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75 Rowland Way #200
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*Re: Civic Center Parking Feasibility Analysis – Novato, California
Supply, Demand and Shared Parking Analysis
Walker Project No. 33-1674.00*

Dear Mr. Adams:

Thank you for retaining Walker Parking Consultants (“Walker”) to perform the parking analysis which examines the additional parking demand that will be generated by the addition of the City’s Civic Center office building to the City of Novato’s downtown core. This draft letter report contains the assumptions that were used to project parking demand for the new building, as well as analyses of parking supply and demand in the designated study area. Finally, we present Walker’s findings, which we also summarize below.

EXECUTIVE SUMMARY

Walker analyzed and projected the increased demand for parking in Downtown Novato that will result from the opening of the planned Civic Center office building. Our findings were as follows:

- The users of the new building are projected to generate a demand for 81± spaces during the 12:00 PM downtown peak parking demand hour, 106± spaces during the 10:00 AM hour, and 95± spaces during the 2:00 PM hour. The difference in parking demand between the two periods is primarily the result of variations in the demand for parking for visitors to the Civic Center.
- Combining the additional demand for parking in the future with current demand results in a total peak demand in the study area of 472± parking spaces during the noon hour.
- Based on the City’s surveyed on- and off-street public supply of 394 parking spaces, the possible loss of spaces resulting from the construction of the new building, the addition of available public spaces adjacent to the study area, and the addition of 75 spaces in the SMART lot, we calculate an effective parking supply of 518 to 540 spaces. When compared with our peak parking demand projections the result is a parking surplus of 46± to 68± parking spaces. This number suggests a sufficient amount of parking will exist

to accommodate the projected future demand for parking generated by the new building *provided that the potential for 75 parking spaces in the SMART lot is realized and that these spaces are utilized by the downtown employees and the public.*

- To the extent that Downtown Novato experiences parking issues, both currently and in the future, our findings indicate that the issues are likely related both to the way in which spaces are managed as well as the number of spaces that are available. This suggests that simply adding parking spaces may not solve the issue of a perceived parking shortage. Whether or not more spaces are added, the parking system will require more active management.
- Improved parking management will result in greater utilization of the underutilized private parking system as well as other underutilized spaces in the area. The supply of private parking spaces in the downtown is a valuable, potentially useful, but underutilized resource.

The addition and use of parking spaces in the SMART lot is crucial to accommodate the planned growth and resulting future increases in the demand for parking in the Downtown area. Without this lot, based on future projections, the supply of parking in the eastern portion of Downtown Novato will be inadequate. Even with the addition of the lot, the ability of the parking system to accommodate future development in the area that was not considered in this report is likely to be challenging.

Finally, we reiterate that the City's efforts to provide adequate supply of parking to serve the downtown and planned Civic Center office building should be as focused on management of the existing parking supply, which can accommodate a significantly greater number of vehicles, as well as the addition of new parking spaces. Parking management measures, which typically include an element of enforcement, have costs associated with them. However, while from a parking management perspective, revenue generation should not be a goal of these measures, such measures typically can and do generate revenue which offset their costs.

PURPOSE OF PARKING ANALYSIS

The City of Novato is planning to reintroduce its city hall functions and employees to the City's downtown area with the construction of a new Civic Center office building. City administrative services are currently housed in offices on Rowland Way, several miles from the City's historic downtown. The proposed building, which will contain up to a maximum of 25,000 square feet, will be built on or above what is known as the City Hall Parking Lot, which is located on Machin Avenue across the street from the headquarters of the Novato Police Department.

The construction of the building may or may not result in the elimination of existing parking spaces. In this report both scenarios (the maintaining or elimination of some existing spaces) are examined. In either case, the new building is expected to house approximately 75 City employees. Parking for these employees will need to be accommodated within the downtown

area. The City's administrative services had been located in the downtown area until 2004. However, since that time, the number and popularity of the businesses Downtown have increased. Some downtown businesses and the City's police department are concerned that cars belonging to the employees of the new Civic Center office building will overwhelm the district's parking supply, making it difficult or impossible for their customers and employees to park. The City has therefore requested that Walker perform a parking study in order to quantify the impact of the new civic center building in the City's downtown and whether or not the current parking supply is adequate to accommodate the projected increase in parking demand.

STUDY AREA AND METHODOLOGY

The City of Novato's downtown commercial district is centered upon Grant Avenue from Seventh Street on the west to Railroad Avenue on the east, a distance of approximately 3,700 linear feet. For the purpose of analyzing the parking supply and demand in the area, the City's Planning Division has divided the area into six zones, as shown in Figure 1.

Zones 1 through 3 are located east of Redwood Highway. The future location of the new Civic Center building, above the existing City Hall Parking Lot, is located in Zone 2 on Machin Avenue. For the purposes of determining parking adequacy in the area, it was agreed in consultations with City staff that the focus of the study would be the area east of Redwood Highway. In addition to the spaces included in Zones 1 through 3, City staff identified an additional 69 on- and off-street parking spaces that are located adjacent to the study area and within a reasonable proximity of the Civic Center site. We therefore include these spaces in the analysis. They are designated as "periphery" spaces. As we note later in the report, we believe this to be a reasonable though conservative assumption, as acceptable walking distances for some parking user groups (such as downtown employee and city employee long-term parkers) would allow for an acceptable parking supply for downtown to be in some cases more than 1,200 feet from a destination.

METHODOLOGY

In the following study we examine the current supply and demand for parking in Downtown Novato, make parking demand projections for the new Civic Center office building, and then compare the parking supply with our future demand projections in order to determine whether or not the study area will experience a parking deficit or surplus.

Since 2005, the City has performed annual surveys of the public parking spaces within the six downtown zones to quantify the extent of their availability and usage. As part of these surveys, occupancy counts are conducted on a weekday at 12:15 PM, 2:15 PM, and 5:15 as the City has determined these times to reflect three different possible peak conditions. We believe that the assumption is reasonable as each count is likely to reflect the lunch time, typical work day, and late afternoon parking demand conditions.

While, in our experience, the peak parking demand generated by office uses occurs either in the mid morning or early afternoon (roughly 10:00 AM and 2:00 PM), the peak demand for parking in a smaller downtown commercial district, particularly one with restaurant activity, occurs during the lunch hour.

We note that the City's parking surveys do not include the private supply of parking in the area, presumably because the City has little control over this resource. We discuss this issue later in the report, but note that in general the private parking supply in smaller commercial districts plays an important role in accommodating parking demand but also tends to be underutilized.

SHARED PARKING

Some of the principles supporting this analysis of the future demand for parking in downtown Novato stem from the concept of shared parking, an accepted practice widely used in commercial districts and mixed-use developments. The Urban Land Institute first published *Shared Parking* in 1983. The publication explains the concept of shared parking and describes the use of a model to forecast peak parking conditions for mixed-use developments, and/or urban settings. Walker contributed to that original publication and subsequently led the team that researched and wrote *Shared Parking, 2nd Edition*, published in 2005.

Shared parking is the use of a parking area to serve two or more individual land uses without conflict or encroachment. Shared parking is key to the success of older commercial districts like the Downtown Novato core because it allows for a greater concentration and density of land uses; parking is used and provided more efficiently. The ability to share parking spaces is the result of two conditions:

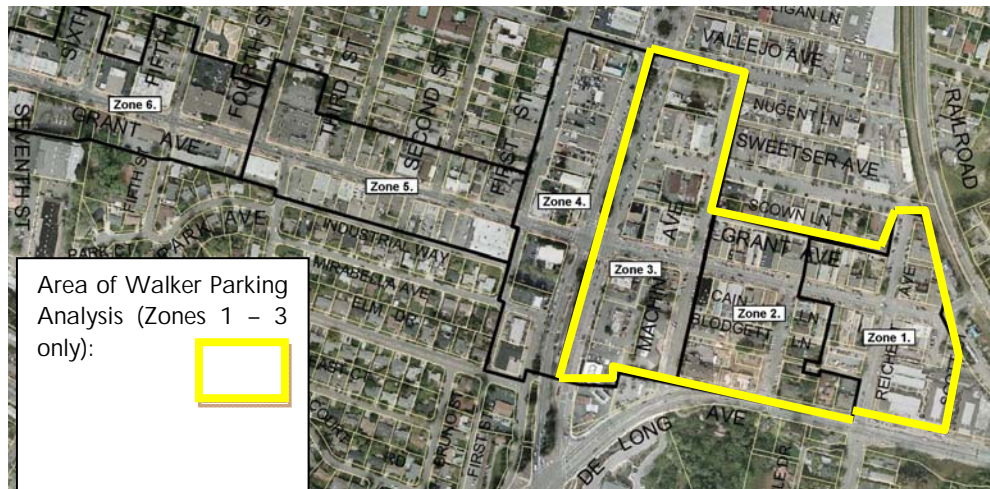
1. Variations in the accumulation of vehicles by hour, by day, or by season at the individual land uses, and
2. Relationships among the land uses that result in visiting multiple land uses on the same auto trip.

A key goal of a shared parking analysis is establishing a balance between providing adequate parking to support a development from a commercial standpoint while minimizing the negative aspects of excessive resources, including land, devoted to parking, which tends to detract from the attractiveness and convenience of a downtown. In general, a shared parking analysis considers the types, quantities and user groups of land uses for a development, as well as site- and market-specific characteristics.

Allowing multiple land uses and entities to share parking spaces has allowed for and led to the creation of many popular developments and districts, resulting in the combination of office, residential, retail, and entertainment districts that rely heavily on shared parking for economic viability; traditional downtowns in large and small cities alike have depended on the practice in order to be compact, walkable and economically viable. In the same way, mixed-use projects have also benefited from the shared parking principle, which offers multiple benefits to a

community, not the least of which is a lesser environmental impact from the reduction in required parking needed to serve commercial developments as well as the ability to create a more desirable mix of uses in one location.

Figure 1: Downtown Novato and Parking Analysis Study Area



CURRENT CONDITIONS

When performing an analysis regarding parking adequacy it is important to start with a baseline. Therefore, we first use the public parking supply within the study area, as identified by the City, as well as how those spaces were utilized throughout the course of the day. We also discuss briefly the public-available private parking supply and the demand for these spaces.

