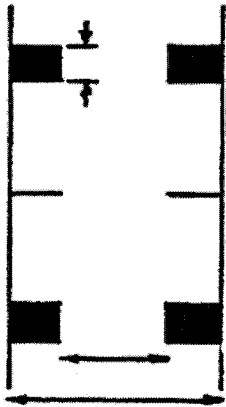


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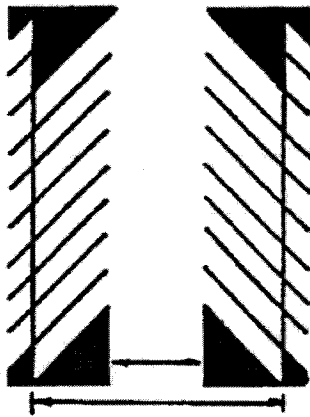
- \* Sum of D + E
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**ACCEPTABLE PARKING DESIGNS**

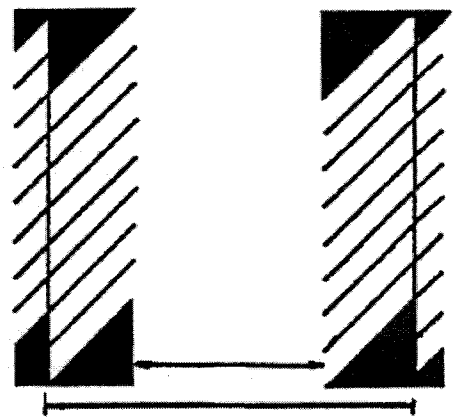
**PARALLEL**



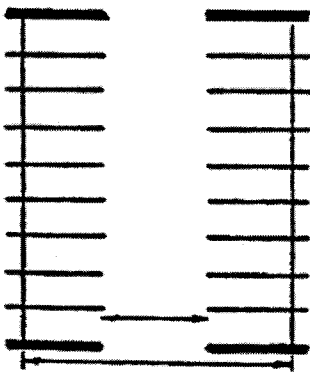
**ANGULAR ONE-WAY**



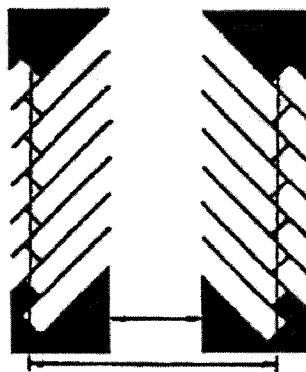
**ANGULAR TWO-WAY**



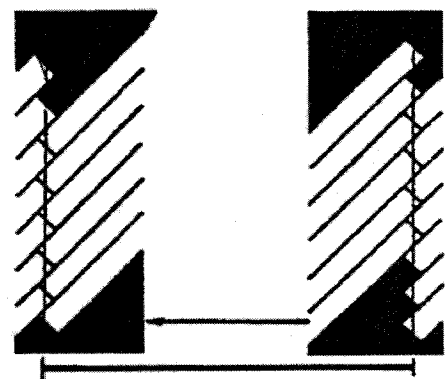
**PERPENDICULAR TWO-WAY**



**ONE ONE-WAY**



**HERRINGBONE**



**Figure 21.18.1**

(Ord. 2295 § 11, 2000; Ord. 2049 § 1, 1995; Ord. 2020 § 9, 1994; Ord. 1214 §§ 5, 6, 7, 1981; Ord. 987 § 2, 1978; Ord. 552 § 2, 1969; Ord. 478 § 1, 1969; Ord. 190 Art. XI § 11.5, 1964)

## **21.18.710 Parking structure development standards.**

### **A. Compliance with Other Standards – Exceptions.**

A parking structure shall comply with all development standards for the zone it is located in, with the following exceptions:

1. In the PRC, CG, BC/B-1, PCD and MU zones, 50 percent of the square-footage of the ground-level floor of the parking structure shall be counted toward lot coverage. In all other zones, 100 percent of the square footage of the ground-level floor shall be counted toward lot coverage.
2. See subsection D.3 of this section for minimum setback requirement from streets.

### **B. Stall and Aisle Dimensions.**

All parking stalls and aisles shall be designed according to Figure 21.18.1, "Minimum Standards for Off-Street Parking," unless all parking is done by parking attendants on duty at all times that the parking structure is in use.

### **C. Exterior Elevations.**

1. The exterior colors and materials of a parking structure shall match or complement those of the project for which it provides parking to the maximum extent feasible.
2. The architectural design of the structure's exterior (including the use of colors and materials) if not matching the design of adjoining buildings, should visually complement other buildings in the project. When viewed together, the main building(s) and parking structure(s) should create an overall design character that integrates all project buildings into a well coordinated and visually pleasing streetscape.
3. Regardless of the interior or structural design of the structure, exterior horizontal façade elements shall be level and not sloped. Masking or concealing sloping ramps may necessitate placing facades on the exterior walls.
4. Horizontal exterior facades 30 feet or longer shall be treated or designed so long, continuous horizontal surfaces do not dominate the structure's appearance.
5. The apparent bulk of the structure shall be reduced by setting back floors above the third level.
6. Low walls, facades or other improvements (at least 3.5 feet high) shall be installed around all sides of all levels of the structure so parked vehicles are not visible from ground level and adjoining buildings. Landscaping may be installed (in planter boxes) on top of such walls to provide additional screening and soften the exterior appearance of the parking structure.

### **D. Ground Floor.**

1. **Vehicle Access.** No parking structure entry/exit driveway shall have more than three lanes unless exceptional traffic conditions or congestion require an additional drive lane. In no case shall the number of lanes exceed four.
2. **Landscaping.**
  - a. Landscaping shall be installed and maintained at ground level on all sides of a parking structure (exceptions: designated "pedestrian-oriented street" frontages (see below) and locations where the distance between the structure and an adjoining building is less than 20 feet).
  - b. On any side of a parking structure that faces a street, a planting area at least 25 feet wide shall be provided. This requirement may be reduced on a one to one basis by the width of any other required landscaping areas between the parking structure and the street if the ground floor of the parking structure meets the



design requirements for ground floor walls in the commercial district building design section of the Lynnwood Citywide Design Guidelines.

