



# City of Palo Alto

## City Council Staff Report

(ID # 9025)

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**Report Type: Consent Calendar**

**Meeting Date: 4/2/2018**

**Summary Title: Resolution Amending Downtown RPP**

**Title: Adoption of a Resolution Amending the Downtown Residential Preferential Parking Program Reducing the Number of Employee Parking Permits, and Making Clarifying Modifications to Resolution 9671**

**From: City Manager**

**Lead Department: Planning and Community Environment**

### **Recommendation**

Staff recommends that the City Council

- A. Adopt a Resolution (Attachment A) to amend the Downtown Residential Preferential Parking Program Resolution No. 9671, reducing the number of employee permits and making other clarifying changes (tracked in Attachment A);
- B. Direct staff to make corresponding changes to the Administrative Guidelines for the residential preferential parking programs; and
- C. Find these actions exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Sections 15061(b)(3) and 15301 (Existing Facilities) of Title 14 of the California Code of Regulations.

### **Background and Discussion**

On February 26, 2018 the City Council received a report on the Downtown Residential Preferential Parking Program and requested that staff return with an amended resolution to reduce the number of employee parking permits to 1,000 with another 100 held in reserve. The staff report can be found at <https://www.cityofpaloalto.org/civicax/filebank/documents/63524> and the meeting minutes can be found at <https://www.cityofpaloalto.org/civicax/filebank/documents/63867>.

The proposed Resolution would make the change consistent with the Council's request. The Resolution also includes minor modifications to expressly reference the Municipal Fee Schedule as the mechanism through which Downtown RPP fees are adjusted.

## **Policy Implications**

Regulating parking is consistent with the City's three-pronged approach to reduce traffic and parking demand. In addition, the Downtown RPP program addresses the following Comprehensive Plan policies:

- Policy T-5.2 Continue to implement a comprehensive program of parking supply and demand management strategies citywide to optimize the use of existing parking spaces.
- Policy T-5.11 Work to protect residential areas from parking impacts of nearby businesses and uses, recognizing that fully addressing some existing intrusions may take time.
- Policy B-2.3 Recognize that employers, businesses and neighborhoods share many values and concerns, including traffic and parking issues and preserving Palo Alto's livability, and need to work together with a priority on neighborhood quality of life.

## **Resource Impact**

Based on most recent employee permit sales information, approving this amendment is expected to reduce employee permit sales by approximately 90 employee permits per sales period. This reduction in permit sales is anticipated to decrease revenue by approximately \$44,154 annually. Staff intends to bring forward a proposal to align revenue estimates as part of the annual budget process.

## **Timeline**

Staff has held employee permits back in anticipation of this resolution's approval. Effectively, this means that the new cap on employee permits will be in place beginning April 1, 2018.

## **Environmental Review**

This program is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations since it can be seen with certainty that there is no possibility the adoption and implementation of this program may have a significant effect on the environment and Section 15301 in that this proposed resolution will have a minor impact on existing facilities.

### **Attachments:**

**Attachment A: Reso Amending and Restating the Downtown RPP Program (PDF)**

Resolution No. \_\_\_\_\_  
Resolution of the Council of the City of Palo Alto  
Amending Resolution 9671 that Established the Downtown Residential  
Preferential Parking District (RPP) Program as a Continuing Program to  
Modify the Number of Employee Parking Permits Available and to  
Restate the Downtown RPP District Program Provisions

R E C I T A L S

A. California Vehicle Code Section 22507 authorizes the establishment, by city council action, of permit parking programs in residential neighborhoods for residents and other categories of parkers.

B. A stakeholders group comprised of Downtown residents and business interests was convened to discuss the implementation of Residential Preferential Parking Districts (RPP Districts).

C. On December 15, 2015 the Council adopted Ordinance No. 5294, adding Chapter 10.50 to Title 10 (Vehicles and Traffic) of the Palo Alto Municipal Code. This Chapter establishes the city-wide procedures for RPP Districts in the city.

D. On December 1, 2014, the Council adopted Resolution No. 9473 implementing the Downtown Residential Preferential Parking Pilot Program in two phases, and on February 23, 2016, the Council adopted Resolution No. 9577 updating the process for implementing the second phase.

E. On March 6, 2017 the Council adopted Resolution No. 9671 to end the pilot phase and implement the Downtown Residential Preferential Parking Program as a continuing program.

F. It is the goal of the City to reduce the impacts of non-resident overflow parking from the Downtown Commercial District on the surrounding neighborhoods.

