City of Bellevue

# Downtown Parking Inventory Final Report

December 2008

*This page left intentionally blank.*

# City of Bellevue

# Downtown Parking Inventory Report

# December 2008


## ACKNOWLEDGEMENTS

*Transportation Director*
Goran Sparrman

*Implementation Planning Division Manager*
Eric Miller

*Project Team*
David Stallings, King County Metro
Sarah Vega, Bellevue Downtown Association
Jordan Slaymaker, Bellevue Downtown Association
Jen Benn, City of Bellevue
Michael Ingram, City of Bellevue
Drew Redman, City of Bellevue

*Project Manager*
Kate Johnson, City of Bellevue

*Additional Support*
Rick Williams, Rick Williams Consulting

## *Table of Contents*

# I. Executive Summary

The City of Bellevue has long sought to sustain a healthy transportation system with support for multiple commute options, and parking can be an important factor in the viability of such options. With a dense population of 35,000 workers and 5,000 residents, downtown Bellevue offers a conducive environment for sharing a ride, taking public transit, walking or biking to work. Feasible alternatives to drive-alone commuting are critical to managing traffic congestion in downtown and reducing delay on the state transportation system that feeds this dense urban center. Ideally, parking conditions should support multiple modes of travel.

The City of Bellevue's 2005 Comprehensive Plan goal for downtown non-drive-alone commute mode share is 40 percent. In addition, the City of Bellevue's Downtown Implementation Plan (adopted in 2003) assumes a non-drive-alone commute mode share of 49 percent by 2020. In the most recent mode share survey (2005), the non-drive-alone commute mode share had reached just 29 percent.

In an effort to understand factors that influence commute mode choices, the City undertook this Downtown Parking Inventory in late 2007 and early 2008. This effort provided a snapshot of parking conditions based on interviews of facility operators, property managers, employers, and developers. The primary purpose was to gather metrics and comments from those who make decisions on parking and commute benefit provisions in order to gain a better understanding of existing conditions.

## Design Process

Once the project need was identified in early 2007, the City gathered representatives from King County Metro and the Bellevue Downtown Association to form a Project Team. This Team underwent the following process:

- The Team established an overarching project goal of learning about the current parking environment for downtown commuters, and secondarily for residents, and how this environment may be affecting progress toward meeting the City's Comprehensive Plan commute mode share goal.

- The Team established the following objectives:
    - better understand current commute parking conditions;
    - establish metrics to which future changes can be compared; and
    - identify future steps.

- The Team identified data to be collected, including choices and cost for sporadic daily parking; friendliness of the environment for carpools and vanpools; pricing; and utilization.

- The agreed-upon methodology was to interview by telephone, plus to provide paper questionnaires to some property managers.

- The number of persons reached was constrained by the project budget, and the Team strove to optimize data collection to best meet the project goal and objectives.

- The Team further decided to supplement interview data with data from existing sources such as the Puget Sound Regional Council parking inventory and program information from employers affected by the state Commute Trip Reduction law.

## Results

Respondents included 10 parking operators representing 27 facilities, 15 property managers representing 23 properties, 20 employers, and 2 developers.[1]

*Supply/Utilization*

- Land Use Code Provisions: The City's land use code has had maximum as well as minimum parking allowances for developers in the downtown since the 1980s. Current requirements for office development are 2.0 minimum to 2.7 maximum spaces per 1,000 square feet in the core of downtown, and 2.5 minimum to 3.0 maximum in the outer area of the downtown.
- Bellevue's land use provisions for developing commercial parking in the downtown are less stringent than Seattle's and Portland's. Neither Downtown Seattle nor Downtown Portland have minimum parking requirements, and Bellevue's minimum downtown parking requirements for office and retail land uses are higher than the maximum downtown requirements of both Seattle and Portland.
- Out of 27 facilities included in the responses, a total of 13,066 spaces were reported, with 61% of spaces reserved for monthly parking, 10% for daily, and 4% for hourly (per facility operators).
- Of the two developers interviewed, one typically constructs fewer spaces than the maximum allowed by city code, and the other typically constructs the maximum.
- Calculations from employer-provided data indicate a mean average of 0.82 parking spaces per employee.[2]
- Property manger data indicated a 90% mean average utilization of parking spaces.