- c. Planting along streets for which a landscaping plan has been approved (Chapter 21.06 LMC) shall conform to the approved plan.
  - d. Along other sides of the structure, planting shall include:
    - i. A planting area at least 10 feet wide adjacent to the side of the structure and a planting area at least 15 feet wide adjacent to the street frontage;
    - ii. Trees in an arrangement that is consistent with the architecture of the parking structure so that the average spacing between trees is no more than 30 feet;
    - iii. Shrubs and groundcover in the remainder of the planting area so that all exposed ground shall be covered within five years;
    - iv. Flowering plants (covering a minimum of eight square feet) where a vehicle driveway connects to private or public streets and along sidewalks leading to pedestrian entrances and exits.
3. Street Frontage. The design and use of portions of the ground floor of a parking structure that have frontage on a public or private street (but not including an alley) shall comply with the following requirements:
- a. Designated Pedestrian-Oriented Streets.
    - i. Where a parking structure is directly adjacent to a street designated a "pedestrian-oriented street," the portion of the structure that fronts on the designated street shall be designed to provide occupiable space for commercial uses that generate substantial foot traffic, such as retail businesses, walk-in businesses (arcades, art galleries, museums, and the like) and personal service shops (such as banks, barber and beauty shops, travel agencies, printing/copying stores, and dry cleaners).
    - ii. Exceptions to this requirement shall be allowed for entry/exit driveways and pedestrian egress/ingress to/from the structure;
  - b. Other Streets.
    - i. Where a parking structure is directly adjacent to a street not designated as a "pedestrian-oriented street," parking may be located along the street frontage; provided, that the parking structure is set back from the street a minimum of 25 feet.
    - ii. The setback shall be landscaped as required by subsection D.3 of this section.
4. Pedestrian Connections. The design of pedestrian connections or pathways from a parking structure to the building(s) for which it provides parking shall clearly delineate and separate the pedestrian way from travel areas for vehicles.
- FE. Above-Ground Pedestrian Connections.
1. Pedestrian connections from a parking structure to the building(s) for which it provides parking ("sky bridges") are allowed.
  2. The exterior design of such connections shall be consistent with the design of the parking structure and the main building(s) and shall maintain architectural continuity with the design concept for the project. (Ord. 2441 § 5, 2003; Ord. 2388 § 11, 2001; Ord. 2049 § 2, 1995)

#### **21.18.800 Capacity requirements.**

- A. Off-street parking shall be provided in accord with the following tables.

**Table 21.18.01**

| <b>Automotive Uses</b>                                                                                    | <b>Number of Parking Stalls Required (1)</b>                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Full- and Self-Service Stations and Gas Stations                                                          | One per service island + stacking lane requirements + required parking for grocery store, auto repair or other uses on site (if any).                                                                                                                                                                                                                          |
| Mobile and Manufactured Home Sales                                                                        | One per 3,000 SF of outdoor display area.                                                                                                                                                                                                                                                                                                                      |
| Motor Vehicle Accessories, Parts & Supplies ( <i>without repair</i> )                                     | See General Retail.                                                                                                                                                                                                                                                                                                                                            |
| Motor Vehicle (including Truck) Rental                                                                    | One for every fleet vehicle, plus one for every 300 SF of sales/service office space. Truck stalls shall be sized appropriately. §21.18.700(B) (attendant parking) may apply if all vehicles are parked and retrieved by attendants. If there is a repair/maintenance facility on the site, it shall have additional parking as required for auto repair uses. |
| Motor Vehicle Repair, without sales ( <i>including lube, tune-up, tire, brake &amp; muffler service</i> ) | Four per service bay, station or lift. This may include stacking lane spaces. High turnover uses, such as quick oil-change shops, shall have a minimum of one stacking space located before and one after each work bay/station. Shops where customers leave vehicles for later pick-up may place parking elsewhere on the property.                           |
| Motor Vehicle Sales and Service                                                                           | One per 1,000 SF of GFA and one per 1,500 SF of outdoor sales area.                                                                                                                                                                                                                                                                                            |
| Car Wash - full service<br>- automatic (unattended)<br>- self-service                                     | Two per service lane or bay + stacking space requirements + parking for retail uses (if any).<br>One per 3000 SF GFA (minimum one stall) + one for each vacuum (if any) + stacking lane requirements.<br>One for every five wash bays (not including stalls in wash bays) + stacking lane requirements + one at each vacuum (if any).                          |

**Table 21.18.02**

| <b>Eating and Entertainment Uses</b>                                                                                               | <b>Number of Parking Stalls Required</b>         |
|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| Adult Cabarets ( <i>with or without alcoholic beverage service</i> ).                                                              | One per 100 SF GFA                               |
| Bars, Taverns, Saloons and Cocktail Lounges                                                                                        | One per 100 SF GFA                               |
| Restaurant, Dine in ( <i>building code occupant load for 20 or more</i> )                                                          | One per 100 SF GFA                               |
| Restaurant with Drive-Through Service ( <i>building code occupant load for 20 or more, plus drive through window or facility</i> ) | One per 100 SF GFA + stacking lane requirements. |
| Drive-Through/Take Out Food/Beverage Stand: ( <i>establishment primarily serving</i> )                                             | One per 200 SG GFA + stacking lane requirements. |

|                                                                                                                                        |  |
|----------------------------------------------------------------------------------------------------------------------------------------|--|
| <i>drive-through and/ or take-out clientele, but which may have incidental seating for less than 20 (building code occupant load).</i> |  |
|----------------------------------------------------------------------------------------------------------------------------------------|--|