PUBLIC PARKING SUPPLY

The public parking supply consists of both on-street and off-street parking. Table 1 shows the breakdown of the parking supply within the study area between the two types of public parking. The total number of publicly available spaces is 460. The total number of publicly-owned spaces is 484 spaces, which includes the reserved spaces in the City Hall lot. Although they are not available to the general public for parking, their elimination would impact the overall parking supply downtown. We therefore include them in this analysis.

Table 1: Study Area – Existing Public Parking Supply

Zone	On-street Spaces	% of Public Supply	Off- street Spaces	% of Public Supply	Total
Zone 1 - Public Spaces	93	19%	44	9%	137
Zone 2 - Public Spaces	89	18%	29	6%	118
Zone 3 - Public Spaces	139	29%	0	0%	139
Total Zones 1 - 3	321	66%	73	15%	394
Study Area Periphery	40	8%	26	5%	66
<i>Total Public Spaces</i>	<i>361</i>	<i>78%</i>	<i>99</i>	<i>22%</i>	<i>460</i>
Reserved Spaces - City Hall Lot	0	n/a	24	n/a	24
Total - Study Area	361	75%	123	25%	484

Source: City of Novato, 2010 and 2011

ON-STREET

In older commercial districts like Downtown Novato, the purpose of on-street parking spaces is generally to provide the most convenient parking option within the parking system, which is the availability of convenient, short-term parking close to businesses for the customers who need it. The availability of this short-term parking option is important because generally the shorter the motorist's stay at a destination, the less distance they are willing to walk from their car to their destination.

Available on-street parking spaces are typically easy to identify, allow for quick entry and exit, and in most cases are within convenient proximity to the parkers' destination. On-street parking spaces are therefore premium spaces; many parkers will spend significant amounts of time and energy "cruising" in search of a parking space in order to find on-street parking before considering parking in an off-street parking lot or structure. As a result, in the busiest sections of commercial areas, on-street spaces should serve as many parkers as possible and be designated for those most in need of a quick visit as opposed to those needing parking all day. Both of these goals are accomplished when on-street spaces are used by short-term parkers who turn the spaces over quickly. On-street parking spaces are also typically shared among the different land uses in the area. They turn over faster than other spaces as well. As a result of both these characteristics, they typically serve far more vehicles over the course of a day or week than do other spaces in the parking system.

It is worth noting therefore that, not only is the on-street parking supply typically the most desirable in which to park, within our study area the 361 on-street spaces represent 75% of the publicly owned supply (including reserved spaces) and 78% of the publicly available parking supply.

OFF-STREET PUBLIC PARKING

The off-street public parking in this analysis includes the public portion of the 53-space lot on which the Civic Center office building will be constructed. The lot is located in Zone 2. Of the 53 total spaces, 24 of the spaces are reserved for City- (typically Police Department) related vehicles. Parking is available to the general public in the 29 remaining spaces. Most of these 29 spaces are signed as being restricted to parking that is two hours or less. We also include the 44 spaces in the Zenk Lot in Zone 1 and 26 spaces that have been designated as two-hour spaces in the garage serving Whole Foods are shown in the study area periphery, off-street section, as these were not included in the 2010 city count.

PRIVATE PARKING SUPPLY

As noted, the City's surveys of parking supply and demand have not included the off-street private parking supply. Walker's studies of downtown parking always include the private supply of parking, even when it is associated with individual businesses. The private parking supply represents an important part of a downtown parking supply and the way in which it is utilized impacts the public parking supply.

Within Zones 1 – 3 Walker identified more than 200 privately owned parking spaces that were available to people conducting business in Downtown Novato.

In most cases, the City has required that the private parking be provided by the property owner or business. Although it is often the case that business owners, employees, or customers prefer to utilize public (usually on-street) parking, private parking represents a tremendous resource when it can be utilized. To the extent that it is underutilized, it can even represent a liability as empty parking lots can be aesthetically displeasing and increase empty space and distances between destinations in a pedestrian-oriented district. Underutilized parking areas can even present safety or security issues.

People can be encouraged to use these private spaces in a number of ways. First, it is common for business owners, employees and their customers to seek out on-street spaces before considering parking in a surface lot that is associated with their destination. To the extent that restrictions on parking in on-street spaces are not actively enforced, appropriate enforcement will encourage some if not many of these drivers to park in the appropriate private spaces. More on-street spaces would then be made available for those drivers who do not have other options.

In some communities, the city may create an agreement with property owners whose parking lots are underutilized, in order to take advantage of existing parking spaces rather than building new spaces. These agreements effectively allow any member of the public to park in these lots and may involve a monthly lease fee and the assumption of liability by the city for the parking lot.

While there is obviously a cost to the city in this effort, it will nearly always be less than the cost of acquiring land or building its own parking facility.

PUBLIC PARKING DEMAND

Table 2 shows the most recent parking occupancies within Zones 1 – 3 for 2010 and the occupancy rates for the preceding five years, which were provided by City staff.¹ According to documents provided by City staff, the annual supply of parking tended to shift over the past five years, with increases or decreases of about 30 parking spaces. We therefore do not include the parking supply numbers in this table. We note that despite the changes in parking supply, however, parking demand, particularly during the 12:15 peak have remained fairly consistent.

Table 2: Public Parking Demand 2005 - 2010

	12:15 PM Peak ¹					
Zones 1 - 3	2010	2009	2008	2007	2006	2005
Occupancy Rate	70%	64%	65%	71%	63%	58%
Most Recent Occupancy	274					
	2:15					
Zones 1 - 3	2010	2009	2008	2007	2006	2005
Occupancy Rate	57%	56%	51%	61%	50%	61%
Most Recent Occupancy	224					
	5:15					
Zones 1 - 3	2010	2009	2008	2007	2006	2005
Occupancy Rate	50%	45%	41%	50%	41%	36%
Most Recent Occupancy	197					

¹Only in 2005, did 2:15 PM and not 12:15 PM experience peak conditions.

Source: City of Novato, 2010

TURNOVER OF SPACES IN PUBLIC PARKING LOTS

It is worth noting not only how many parking spaces were occupied, but how these spaces are used. Walker conducted a license plate inventory of the cars parked in the 17 "Two - Hour" restricted parking spaces in the City Hall Parking Lot from 10:15 AM to 2:15 PM. All twelve of the cars parked at 10:15 AM remained for more than four hours in the lot.

¹ These do not occupancy rates do not include either the peripheral spaces or the reserved spaces located in the City Hall Parking Lot.

PRIVATE PARKING DEMAND

Because historical data did not include private parking spaces within the study area, on March 2, 2011, Walker conducted one survey of parking occupancy rates in private parking spaces in the area, during the 12:15 PM peak hour. This was done for the purpose of observing the overall parking occupancy rate for the more than 200 private parking spaces. Walker determined that, with the exception of the 33-space parking lot which serves the McDonalds restaurant, the overall occupancy rate for the private parking lots in the area was less than 40%. This suggests that even at the peak, there are 100 to 150 private parking spaces that sit vacant in the study area.

FUTURE CONDITIONS

Various parking user groups will utilize the new Civic Center. These groups include employees, visitors, reserved (VIP), fleet vehicles, and police vehicles.

GENERATORS OF NEW PARKING DEMAND

CIVIC CENTER PARKING DEMAND PROJECTIONS – EMPLOYEES

We project the additional demand for parking created by the downtown Civic Center based on the assumptions noted below, which were developed through our conversations with City staff, Walker's methodology for projecting parking and our parking demand data base.

- Total number of employees: The new Civic Center is expected to bring an additional 75 employees to the downtown core over the next 20 years.
- Drive alone mode share: 95% of employees will drive alone to the work place. We use this assumption based on the high driving ratio of City employees described by City staff.²
- Oversell factor: The greater the number of employees who work at a given location, the less likelihood that all of them will be at the site (and require parking) at any given time. This is the result of visits out in the field, meetings, illness, vacations, doctors and other appointments. For locations where employees require parking permits, the ability to issue more employee parking permits than spaces is known in the parking industry as "oversell" and is a common industry practice. In the case of the Novato Civic Center, we use a low oversell factor of 1.08, which assumes that eight percent of employees are not in the office at any one time. Depending on the type of office use, oversell factors often reach from 1.20 to 1.40. Our assumption is very conservative.

² This includes statistics that 80% of City employees live outside of Marin County and just 20% live in the City of Novato. Policies that incentivize employees to use alternative means of transportation, without penalizing employees that must drive to work are often employed by city governments as a parking management measure.

- Effective supply factor: It is an industry-standard practice to provide a “cushion” in the number of parking spaces that a parking system needs. This effective supply factor demonstrates that the effective supply of parking spaces that can be relied upon tends to be less than the actual number of spaces in a parking facility or system.

The purpose of the effective supply “cushion” in the number of spaces is to reduce the amount of time needed for drivers to find the last few spaces that are available within a given parking facility or to allow for a few spaces to be removed from service as a result of misparked vehicles, construction or obstacles such as broken glass, which may render a parking space unusable.

In this analysis, we will apply the effective supply factor to the downtown parking system’s parking supply, rather than the office’s parking demand.

The effective supply factor that is used varies based on the parking user group’s familiarity with the parking system. Parking for employees, who use their parking system on a daily basis and therefore know space availability patterns well, is typically provided using a 95% or higher effective supply factor. By contrast an effective supply factor for customer parking is usually 90% or 85% for on-street parking spaces.

- Time of day/presence factors: Parking demand varies considerably throughout the day, even by hour. In Table 4 we project parking demand for the site on an hourly basis.

Based on this data, we project a peak employee parking demand for the new Civic Center building of 66± spaces.