*Cost*

- According to property managers and parking operators, respectively, the typical daily parking fee is between $13 and $15. By comparison, the typical tenant monthly parking fee is between $146 and $155, or between $6.74 and $7.15 on a per-workday cost basis[3]. Thus monthly parkers are favored over daily parkers with lower fees—in essence, a "volume discount" on parking

[1] Thirteen locations were cross-surveyed between parking facility operators and property managers. In some instances parking operator responses differed from property manager responses, and vice versa. All responses have been included in results.
[2] This figure appears higher than the 71% downtown single-occupant vehicle commute mode share would indicate. This may be partially explained by the employer sample's inclusion of employers in buildings that were constructed prior to the City's provisions for maximum parking ratios. In addition, the employer survey had a rather low response rate of about 16%. Therefore, this figure may not be fully representative of downtown employers.
[3] Assuming 260 workdays per year.

- Parking fees reported by employers interviewed indicated a 75% level of subsidization overall (83% for smaller employers with fewer than 50 employees). Among employers interviewed, the average parking cost per employee was calculated at $23 per month (or $1.06 per workday).[4]
- Nine buildings reported preferential parking for carpools and vanpools at fees lower than the drive-alone parking fee.

*Operations*

- Daily parking arrangements typically do not allow in/out privileges during the day. This may increase the difficulty and/or cost for non-drive-alone commuters to meet their sporadic parking needs for errands or appointments.
- Eleven buildings (37%) offer non-drive-alone commuters from one to four "free park days" for high-occupancy vehicle users each month.
- At almost half of the parking facilities, employees without monthly parking passes are excluded from weekend access to parking, even though garages are often virtually empty and no revenue would be lost.
- No parking facilities indicate that they use “smart” technology, such as automated inventory of space availability. This is a potential area for improvement that could lead to more efficient use of available facilities.

*Mode Share Implications*

- A surplus of capacity for carpools/vanpools points to an opportunity to promote and/or increase feasibility of carpooling and vanpooling.

**Qualitative Results**

Interviewees provided an array of comments about current concerns and future opportunities for commuter parking in downtown Bellevue, including the following:

  - concerns about current overcrowding;
  - concerns about future price increases;
  - the need to reduce drive-alone commuting and thus free up parking capacity;
  - a need for more publicly provided parking;
  - interest in new technologies that could help better manage parking; and
  - concerns about inadequate parking supply and increased traffic in the future.

**Summary and Next Steps**

The City of Bellevue Downtown Parking Inventory identified both supportive factors and challenges to meeting Bellevue’s Comprehensive Plan mode share goal for the downtown, as well as potential to free up parking supply by supporting non-drive-alone commuting, thus making efficient use of facilities as the downtown continues to grow.

This inventory sets the stage for further steps to examine and address commuter parking challenges and options in downtown Bellevue. Although next steps have not been defined, the

[4] See footnote 2.

City and partners will seek to integrate results of the inventory into further study of how to maximize efficiency and flexibility in the parking system for both users and providers, as well as support Comprehensive Plan goals and targets for non-drive-alone commuting.

# II. Introduction

## A. Purpose

Availability and cost of parking have a strong influence on choice of commute travel mode. The City of Bellevue's Comprehensive Plan recognizes this in policy S-DT-152, which states that the City should "evaluate the parking requirements and regularly monitor the transportation management program, employee population, parking utilization, parking costs paid by commuters and the percentage of those who directly pay for parking…if monitoring indicates that the use of transit and carpool is not approaching the forecast level assumed for this Plan, revise existing parking and transportation management requirements as needed to achieve forecast mode split targets…in the Transportation Element of the Comprehensive Plan."