**Table 21.18.03**

| <b>Institutional Uses</b>                                                                                                                                                                    | <b>Number of Parking Stalls Required</b>                                                                                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Libraries                                                                                                                                                                                    | One per 250 SF GFA.                                                                                                                                                                                                                                                                  |
| Museums & Art Galleries ( <i>not including retail galleries or studios</i> )                                                                                                                 | One per 500 SF GFA                                                                                                                                                                                                                                                                   |
| Colleges, Universities or Institutions of Higher Learning                                                                                                                                    | One per employee and faculty member, plus one per three full-time- equivalent students.                                                                                                                                                                                              |
| Business & Trade Schools ( <i>e.g. beauty, cosmetology, secretarial, music, art, dance, vocational &amp; occupational training, extension programs, etc.</i> )                               | One for every 100 SF GFA                                                                                                                                                                                                                                                             |
| Hospitals ( <i>includes offices within the hospital building, but parking for medical office buildings even if co-located with the hospital shall be in accordance with Table 21.18.04</i> ) | Five per licensed bed.                                                                                                                                                                                                                                                               |
| Nursing, convalescent & rest homes                                                                                                                                                           | See residential uses.                                                                                                                                                                                                                                                                |
| Schools, Elementary and Junior High and Equivalent Private or Parochial Schools                                                                                                              | One per four student capacity. ( <i>Capacity means the designed capacity of the school, even if actual enrollment varies by year.</i> )                                                                                                                                              |
| Schools, Senior High and Equivalent Private or Parochial Schools                                                                                                                             | One per three student capacity.                                                                                                                                                                                                                                                      |
| Child Day Care Centers, Pre-Schools, Nursery Schools & Kindergartens (2)                                                                                                                     | One per employee required by WAC 170-295-2090 plus:<br>When enrollment is known:<br>45 students or less: 1 per 5 students<br>More than 45 students: 8 + 1 per 40 students<br>When enrollment is not known:<br>For 2500 SF or less: 1/300 SF.<br>For more than 2500 SF 8 + 1/5000 SF. |

**Table 21.18.04**

| <b>Office Uses</b>                                                                                                                                                                                                                                                                                          | <b>Number of Parking Stalls Required</b> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| Dental or Medical Clinics ( <i>including chiropractors, psychologists/psychiatrists, outpatient surgery centers, optometrists, offices for fitting and repair of hearing aids &amp; prosthetics, massage therapists, non-resident drug &amp; alcohol counseling &amp; treatment centers &amp; similar</i> ) | One per 200 SF GFA                       |

|                                                         |                                        |
|---------------------------------------------------------|----------------------------------------|
| Office Buildings/Offices Not Providing On-Site Services |                                        |
| Less than 25,000 SF GLA                                 | 3.8 per 1000 SF GFA: minimum 10 stalls |
| 25,000 – 100,000 SF GLA                                 | 3.5 per 1000 SF GFA                    |
| 100,000 – 500,000 SF GLA                                | 3.0 per 1000 SF GFA                    |
| Over 500,000 SF GLA                                     | 2.8 per 1000 SF GFA                    |
| Offices Providing On-Site Service                       | One per 200 SF GFA; minimum 10 stalls  |

**Table 21.18.05**

| <b>Personal Service Uses</b>                                                                                                                                                          | <b>Number of Parking Stalls Required</b>                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| Banks, Credit Unions and Saving & Loan Institutions                                                                                                                                   | One per 200 SF GFA; minimum 10 stalls + stacking space requirements if there is a drive-through banking facility |
| Personal Care Services ( <i>e.g. barber shops, beauty salons, cosmetologists, nail salons, electrolysis/hair-removal salons, tattoo &amp; piercing establishments &amp; similar</i> ) | Two per treatment station but not less than four per 1000 SF GFA.                                                |
| Dry Cleaning or Laundry Service                                                                                                                                                       | One per 400 SF GFA + stacking lane requirements for drive through window (if any).                               |
| Dry Cleaning or Laundry, Self-Service ( <i>laundromat</i> )                                                                                                                           | One per two washing or dry cleaning machines                                                                     |

**Table 21.18.06**

| <b>Places of Assembly</b>                                                          | <b>Number of Parking Stalls Required</b>                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Auditoriums or Assembly Places with Fixed Seats                                    | One per four seats or one per eight feet of bench or pew                                                                                                                                                                                                                                                                  |
| Auditoriums or Assembly Places without Fixed Seats                                 | One per 50 SF GFA                                                                                                                                                                                                                                                                                                         |
| Churches, Synagogues, Mosques, Temples, and Other Places of Religious Worship (23) | One per four seats or one per eight feet of bench or pew in the main sanctuary or worship room or per 50 SF GFA if there is no fixed seating. Additional parking is required for auditoriums, classrooms, community rooms, offices, etc. if they are used for parking generating uses simultaneous with worship services. |
| Clubs and Lodges                                                                   | One per four seats or one per eight feet of bench or pew                                                                                                                                                                                                                                                                  |
| Funeral Homes or Mortuaries                                                        | One per four seats or one per eight feet of bench or pew                                                                                                                                                                                                                                                                  |
| Stadiums                                                                           | One per four seats or one per eight feet of bench or pew                                                                                                                                                                                                                                                                  |

**Table 21.18.07**

| <b>Entertainment/Recreational Activities</b> | <b>Number of Parking Stalls Required</b>            |
|----------------------------------------------|-----------------------------------------------------|
| Billiards Halls                              | Three per table, but not less than five per 1000 SF |

|                                                  |                                                                                                     |
|--------------------------------------------------|-----------------------------------------------------------------------------------------------------|
|                                                  | GFA                                                                                                 |
| Bowling Alleys                                   | Five per lane                                                                                       |
| Dance Hall, Dance Club, Nightclub or Discotheque | One per two persons building code occupant load standard                                            |
| Live Theater/Playhouse                           | One per three seats                                                                                 |
| Movie Theater                                    | One per four seats                                                                                  |
| Handball or Tennis Courts or Racquet Clubs       | One per 40 SF GFA used for assembly plus two per court                                              |
| Health, Fitness & Athletic Clubs                 | Five per 1000 SF GFA                                                                                |
| Skating Rinks (ice or roller)                    | One per 250 SF GFA                                                                                  |
| Swimming Pools (indoor and outdoor)              | One per 10 swimmers, based on pool capacity as defined by the Washington State Department of Health |
| Video, Computer Game & Pinball Arcades           | One per machine or game unit.                                                                       |

