



city of san luis obispo

ACCESS AND PARKING MANAGEMENT PLAN

Amended November, 2011



**CITY OF SAN LUIS OBISPO PUBLIC WORKS
DEPARTMENT, PARKING SERVICES**

1260 Chorro Street, Suite B, San Luis Obispo, California 93401

city of san luis obispo

ACCESS & PARKING MANAGEMENT PLAN

SAN LUIS OBISPO CITY COUNCIL

Jan Marx, Mayor

John Ashbaugh, Vice Mayor

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Jay Walter, Director

Tim Bochum, Deputy Director

Peggy Mandeville, Principal Transportation Planner

Robert Horch, Parking Manager

CITY ADMINISTRATION

Katie Lichtig, City Manager

Michael Codron, Assistant City Manager



CITY TRANSPORTATION PLANS

The City of San Luis Obispo adopts and maintains plans that help direct the implementation of the General Plan Circulation Element. These plans include:

Title of Document	Status
Access & Parking Management Plan (this document)	Amended November, 2011 to include parking policies for downtown residents Updated July, 2001
Bicycle Transportation Plan	Updated May, 2007
Short Range Transit Plan	Updated May, 2009
Pavement Management Plan	Updated October, 2009

For more information about City transportation plans, projects and programs, contact the San Luis Obispo Public Works Department, Transportation Division at (805) 781-7210.



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INTRODUCTION

Between 1977 and 1987, a number of studies were conducted to assess the vehicle parking situation in downtown San Luis Obispo. As a result of this work, the City built two parking structures that house 669 vehicles. The first parking structure located at the corner of Palm and Morro Streets was completed in 1988. The second garage at the corner of Chorro and Marsh Streets was completed in 1990. An expansion of the Marsh Street garage that added 342 spaces (net increase of 245 spaces) will be completed in September 2002. These three projects resulted in a total of 1,007 garage spaces. In addition, the City manages over 1,600 spaces located in surface lots and along downtown streets. Another result of these early parking studies was the City's adoption of its first Parking Management Plan in 1987. The management plan was updated in 1990 and again in 1995 to reflect the completion of some of the major parking projects and to better define management policies.

In February 1993, a group of local architects and designers completed a Conceptual Physical Plan for the City's Center (commonly known as the Downtown Concept Plan). The City Council has adopted, in concept, the Plan and feels that it should be considered when making planning decisions that affect the City's center. The Plan was revised in 1997 to reflect changes to the Court Street Parking Lot area. The Concept Plan suggests that a number of new parking structures be built and that the pedestrian character of the commercial core be improved.

In November 1994, the City adopted a new General Plan Circulation Element. The adopted Circulation Element directs the City to conduct studies of downtown parking needs and to consider ways of reducing traffic congestion by promoting the use of other types of transportation. The Circulation Element also directs the reevaluation of the use of curb space in the commercial core with the aim of creating more short-term parking spaces.

This plan has been revised to address a number of events and decisions that have occurred since 1995, including the following:

- ☞ In 1997, a Downtown Parking and Access Plan was completed by Meyer-Mohaddes and Associates. While never adopted by the City Council, this draft plan estimated future parking demand, identified candidate parking garage locations, as well as a variety of actions that the City could take to better manage its current parking supply and reduce employee demand for downtown parking.
- ☞ As a way of incrementally implementing the draft Downtown Parking and Access Plan, the City Council authorized the implementation of a variety of measures to encourage employees to use means other than their private vehicles to access the downtown. In July 2001 a "Gold Pass" program was initiated that provides subsidized monthly transit passes to downtown employees. Parking stalls for car pools have also been reserved in existing parking structures. Other parking management activities have also been pursued. Appendix A.2 identifies these approved activities.
- ☞ On 05/01/2001 the City Council amended Section 6.1 of the Parking Management Plan to provide clarity on the use of Parking Fund revenues.