The Comprehensive Plan Transportation Element establishes a downtown target for the non-drive-alone commute mode share of 40 percent. (In addition, the 2003 Downtown Implementation Plan assumed a non-drive-alone commute mode share of 49% for the year 2020.) In 2005 the City's Mode Share Survey indicated a downtown drive-alone commute mode share of 29 percent, falling short of the existing Comprehensive Plan goal by 11 percentage points.

The Downtown Parking Inventory seeks to gather a snapshot assessment of parking availability and cost, as well as other factors that may be affecting mode choice. Identifying these factors will allow the City to better determine the nature of parking-related barriers to non-drive-alone commuting and will help inform future steps to help remove these barriers.

## B. Process

### *Identification of Need*

The City of Bellevue and partner agencies have worked for many years to make alternatives to solo driving easier and more attractive to downtown workers. Staff recognize parking availability and cost as important factors. Existing inventories of downtown parking do not include data about fees employees pay for parking, the differential between fees paid by employees and fees paid by employers, sporadic commuter parking price and availability, or developer perspectives on parking demand and supply.

### *Project Team*

Once the need for parking information was identified, the City formed a Project Team with representatives from TransManage (the transportation service of the Bellevue Downtown Association) and King County Metro Market Development staff. The Team defined the goals, objectives, methodology, and scope of the inventory; reviewed results and this report; and made preliminary recommendations for next steps following the inventory.

*Data Gathering and Reporting*

The City hired TransManage to conduct interviews among four categories of parking providers and customers: parking operators, employers, property managers, and developers. The City then documented the findings and conclusions in this Report.

## C. Goal and Objectives

The project team set out to clearly establish the purpose behind this effort, the level of effort feasible, and how this effort would help achieve the longer range vision for downtown identified in the Comprehensive Plan. In a brainstorming exercise at the start of the project, the Project Team identified the following goals and objectives of the inventory.

*Project Outcome Goal*

Learn about current parking conditions for downtown commuters, and secondarily for residents, and how they may be affecting progress toward meeting the City's Comprehensive Plan downtown commute non-drive-alone target.

*Project Outcome Objectives*

1. Gather baseline data to:
    a. better understand current commute parking conditions; and
    b. establish metrics to which future changes can be compared.
2. Identify action items and further research needed, leading to a course of action for future steps.
3. Identify other issues.

*Scope-Related Objectives:*

1. Conduct a non-scientific "snapshot" parking conditions inventory and analysis in order to generally assess the current commute and residential parking climate.
2. Ensure the inventory is multi-faceted to include a wide range of factors affecting commuter mode choice.
3. Focus primarily on the office parking umbrella, including office workers, employers, and commercial property managers. Include residents as a secondary focus.

## D. Scope

Once the goals and objectives were established, the Project Team defined the project scope in light of the project goals and objectives. Scope aspects include data to be collected, types of parking uses to be studied, numbers of persons to be questioned from each category, and existing data to be compiled. Considerations included how to best achieve the purpose of the study, as well as staffing and budget limitations.

Inventory Area: The area included in this Parking Inventory is the City's Downtown Subarea, roughly bordered by 100th Avenue NE, Main Street or property lines south of Main Street, 112th Avenue NE, and NE 12th Street. See Figure 1.