**Table 21.18.08**

| <b>Residential Uses</b>                                                                                                                                                                             | <b>Number of Parking Stalls Required</b>                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Single-Family Residences                                                                                                                                                                            | Two plus requirement for accessory unit (if any).                                                                                                                                                                                                                     |
| Convalescent, Nursing or Rest Homes, Sanitariums, Skilled Nursing Facilities                                                                                                                        | 1.5 per 1000 SF GFA                                                                                                                                                                                                                                                   |
| Rooming Houses, Fraternities & Sororities                                                                                                                                                           | One per accommodation                                                                                                                                                                                                                                                 |
| Hotels, Motels or Other Overnight Accommodations                                                                                                                                                    | One per unit or room, plus additional parking in accordance with these tables for restaurants, convention facilities and any other businesses or facilities associated with the motel or hotel                                                                        |
| Mobile and Manufactured Home Parks                                                                                                                                                                  | One per dwelling and one guest stall per five dwellings                                                                                                                                                                                                               |
| Multiple-Family Residential                                                                                                                                                                         | Two per dwelling unit with two or more bedrooms.<br>1.75 per dwelling unit with one bedroom<br>1.5 per studio or efficiency unit over 500 SF<br>1.25 per studio or efficiency unit 500 SF or less.                                                                    |
| Senior & Retirement Housing * (4)<br>Senior Apartments or Units<br><br>Independent Living Community<br>Assisted Living Residences<br>Alzheimers/Dementia Care Facility<br>Continuing Care Community | 0.25 stalls per unit less than requirement for same category of general multi-family units above.<br>One per two living units<br>One per three accommodations<br>See Convalescent/Nursing Home<br>Total of requirements for each of the above types of accommodations |
| * Senior housing types as defined by American Seniors Housing Association                                                                                                                           |                                                                                                                                                                                                                                                                       |
| Respite Care                                                                                                                                                                                        | One per staff member plus one per 10 persons receiving care                                                                                                                                                                                                           |

**Table 21.18.09**

| Retail Uses                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Number of Parking Stalls Required                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| Durable Goods Retail ( <i>e.g. appliances, furniture, lumber &amp; building supplies, home decoration &amp; furnishing showrooms, lighting &amp; electrical supplies, nurseries, greenhouses &amp; garden supplies (but not retail florists), pool, spa &amp; patio furniture sales &amp; similar uses</i> ).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Less than 6000 SF GFA: One per 300 SF GFA; minimum five per tenant.<br>6000 SF GFA or more: One per 500 SF GFA |
| Service Retail: ( <i>e.g. appliance repair, pet grooming, check cashing, clothing rental (e.g. costumes &amp; formal wear), cleaners, film &amp; photo processing, locksmiths, postal convenience centers, pawn shops, printing &amp; copying services, shoe repair, tailors &amp; dressmakers, tool &amp; equipment rental, travel agents &amp; similar uses.</i> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | One per 400 SF GFA                                                                                             |
| General Retail: ( <i>e.g. antiques; art &amp; art supplies; auto parts, supplies &amp; accessories (without service); bicycles; bookstores; bridal shops; camera &amp; photo supplies; candy; china &amp; glassware; clothing &amp; shoes; coins, stamps &amp; collectibles; computer, audio, stereo, TV &amp; home electronics; department, discount &amp; variety stores; dry goods, fabric, sewing, needlework &amp; craft supplies; gift, novelty &amp; souvenir shops; hobby shops; jewelry, watch &amp; clock stores; sheets, towels &amp; housewares; leather &amp; luggage stores; musical instruments; pets &amp; pet supplies; record &amp; music stores; retail florists; stationers &amp; office &amp; school supplies; thrift, second-hand &amp; consignment stores; tobacco &amp; smoke shops; toy stores; other specialty retail &amp; similar uses</i> ). | One per 300 SF GFA                                                                                             |
| Convenience Retail: ( <i>e.g. supermarkets, grocery, &amp; food stores (incl. bakers, butchers, produce stands, etc.); drug stores &amp; pharmacies; liquor stores; newsstands; extended-hour convenience stores; video &amp; CD rentals, etc.</i> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | One per 200 SF GFA                                                                                             |
| Regional Shopping Centers developed per the PRC zone and having gross leaseable area less than 1,140,000 sq. ft.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Five per 1,000 SF gross leaseable area                                                                         |
| Regional Shopping Centers developed per the PRC zone and having gross leaseable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 4.5 per 1,000 SF gross leaseable area                                                                          |

|                                                    |                                                                                |
|----------------------------------------------------|--------------------------------------------------------------------------------|
| area of 1,140,000 sq. ft. or greater               |                                                                                |
| Shopping Centers, other than those in the PRC zone |                                                                                |
| Less than 400,000 SF GFA                           | Four per 1000 SF GFA. Eating and entertainment uses are calculated separately. |
| 400,000 SF GFA and more                            | Five per 1000 SF                                                               |

**Table 21.18.10**

| <b>Industrial Uses</b>                                                                                                                      | <b>Number of Parking Stalls Required</b>                                |
|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| Apparel Manufacturing                                                                                                                       | One per 350 SF GFA,                                                     |
| Baking, Bottling and Canning Establishments                                                                                                 | One per 600 SF GFA,                                                     |
| Engraving                                                                                                                                   | One per 350 SF GFA,                                                     |
| Machinery Repair without sales                                                                                                              | One per 200 SF GFA, whichever is greater                                |
| Manufacturing & Assembly Businesses, & Other Light Industrial including research and testing but not apparel, printing and related business | One per 600 SF GFA,                                                     |
| Printing or Publishing Business                                                                                                             | One per 350 SF GFA,                                                     |
| Self-Service Storage (Mini Warehouses)                                                                                                      | One per 60 storage units, or one per 5000 SF GFA, whichever is greater. |
| Warehouses                                                                                                                                  | One per employee or two per 3000 SF GFA, whichever is greater.          |

**Table 21.18.11**

| <b>Other Uses</b>                                                                                                                                                                                                                        | <b>Number of Parking Stalls Required</b>                                                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Utility Establishments Without Regular Employment ( <i>e.g. Wireless Communication Facilities, Automatic Telephone Exchanges, "Telco Hotels", Electrical Distribution (transformer) Yards, Unmanned Pump &amp; Lift Stations, etc.</i> ) | One stall                                                                                                                                                                                                                                                                                             |
| Veterinary Clinic                                                                                                                                                                                                                        | Two per 1000 SF GFA                                                                                                                                                                                                                                                                                   |
| Mixed Occupancies                                                                                                                                                                                                                        | The sum of the various uses computed separately. This does not apply to shopping centers                                                                                                                                                                                                              |
| Uses Not Included on Any Table                                                                                                                                                                                                           | Same as the most similar use, as determined by the Community Development Director. The Director may refer to the most recent edition of the Institute of Transportation Engineers (ITE) <i>Parking Generation</i> manual or other professionally conducted and reviewed parking studies for guidance. |

Key:

SF: Square Feet

GFA: Gross Floor Area

(1) All parking stall requirement calculations that result in a fractional requirement shall be

rounded up to the next highest whole number of stalls.