- ☞ The City Council approved a Memorandum of Understanding (MOU) with private property owners that, among other things, calls for the construction of a new office/parking structure on the southeast corner of Palm and Morro Streets that will house 243 vehicles. This project is designed to satisfy parking demand created by the retirement of the Court Street parking lot and the development of a retail commercial project on that site (the “Copelands Project”).
- ☞ The City Council authorized its staff to solicit proposals from consultants to prepare schematic plans for a transit-parking-mixed use facility east of Santa Rosa Street. Entitled the “North Area Regional Facility (NARF),” this design work will investigate opportunities for constructing new parking garages to serve the downtown core and the expanded County Administrative Complex.

The San Luis Obispo Downtown Association participated in the review of the 1995 Parking Management Plan. This updated plan will be used as a management tool to help direct how vehicle parking should be provided and used throughout San Luis Obispo and how the demand for downtown parking will be managed.



RELATIONSHIP TO OTHER PLANS AND POLICIES

The City's General Plan Land Use Element establishes the pattern of land uses throughout San Luis Obispo. The General Plan Circulation Element identifies how transportation services will be provided to land uses envisioned by the Land Use Element. One of these transportation services is vehicle parking. This plan provides specific direction for the management of vehicle parking in a way that supports the Circulation Element's overall transportation strategy. This plan focuses on the management of vehicle parking in the community's commercial core. Parking of bicycles is addressed by the Bicycle Transportation Plan (2002) but is an issue that is relevant to the use of City parking structures and surface lots.



SCOPE OF THIS PLAN

This plan establishes vehicle parking policies and programs that apply throughout San Luis Obispo. However, its primary focus is the management of parking in the commercial core. This plan also identifies, in Appendix A.2, approved management techniques for putting to better use existing parking spaces, and for reducing the employee demand for parking spaces in the commercial core.

This plan may be revised from time to time to address parking needs in areas beyond and within the commercial core. For more information about City parking programs, contact the Parking Section of the Public Works Department at (805) 781-7230.



PARKING MANAGEMENT GOALS

- ☞ Support the commercial as a viable economic and cultural center and preserve its historic character.
- ☞ Support the goals of the Conceptual Physical Plan for the City's Center.
- ☞ Provide enough parking in the commercial core for visitors and employees.
- ☞ Reduce the demand for employee parking through various programs such as carpooling, vanpools, transit subsidies, and bicycle and pedestrian systems development.
- ☞ Support the transportation strategy presented in the General Plan Circulation Element.
- ☞ Support the residential component of mixed use development downtown as presented in the Land Use Element.
- ☞ Carry out actions described in this plan within budget constraints and consistent with Financial Plan goals and policies that are updated every two years.



DEFINITIONS

The following words and phrases used throughout this plan have the following meanings:

Commercial Core is the central business district in San Luis Obispo. Its boundaries are the same as the Downtown Association Area (see Appendix A.1).

Commercial Deliveries are made to businesses in the commercial core using trucks that are commercially licensed.

Downtown Association (DA) Advisory Board is an 11-member group established pursuant to Municipal Code Chapter 12.36 by the City Council to promote the economic health of the commercial core. The DA (and its advisory committees) participates in the development of City programs that affect the downtown and provide advice to City staff and the City Council.

Long-Term Parking spaces may be free or metered, are located along streets, in monthly permit lots or parking structures, and typically allow parking for 10 hours or more.

Parking Structures are multi-level buildings that are managed by the City and provide parking for the general public, commercial core employees, and jurors at the Palm Street parking structure.

Short-Term Parking spaces may be free or metered and typically have a two-hour or less time limit.



GENERAL USE OF PARKING

POLICIES

- 1.1 The City should maximize the use of all parking structures and surface lots.
- 1.2 The City should encourage any development of surface parking lots in the commercial core to conform, to the degree possible, to the “Conceptual Physical Plan for the City’s Center.”
- 1.3 Curb parking spaces are intended for short-term parking. People parking for longer periods should use monthly permit lots and long-term metered spaces and parking structures.
- 1.4 The City may install parking meters or post parking time limits where at least 75% of a block's frontage is developed with commercial uses. The City will consider requests by a majority of residential and commercial property owners along a block to install parking controls.
- 1.5 Thirty-minute parking spaces shall be placed at the ends of blocks in the commercial core where short-term parking is needed. The City will consider requests by property owners to locate 30-minute spaces at other locations.
- 1.6 Parking for commercial deliveries in the commercial core should be managed so that:
 - ☞ Illegal double parking or excessive circulation by delivery vehicles is discouraged.
 - ☞ Deliveries are discouraged during peak traffic periods and during retail business hours. Merchants may consider lockbox systems that allow for unassisted nighttime access for deliveries.
 - ☞ Oversized vehicles do not attempt deliveries.