G. The Council desires to amend Resolution 9671 to reduce the number of employee parking permits that may be issued.

NOW, THEREFORE, the Council of the City of Palo Alto RESOLVES, as follows:

SECTION 1. Findings. The criteria set forth in Section 10.50.030 of the Palo Alto Municipal Code for annexing the areas described in 3.A of this Resolution as part of the Downtown Residential Preferential Parking Program District have been met as follows:

- (1) That non-resident vehicles do, or may, substantially interfere with the use of on-street or alley parking spaces by neighborhood residents, in that based on observation there are few available parking spaces available midday, while

the streets are relatively unoccupied at midnight thus demonstrating the parking intrusion is largely by non-residents.

- (2) That the interference by the non-resident vehicles occurs at regular and frequent intervals, either daily or weekly, in that the parking intrusion is contained to the daytime hours during the regular workweek.
- (3) That the non-resident vehicles parked in the area of the proposed district create traffic congestion, noise, or other disruption (including shortage of parking spaces for residents and their visitors) that disrupts neighborhood life, in that based on information from residents and other city departments the vehicle congestion is interfering with regular activities.
- (4) Other alternative parking strategies are not feasible or practical in that the City has implemented a series of alternative parking strategies in the past and concurrently and there is still a shortage of parking available

SECTION 2. Duration and Issuance of Permits. The following provisions shall apply to the Downtown Residential Preferential Parking Program District:

- A. Resident Parking Permits. Resident Parking Permits will be distributed pursuant to the criteria listed under Section 5.C of this Resolution. Resident Parking Permits shall be valid for one-year increments, commencing on April 1, 2017. Resident Parking Permits will be valid anywhere within the boundaries of the Downtown Residential Preferential Parking Program District.
- B. Employee Parking Permits. The City shall also issue permits to Downtown Employees pursuant to the criteria listed under Section 5.C of this Resolution. Employee Parking Permits shall be in effect for six months. The first round of permits shall become effective on April 1, 2017 and expire on September 30, 2017. New Employee Parking Permits will be available for purchase every six months thereafter.
- C. Temporary Work Parking Permits. The City shall also issue Temporary Work Parking Permits for contractors or construction workers completing work for households located within the Downtown Residential Preferential Parking Program District. Prices and duration of the Temporary Work Parking Permits will be determined by the Development Services Director at the time of application.
- D. Duration. These regulations shall commence on April 1, 2017. The City will make permits available for Residents, Employees, and Contractors prior to April 1, 2017.
- E. Permanent Regulations. The Downtown Residential Preferential Parking Program shall remain in force until the City Council takes action to extend, modify, or rescind.

SECTION 3. Downtown Residential Preferential Parking Program District Boundaries.

- A. Annexed Zones. The areas shown on **Exhibit A** are included in the Downtown Residential Preferential Parking Program District.
- B. Eligibility Areas. The areas shown on **Exhibit B** as Eligibility Areas are eligible for administrative annexation, as provided in Palo Alto Municipal Code Section 10.50.085.
- C. Employee Parking Zones. No person shall park in the same employee parking zone within the Downtown Residential Preferential Parking Program District for more than two continuous hours without a valid permit. Re-parking on the same day in the same zone by any person without a valid parking permit or otherwise exempt from Chapter 10.50 shall be prohibited.

**SECTION 4. Hours and Days of Enforcement.**

- A. Hours. The Downtown Residential Preferential Parking Program parking regulations shall be in effect Monday through Friday from 8:00 AM to 6:00 PM, except holidays as defined in Palo Alto Municipal Code Section 2.08.100. Outside of these enforcement hours, any motor vehicle may park in the Downtown Residential Preferential Parking Program District, subject to other applicable parking regulations.
- B. Re-parking Prohibited. During the regulated days and hours of enforcement, no person shall park in the same Employee Parking Zone within the Downtown Residential Preferential Parking Program District for more than two continuous hours without a valid permit.
- C. Exemptions. A vehicle lawfully displaying a valid Resident Parking Permit or Employee Parking Permit in the proper fashion shall be exempt from the two-hour time limit. Electric vehicles parked at and using an electric charging station within the Downtown Residential Preferential Parking Program District shall be exempt from the two-hour limit. Other vehicles exempt from the parking regulations are identified in Palo Alto Municipal Code Section 10.50.070.