(2) The student portion of the day-care parking requirement does not apply to "on-site" day-care facilities provided for children of employees (or other persons (e.g. students) associated with a corporation, agency or institution) usually present on-site with the enrolled child. Day care centers located in or on a building, or corporate, institutional or similar campus primarily serving on-site employees, but also open to outside enrollment may reduce the parking requirement proportional to on-site enrollment. The employee parking requirement may be reduced to the extent the space occupied by the day care is already "parked" on-site under other requirements of this section.

(3) This parking ratio may be reduced by the Director in accordance with LMC 21.18.820 if it is found that at least 75% of the congregants reside within ¾ miles of the facility, and/or that religious restrictions on use of automobiles or other characteristics of the religious services or congregation can be demonstrated to reduce parking demand.

(4) Property owner may be required to enter into a covenant agreeing the development will be maintained as senior (age-restricted) housing, and not be converted to general market units unless required extra parking is provided.

(Ord. 2409 § 1, 2002; Ord. 2388 § 12, 2001; Ord. 2295 § 10, 2000; Ord. 2020 § 9, 1994; Ord. 1781 § 3, 1990; Ord. 1766 § 10, 1990; Ord. 1758 § 2, 1990; Ord. 1442 § 1, 1985; Ord. 1426 § 2, 1984; Ord. 1359 § 2, 1983; Ord. 1214 §§ 3, 4, 1981; Ord. 1125 § 1, 1980; Ord. 930 § 2, 1977; Ord. 887 § 1, 1976; Ord. 811 § 1, 1975; Ord. 478 § 1, 1969; Ord. 190 Art. XI § 11.6, 1964)

**21.18.810 Stacking Lanes for Drive-Through Facilities**

All uses and facilities providing drive-through services shall provide stacking lanes and stacking spaces in compliance with the standards of this section.

A. Required Stacking Spaces:

Each service window, lane or point shall have the following minimum number of stacking spaces. All uses shall have at least one space in each lane after the last island, window, bay or other service point, but shall have more if required by the table.

| Type of Drive-Through Use                                                        | Minimum Required Number of Stacking Spaces                                                                                                                                                                            |
|----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Gas or Service Station                                                           | 2 stacking spaces per service lane in addition to space(s) at the pump(s). Lanes may have multiple pumps, but if any pump or pump island can be accessed from both sides, then each side constitutes a separate lane. |
| Restaurant with Drive-Through (see Table 21.18.02 for definitions).              | 6 spaces per lane. If an order window, board or device is used, minimum 3 spaces shall be in advance of the order point.                                                                                              |
| Take-out/Drive-through food/beverage stand (see Table 21.18.02 for definitions). | 4 spaces per service lane in addition to the space at the service window.                                                                                                                                             |
| Car Wash – (full-service or automatic)                                           | 2 stacking spaces for each wash bay in addition to the vehicle(s) in the wash bay. If hand drying and/or detailing is provided, then minimum 3 spaces beyond the wash bay,                                            |



|                                                                                                |                                                                                                                                        |
|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                | otherwise 1 space beyond the end of the wash bay.                                                                                      |
| Car Wash – self serve                                                                          | One stacking space per wash bay (not including the space in the bay or spaces at vacuums).                                             |
| Drive-through Oil Change, Lube, Tune-up                                                        | Minimum one space before (and one space after) each service bay.                                                                       |
| Drive-Through Bank Teller or ATM, Pharmacy, Cleaners, Film & Photo Processing and Similar Uses | 3 spaces per service lane in addition to the space at the service window or point.                                                     |
| Other Uses                                                                                     | Community Development Director determination based on most nearly comparable use. Director may require analysis by a traffic engineer. |

- B. Stacking Space Dimensions: Each stacking space shall be a minimum of 20 ft. long and 10 ft. wide on straight segments, and minimum 12 ft. wide on curved segments with a minimum 25 ft. centerline radius.
- C. Stacking Lane Design:
1. Stacking lanes shall be delineated from traffic aisles, other stacking lanes and parking areas with striping, curbing, landscaping, or use of alternative paving materials.
  2. Entrances and exits of stacking lanes shall be clearly marked with directional signs.
  3. Stacking lanes shall be designed to prevent circulation congestion both within the site, and on adjacent public streets. The circulation shall:
    - a. separate drive-through traffic from other on-site circulation
    - b. not impede or impair access to or out of parking stalls
    - c. not impede or impair vehicle or pedestrian traffic movement
    - d. minimize conflict between pedestrian and vehicle traffic with physical and visual separation
    - e. not interfere with required loading/unloading and trash storage areas
- D. Staking Space Location:
1. No stacking space shall be located closer than fifty (50) feet from any lot in a residential zone.
  2. A solid wall or fence shall be placed along the property line of any abutting lot zoned for residential use so as to block lights from vehicles in the stacking lanes.
- E. Order Placing Facilities:
1. Outdoor facilities such as menu boards, speakers, windows, dispensers, etc. shall be a minimum of fifty (50) feet from any residential zone.
  2. Menu boards shall be a maximum of thirty (30) square feet, and shall be designed, placed and shielded so as to not cast glare on public streets or adjacent properties. The term “menu board” is not limited to food, but may be any listing of products, services, etc. from which the customer makes a choice or which provides product information.
  3. Outdoor speakers must comply with the noise restrictions of LMC Ch. 10.12.