CIVIC CENTER PARKING DEMAND PROJECTIONS - VISITORS

Through our research the Walker Parking/Urban Land Institute Shared Parking Model has determined that the peak parking demand ratio for visitors at a typical office building is 0.3 spaces per 1,000 square feet of gross floor area for buildings of 25,000 square feet or less. In our experience, overall visitor parking demand at municipal office buildings is roughly equivalent. However, in order to be conservative, we use a peak visitor parking demand ration of 0.9 spaces per 1,000 square feet.

For visitors, as with employees, it is important to note that the peak only occurs at certain times of the day. Table 3 shows that the projected peak demand for visitors of 23 spaces occurs during the 10:00 AM hour on weekdays as this is the time of One-Stop Shop for the Community Development department. However the noon hour, which is when the downtown core currently experiences its peak parking demand, is likely to be a low point for visitor demand during the day. At that time we project a peak demand for just four spaces as a result of the lower demand of city business conducted during the lunch hour.

 Table 3: Projected Parking Demand – Employees and Visitors

City Hall	Metric	Demand/ SF	Drive Ratio	Oversell	Peak Demand
Employees	75 employees		0.95	0.92	66 spaces
Visitors	25 ksf	0.9	1.0	1.0	23 spaces

RESERVED PARKING

A reserved parking space is the same as one that is occupied one hundred percent of the time. Because reserved parking spaces cannot be shared, they tend to sit vacant for more time than other spaces. While we recognize the need to provide these spaces, the inability to share these spaces is inefficient and results in increased costs to the City for providing parking.

We assume six reserved spaces for the Civic Center during the day and an additional five reserved spaces after 5:00 PM for council members for a total of eleven spaces at that time. To the extent that reserved spaces can be provided during non-peak times only, it allows for a more efficient use of the parking supply.

NON-POLICE DEPARTMENT CITY FLEET VEHICLES

According to City staff, the City has 15 permanent fleet vehicles. We assume that all of these vehicles will be parked at the Civic Center when City offices are closed but that a significant percentage will be in the field during the day. We therefore assume that 60% of fleet vehicles will require reserved parking during the day and that during peak hours some fleet vehicles will be in the field.

In the case of many parking systems that have fleet vehicles, we note that it is not uncommon for employees to park their cars in the morning, and make visits in the field in City fleet vehicles, which are parked in “Reserved for City Vehicles” spaces. The result is a doubling of the parking impact on the parking supply. To the extent possible, the practice of reserving parking spaces during the hours of peak demand for City employees should be minimized. We would expect that these peak hours would in fact coincide with the times when fleet vehicles are most likely to be taken into the field. We also note that, to the extent possible, spaces reserved for fleet vehicles should be shared with one another, (i.e. it would be best to sign spaces as “Reserved for City Vehicle” versus “Reserved for Public Works Vehicle”, etc.).

POLICE DEPARTMENT

The Police Department has expressed concern over the ability of the parking system to accommodate its needs once there is competition between the parking demand generated by the new Civic Center and the Department. In a meeting with Walker Parking, the Department stated that it would need 20 to 25 parking spaces for its use, in addition to what it currently parks on the site of Department headquarters.



While the need for 20 to 25 spaces is not an increase in the current demand for parking, this demand currently appears to be accommodated in the 24 reserved spaces located in the City Hall lot. If these spaces are eliminated, this demand for parking would need to be accommodated elsewhere. Although regular occupancy data was not collected for reserved spaces, Walker field staff did observe these spaces nearly or at 100% occupancy.

CIVIC CENTER PARKING DEMAND – HOURLY

Based on the above discussion Table 4 shows the projected parking demand for the Civic Center on an hourly basis, during a peak month.

Table 4: Projected Parking Demand by Hour - Civic Center + Off-Site Police Department

Civic Center		Percent of peak present													
User Group		6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM
Visitor		0%	1%	20%	100%	100%	70%	15%	45%	45%	45%	15%	10%	5%	2%
Employee		3%	30%	75%	95%	100%	100%	90%	90%	100%	100%	90%	50%	25%	10%
	Peak by Use	Projected Civic Center Parking Demand by Hour													
Visitor	23	0	1	5	23	23	17	4	11	11	11	4	3	2	1
Employee	66	2	20	50	63	66	66	60	60	66	66	60	33	17	7
Reserved	11	6	6	6	6	6	6	6	6	6	6	6	11	11	11
Fleet Vehicles - Unreserved	6	0	0	6	3	2	2	2	2	3	6	0	0	0	0
Fleet Vehicles - Reserved	15	15	15	9	9	9	9	9	9	9	9	15	15	15	15
Total - Civic Center	<i>n/a</i>	23	42	76	104	106	100	81	88	95	98	85	62	45	34
Police Department ^A (Non HQ)	24	24	24	24	24	24	24	24	24	24	24	24	24	24	24
Total		47	66	100	128	130	124	105	112	119	122	109	86	69	58

^AWe assume that all 24 reserved spaces in the "City Hall" lot that will be eliminated are either fully occupied at peak and/or will need to be replaced.

Projected peak parking demand Civic Center office.
 Current study area peak parking demand.

Source: Walker Parking Consultants, 2011

TOTAL FUTURE DEMAND

Table 5 shows a total projected peak future demand of 472 parking spaces during the noon hour peak and contains a breakdown of this demand by generator and/or location:

- Zones 1 – 3: The peak parking demand of 274 vehicles for Zones 1 – 3 was observed during the most recent (2010) parking occupancy counts performed by the City.
- “Peripheral” parking: As noted earlier, the City identified 40 on-street and 29 off-street parking spaces (contained in the Whole Foods garage) in addition to the public parking spaces surveyed that could accommodate some demand from the Downtown core. Although specific occupancy data is not available for these spaces, City staff identified levels of infrequent to heavy use of the on-street spaces, which were used to estimate a peak demand of 16 spaces. Current occupancy rates for the 26 spaces available to the general public in the Whole Foods garage that are provided as public parking were assumed to be 20% to 40% in accordance with our experience with parking demand for parking in specialty supermarkets. This estimate is likely conservatively high given City staff’s observations that parking demand, even for the supermarket, tended to result in spaces always being available. Occupancy rates for the public spaces are likely lower than demand for the supermarket spaces.
- City Hall Lot - currently reserved spaces: Demand for these spaces, and the spaces that will need to replace them, was assumed to be 100%. These spaces were not included in the City’s 2010 parking count as they are reserved and not available for public parking.
- 999 Grant: The 65-space demand projection was provided by City staff, based on a Fehr and Peers parking study performed in 2008. We show a reduction in demand for demand outside of the lunch hour as a result of the project’s restaurant component.

NEW CIVIC CENTER

The earlier analysis demonstrates that demand for an additional 81 parking spaces will be generated by the new Civic Center office building in Novato’s downtown core during the peak demand, which we project to occur during the noon hour. A demand for an additional 106 and 95 spaces will be generated during the 10:00 AM and 2:00 PM hours respectively. Despite this increase in parking demand, we note that the highest demand for parking overall Downtown will still occur during the noon hour for which the parking system should be planned

In Table 5 we show the total projected demand for parking within the study area once the Civic Center office building is fully operational.

 Table 5: Total Future Parking Demand - Downtown Core

Parking Demand by Location^A	12:15 PM	2:15 PM
2010 Occupancy - Zones 1 - 3	274	224
Peripheral Spaces	28	22
City Hall Lot - Demand for Reserved Spaces	24	24
Projected Add'l Demand - New Civic Center	81	95
999 Grant Development	65	55
Total Projected Future Demand	472	420

^A The source of the parking demand projections for each generator is discussed above.

Sources: City of Novato (2010 and 2011), Fehr and Peers (2008), Walker Parking Consultants (2011).

SPECIAL EVENTS

We note that City staff has stated that on infrequent occasions increases in parking demand could occur as the result of special events that take place at the 901 Sherman property, multiagency training at the Police Department Headquarters or the Farmer's Market, for which "set-up" begins at 3:00 PM. While these events will affect parking demand, we note that the parking system supply should be planned and provide for typical peak days and not infrequent events. In our experience, providing parking spaces that will sit empty most of the year is unnecessarily expensive, wasteful and creates numerous aesthetic, planning and potentially safety challenges. City staff has suggested that parking impacts from these events should be addressed through management strategies; we concur.

TOTAL FUTURE SUPPLY

Per discussions with the City, we understand that there are two possible scenarios with regard to the supply of parking in the study area once the office building is constructed. They are as follows:

SCENARIO 1: PODIUM PARKING - NO EXISTING SPACES ELIMINATED

Under this scenario, the new building is built on a podium above the City Hall Parking Lot, preserving the parking spaces below. One option presented by the architect would add four (4) spaces and the other option would subtract four (4) spaces. However these numbers will change over time with further engineering feasibility analysis; for the purpose of this study we assume no net change in the number of spaces.

SCENARIO 2: NO PODIUM - CHANGES IN THE NUMBER OF SPACES IN AND ADJACENT TO PARKING LOT

Under this scenario, we assume that the building is not constructed on a podium but that some existing parking spaces in the City Hall Parking Lot are eliminated. Based on information provided by the architect, we assume the following changes in the number of spaces provided:

- An increase of seven (7) spaces on Cain Lane;
- A loss of 34 reserved and public parking spaces on the City Hall/Civic Center site;³ and
- A total increase of four (4) on-street parking spaces along Machin and Sherman Avenues.⁴

The result is a net loss of twenty three (23) parking spaces in and around the planned development site.

OTHER ADDITIONAL SPACES – 999 GRANT AND SMART LOT

In addition to the changes noted above, we note the following potential additions to the parking supply within the study area:

- Six (6) public spaces to be included as part of the 999 Grant project (built on land provided by the Police Department);
- 21 spaces provided for the development; and
- 75± spaces in the SMART lot, located on the eastern edge of the study area.⁵

³ Our data currently indicates 53 parking spaces in the City Hall Parking Lot, 29 of which are public. Of the 34 surface lot spaces that would be lost, we assume that 10 would be public and 24 would be reserved spaces.

⁴ We assume an increase of four (4) on-street parking spaces, three (3) on Machin Avenue and one (1) on Sherman Avenue. We understand that some analyses project the addition of one to five more angled parking spaces; our assumption may be conservative.