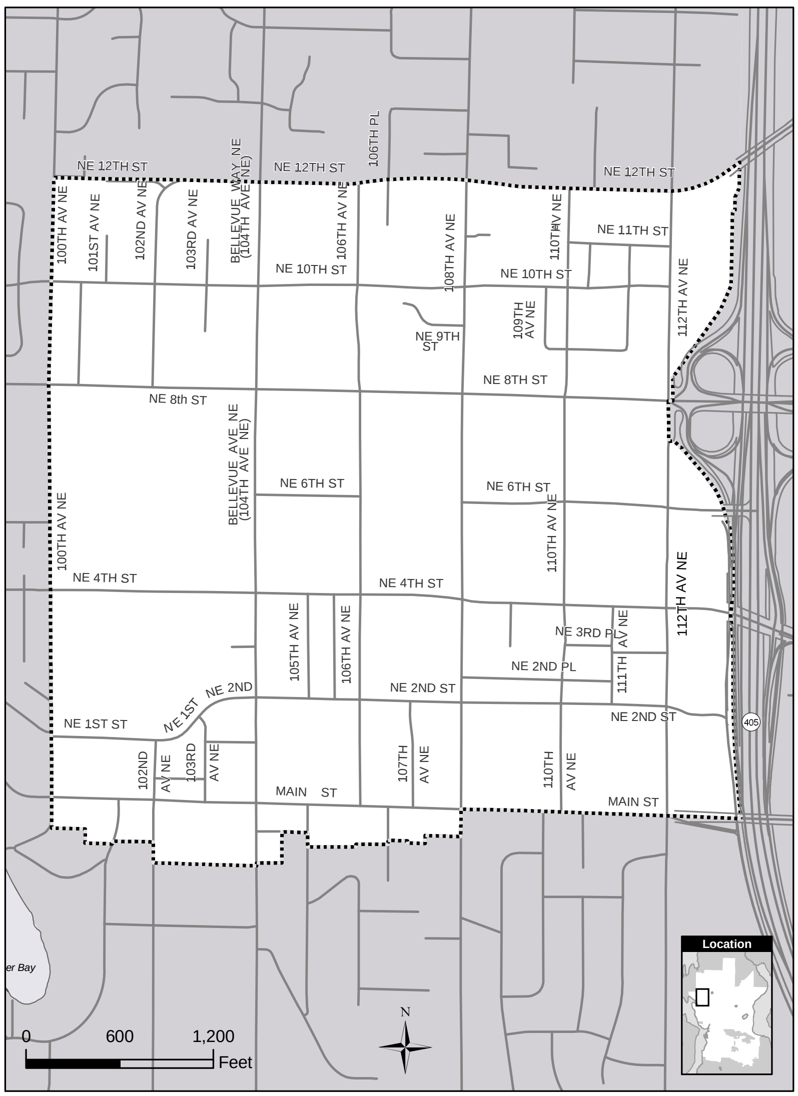


Figure 1, Downtown Subarea

Data to be Collected: Based on the study purpose of collecting data on factors that affect mode share, the Team underwent an exercise to brainstorm a list of these factors. The resulting factors fell into the following categories:

a. Daily parking flexibility
b. Carpool/vanpool feasibility
c. Pricing
d. Capacity (existing supply and demand)

Parking Uses Addressed: The Team decided to focus the data collection effort primarily on commercial/office parking, with a secondary focus on residential parking. This was due to the project focus on commute mode share goals, rather than shopping and other non-commute travel. Thus the persons to be questioned comprised parking facility operators, property managers, employers, and developers (including one residential developer).

Survey Universe and Sample Selection: The number of persons interviewed was limited by the project budget, and the Team strove to optimize the numbers of persons in each category to best meet the project goal and objectives. The Team elected to include all 31 commercial parking facility operators in the inventory, as TransManage has done in the past using a shorter list of questions, plus Bellevue City Hall. For property manager information gathering, the Team opted to gather information from 14 properties with transportation management programs (TMPs) and a sample of 16 non-TMP buildings, including Bellevue City Hall. For employers, a sample size of 120 was decided upon, with care to represent varying locations and industry type within the downtown. In addition, the Team decided to gather qualitative data from two developers, with at least one providing a residential perspective.

Existing Data to be Compiled: Since various sources of data exist already that provide information related to the project, the Team elected to wrap these sources into the analysis and this Report. These sources are Commute Trip Reduction program inventory data and the Puget Sound Regional Council parking inventory.

## E. Research Methodology

Background Data: The City gathered parking data from the most recent (2006) Puget Sound Regional Council (PSRC) parking inventory[5] to provide background information on parking supply, utilization, and pricing. The City also compiled existing parking program information for downtown employers affected by the Commute Trip Reduction Law.