ACTIONS

- 1.7 The City will:
 - ☞ Publicize the availability of parking spaces in underused lots and will offer incentives to increase their use.
 - ☞ Take actions that better direct people to parking structures and underused parking lots and long-term metered curb parking areas.
 - ☞ Continue to offer permits for 10-hour metered parking spaces.
 - ☞ Maintain long-term metered spaces on Pacific Street and alongside streets near the Marsh Street parking structure for overflow parking, but periodically evaluate their use.

1.8 The City will consider:

- ☞ Allowing the mixture of daily and monthly parking in underused permit lots.
- ☞ Managing employee use of the Marsh Street parking structure so that (A) more spaces can be reserved for shoppers, and (B) more employees are encouraged to use the Palm Street structure, which has more vacant spaces.
- ☞ Allowing the use of long term parking for downtown residential uses in City owned parking facilities.

1.9 City staff will periodically evaluate and revise as appropriate:

- ☞ The placement of 15- and 30-minute parking meters.
- ☞ The layout of existing parking lots or structures when they are resurfaced or restriped with the aim of: (a) maximizing their use, (b) improving circulation and (c) complying with requirements to provide parking for the disabled.
- ☞ The use of curb space in the downtown (including no parking and loading zones) to identify opportunities for creating more short-term spaces.
- ☞ The optimum mixture of long- and short-term metered spaces and the expansion of metered curb areas.

1.10 If congestion levels in the commercial core exceed standards set by the Circulation Element, the City will adopt an ordinance that limits times for commercial deliveries.



EMPLOYEE USE OF PARKING

POLICIES

- 2.1 Employee parking programs will be consistent with the goals and objectives of the Circulation Element.
- 2.2 The City and County should develop programs that reduce the number of their employees that are driving alone to work.
- 2.3 Commercial core employers should establish programs that encourage employees to:
 - ☞ Use Palm Street Parking Structure, monthly permit lots, and long-term metered spaces.

- ☞ Use other types of transportation to get to work or to carpool. A listing of approved programs is included as Appendix A.2.

ACTIONS

- 2.4 The City will establish a program in the commercial core that fosters carpooling by employees and visitors.
- 2.5 The Downtown Association (DA) and Chamber of Commerce should sponsor on-going education programs that discourage employees from using curb parking and promote alternate transportation.
- 2.6 The City should discourage long-term employee use of curb parking in the commercial core by:
 - ☞ Expanding areas with two-hour parking limits when needed to maintain convenient customer parking opportunities.
 - ☞ Monitoring the use of 15- and 30-minutes curb spaces;
 - ☞ Consider increasing the fines for overtime violations;
 - ☞ As requested, consider establishing resident parking districts in areas adjoining the commercial core and office districts.
- 2.7 The City will institute a trip reduction program for its employees in compliance with goals established by the Circulation Element.
- 2.8 The City should develop a bulk discount rate for its transit passes without negatively affecting transit funding. Employers should purchase passes and make them available to employees who substitute riding the bus for driving to work.
- 2.9 The City will install bicycle lockers at convenient locations in the commercial core and will promote their use by commercial core employees on a space-available basis.
- 2.10 The City will work to consider park-and-ride lots that serve the commute needs of commercial core employees. The City will evaluate outlying parking lots for their use by commercial core employees with a shuttle connecting these lots with the core.



JUROR USE OF PARKING

POLICIES

- 3.1 The City will provide free parking for jurors in the Palm Street parking structure or in metered spaces when the Palm Street parking structure is full or when a juror drives an oversized vehicle as per the agreement with the County for limited use.