The table below shows the results of these and other changes in the parking supply within the study area.

Table 6: Future Parking Supply – No Podium Scenario

	Parking Spaces
Current Supply (Table 1)	484
Net change around development site (no podium)	-23
Net change in parking supply - 999 Grant	27
Potential Spaces in SMART Lot	75
Total Future Supply	563

FUTURE PARKING ADEQUACY

Based on the future public parking supply number for the study area of 563 spaces, an effective supply factor of 0.92 and the parking demand projections described above, Table 7 shows a surplus in the total number of parking spaces in the study area after the new Civic Center office building becomes operational, under both scenarios.

We note that in order for the parking supply to be used appropriately and to minimize inconvenience to the public, proper parking management measures including the enforcement of appropriate time restrictions for on- and off-street parking will need to be implemented. In addition, as noted elsewhere in this letter report, Walker found the private off-street parking supply in the area to be significantly underutilized overall. As all the parking in the area works as one parking system, efforts to use the private parking supply as it is intended would increase the parking adequacy for both the public parking supply and the entire parking system.

We note that this future parking adequacy calculation does not take into account the significant availability of private parking spaces in the area, even during the peak parking demand times. We suggest that at least some private parking be included in this analysis and that the adequacy of the parking supply in the future is therefore greater than an examination of the public parking supply suggests.

⁵ While preliminary drawings have been created that demonstrate a potential supply of roughly 100 parking spaces in the SMART lot, these drawings are conceptual and do not include an engineering analysis. Preliminary review indicates that mandated storm water prevention measures, circulation, feasibility and other amenities such as landscaping elements and lighting would decrease the supply of spaces. In order to be conservative, we assume 75 potential spaces in the SMART lot. Any additional development in the lot would further decrease the supply and likely increase the demand for parking spaces in that location.

Table 7: Future Parking Adequacy

	Scenario 1: Podium (no change in parking supply)		Scenario 2: No Podium (net loss of spaces)	
	12:15 PM	2:15 PM	12:15 PM	2:15 PM
Future Public Parking Supply ^A	586	586	563	563
Effective Supply Factor ^B	0.92	0.92	0.92	0.92
Effective Supply	540	540	518	518
Total Projected Future Demand for Parking Spaces	472	420	472	420
Parking Adequacy	68	120	46	98

^AData from the City indicates a current supply of parking spaces within the study area of 394 spaces, but 430 spaces in 2009. One reason for the 36-space discrepancy was that the 24 reserved spaces in the civic center lot were included in the 2009 numbers, but not in the 2010 numbers as they are not considered public spaces. The remaining discrepancy of 12 spaces is partially due to traffic circulation and parking changes related to the Millworks development.

^BWe use a blended effective supply ratio to account for both employee and visitor parking demand.

Source: Walker Parking Consultants, 2011

FUTURE PARKING SUPPLY – NOVATO POLICE DEPARTMENT

Although we have projected that, with the addition of parking supply in the SMART lot, the number of parking spaces within the study area should be adequate to accommodate future parking demand, provided that the public parking supply is appropriately managed, we note that providing the Police Department with the reserved spaces in the location that it may need them likely presents more than a challenge of satisfying the number of parking spaces needed.

When meeting with Police Department staff and discussing Department needs Walker design staff observed the Police headquarters site and opportunities to add at least eight additional parking spaces including:

- an area of at-grade parking in front of the Police Department where spaces are significantly wider than necessary. These spaces could be reasonably and comfortably reduced such that four (4) more spaces could be added;
- a plaza area at the entrance to the Police Department where an additional four (4) spaces could be reasonably added as well.

Other areas on the Police headquarters' site (including the area north of the building, at the entrance to the garage) could likely also accommodate more surface parking spaces albeit likely requiring a structural effort to do so. We note that these spaces, in and of themselves, would not be sufficient to replace the 24 reserved spaces that may be eliminated at the planned Civic Center office building site.

CONCLUSION

While the existing supply of public parking in Downtown Novato is more than adequate to meet the current demand, the addition of the new Civic Center office building and the resulting increase in parking demand and elimination of parking supply, will severely strain the parking supply east of Redwood Highway. Additional development planned for the area then results in a shortage of parking. This shortage can be remediated with the addition of parking spaces in the SMART lot although significant parking management efforts (and the costs associated with enforcement) will be required for the parking system to function efficiently. We would suggest that these efforts will be required moving forward regardless of the type of development and associated parking that comes to the Downtown. We note that there are significant numbers of underutilized private parking spaces in and around Downtown as well, many of which are in locations that are generally more convenient than the SMART lot.

Parking is an important consideration for a built out area such as the downtown where available land is scarce and future development is largely contingent upon parking availability. At the same time, the ability to share parking, offer an attractive pedestrian environment and thereby more efficiently use land and increase the intensity of development can be viewed as an opportunity. Nonetheless, a key consideration for virtually all proposed downtown projects would be the impact on future downtown business attraction, revitalization, and overall downtown vibrancy.

In this way, it is our understanding that the parking impacts of a new city office building that does not provide sufficient on-site parking has the potential to impede future downtown development. According to the City of Novato's current Downtown parking ordinance, parking is not required for new buildings of 10,000 sf or less and may or may not be required for a building with greater than 10,000 sf of new or expanded area if a parking study shows it would not have impacts. However, we understand that any development project that causes peak Downtown parking occupancy to approach or exceed the 90% threshold jeopardizes the flexibility in parking requirements that could be provided to other new development. We have projected that a non-podium parking scenario (such as the Scenario 2 discussed) results in parking occupancies during the lunchtime peak that exceed the 90% threshold; this suggests that the parking waiver would be eliminated.

It is in this way that the under-parking a City office building project may impede future private and public development downtown. Requiring new development to provide parking in a land constrained area such as downtown may hinder the growth and vibrancy of downtown. City staff

has identified to Walker vacant buildings such as the Community House, Simmons House, Hanen House, and Scott House that do not have onsite parking but would likely generate peak hour demand depending on the manner in which they were reused.

As is usually the case in smaller downtowns that face parking challenges, the issue facing Downtown Novato is just as much related to the quantity of available spaces as how these spaces are managed. While providing more public spaces can ameliorate the impact of an increase in parking demand, the City will need to focus on encouraging greater utilization of existing spaces as well. Short-term parking spaces will need to be managed such that they serve customers and visitors. Long-term parkers, primarily employees, may not have parking spaces available on or immediately adjacent to the site where they work.

The purpose of a parking supply is ultimately to increase access to an area or destination. Therefore parking should not be analyzed in a vacuum, but looked at as part of a larger system of "access." To the extent that more employees will be working downtown, we assume that downtown business will have access to a larger customer base, not as a result of a larger parking supply, but through more people working in the area that will already be parked and then become pedestrians. In this way, walking distances and parking supply are inevitably linked.

A downtown parking system generally cannot and be expected to provide parking users with the same parking supply that they would experience in a shopping mall or office park (although it should be noted that significant walking distances are also often required in these types of locations, just as in a downtown, but "line-of-sight" and other factors often result in different perceptions of those distances). In our experience, a downtown thrives because of the density and accessibility of a number of destinations, which is made possible by the condensing of the parking supply into spaces and facilities that can be shared.

The data which was both provided by the City and collected by Walker suggests that some parkers are not parking in areas that have been designated for them, but are instead competing with customers and visitors by parking in short-term spaces. To the extent that (particularly short-term) parking restrictions can be more appropriately enforced, we project that the number of usable parking spaces in the area would, effectively, increase as more private and reserved parking spaces would be used for those for whom they are designated. In short, by any appropriate method, the supply of private spaces is a resource that should be optimized to the extent possible.

Ultimately the ability of a parking system to accommodate a larger number of cars has as much to do with how it is managed as the number of spaces. Efficient parking management in any downtown requires some degree of walking and the associated attention to the quality of the pedestrian experience. Arguably, similar issues exist in suburban style office parks and developments where the experience of walking through parking lots or parking structures, often for comparable distances, must be considered as well. There are tradeoffs for visitors and employees related to both types of development. However, most of these tradeoffs are related to factors that extend beyond, and may in fact be given more weight than, strictly parking issues.

These include the density of businesses and destinations that are accessible once the visitor has exited their car, the pedestrian experience, a sense of place and the overall ambience of a downtown. These factors should be considered in their entirety. In our experience, ultimately, the destination and not the amount of parking, is the draw.

Thank you very much for the opportunity to present our findings to you. We look forward to your comments and discussing this draft report with you.

Sincerely,

WALKER PARKING CONSULTANTS



Steffen Turoff
Consultant



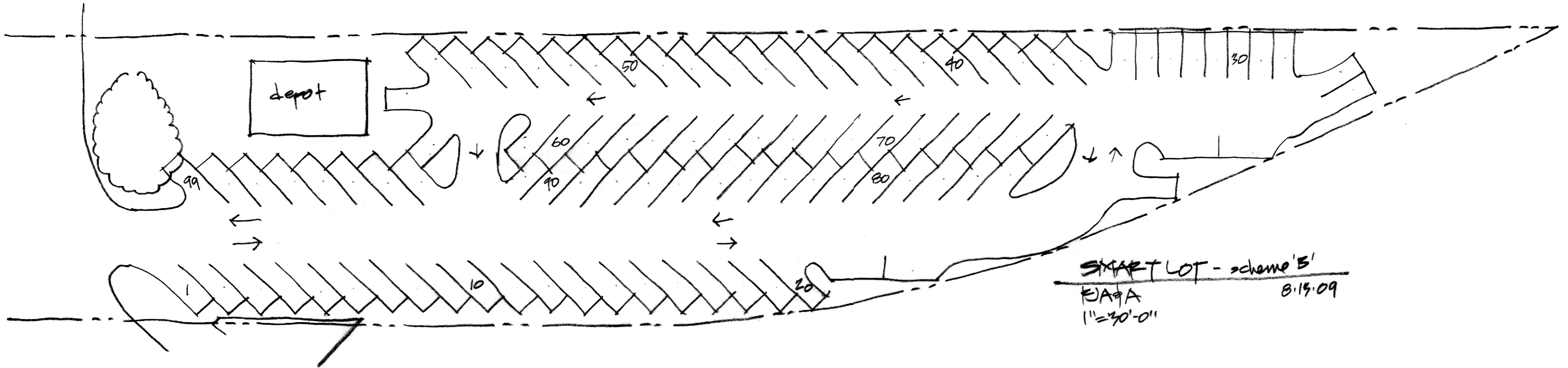
Jorge Romero
Project Manager

SIT:sit

cc: Ezra Kramer, Walker Parking Consultants

Attachment 1 – SMART lot – Scheme B
Attachment 2 – 999 Grant Parking Study
Attachment 3 – Whole Foods Parking Plan

