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**September 2004: Interim Policy Regarding Parking Exemptions for Properties within Downtown Parking Assessment Districts**

This policy is made in light of the following:

1. Section 30.16 of the Zoning Code provides:  
"The off-street parking requirements contained herein may be reduced or eliminated by the Zoning Administrator for any building or use located in a parking assessment district established by the City Council in connection with which land has been acquired for public parking purposes, if the Zoning Administrator finds that the parking needs for the particular structure or use are substantially met by the parking spaces provided in the district."  
  
The boundaries of the Parking Assessment District that was established by the City Council are shown in green on the map on the reverse side.\*
2. In connection with the development of a Retail/Cinema project within the Parking Assessment District the City has entered into a Parking Facilities Agreement (PFA) dated July 12, 2004. The PFA requires that in the Red Zone (as shown on the map on the reverse side), any material increase in square feet of development or a use change that would significantly increase the parking requirement provide for its own parking. That legal requirement does not apply to areas of the Parking Assessment District that are outside the boundaries of the Red Zone.
3. The PFA also provides for the creation (at the request of the developer of the Retail/Cinema project or the cinema operator) of a Parking Advisory Committee to advise the City Council on downtown parking issues, including:
  - a. Downtown Parking Standards,
  - b. Standards, criteria and findings needed for allowing variance and other exceptions to downtown parking standards; and
  - c. Other issues as determined by the City.
4. The construction of the Retail/Cinema project has not yet been completed and the Parking Advisory Committee has not yet been created, but there is a need for interim guidelines for the Zoning Administrator to use in the administration of Section 30.16.

*Please See Reverse Side*

\* The green boundary line recognizes the largest extent of the Parking Assessment District over time, but does not represent the district boundaries at any one time.

## Interim Policy:

Now, therefore, the following is the policy of the City of Redwood City regarding the Zoning Administrator's administration of Section 30.16 of the Zoning Code:

1. Within the Red Zone any material increase in square feet of development or any use change that would increase the parking requirement shall provide parking for that increase or change in use.
2. Within the Parking Assessment District (Green Zone) but outside the Red Zone any increase in square feet of development shall provide parking for that increase.
3. Within the Parking Assessment District (Green Zone) but outside the Red Zone the Zoning Administrator may approve a change in use that would not create a parking demand of 100 cars or more without requiring additional parking.
4. Within the Parking Assessment District (Green Zone) but outside the Red Zone any change in use that would create a parking demand of 100 cars or more shall provide a plan, satisfactory to the Zoning Administrator, for a reasonable parking program. The Zoning Administrator shall have full discretion as to the reasonableness of the proposed parking program.
5. Within the Parking Assessment District (Green Zone) the "change in use" shall be determined by a comparison of the proposed new use to the most recent use without regard to the length of time between cessation of the prior use and initiation of the proposed new use.
6. This policy shall apply as interim guidelines for the Zoning Administrator to use in the administration of Section 30.16 until replaced by formal parking requirements adopted by the City Council.

