

OFFICIAL ZONING CODE INTERPRETATION (No. 13)
(Zoning Code Section 20-36.050.C.1)

ZONING CODE PROVISION INTERPRETED:

Section 20-36.050(C)(1), Increase or Decrease in Required Parking

At issue is who the review authority is for parking reductions, and how much of a reduction can be granted by that authority.

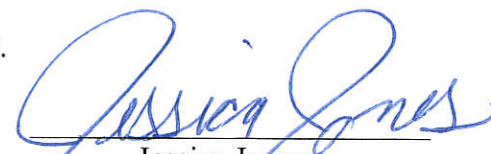
Zoning Code Section 20-36.050(C)(1), Increase or Decrease in Required Parking, provides a process by which an applicant can request a reduction in the required parking for a use due to special circumstances. This section includes a list of what entitlement applications are required for certain parking reduction percentages. What is not clearly defined, is the review authority for each of the processes identified.

The following chart has been developed to provide clarity to this section:

Application Process	Parking Reduction	Review Authority
Through Building Permit or Zoning Clearance (if no building permit is required) <i>(Change in use – When a building’s use changes to a new use, for example a retail use to a restaurant, without enlarging the space in which the use is located, there is no additional parking required, except that the new use must comply with current ADA standards for parking.)</i>	No more than 10 spaces, or up to 25% reduction, whichever is greater	Planning and Economic Development Director
Minor Adjustment <i>(When a project does not otherwise include a Minor Use Permit or Conditional Use Permit, an applicant shall apply for a Minor Adjustment to reduce parking by up to 25%. The Minor Adjustment process is for existing structures only; it does not apply to projects that are proposing new construction.)</i>	Up to 25%	Planning and Economic Development Director
Minor Use Permit <i>(When a project does not otherwise include a Minor Use Permit or Conditional Use Permit, an applicant shall apply for a Minor Use Permit to reduce parking by more than 25%. The Minor Use Permit can also be used for projects that are proposing new construction and are requesting a parking reduction.)</i>	Greater than 25%	Zoning Administrator
Project Approval <i>(When a project already includes a Minor Use Permit or Conditional Use Permit, no additional entitlements are required to request a reduction in parking by any amount.)</i>	Any amount	Zoning Administrator for Minor Use Permit; or Planning Commission for Conditional Use Permit

This determination is consistent with the General Plan.

Date: 6-7-17


 Jessica Jones
 Zoning Administrator