Attachment 1
SMART lot – Scheme B



SMART LOT - scheme 'B'
EJA/A
1"=30'-0"
8.15.09

Attachment 2
999 Grant Parking Study



MEMORANDUM

Date: August 7, 2008
To: Chip Fuller, Catlin Properties
From: Greg Riessen, Fehr & Peers
Subject: 999 Grant Parking Analysis Update

SF08-0387

Fehr & Peers is pleased to submit this memorandum documenting our parking analysis for the proposed 999 Grant development in downtown Novato, California. The proposed development would demolish a vacant two-story office building and replace it with a two story development, consisting of retail, bank and restaurant uses on the ground floor and office above. Fehr & Peers performed a parking analysis for a previous proposal on this site in April 2006. This memo documents the parking impact associated with the proposed project. Figure 1 shows the project location.

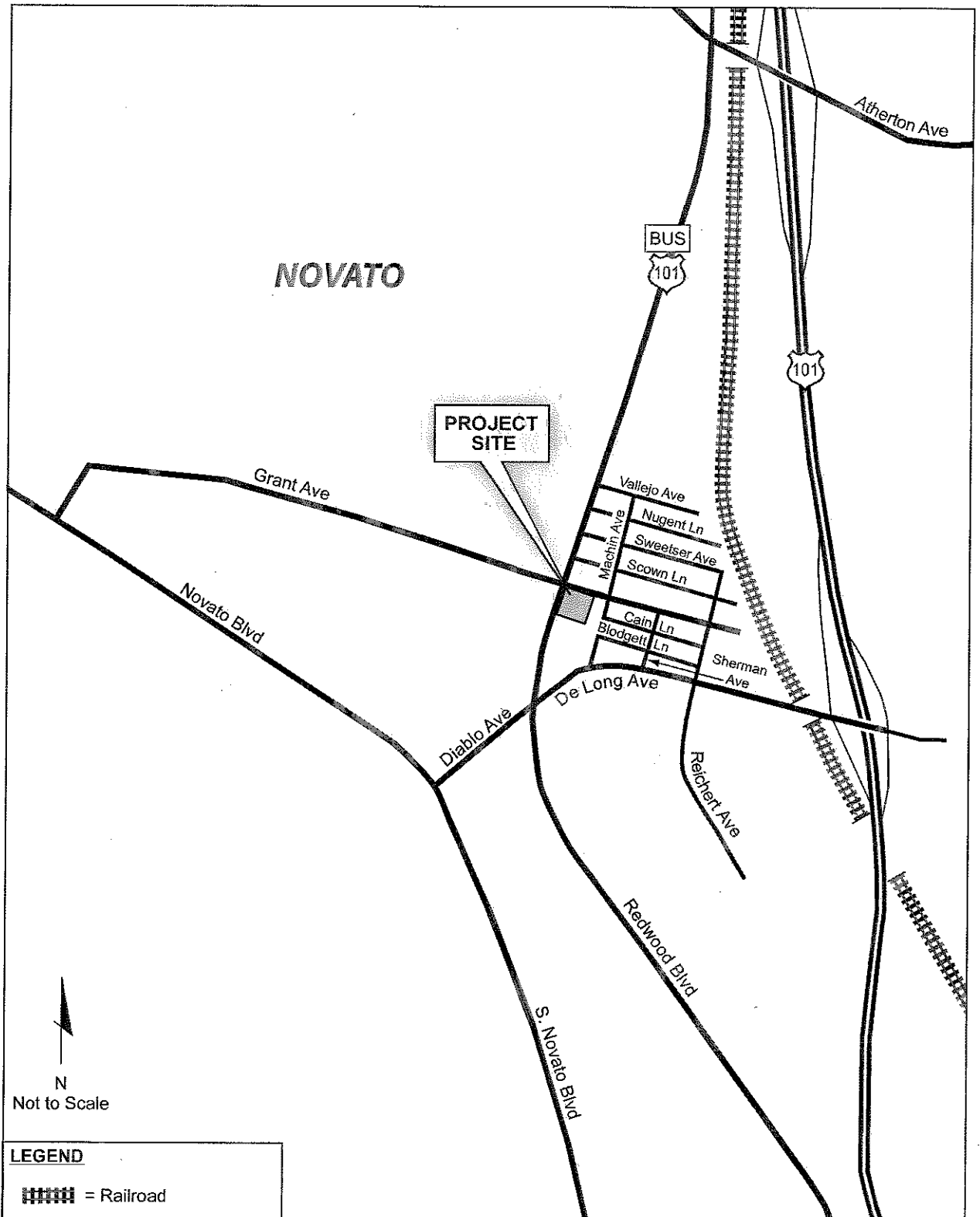
There are two purposes to this parking study. First, to determine if the on-site parking spaces at 999 Grant Avenue, combined with available public parking within walking distance of the site, would meet the proposed project's parking demand. Second, to ensure that the parking demand of the project would not cause the parking occupancy rate within the study area to exceed the City's threshold of 90 percent occupancy, per the City's Zoning Ordinance, §19.30 of the Municipal Code.

This study evaluated the proposed project parking demand, required supply according to the City of Novato parking code, potential for shared parking between the proposed restaurant and office uses, and available public parking in the vicinity of the project. This memorandum documents the results of the study.

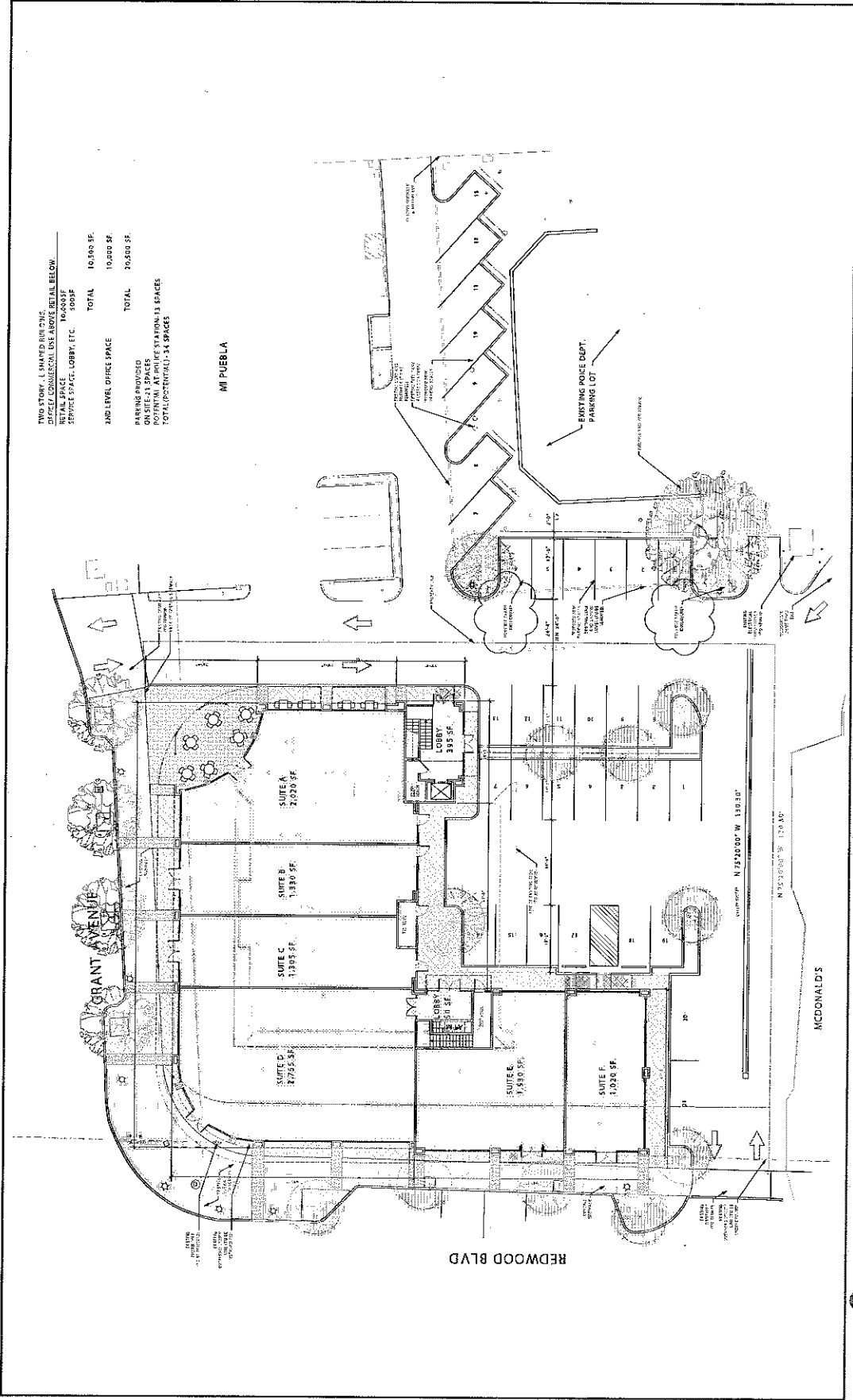
PROJECT BACKGROUND

The project would demolish a vacant two-story office building and build in its place a two-story structure with 4,500 square feet of retail space, a 3,000 square foot restaurant and a 2,500 square foot bank on the ground floor, and 10,000 square feet of office space on the top floor. The existing site provides 24 parking spaces, which are currently utilized by adjacent land uses. With the construction of the proposed project, vehicles using the existing spaces would be displaced to public spaces on-street or to off-street public parking lots.