ACTIONS

- 3.2 City staff will work with the Jury Commissioner to inform prospective jurors of the City's parking policies. Staff will monitor the amount of jury parking and inform the Jury Commissioner if overflow parking becomes a problem.



USE OF PARKING FOR DOWNTOWN RESIDENTS

POLICIES

- 4.1 As a pilot program, the City will provide a limited number of parking spaces to accommodate residential tenants within the Downtown-Commercial (C-D) zone consistent with General Plan Land Use Element Policy 4.22 and Housing Element Policy 3.12.4. These spaces may be provided in structures or other locations that are suitable for overnight parking programs.
- 4.2 Monthly fees for such parking spaces shall be as adopted by City Council Resolution to financially contribute to the cost of the new program.
- 4.3 Parking spaces shall be in locations suitable for overnight use and shall be in locations that do not significantly interfere with necessary parking for downtown customers and employees or encroach into adjacent residential neighborhoods.

ACTIONS

- 4.4 The City shall establish a pilot program to allow residents within the downtown core to utilize public parking and to monitor the amount of residential parking required.
- 4.5 The City Council shall adopt a resolution that establishes a fee program, use limitations and enforcement options for regulating use of parking for downtown residents.
- 4.6 The Municipal Code shall be amended to include parking options for downtown residences.
- 4.7 The City will assist owners of downtown residences to inform prospective tenants of the City's parking policies and transportation choices. The Parking Services web page is one element that could be used as a component of this information source.



EXPANSION OF PARKING

POLICIES

- 5.1 Parking should be provided in the commercial core for shoppers, tourists, employees and patrons of government and private offices.
- 5.2 Building parking structures is the best way of providing more parking facilities while minimizing the use of valuable commercial land. City-owned land earmarked for parking structures may be used as temporary surface parking lots.
- 5.3 Existing City-owned surface parking lots purchased by the Parking Fund which are not earmarked for parking structure locations may be sold to finance expansion of parking in permanent structures when and after new parking structures have been built to take their place.

- 5.4 Parking structures and surface lots should be located along the periphery of the commercial core as a means of eliminating traffic congestion and enhancing pedestrian activities.

ACTIONS

- 5.5 Develop a program to encourage use of underutilized parking lots, which would benefit the commercial core.



ENFORCEMENT

POLICIES

- 6.1 Parking laws will be strictly enforced to:
- ☞ Discourage overtime parking;
 - ☞ Discourage habitual parking violations -- people with six or more violations;
 - ☞ Encourage meter payments; and
 - ☞ Direct people parking for long periods to use long-term parking spaces.

ACTIONS

- 6.2 City enforcement officers will strictly enforce all parking laws, especially overtime violations and the misuse of loading zones.
- 6.3 The City in cooperation with the BIA will develop a plan to discourage habitual violators.



FINANCING OF COMMERCIAL CORE PARKING

POLICIES

- 7.1 The City's Parking Program will be self-supporting. The principal purpose of Parking Fund revenues will be used to:

- ☞ Maintain and expand parking operations and supply, including effective parking demand reduction programs
- ☞ Repay bonds that financed the construction of the parking structures.

Pilot or "test case" parking demand reduction activities may also be funded, provided that they are well defined and monitored for a defined period of time and a measurement of effectiveness is predetermined.

- 7.2 Commercial core merchants, business owners, and property owners should help finance the

parking program.

ACTIONS

- 7.3 The City will deposit all revenues from parking fines into the Parking Fund.
- 7.4 The City will:
- ☞ Review parking meter and citation rates every two years and make adjustments as needed.
 - ☞ Continue to charge variable rates for different types of parking.
 - ☞ Continue to collect in-lieu fees from development projects in the commercial core.
 - ☞ Consider new fee programs applicable to commercial core merchants, business owners and property owners.
- 7.5 The City, upon Council direction, will evaluate the elimination of parking meters in the commercial core and the creation of a comprehensive financing plan to finance the Parking Program.