**SECTION 5. Residential and Employee Parking Permits.**

- A. Duration. Resident Parking Permits shall be available on an annual basis. One-day Resident Parking Permits shall also be available. Employee Parking Permits shall be available on a six-month basis. One-day Employee Parking Permits shall also be available.
- B. Purchase of Permits. Requirements and eligibility for purchase of both Resident Parking Permits and Employee Parking Permits shall be listed in the Residential Preferential Parking Administrative Guidelines, as approved by the Planning and Community Environment Director.
- C. Parking Permit Sales.

1. Resident Parking Permits.
  - a. Annual Resident Parking Permit Stickers. Each residential address may obtain up to four (4) annual Resident Parking Permit Stickers at the costs listed in Section 6.A.
  - b. Annual Resident Parking Permit Hangtags. Each residential address may purchase up to two (2) annual Residents Parking Permit Hangtags, which are transferable within a household. The permit shall clearly indicate the date through which it is valid.
  - c. Daily Resident Parking Permits. Each residential address may purchase up to 50 Daily Resident Parking Permits annually. These permits may be in the form of scratcher hangtags, an on-line issuance system, or such other form as the City may decide. The permit shall clearly indicate the date through which it is valid.
2. Employee Parking Permits. The City may issue Employee Parking Permits for use by employees working in the Downtown area as specified in **Exhibit A**. Employee Parking Permits shall be subject to the following regulations:
  - a. Commuting Only. Employee Parking Permits are for the exclusive use by employees working for businesses within the proposed Downtown Residential Preferential Parking Program District boundaries while commuting to work.
  - b. Employee Parking Permit Cost. Employees may purchase permits at the costs listed in Section 6.D.
  - c. Six-month Employee Parking Permit Cap. The City shall issue Six-month Employee Parking Permits on an iterative basis to ensure that the issuance of Six-month Employee Parking Permits does not adversely affect parking conditions for residents and merchants in the District in accordance with Section 22507(b) of the Vehicle Code. Notwithstanding the above, the City shall issue no more than ~~1,400~~1,000 Employee Permits, with an additional 100 held in reserve ~~for the Eligibility Areas within Employee Parking Zones 9 and 10, during the first year of the permanent Downtown Residential Preferential Parking Program implementation.~~ The ~~initial 1,500 and the reduced total of~~ Employee Parking Permits ~~thereafter~~ are to be allocated among the existing, annexed, and eligible Employee Parking Zones according to the authorized maximums annually determined by the Planning and Community Environment Director. Only streets participating in the Downtown Residential Preferential Parking Program may be allocated permits.
  - d. Six-month Employee Parking Permit Priority for Low-income Employees. The Planning and Community Environment Director shall reserve approximately half of the annual employee permits in each zone for purchase by employees who qualify for reduced price permits based on hourly or annual income. The other half will be

sold on a first come, first serve basis to all employees.

- e. Employee Parking Zones. Each Employee Parking Permit shall be issued for only one of the Employee Parking Zones as shown in Exhibits A and B and shall entitle the permitholder to park only in that zone for more than two hours.
- f. Daily Employee Parking Permits. Daily Employee Parking Permits will be available to employees only, and will not be available for sale to employers. Employees will be limited to purchase up to four (4) daily parking permits per month, or roughly one per week.
  1. Distribution of daily employee permits. Daily employee permits will be zone- specific and will be sold randomly. No daily employee permits will be sold in Zones 9 and 10. Employees will not select a specific zone when purchasing a daily permit, and will receive a zone specific daily employee permit selected at random at the time of mailing.

SECTION 6. Cost of Parking Permits. The cost of Parking Permits shall set by the City's Municipal Fee Schedule Resolution, be as follow and may be adjusted from time to time. As of July 1, 2017, the fees were as follows to maintain consistency with parking permits issued for Downtown lots and garages:

- A. Annual Resident Parking Permit Sticker. First permit \$0/year; second permit \$50/year; third permit \$50/year; fourth permit \$50/year. No more than four parking permits will be sold per residential address.
- B. Annual Resident Parking Permit Hangtag. A residential address may purchase up to two Annual Resident Parking Permit Hangtags at \$50/year. Additional permits may be approved by the Planning and Community Environment Director upon a showing of good cause.
- C. Daily Resident Parking Permit. A residential address may purchase up to 50 Daily Resident Parking Permits per year at \$5/each.
- D. Employee Parking Permits
  1. Full-price Permit: ~~\$233~~365/six months
  2. Reduced-price Permit for Low-income Employees: ~~\$25~~50/six months
  3. Reduced-price Permit for Addison Elementary School employees: ~~\$25~~50/six months
  4. Daily Employee Parking Permit: \$25 per day
- E. Temporary Work Parking Permit: Issued by Palo Alto Development Center with cost and duration determined at time of application by the Development Services Director.