The project will have 21 parking spaces within the property line. As part of the project, an existing retaining wall between the project site and the existing Novato police station will be removed. In its place, an additional 13 parking spaces would be constructed, for a total of 34 spaces. Figure 2 shows the project site plan.



999 Grant Avenue Parking Study



TWO STORY, 1.5 TIMES THE ONE STORY
OFFICE/COMMERCIAL USE ABOVE RETAIL BELOW

RETAIL SPACE	16,000 SF
SERVICE SPACE, LOBBY, ETC.	500 SF
TOTAL	16,500 SF

2ND LEVEL OFFICE SPACE	10,500 SF
PARKING PROVIDED ON SITE - 13 SPACES	10,500 SF
ADDITIONAL OFFICE SPACE AVAILABLE - 13 SPACES	26,500 SF
TOTAL (PROVIDED) - 13 SPACES	26,500 SF

999 Grant Avenue Parking Study

SITE PLAN
FIGURE 2



FEHR & PEERS
TRANSPORTATION CONSULTANTS

June, 2008

SF08-0387\graphics\0387-2

PARKING SUPPLY AND DEMAND

Parking supply refers to the number of parking spaces provided, while parking demand refers to the number of parked vehicles. This study evaluated the parking supplies that would be required for the development based on the City of Novato *Municipal Code Chapter XIX Zoning 19.30 Parking and Loading* as of June 2008. It also provides estimates of parking demand based on information in the Institute of Transportation Engineers' (ITE) *Parking Generation*, 3rd Edition (2004) and Urban Land Institute's (ULI) *Shared Parking*, (2nd Edition). The results are presented in Table 1.

TABLE 1 PROPOSED PROJECT PARKING SUPPLY AND DEMAND ESTIMATES				
Land Use	Size	City Code Parking Supply ¹	ITE Peak Parking Demand of Each Use ²	Peak Hour (11 am-12 pm) Parking Demand ^{2,3}
Bank	2,500 sf	5	6	4
Restaurant	3,000 sf	12	17	16
Retail	4,500 sf	15	12	11
Office	10,000 sf	33	28	27
Total			63	58
Total with 10% Vacancy⁴		65	70	64

Notes: sf = square-feet

- Based on Table 3-7 *City of Novato Municipal Code Chapter XIX Zoning 19.30 Parking and Loading* as of June 2008, for uses in the downtown overlay area. Bank should supply one space for each 500 square feet, restaurant should supply one space per each 250 square feet, retail should supply one parking space per 300 square feet and office should supply one parking space per 300 square feet.
- Based on Institute of Transportation Engineers' (ITE), *Parking Generation*, 3rd Edition (2004) average rate of 2.30 vehicles per 1,000 square feet of bank, 5.55 parked vehicles per 1,000 square feet of high-turnover (sit-down) restaurant, 2.65 parked vehicles per 1,000 square-feet of shopping center (Land Use Code 820) and 2.84 parked vehicles per 1,000 square-feet of office building (Land Use Code 701).
- Based on Urban Land Institute, *Shared Parking*, 2nd Edition for community shopping center, family restaurant, bank and office, the peak overall parking demand for the four uses would occur between 11:00 a.m. and 12:00 p.m. when the retail use would have a parking demand of 85 to 95 percent, the bank will have a demand of 60 percent and the office and restaurant uses would have a parking demand of 90 to 100 percent. Therefore, parking supply is reduced by five spaces when shared parking is taken into account.
- ITE and *Shared Parking* calculate parking demand. The parking supplies to accommodate these demands are estimated by applying a 10 percent factor as recommended by *Parking*, ENO Foundation to ensure drivers can locate a space within the parking lot without re-circulating through the parking areas. This is consistent with the City's zoning ordinance which requires a vacancy of 10 percent within downtown.

Source: Fehr & Peers, 2008.

City Code Requirements

Within the downtown overlay district, City code requires one space per 300 square feet for general retail, one space per 500 square feet of bank, one space per 250 square feet of restaurant and one space per 300 square feet for office (above the ground floor). As Table 1 shows, City code requires the project to provide a supply of 65 parking spaces.

ITE Parking Demand

ITE estimates an average peak parking demand of 2.65 parked vehicles per 1,000 square feet of retail, 5.55 parked vehicles per 1,000 square feet of restaurant, 2.30 parked vehicles per 1,000 square feet of bank and 2.84 parked vehicles per 1,000 square feet of office. Table 1 shows the peak demand for each use. If each use's peak demand were to occur simultaneously, this project would require 63 spaces.

The ITE rate calculates parking demand. To calculate parking supply based on parking demand projections, *Parking*, ENO Foundation, recommends applying a factor of 10 to 15 percent to ensure that drivers are able to locate an available parking space without re-circulating through the parking areas. Consistent with the City's parking code, which establishes a maximum parking occupancy of 90 percent (or a parking vacancy of 10 percent) within downtown, a factor of 10 percent was applied to the parking demand estimates. As shown in Table 1, the applicable parking supplies to meet the estimated parking demand would be 70 spaces, based on ITE rates and assuming that peaks for individual land uses occurred simultaneously.

Shared Parking

Parking demand peaks at different times for different land uses. Therefore, the overall peak parking demand of a mixed-use development may be lower than the sum of the peak demands for the individual uses. Accordingly, the provided parking supply may be reduced, especially if the spaces are not assigned to individual uses and can be shared among the uses. This concept is referred to as "shared parking."

The shared parking concept was applied to the development to determine whether a reduction in parking supply and demand would result. Peak parking demand for the development would occur between 11:00 a.m. and 12:00 p.m. with the retail use at 85 to 95 percent of the total parking demand, the bank use at 60 percent of total demand, and the office and restaurant uses at 90 to 100 percent of total demand. Since most of the uses peak at approximately the same time, the ability to share parking is low. As shown in Table 1, the peak parking demand using shared parking would be 58 parked vehicles for the building. The parking supply needed to meet the calculated shared parking demand (90 percent occupancy rate) would be 64 spaces.

STUDY AREA PARKING SURVEY

A study area perimeter was established around the project site, to determine if the 90 percent threshold is currently met, or if the project would cause that threshold to be exceeded. The study area, which represents a typical walking distance from the project site, is shown in Figure 3.

As part of the City mandate to maintain 90 percent parking occupancy downtown, the Planning Division of the Community Development Department performs an annual downtown parking occupancy survey. Each block of each downtown street is surveyed at noon, 2 pm and 5 pm to determine peak occupancy rates. The survey determined that, within the project study area, there exist 386 on-street parking spaces. The most recent survey was conducted in November 2007.

Additionally, four off-street parking lots were surveyed by Fehr & Peers in June 2008. A city-owned lot with 37 spaces (signed for 3 hour parking from 9 am to 6 pm), is located between Cain Lane and Blodgett Lane, and between Sherman Avenue and Reichert Avenue. A second, smaller city lot with no time restrictions is located immediately to the north across Cain Lane, with 11 spaces. One block to the east is a third city lot just north of City Hall; some of the spaces require a permit, but there are 25 spaces which do not (signed for 2 hour parking from 9 am to 6 pm). The fourth lot that was surveyed is the private lot at the existing structure. As noted above, it has 24 spaces which are currently utilized by adjacent land uses.

The total number of public off-street and on-street parking spaces near the site is 459 spaces (excluding the existing private lot at the site). Table 2 presents the overall occupancy within walking distance of the project site. Parking survey results are presented in the Appendix.

TABLE 2 EXISTING STUDY AREA PARKING DEMAND BY HOUR			
Time	Number of Vehicles Parked	Occupancy (Number of Parked Vehicles/Number of Spaces)	Available Spaces
12:00 p.m.	307	67%	152
2:00 p.m.	270	59%	189
5:00 p.m.	267	58%	192
Average	281	61%	178
Source: City of Novato 2007, Fehr & Peers 2008.			

As shown in Table 2, the peak parking demand occurs at 12 pm, where 67 percent of public parking spaces are occupied near the project site.



999 Grant Avenue Parking Study

STUDY AREA PARKING SUPPLY

FIGURE 3

As noted earlier, vehicles from adjacent land uses currently make use of the existing lot at the project site. The survey revealed that occupancy of the 24 spaces at the site was 15, 12 and 7 vehicles at noon, 2 pm and 5 pm, respectively. Upon completion of the project, these vehicles would be displaced to public parking spaces. The 2 pm survey (12 vehicles) counted vehicles which likely were all commuters who work at nearby land uses, and excluded any vehicles using the parking during lunch. These 12 vehicles would be displaced and would have to find alternative, all-day parking, because most of the downtown streets and public lots are signed for 2 to 4 hour parking limits. The site would also generate its own parking demand, as shown in Table 1.

Assuming that the project will require 70 parking spaces (worst-case from Table 1), but only 34 are built on site, 36 more spaces will be necessary. Table 3 shows the overall downtown parking occupancy at the peak hour (12 pm), with the added demand of 36 vehicles from the project and 15 displaced vehicles that used to park at the project site.

TABLE 3 PROJECT STUDY AREA PEAK HOUR PARKING DEMAND			
Time	Number of Vehicles Parked	Occupancy (Number of Parked Vehicles/Number of Spaces)	Available Spaces
12:00 p.m.	358 ¹	78%	101
1. Assuming 307 parked vehicles, plus 36 vehicles from the project, plus 15 displaced vehicles. Source: Fehr & Peers, 2008.			

The project sponsor has indicated that the 13 parking spaces to be built on the existing retaining wall may not be constructed. If these parking spaces were not built, this would raise the number of cars parked off the site by 13, bringing the total number parked from 358 to 371. This would raise the parking occupancy from 78% to 81% downtown, which is still well under the 90% occupancy mandate.

CONCLUSION

As discussed above, the project will require a parking supply of 65 spaces according to City code, 70 according to ITE rates, and 64 according to the shared parking concept. Using the most conservative demand analysis (the ITE rate), the project would need a supply of 70 vehicles. Of these 70 vehicles, 36 of them, plus an additional 15 vehicles displaced by the project, would need to park off-site, either on the street or in a lot.