RESIDENTIAL PARKING

POLICIES

- 8.1 Parking along streets in residential areas should be used by residents and their guests. However, no individual household has the exclusive right to use a particular section of curb parking and curb parking is not guaranteed in front of each household.
- 8.2 The City may prohibit or limit curb parking in residential areas to ensure safe traffic flow, pedestrian crossing conditions or to install motor vehicle or bicycle lanes consistent with the Circulation Element or the Bicycle Transportation Plan.
- 8.3 The City will create residential parking districts when needed to manage parking and maintain the quality of life in residential areas.
- 8.4 All residential parking districts must comply with provisions of Section 10.36.170 of the San Luis Obispo Municipal Code.

ACTIONS

- 8.5 Upon receiving a petition from a 60% majority of affected residents living within a proposed parking district, the City Council may create a district consistent with provisions of the municipal code. (For the location of existing Residential Parking Districts, see Appendix A.3.)



PROGRAM ADMINISTRATION AND PROMOTION

POLICIES

- 9.1 The City's Parking Manager is responsible for interpreting and implementing the provisions of this plan.
- 9.2 As the need arises, the City will evaluate the potential for hiring a private company to manage its parking structures.
- 9.3 The Parking Manager will continue to work with the Downtown Association (DA), Chamber of Commerce, and County government to cooperatively implement this plan.
- 9.4 The Parking Manager will undertake a wide range of actions to make the public aware of the provisions of this plan.
- 9.5 Applications for amending the Access and Parking Management Plan shall be filed with the City's Parking Manager. Applications will receive an extensive review process and will be acted on no more frequently than annually by the City Council.

APPENDIX

A.1 Map of Downtown Parking and Business Improvement Area Showing Existing Parking

A.2 Approved Parking Management and Demand Reduction Programs

A.3 Map of Existing Residential Parking Districts

A.4 City Council Resolution # 10317 (2011 Series) amending this plan

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PARKING METER STREET COUNT		
STREET	NUMBER	STREET NUMBER
BROAD	67	MORRO
CHORRO	49	NIPOMO
GARDEN	204	OSOS
HIGUERA	167	PACIFIC
MARSH	25	PALM
MILL	84	PISMO
MONTEREY	31	SANTA ROSA
		TORO
		TOTAL
		1141