**21.18.820 Administrative Adjustment to Parking or Stacking Lane Capacity, or Compact Parking Limitation**

A. The Community Development Director shall have the authority to administratively reduce the parking capacity requirements of LMC 21.18.800 or stacking lane requirements of LMC 21.18.810, by not more than 20% or to increase the proportion of compact stalls by up to 10% (rounded to the nearest whole number of stalls) upon presentation of empirical evidence acceptable to the Director that a particular use or property will generate different parking demands than other similar uses. Such evidence may include:

1. Parking studies performed by a qualified engineer or professional parking consultant.
2. Parking surveys conducted at similar and comparably situated uses. The applicant or owner shall bear the burden of demonstrating that the survey methodology is correct and applicable to the situation.
3. Other empirical evidence that in the professional judgment of the Director clearly demonstrates that the particular use or property will generate less parking demand than similar uses.
4. A plan, map or diagram showing the proposed parking layout and how vehicular ingress/egress, pedestrian access, landscaping, and all other requirements of this code and applicable Citywide Design Guidelines will be provided.

B. On approving such administrative reduction the Director shall make written findings that:

1. The reduction will not be a grant of special privilege inconsistent with parking requirements for similar uses.
2. The level or amount of the reduction granted is consistent with the empirical evidence in the study or survey.
3. Granting the reduction will not be detrimental to the public welfare, or injurious to other property or improvements in the vicinity.
4. The nature or configuration of the use or facility is such that its future occupancy by uses generating significantly higher parking demand is unlikely.
5. The reduction is consistent with the purpose and intent of the comprehensive plan and zoning code.

C. The Director may require a parking management plan or agreement, or other conditions of approval reasonably necessary to ensure compliance with any of the findings required by Paragraph B above.

D. A reduction in parking allowed by this section may not be in addition to parking reductions allowed by LMC 21.18.850 and/or LMC 21.18.900 unless supported by a professional parking study that justifies the entire reduction.

E. The Director shall have the authority to administratively reduce the parking capacity requirements of LMC 21.18.800 by not more than 50% when, in addition to meeting the requirements of Paragraphs A through D above, the applicant or owner:

1. Provides a site plan acceptable to the Director showing how the additional number of stalls otherwise required by LMC 21.18.800 could subsequently be provided on the site (sometimes referred to as "landbanking" or "ghost parking"). The additional parking must meet all required yard, setback, access requirements and other requirements of this Chapter. These areas shall be set aside and landscaped in such a manner that they will not be used for parking. The additional parking may be provided in surface or structured parking as determined by the City to be practically feasible and compatible with the site plan.

2. Conducts a study of actual parking use to be carried out by a qualified consultant within three years after the facility is fully occupied. The parking study shall be subject to approval by the Director. The City may require construction of some or all of the additional parking if the parking study demonstrates need. If the owner fails to comply, the City may, but shall not be obligated to, undertake construction of the required additional parking. Any costs and expenses incurred by the City shall be the responsibility of the owner.
3. Provides a bond or other financial guarantee in a form acceptable to the City sufficient to finance construction of the additional parking, and to pay for the study of actual parking use.
4. Provides a binding covenant, easement or other legal agreement guaranteeing the provisions of this section. The covenant shall be in a form acceptable to the City Attorney and recorded with the Snohomish County Auditor.

**21.18.850 Commute Trip Reduction Modification to Off-street Parking Capacity Requirements.**

A. The property owner(s) of employment sites having 100 or more employees present during any shift change (if applicable) for the following use classifications and/or combination thereof may apply to the Director to reduce the parking capacity requirements for employees up to 50 percent:

1. Banks and offices providing on-site services;
2. Offices not providing on-site service;
3. Manufacturing, including research and testing, bottling, and baking establishments, and canneries, but not including apparel, printing, and related.

B. Review Criteria. In reviewing such applications, the Director shall find that such reduction of parking capacity requirements will not create an adverse environmental impact on the site; on existing or potential uses adjoining the subject property or in the general vicinity of the subject property; or on the traffic circulation system in the vicinity.

C. Alternative Commute Programs. The applicant, owner, and/or proponent shall show through appropriate studies, reports, and/or documentation, as determined by the public works director and/or planning director, that the alternative program(s) proposed in lieu of the parking capacity requirements will not cause the above stated impacts. Alternative programs which may be considered include, but are not limited to the following:

1. Private vanpool operation;
2. Transit/vanpool fare subsidy;
3. Imposition of a charge for parking;
4. Provision of subscription bus services;
5. Flexible work hour schedule;
6. Capital improvements for transit services;
7. Preferential parking for carpools/vanpools;
8. Reduction of parking fees for carpools and vanpools;
9. Establishment of a transportation coordinator position to implement and monitor a carpool, vanpool and transit programs;
10. Bicycle parking facilities; and
11. Spacing of shifts.

D. Covenants, Guarantees or Agreements. If approved, the city shall require such covenants,

guarantees, or agreements, as necessary to ensure that the agreed on alternative program(s) reducing the parking capacity requirements will be a permanent and effective solution. Such covenants, guarantees, or agreements shall include, but not be limited to the following:

1. That the reduced parking be a condition of occupancy of the building and/or building permit;
2. That measures shall be taken immediately if the alternative program(s) prove unsuccessful in reducing the required parking;
3. That the level of management overseeing the alternative program(s) be specified; and
4. That reports be prepared and submitted annually by the property owner(s) documenting the effectiveness of the alternative program(s). (Ord. 2020 § 9, 1994; Ord. 1359 § 3, 1983)

**21.18.855 Bicycle Parking**

A. Purpose: Bicycle parking is intended to encourage the use of bicycles by providing safe and convenient places to park bicycles. These regulations encourage bicycle parking based on the demand generated by different uses and the level of security necessary to encourage the use of bicycles for short or long stays.

B. Bicycle Parking Ratio: For developments with 20 or more required automobile parking stalls, the number of automobile parking stalls otherwise required by LMC 21.18.800 of this Chapter may be reduced by one stall for every five bicycle parking stalls provided that meet the requirements of subsections C and D of this section up to a maximum of 5% of all automobile parking stalls required.

C. Type of Bicycle Parking Required: Categories of bicycle parking required for each type of use shall be in accordance with the following:

| <b>Type of Use</b>              | <b>Class 1 stalls</b> | <b>Class 2 stalls</b> |
|---------------------------------|-----------------------|-----------------------|
| Office, Financial & Industrial  | 60%                   | 40%                   |
| Retail & Service Retail         | 20%                   | 80%                   |
| Public or Commercial Recreation | 10%                   | 90%                   |
| Schools & Colleges              | 20%                   | 80 %                  |

1. A Class 1 bicycle facility means a bike locker, or other individually locked enclosure, or a supervised area within a building providing protection for each bicycle therein from theft, vandalism and weather.