Chip Fuller
August 7, 2008
Page 9 of 9



12 of the vehicles displaced at the existing vacant site are likely commuters seeking all-day parking. While most of the streets and public lots in the survey have a time restriction designed to discourage commuter parking, there are parking spaces available downtown which could accommodate these commuters. These include the parking lot on the north side of Cain Street, First Street, and Front Street.

Adding these 51 vehicles to the surveyed downtown parking demand, the overall peak hour downtown occupancy will increase from 65 to 78 percent (or 81 percent if the retaining wall is not converted to parking spaces, as noted above). This is only during the peak hour of parking demand (at 12 pm); during the rest of the day, parking occupancy rates will be lower.

This is below the 90 percent threshold as set by the City ordinance. Therefore, parking supply for the proposed development could be provided on-street or within public parking lots (even accounting for displacement of parking demand currently accommodated on-site). No new parking supplies would be needed to remain below the City's occupancy threshold.

We hope you have found this memorandum useful. Please contact Greg Riessen at (415) 348-0300 with any questions.



Attachment 3
Whole Foods Parking Plan

PARKING PLAN

for

Millworks
Mixed-Use Project
900 Reichert Avenue & 790 Delong Avenue

In

Novato, California

4/30/09

APPROVED BY:
CITY ATTORNEY
ENGINEERING
PLANNING
5/4/09

Prepared by:
International Parking Design, Inc.
1201 Marina Village Parkway, Suite 100
Alameda, CA 94501
510-473-0300

Prepared for:
Signature Properties
4670 Willow Road, Suite 200
Pleasanton, CA 94588
925-463-9350

Project Description:

The project is located in the City of Novato, in a triangular site between Scott Court and Delong Avenue near Highway 101. The Project consists of a commercial component on the first two levels which includes a 37,520 s.f. of Whole Foods grocery store and 199 parking spaces on two levels of parking and a residential component above grocery store and parking consisting of 124 residential units and parking for 187 cars. The parking component of the project can hold 386 cars. A breakdown of the parking requirements for both the commercial and residential portion of the project are outlined in Exhibit A.

Parking Operation:

- A. Whole Foods Store Parking (199 – spaces levels one and two)
 1. The access to the lower level of parking is off Scott Court and the second level is off Delong Avenue. There is an internal “express ramp” along Delong Avenue connecting both floors to provide convenient access to all the parking for customers. Schematic of the lower level and upper level of the commercial parking are attached as Exhibit B and C.
 2. All parking spaces will be restricted to 2-hour parking. Of the 199 parking spaces 160 will be signed “Whole Foods Parking Only”. Enforcement will be implemented by Whole Foods private security and cars parked longer than 2-hours will be subject to tow.
 3. The parking garage will be open during business hours which are anticipated to be 6:00 am to 9:00 pm. Seven days a week.

- B. Residential Parking (170 – spaces of which 17 will accommodate 2 cars)
 1. Access to the residential parking garage will be off of Delong Avenue on the third level of the structure (see attached Exhibit D). The entrance to the residential parking garage will be secured with a roll-up door controlled by an Automatic Vehicle Identification (“AVI”) system.
 2. Each unit will have assigned a designated parking space at close of escrow.
 3. Prior to close of escrow each buyer will acknowledge their parking space in writing.
 4. Parking will be common area and owned by the homeowners association.
 5. One bedroom units will be assigned one parking space; the majority of the two bedroom units will be assigned 2 parking spaces or 1 space that can accommodate 2 cars; 3 bedroom units will be assigned two spaces.

**Whole Foods Mixed Use Project Parking
Exhibit A.**

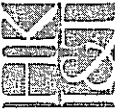
Table 1. Parking Computations and Ratios

Type	Required Parking Ratio	Proposed Project	Parking Spaces Required
1-bedroom unit	1 space per unit	43 units	43
2-bedroom unit	1.5 spaces per unit	73 units	110
3-bedroom unit	2 spaces per unit	8 units	16
Guest parking	1 space for each 4 units	124 units	31
Total residential parking required		124 units	200
General retail	1 space for each 300 sf, plus 1 space for each company vehicle, plus 1 space for each 1,000 sf of outdoor display area	37,520 sf + up to 10,254 sf Mezzanine	160
Total commercial parking required		Up to 47,784 sf	160

Table 2. Proposed Parking

Type	Proposed Parking	Required Parking	Shortfall/Surplus
Residential	187*	200	-13 spaces
Commercial	199	160	+39 spaces
Total	386	360	+26 spaces

* this number includes 170 individual spaces of which 17 can accommodate 2 cars



HADDISON KOMATSU
FELCH & TUCKER
Architects
2017 Market Street, Suite 200
Oakland, California 94612
T. 415. 421. 1800
DUCANG MINHNGOC

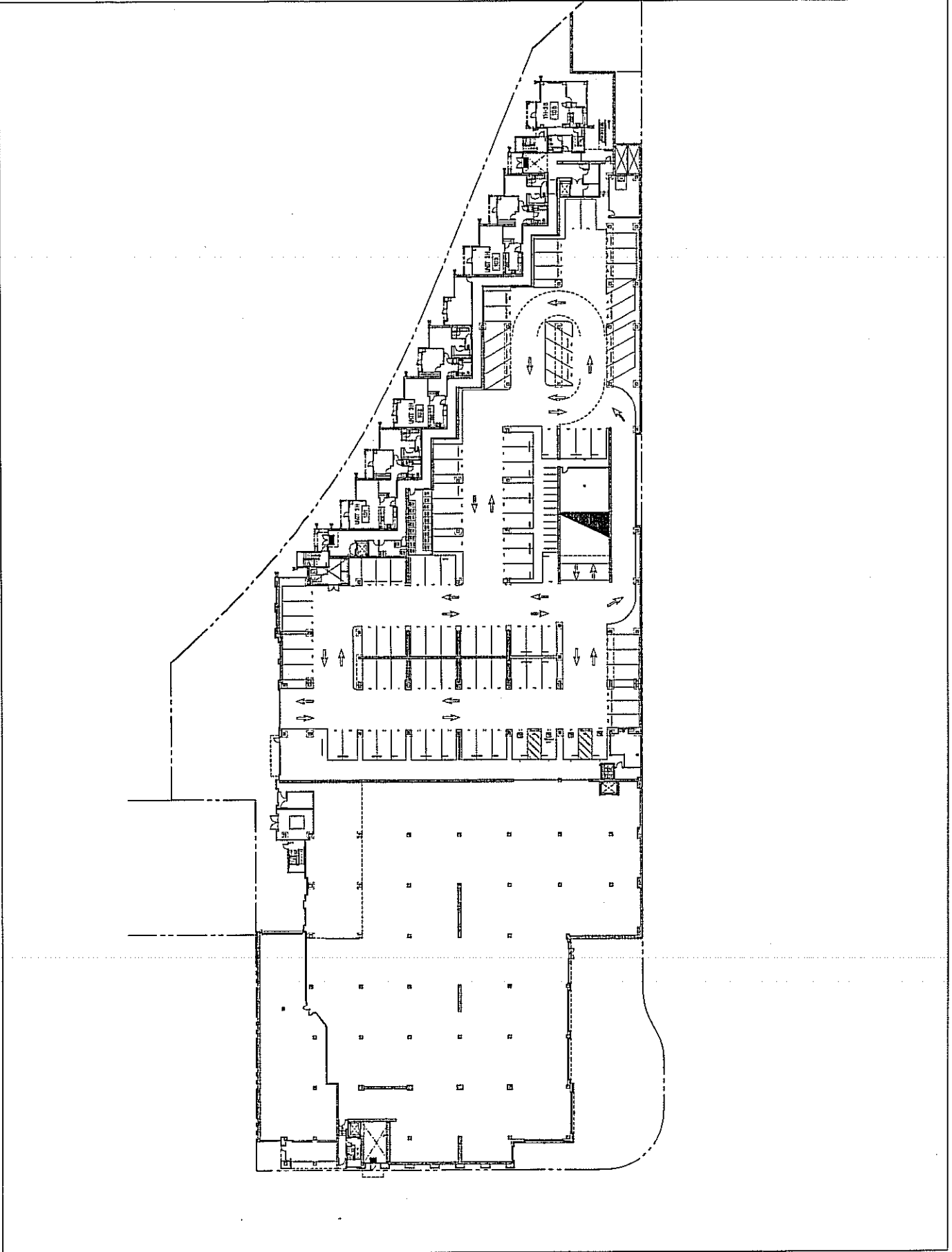
DE LONG AVE
MIXED USE
CONDOMINIUMS
FOWLER, CALIFORNIA

ARCH. NO. 15753
DRAWN: CF
CHECKED: AC
ARCHITECT: CF
DATE:

DRAWING TITLE
1ST FLOOR PLAN

SCALE: 1" = 10'-0"