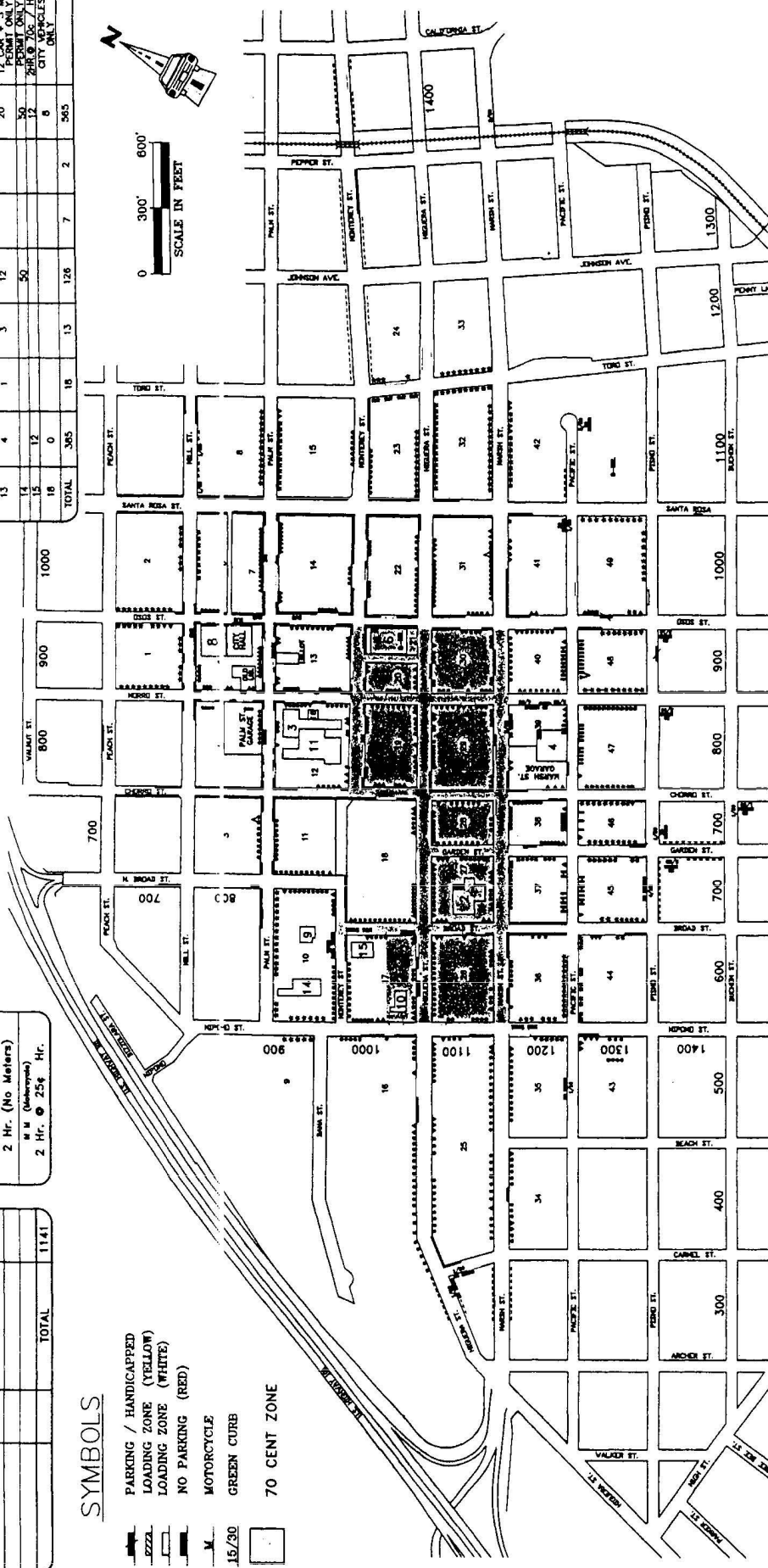
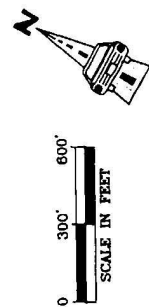
LEGEND MAP SYMBOLS	
2 Hr. @ 50¢ & 70¢ Hr.	*****
5 Hr. @ 50¢ Hr.	*****
30 Min. @ 50¢ & 70¢ Hr.	*****
10 Hr. @ 50¢ Hr.	*****
2 Hr. (No Meters)	*****
2 Hr. @ 25¢ Hr.	*****

METERS ON STREET	1141
MOTORCYCLE METERS ON STREET	32
METERS IN LOTS	365
MOTORCYCLE METERS IN LOTS	765
HANDICAP SPACES ON STREET	8
HANDICAP SPACES IN LOTS	18
TOTAL METERS	1626
TOTAL PERMITS	128
PARKING STRUCTURES	688

PARKING LOT DATA							
LOT NUMBER	METERS	HANDICAP	MOTORCYCLE	PERMITS	RESERVE SPACES	LOADING ZONES	TOTAL SPACES
1	4	1	1	1	5	5	16
2	64	2	3	3	1	1	70
3	74	4	4	4	1	1	79
4	19	1	1	1	1	1	24
5	114	4	3	43	3	3	157
6	3	2	2	21	4	4	27
7	10	2	2	12	1	1	24
8	11	2	2	12	1	1	24
9	13	4	1	3	12	12	20
10	14	1	1	1	1	1	12
11	12	0	0	50	12	12	50
12	16	0	0	126	7	7	126
13	365	18	13	2	2	2	385
TOTAL							