SECTION 7. CEQA. This resolution is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations since it can be seen with certainty that there is no possibility the adoption and implementation of this resolution may have a significant

effect on the environment and Section 15301 in that this proposed ordinance will have a minor impact on existing facilities.

SECTION 8. Supersede. To the extent any of the provisions of this resolution are inconsistent with the regulations set forth in Resolution 9473 or Resolution 9577, this resolution shall control.

SECTION 9. Effective Date. This resolution shall take effect immediately, except that Section 3(B) shall not go into effect until the corresponding implementing ordinance becomes effective. Enforcement shall commence, pursuant to Chapter 10.50 and the California Vehicle Code, when signage is posted.

INTRODUCED AND PASSED:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

APPROVED AS TO FORM:

APPROVED:

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Director of Planning and Community  
Environment



**EXHIBIT A**

**Table 1. Downtown RPP Program Employee Parking Zones and Allocations**

<b>Employee Parking Zone</b>	<b>Boundaries</b>	<b>Permit Allocation</b>
1	Lytton Avenue between Alma Street and Webster Street (where RPP restrictions are in place) 300 blocks of: Alma Street, High Street, Emerson Street, Ramona Street, Bryant Street, Waverley Street, Kipling Street, Cowper Street Everett Avenue between Alma Street and Webster Street	69
2	200 blocks of: Alma Street, High Street, Emerson Street, Ramona Street, Bryant Street, Waverley Street, Kipling Street, Cowper Street Hawthorne Avenue between Alma Street and Webster Street	111
3	100 blocks of: Alma Street, High Street, Emerson Street, Ramona Street, Bryant Street, Waverley Street, Kipling Street, Cowper Street Palo Alto Avenue between Alma Street and Webster Street Poe Street Ruthven Avenue Tasso Street	208
4	Palo Alto Avenue between Webster Street and Guinda Street 600 block of Hawthorne Avenue 600 and 700 blocks of Everett Avenue, Lytton Avenue, University Avenue 100-500 blocks of Webster Street, Byron Street, Middlefield Road, Fulton Street	176
5	600 and 700 blocks of Hamilton Avenue 200-700 blocks of Forest Avenue and Homer Avenue 700 blocks of Ramona Street, Bryant Street, Waverley Street, Cowper Street 600-700 blocks of Webster Street, Byron Street, Middlefield Road, Fulton Street	162
6	800 blocks of Ramona Street, Bryant Street, Waverley Street, Kipling Street, Cowper Street, Webster Street, Middlefield Road Channing Avenue between Ramona Street and Guinda Street	92
7	900 blocks of Ramona Street, Bryant Street, Waverley Street, Cowper Street, Webster Street, Middlefield Road Addison Avenue between High Street and Guinda Street	125
8	1000 and 1100 blocks of High Street, Emerson Street, Ramona Street, Bryant Street, Waverley Street, Cowper Street, Webster Street, Byron Street, Middlefield Road,	<u>33757</u>