Interviews: For data gathering from facility operators, property managers, and employers, the Project Team elected to interview relevant persons using scripted interviews with standard questions, plus additional probing about pertinent topics as appropriate. For developers a less-scripted interview form was created. All facility operator, employer, and developer interviews were conducted by phone. The property manager interviews were split; some were conducted by

[5] The PSRC inventory provides data for census tract 238.92, which generally matches the boundaries of the Downtown Subarea.

phone, and some were mailed in paper form for completion, with follow-up phone calls as needed. The questionnaires are provided in Appendices A-D.

<u>Employer/Developer Selection:</u> A sample of employers was selected randomly with adjustments to ensure representation of various size, industry type, and location cohorts. The sample size contacted was 120; out of these, 20 provided the requested information. In addition, two developers were selected who are members of the Bellevue Downtown Association.

# III. Results by Category

## A. General

### *Summary*

Every two to four years, the Puget Sound Regional Council conducts a parking inventory in Bellevue and other cities around the region. This background information provides a good foundation of information for this parking study and thus is included in this report. The information reported here is from the 2006 PSRC inventory, which is based on a 2005 BDA parking report. Although the data is older than the rest of the data used in the City inventory and covers all parking types, it helps provide a framework for understanding downtown parking characteristics.

### *Sample Characteristics*

All parking facilities are included for census tract 238.02, which generally matches the boundaries of the Downtown Subarea.

### *Infrastructure*

| **Category** | **Number of Facilities** |
| --- | --- |
| Customer (Free short-term customer parking, such as parking for convenience stores and restaurants) | 149 |
| Employee | 28 |
| Other (primarily public pay lots and those with mixed types) | 71 |
| TOTAL | 248 |

### *Occupancy*

| **Category** | **Percent Occupied** |
| --- | --- |
| A.M. Occupancy | 52.5% |
| P.M. Occupancy | 57.5% |
| Average Daily Occupancy | 55.0% |

### *Cost*

| Category | | Number/Posted Cost |
|---|---|---|
| Monthly | | |
| | Number of Lots | 20 |
| | Minimum Fee | $25 |
| | Maximum Fee | $185 |
| | Average Fee | $124.75 |
| Daily | | |
| | Number of Lots | 29 |
| | Minimum Fee | $5 |
| | Maximum Fee | $20 |
| | Average Fee | $12.66 |
| Hourly | | |
| | Number of Lots | 29 |
| | Minimum Fee | $2 |
| | Maximum Fee | $10 |
| | Average Fee | $5.45 |

## B. Facility Operators

### *Sample Characteristics*

TransManage sought interviews with representatives from all pay parking lots and garages in downtown. There are 12 operators that represent 31 facilities in downtown, as some operate more than one facility. Twelve operators were reached, and 10 responded, representing 27 facilities, 13 of which were located at buildings included in property manager responses[6].

Responding Facilities

| Parking Facility | Facility Operator |
|---|---|
| 110 Atrium Plaza | AMPCO |
| Cost Plus Lot – Bellevue Way & NE 8th | BDA Parking Services |
| Marketplace Lot – 100 108th AVE. NE | BDA Parking Services |
| Bellevue Corporate Plaza | AMPCO |
| Bellevue Galleria | Five Star Parking |
| Bellevue Place | Central Parking System |
| City Center Bellevue | AMPCO |
| City Hall | City of Bellevue |
| Civica Office Commons | Republic Parking |
| Main & 106th NE | Diamond Parking Services |
| NE 4th & Bellevue Way (Safeway) | Diamond Parking Services |
| 10697 Main St. | Diamond Parking Services |
| NE 2nd & 108th Ave. NE | Diamond Parking Services |
| 200 108th Ave. NE | Diamond Parking Services |
| 129 108th Ave. NE | Diamond Parking Services |
| 545 108th Ave. NE | Diamond Parking Services |
| 11010 NE 8th St. (Courtyard Marriot) | Diamond Parking Services |
| Key Bank Tower | Standard Parking |
| Key Center | AMPCO |
| One Bellevue Center | AMPCO |
| Pacific Plaza | Standard Parking |
| 106th Place NE (b/w NE 2nd & NE 4th St.) | Padua Parking |
| Plaza Center/U.S. Bank Plaza | AMPCO |
| Plaza East | AMPCO |
| Skyline Tower/First Mutual Bank | Republic Parking |
| Symetra Financial Center | AMPCO |
| The Summit | impark |

[6] Some responses differed between the operator and manager for these 13 locations.

