



COMMUNITY DEVELOPMENT

PLANNING DIVISION
701 Laurel Street
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POLICY FOR ADMINISTRATIVE REVIEW OF PARKING REDUCTION REQUESTS

Chapter 16.72 of the Zoning Ordinance establishes parking requirements for commercial and industrial uses based on zoning districts. Section 16.72.010 allows for requests to reduce the amount of required parking for a particular use through an administrative permit. In considering such requests, the guidelines contained in this policy should be used.

The following factors should be considered in approving a request to provide less parking than required by the zoning district:

- Primary use of the building;
- Unique physical features of the building;
- Estimates of number of employees and customers;
- Transportation demand management measures;
- Hours of operation;
- Shared parking arrangements;
- Availability of on-street parking;
- Surrounding land uses; and
- Proximity to residential neighborhoods.

The following guidelines should be used when applicable, but are not considered absolutes:

Use	Parking Guideline
Health and Fitness Center	1 space per 200 square feet of gross floor area
Hotel	1.1 spaces per guest room
Office, Medical	1 space per 200 square feet of gross floor area
Office, General	1 space per 300 square feet of gross floor area
Personal Service	1 space per 200 square feet of gross floor area
Restaurant	1 space per 167 square feet of gross floor area
Retail	1 space per 200 square feet of gross floor area
Warehouse	1 space per 1,000 square feet of gross floor area

Amendment to Policy:

This policy may only be amended or revised by action of the City Council, with input from the Planning Commission. The City Council shall give public notice of any proposed changes before amending or revising the policy.

Adopted by: City Council

Date: May 10, 2005

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