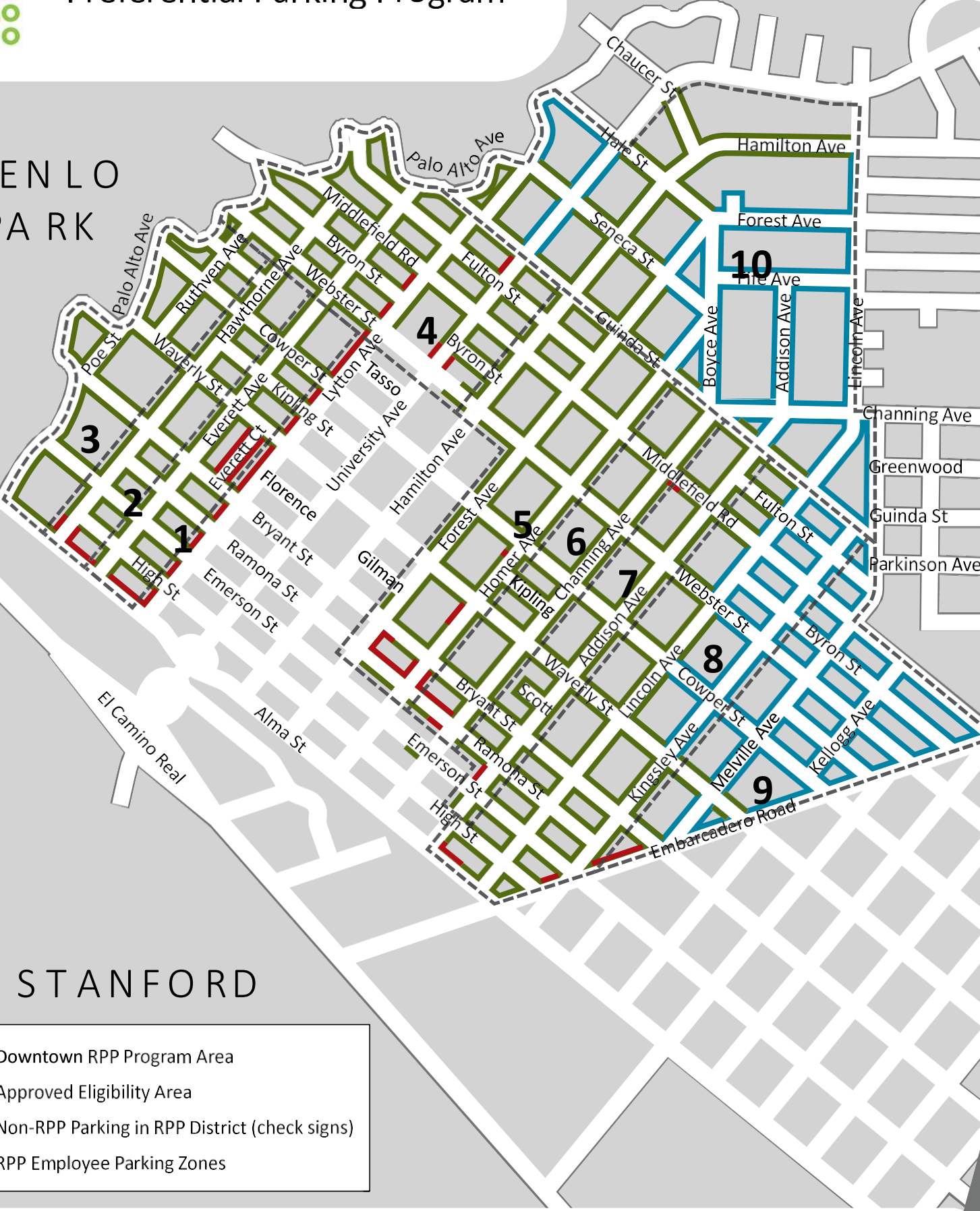
Employee Parking Zone	Boundaries	Permit Allocation
	Fulton Street Lincoln Avenue and Kingsley Avenue between Alma Street/Embarcadero Road and Guinda Street Embarcadero Road from Alma Street to Kingsley Avenue	
9	1200 block of Bryant Street 1200-1300 blocks of Waverley Street 1200-1400 blocks of Cowper Street, Webster Street, Byron Street 1300-1400 blocks of Tasso Street 1200-1500 blocks of Middlefield Road 1200-1300 blocks of Fulton Street Melville Avenue between Embarcadero Road and Guinda Street Kellogg Avenue between Cowper Street and Middlefield Road Embarcadero Road between Kingsley Avenue and Middlefield Road	23 (50)*0
10	Guinda Street between Palo Alto Avenue to Melville Avenue Palo Alto Avenue between Guinda Street and Hale Street 500 blocks of Chaucer Street and Hale Street 600 block of Hale Street 800 blocks of Lytton Avenue, Homer Avenue and Palo Alto Avenue 800 and 900 blocks of University Avenue, Hamilton Avenue 800-1100 blocks of Forest Avenue Boyce Avenue between Guinda Street and Hale Street 1000-1100 blocks of Fife Avenue 800-900 blocks of Channing Avenue and Addison Avenue 800-1000 blocks of Lincoln Avenue 800 block of Melville Avenue 1000-1100 blocks of Hamilton Avenue	97 (50)*0
<b>Total Six-month Employee Parking Permits</b>		1,4001,000 (1,100200)
<p><i>*A portion 200 of additional Six-month Employee Parking Permits in this Employee Parking Zone are held in reserve and only released as additional streets within that zone opt into the Downtown-RPP Program approved by the City Manager. The number in parenthesis is the total maximum number of permits if all streets within the zone were to opt in permits held in reserve are released.</i></p>		

Source: Department of Planning & Community Environment, March 7, 20172018







# Downtown Residential Preferential Parking Program

MENLO  
PARK



STANFORD

-  Downtown RPP Program Area
-  Approved Eligibility Area
-  Non-RPP Parking in RPP District (check signs)
-  RPP Employee Parking Zones