SYMBOLS

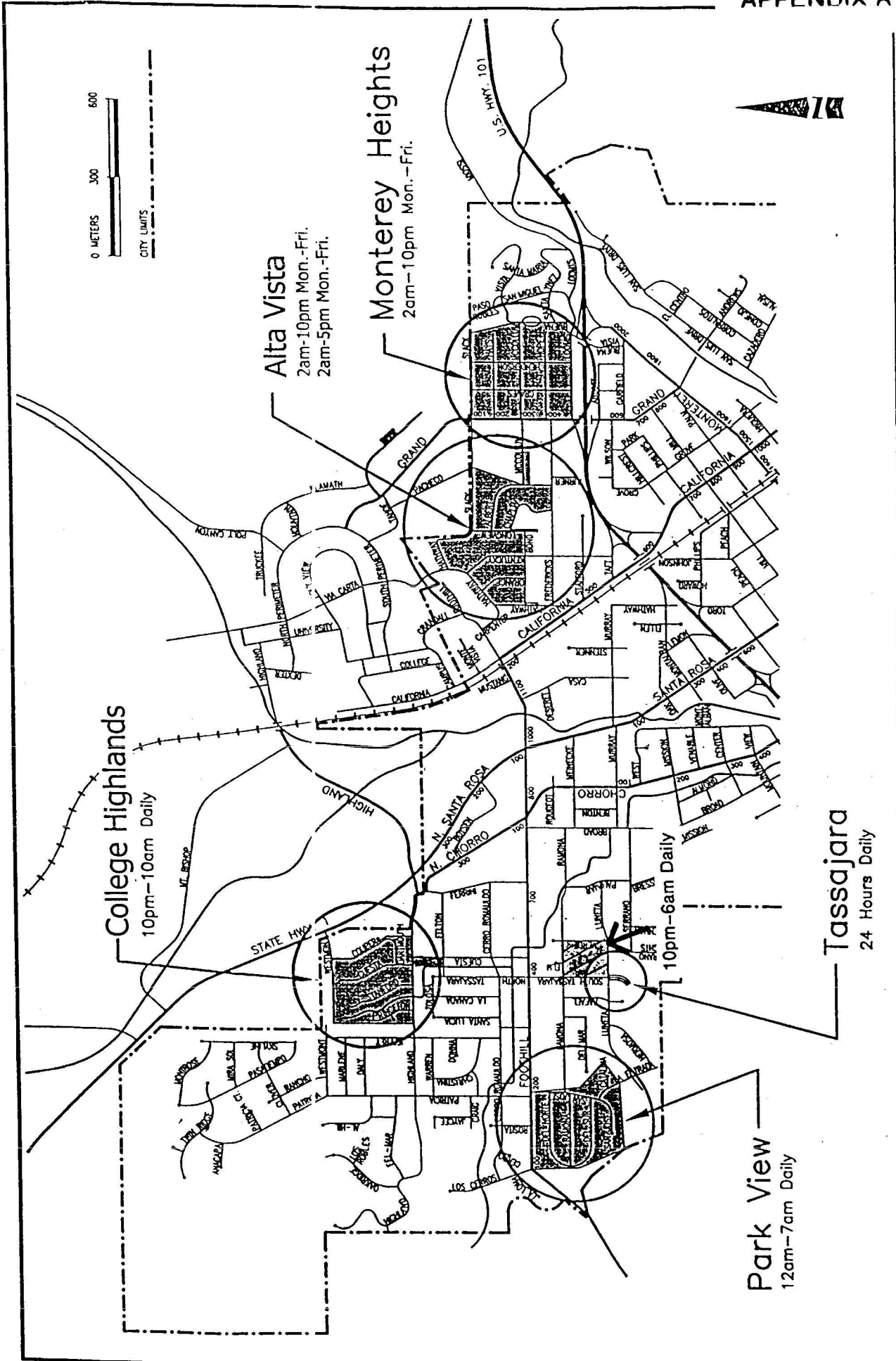
- PARKING / HANDICAPPED
- LOADING ZONE (YELLOW)
- LOADING ZONE (WHITE)
- NO PARKING (RED)
- MOTORCYCLE
- GREEN CURB
- 70 CENT ZONE