2. A Class 2 bicycle facility means an outdoor bike rack or stand constructed and located in accordance with Section D.

**D. Design and Location of Bicycle Parking Facilities**

1. Each bicycle parking stall shall be no less than six feet long by two feet wide and shall have a bike rack system.

2. Bike racks shall be constructed so as to enable the user to secure the bicycle by locking the frame and at least one wheel of each bicycle. Racks must be easily usable with both U-locks and cable locks. Racks shall support the bikes in a stable upright position so that a bike, if bumped, will not fall or roll down. Racks that support a bike primarily by a wheel, such as standard "wire racks" are damaging to wheels, thus not acceptable.

3. Outdoor bicycle parking areas shall be floored or paved. Bike racks shall be securely anchored to the floor or lot surface so they cannot be easily removed and sufficiently strong to resist vandalism or theft.

4. Location:

- a. Bicycle parking should be located in close proximity to the building or facility entrance(s) and clustered in lots not to exceed 20 stalls each.
- b. Bicycle parking should be located in highly visible, well-lighted areas to minimize theft and vandalism.
- c. Bicycle facilities shall not impede pedestrian or vehicle circulation. Wherever possible bicycle parking should be incorporated into building design or street furniture.
- d. If bicycle parking is side-by side in rows, there shall be an access aisle at least six feet wide to the front or rear of each stall.
- e. Bicycle parking areas within auto parking areas shall be separated by a physical barrier such as curbs, wheel stops, stanchions, fences, or similar to protect bicycles from damage by cars.

**Section 21.18.900 Shared Parking:**

A. Purpose: Cumulative parking requirements for mixed-use occupancies or shared facilities may be reduced where it can be shown that the peak parking requirements of the various uses occur at different times of the day, week or year. Methods for calculating parking reduction and submission requirements are outlined in this section. This section does not apply within the City Center zoning districts.

B. Authority: The Community Development Director (Director) may approve a reduction in the number of required parking stalls at a property, as provided in this section.

C. Parking Reduction Determination:

Two methods for determining parking reduction are as follows:

1. Table 21.18.20 Parking Occupancy Rates:

When a parking reduction is requested based on parking demand calculations from Table 21.18.20, the applicant shall submit a parking demand summary showing the calculations outlined in this section. (Note: occupancy rates in the table include a "safety" margin beyond typical average peak demand. A Parking Study may yield greater reduction). To determine the number of parking stalls required:

- a. Determine the minimum required minimum number of parking stalls for each use from LMC 21.18.800.
- b. Multiply the minimum required number of stalls by the "occupancy rate" for the corresponding use in Table 21.18.20 (or as determined by a Parking Study) to produce an adjusted minimum requirement for each use for weekday day, evening and night periods, and for weekend day, evening and night periods.
- c. Sum the adjusted minimum number of stalls for each use for each time period to produce an aggregate adjusted minimum number of stalls for each period.
- d. The greatest of the aggregate adjusted minimum number of stalls for each period shall be the minimum number of shared parking stalls required.
- e. Parking reserved for specified individual persons, positions, businesses, or offices, hotel or residential units do not count toward shared parking.

Table 21.18.20: Parking Occupancy Rates

| Use <sup>a</sup>                    | Weekdays <sup>a</sup> |                           |                         | Weekends <sup>a</sup> |                           |                         |
|-------------------------------------|-----------------------|---------------------------|-------------------------|-----------------------|---------------------------|-------------------------|
|                                     | day<br>(7am-<br>6pm)  | evening<br>(6pm-<br>11pm) | night<br>(11pm-<br>7am) | day<br>(8am-<br>5pm)  | evening<br>(5pm-<br>12am) | night<br>(12am-<br>8am) |
| Residential                         | 60%                   | 100%                      | 100%                    | 80%                   | 100%                      | 100%                    |
| Office/Industrial/Whse.             | 100%                  | 20%                       | 5%                      | 5%                    | 5%                        | 5%                      |
| Retail/Commercial                   | 90%                   | 80%                       | 5%                      | 100%                  | 79%                       | 5%                      |
| Hotel                               | 70%                   | 100%                      | 100%                    | 70%                   | 100%                      | 100%                    |
| Restaurant                          | 70% <sup>b</sup>      | 100%                      | 10%                     | 70% <sup>b</sup>      | 100%                      | 20%                     |
| Theater (movie or live)             | 40%                   | 80%                       | 10%                     | 80%                   | 100%                      | 10%                     |
| Entertainment/Recreation            | 40%                   | 100%                      | 10%                     | 80%                   | 100%                      | 10%                     |
| Convention/Conference               | 100%                  | 100%                      | 5%                      | 100%                  | 100%                      | 5%                      |
| Church/Religious Inst. <sup>c</sup> | 10%                   | 5%                        | 5%                      | 100%                  | 50%                       | 5%                      |

(a) Weekends are the period from 6:00 pm on Friday to 6:00 pm on Sunday.

(b) Fast food and breakfast/lunch oriented facilities = 100%

(c) The Community Development Director on finding that a religious institution holds its primary religious services during a non-"weekend" period, may require "weekend" parking on the appropriate weekday(s) and/or allow "weekday" parking on Saturday and/or Sunday. In making such determination, the Director may consider parking studies at comparable institutions or may require a site-specific study.

## 2. Parking Study:

For:

- a. uses not found in Table 21.18.20 or
- b. parking reductions based on seasonal variation or other time frames not found in the table, or
- c. a parking reduction greater than provided for in the table, or
- d. a total reduction of more than 50 stalls below the number required by LMC 21.18.800 the minimum number of parking stalls shall be determined by a parking study performed by a qualified parking or traffic consultant, planner or civil engineer. The study shall be subject to approval by the Community Development Director.