A2.1





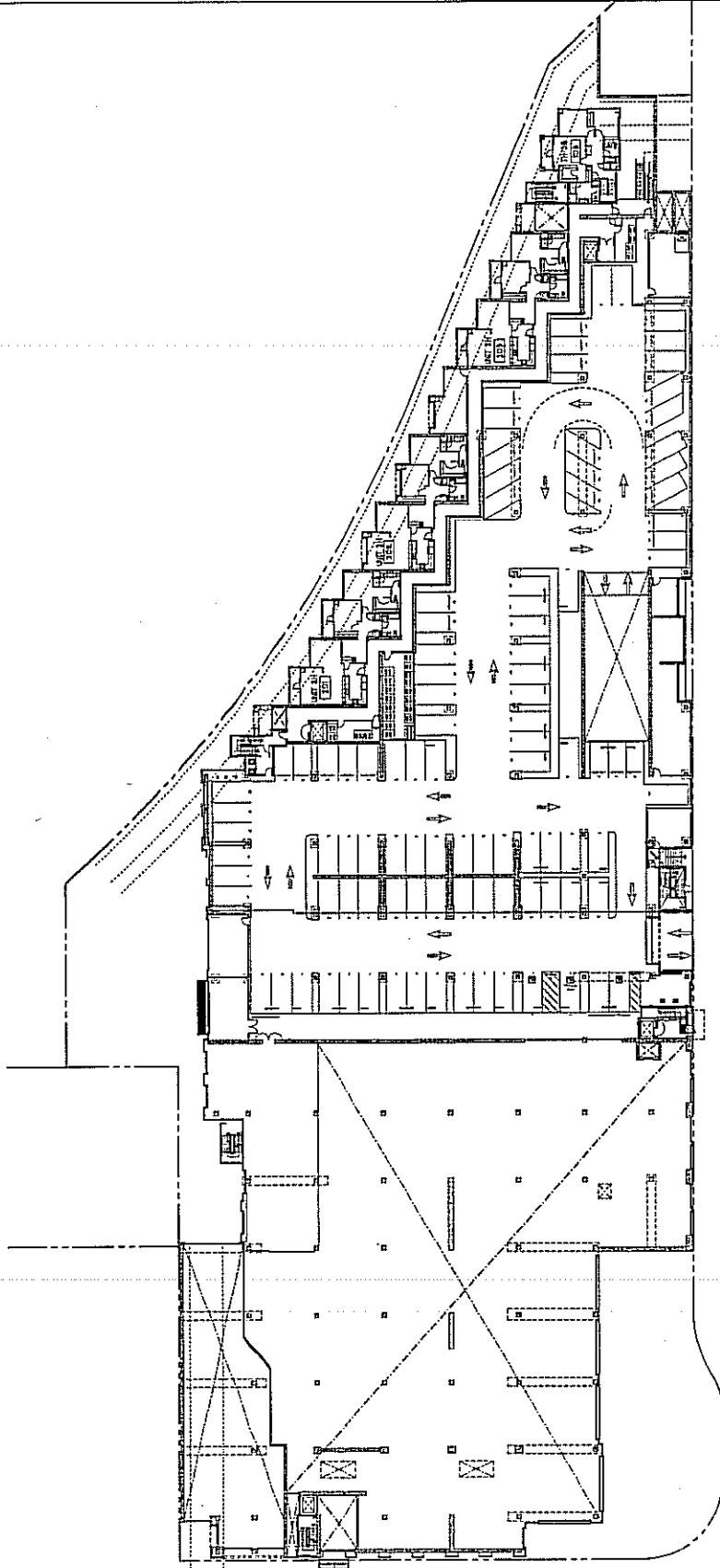
HARRISON KOMATSU
VELICH & TUCKER
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233 1/2 Ave. West, Suite 710
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DE LONG AVE
MIXED USE
CONDOMINIUMS
MOUNTAIN VIEW, CALIFORNIA

DATE: 05/10/10
DRAWN BY: J. VELICH
CHECKED BY: J. VELICH
DESIGNED BY: J. VELICH
SCALE: AS SHOWN

2ND FLOOR PLAN

SCALE: 1/8" = 1'-0"
A2.2





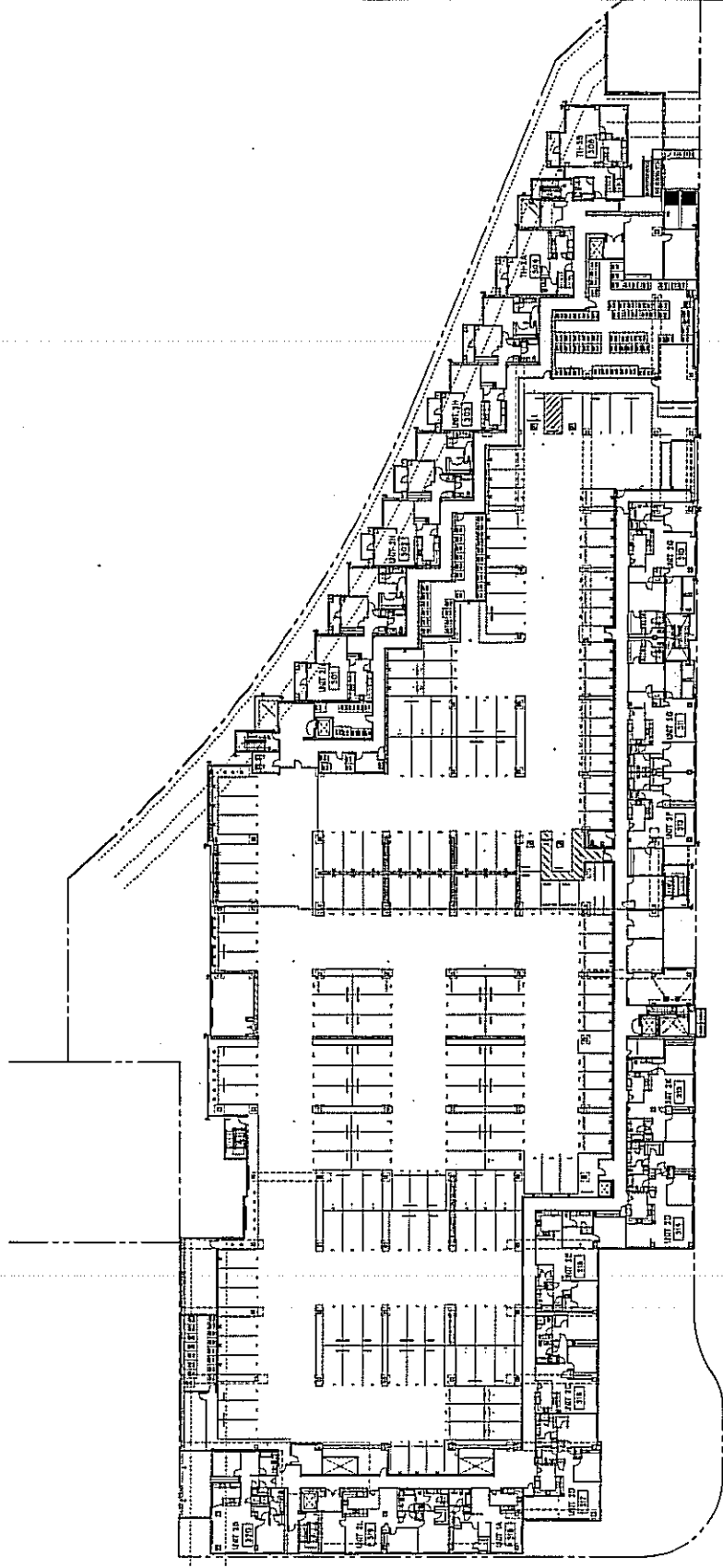
HARVARD OLIN ARCHITECTS
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OAKLAND, CALIFORNIA 94612
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DANFORD SAN FRANCISCO

DE LONG AVE
MIXED USE
CONDOMINIUMS
HEWLETT, CALIFORNIA

ARCH NO. 6295
DRAWN BY
CHECKED BY
FOR APPROVAL BY
DATE

DRAWING TITLE
3RD FLOOR PLAN

SCALE 1/4" = 1'-0"
A2.3



Alan Lazure

From: Alan Lazure
Sent: Thursday, March 18, 2010 11:46 AM
To: Alan Lazure
Subject: Signature Parking

From: "Patrick Vanness"
Date: Wed, 6 Feb 2008 14:19:33 -0700
To: "Alan Lazure"
Subject: RE: IPD, Inc. Parking Operational Plan - Whole Foods

Alan,

The following is our response to the questions raised by Ellen regarding the Draft parking facilities plan. Please review and let me know if you would like to meet with Dilip from IPD and myself to discuss the parking garage operation further. If there are further comments let me know I would like to put this document in final form and attach to the CC& R's.

- 1) Will the Guest Parking be located in the Residential Garage? and if so, how will "Visitors" access the Residential Garage with the AVI security gate?

All guests parking in the residential garage will need to arrange access with the resident they are visiting upon arrival at the project. Access to the garage will be regulated by a security system that is designed to only grant access to those who have an electronic opener. Residents will be provided two openers when they close escrow.

- 2) Per Exhibit A Table 2, there is a shortage of parking in the Residential Garage (-13 spaces) but, extra spaces in the Commercial Garage (+39 spaces). Will Residents and/or their Guests be able to use the extra spaces within the Commercial Garage, or at least have 13 spaces to make up the loss in the residential garage? Is there direct access into the residential building from the Commercial Parking area for guests? Or will they have to go to the street?

Guests of residents will be able to use the retail garage in the same manor as the general public. The spaces in the garage will be signed either Whole Foods Parking Only with a two hour limit or just a two hour limit. Cars left in the garage after hours will have to wait until the next morning to move. Guests will be able to park for two hours without being subject to tow just like the rest of the general public. There is no direct access from the retail garages to the residential section of the project. The lack of direct access is intentional. In our experience the biggest concern of our homeowners is security. When a person buys in a multi-family building the security they feel regarding their environment relates to the security of the building common area. Our buyers want to know that only residents and invited guests are accessing the common areas of the project. Anyone visiting the site will access the project through a secure entrance either on DeLong or Reichert. There will be a security system installed at those entrances to allow residents to regulate who can gain access to the building. If a guest parks in the retail garage they will enter the project through either the Reichert or DeLong residential lobby. Unless previously arranged by a resident the guest will contact the resident they are visiting through the security systems located at the DeLong and Reichert lobbies. No guest will be able to access the residential garage without prior arrangement of a resident. This is imperative to maintain the security of the project

- 3) It says that **ALL** of the parking spaces within the Whole Foods Commercial Parking Garage are restricted to 2-hours only and subject to towing. Where will the Whole Foods' employees park within the garage? I assume their

shifts are longer than 2 hours. This also would prohibit use by residents and their guests. (see my second comment above.)

Whole Foods will regulate the usage of the Retail Parking garage and therefore will allow there employees to park longer than two hours. There is no way to differentiate a residential guest from a member of the general public. All residential guests will have to follow the same rules as the general public.

Sincerely,

Patrick Van Ness