DOWNTOWN - PARKING LOTS & CURBSIDE

APPENDIX A.2
Approved Parking Management and
Demand Reduction Programs

#	Description	Status
Parking Demand Reduction Programs		
1	Increase the maximum charge for garage parking	Approved/Completed
2	Transit pass subsidies for downtown employees	Approved/Completed
3	Reduce monthly parking pass costs for high-occupancy vehicles	Approved/Completed
4	Improve bicycle access to the downtown	Approved/Ongoing
5	Establish an advertising program for downtown parking demand reduction (PDR) programs	Approved/Ongoing
6	Encourage the county to establish a trip reduction program similar to the City's program	Approved/Ongoing
Parking Management Programs		
1	Reduce free parking in garages from 90 minutes to 60 minutes	Approved/Completed
2	Increase the in-lieu parking fee charged to new development to better reflect the cost of downtown parking	Approved/Completed
3	Increase 2-hour parking in the commercial core and limit long-term parking	Approved/Completed
	Respond to citizen proposals to establish residential parking districts in neighborhoods adjoining the downtown.	Approved/Ongoing
4	Increase long-term parking at the periphery of the downtown	Approved/Ongoing
5	Work with the Downtown Association to establish a program for discouraging habitual violators	Approved/Ongoing



RESIDENTIAL PERMIT DISTRICTS

CITY OF san luis obispo



RESOLUTION NO. 10317 (2011 Series)

**A RESOLUTION OF THE CITY OF SAN LUIS OBISPO
AMENDING THE ACCESS AND PARKING MANAGEMENT PLAN**

WHEREAS, the City adopted its first Parking Management Plan in 1987 and revised the Plan in 1990 and 1995 and revised and retitled the Plan in 2002; and

WHEREAS, the City's General Plan contains policies and programs to encourage housing development in the downtown core, including allowing more flexible parking regulations for housing developments through amendments to the Zoning Regulations and Access and Parking Management Plan; and

WHEREAS, the Planning Commission of the City of San Luis Obispo conducted public hearings on May 25, 2011, July 27, 2011, and August 24, 2011, and recommended approval of amendments to Access and Parking Management Plan; and

WHEREAS, the City Council of the City of San Luis Obispo conducted a public hearing in the Council Chamber of City Hall, 990 Palm Street, San Luis Obispo, California, on November 15, 2011 to consider amendments to the Access and Parking Management Plan; and

WHEREAS, the City Council has considered the Negative Declaration of environmental impact as prepared by staff and reviewed by the Planning Commission; and

WHEREAS, the City Council has duly considered all evidence, including the testimony of interested parties, and the evaluation and recommendations by staff, presented at said hearing.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of San Luis Obispo as follows:

SECTION 1. Findings. The Council makes the following findings:

1. The proposed amendments will not significantly alter the character of the City or cause significant health, safety or welfare concerns.
2. The proposed amendments further the goals and policies of the General Plan in support of downtown residential development.

SECTION 2. Environmental Determination. The City Council finds and determines that the project's Negative Declaration of Environmental Impact (GPI/ER 83-07) prepared for the Access and Parking Management Plan and Zoning Regulations amendments adequately addresses the potential environmental impacts of the proposed project in accordance with the California Environmental Quality Act and the City's Environmental Guidelines, and reflects the independent judgment of the Council. The Council hereby adopts the Negative Declaration.

Resolution No. 10317
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SECTION 3. Access and Parking Management Plan Amendment Approval. The City Council finds and approves the Access and Parking Management Plan Amendment attached as Exhibit A and incorporated herein by reference.

Upon motion of Council Member Carter, seconded by Council Member Ashbaugh and on the following vote:

AYES: Council Members Ashbaugh, Carter and Smith, Vice Mayor Carpenter and Mayor Marx
NOES: None
ABSENT: None

The foregoing resolution was adopted this 6th day of December, 2011.



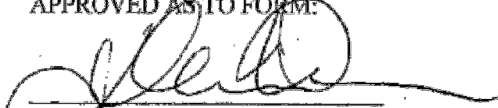
Mayor Jan Marx

ATTEST:



Elaina Cano
City Clerk

APPROVED AS TO FORM:



J. Christine Dietrick
City Attorney