Demand Analysis: A parking demand analysis, which substantiates the basis for granting a reduced number of stalls. The analysis shall take into account the following:

- a. **Parking Survey:** Parking surveys shall determine parking occupancy rates for day and evening peaks on the seven days of the week. The seven days of observation may take place over the span of two consecutive typical weeks. In the case of new construction, or addition of new uses, the surveys shall observe a comparable development with a similar mix of uses. A combination of developments may be necessary to cover all proposed uses. The approximate square-footages of the various uses of the comparison projects will be compared to the proposed project to allow the ratios of uses to be rated accordingly. In the case of enlargement or substitution of existing uses, the surveys shall document the occupancy rates of the existing parking facility.
- b. **Proximity and Convenience Factors.** The Community Development Director may consider the following factors in approving the parking reduction:

- i. Distance between sharing uses and the parking facility.
  - ii. Pedestrian connections between sharing uses and the parking facility.
  - iii. Vehicular connections.
  - iv. Whether parking will be paid, gated, by valet or other special features.
  - v. Location proximity to other shared parking developments.
  - vi. Proximity to transit corridors and stops.
  - vii. Special trip reduction programs in accordance with LMC 21.18.850.
- c. Captive Market Parking. Parking requirements for office, retail, restaurant, hotel, and convention/conference uses may be reduced where it can be determined that some portion of the patronage of these businesses comes from other uses located within a maximum walking distance of 500 feet. Parking requirements may be reduced up to 75% where such a reduction can be supported by surveys conducted at similar establishments.

D. Application and Supplemental Materials: Applications for a parking reduction shall be in writing and accompanied by the following:

1. The parking demand summary or parking study in accordance with subsection C.
2. A shared parking operations plan prepared to the satisfaction of the Director showing that:
  - a. Parking stalls conveniently serve the uses intended,
  - b. Consideration is given to appropriate location of high versus low turnover stalls,
  - c. Directional signage is provided where appropriate, and
  - d. Pedestrian links between uses and parking areas meet the requirements of LMC 21.18.300.
3. A covenant or other agreement for shared parking in a form acceptable to the City. The covenant shall:
  - a. Be executed by the owners of said lot or parcel and/or parties having beneficial use thereof,
  - b. Be enforceable against the owner, the parties having beneficial use and their heirs successors and assigns,
  - c. Contain a specific statement that the property owner understands and agrees that the implementation of shared parking may restrict the number and type of uses that may in future occupy the property, and
  - d. Be recorded with the Snohomish County Auditor.
4. Where the requested reduction is 50 stalls or more:
  - a. A site plan showing how the additional number of stalls otherwise required could be subsequently provided on the site ("landbanking"). The additional area shall meet all dimensional standards, access aisle, required yards, landscaping, setbacks and driveways for the property and all other requirements of this chapter. The additional parking may be provided in a surface lot or structured facility as determined by the Director to be practical, feasible and compatible with the site plan for the use.
  - b. Alternatively the property owner shall provide a performance bond sufficient to construct the number of stalls in a shared or municipal facility or to fund a shuttle van/bus operation or other trip reduction elements that would reduce parking demand sufficiently. The performance bond shall be available for two years after initial occupancy.

- c. The covenant required by Subsection 3 above shall further guarantee that the property owner will provide additional stalls if the Director, upon thorough investigation of the actual use of parking determines that the approved reduction be modified or revoked due to insufficient parking supply by showing occupancy rates over 98 percent for at least two consecutive hours on at least three separate days within a single month.
- d. A fee sufficient to pay for a parking study of actual parking accumulation to be carried out within two years of occupancy. The performance bond and/or fee may be waived when in the determination of the Director, previous experience with similar shared parking projects indicates it is unlikely a serious deficiency would result.

**Section 2: Amendment of Single Family Residential Zone Parking Requirements.**

Subsection A of Section 21.42.210 of the Lynnwood Municipal Code is amended to read as follows:

**21.42.210 Additional development standards.**

A. Parking Requirements. Each dwelling unit must provide on-site parking for two motor vehicles in accordance with the stall dimensions specified in LMC 21.18.700, Figure 21.18.1.

1. Covered or uncovered vehicle storage areas may not be within any required front or street side yard setback.
2. Use of pervious paving, "grasscrete" or similar materials for driveways and parking areas is encouraged. Paving of driveways and parking areas with wheel strips only (sometimes referred to as "Hollywood" or "California" driveways) is permitted for single-family residential parking only (including parking required for accessory units), however driveway aprons and other areas within the public right-of-way shall be paved in accordance with city standards.

**Section 3: Amendment of Multi-Family Residential Zone Parking Requirements.** A new subparagraph is added to Subsection A (Parking Requirements) of Section 21.43.210 (Additional Development Standards) of the Lynnwood Municipal Code to read as follows:

2. Carports in Multiple Family Zones. Open carports (i.e. roofed or covered, but without walls or other side enclosure) sheltering parking stalls required by and meeting the standards of LMC Chapter 21.18, and canopies or covered walkways leading from carports or other parking areas to building entrances (provided the walkway is paved), shall not be included in determining lot coverage under this section. This exemption does not apply to any enclosed or walled area (such as, but not limited to, outdoor storage areas whether or not they are part of a carport building or structure). Carports must be no more than 15 ft. above the parking surface and must meet setbacks and other development standards of the applicable zone.

Subsequent paragraphs in LMC 21.43.210.A shall be renumbered as appropriate.

**Section 4: Amendment of Commercial Zone Parking Requirements.** Subsection A of Section 21.46.113 of the Lynnwood Municipal Code shall be deleted in its entirety as follows:

**21.46.113 Limitations on uses – Institutional uses.**

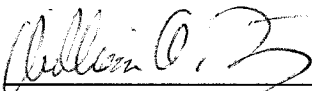


Subsequent paragraphs in LMC 21.46.113 shall be renumbered as appropriate.

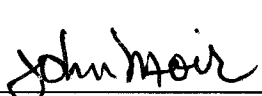
**Section 5: Severability.** If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

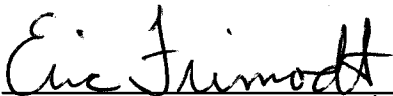
**Section 6: Effective Date.** This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

PASSED THIS 24th day of June, 2008 and signed in authentication of its passage this 27<sup>th</sup> day of June, 2008.

*for*  6/27/08  
DON GOUGH, Mayor  
per 6/20/08 letter of authorization  
APPROVED AS TO FORM:

ATTEST:

  
\_\_\_\_\_  
JOHN MOIR  
Finance Director

  
\_\_\_\_\_  
MICHAEL RUARK Asst. City Attorney  
City Attorney