## Non-Reached or Non-Responding Facilities

| Parking Facility | Facility Operator |
|---|---|
| Bellevue Pacific Center - 188 106th Ave. NE | Unknown |
| Bellevue Pacific Center - 177 107th Ave. NE | Unknown |
| Lincoln Square | Central Parking System |
| One Twelfth @ Twelfth | KG Investment |

## *Quantitative Data*

### Summary

Parking availability and pricing conditions appear to place regular monthly parkers at an advantage over those who do not choose monthly parking but may have occasional need to drive alone. This situation is exacerbated by a relative lack of public parking in the downtown: there are no publicly owned off-street parking facilities and only approximately 300 on-street parking spaces in downtown Bellevue.

### Infrastructure

Following is a summary of data from the 27 parking facilities operated by the parties interviewed.

| Metric | Result | Calculation Type |
|---|---|---|
| Total Parking Spaces | 13,066 (100%) | Sum & percent of total |
| Average number of spaces per Facility | 484 | Total spaces divided by # of facilities |
| # of Covered Spaces | 12,570 (96%) | Sum & percent of total |
| # of Surface Spaces | 496 (4%) | Sum & percent of total |
| # of Disabled Spaces | 233 (2%) | Sum & percent of total |
| # of Short-Term Spaces | 682 (5%) | Sum & percent of total |

| Metric | Result | Calculation Type |
|---|---|---|
| Percent of Spaces Reserved:<br>Monthly Parking<br>Daily Parking<br>Hourly Parking | <br>60.1%<br>10.2%<br>4.3% | Respondents were asked the percentage of spaces in each category. Each reported percentage was multiplied by the total number of spaces at the facility; the figure represents mean average of those resulting calculations.[7] |

## Utilization

| Metric | Result | Calculation Type |
|---|---|---|
| Percent of Monthly Parking *Unused* During Weekdays | 10%[8] | Mean average |
| Percent of Daily Parking *Unused* During Weekdays | 7% | Mean average |
| Percent of Hourly Parking *Unused* During Weekdays | 8% | Mean average |

## Cost

| Metric | Result | Calculation Type |
|---|---|---|
| Tenant / Employee Monthly Parking Fee | \$25-\$195<br>\$155 | Range<br>Mean average |
| Tenant / Employee Daily Parking Fee | (Two facilities only)<br>\$10-\$16<br>\$13 | <br>Range<br>Mean average |
| Tenant / Employee Hourly Parking Fee | \$3-\$16 ($^1/_2$ to 8+ hours; Bellevue Corporate Plaza was only respondent) | Range |
| Non-Tenant / Non-Employee Monthly Parking Fee | \$80-\$200<br>\$148 | Range<br>Mean average |

[7] These percentages are based on estimates from facility operators; therefore, the totals do not add up to 100%.
[8] For 110 Atrium Plaza, although the facility operator reported 75% vacancy, the property manager reported 0% vacancy. Using the 0% figure would bring down this average to about 6%.

| Metric | Result | Calculation Type |
|---|---|---|
| Non-Tenant / Non-Employee Daily Parking Fee | \$9-\$20[9]<br>\$16 | Range<br>Mean average |
| Non-Tenant / Non-Employee Hourly Parking Fee | \$1-20[10]<br>($^1/_2$ to 3+ hours) | Range |
| Carpool Monthly Parking Fee | \$91 (5 facilities offer discount) | Mean average |
| Carpool Daily Parking Fee | n/a (all who responded) | n/a |
| Carpool Hourly Parking Fee | n/a (all who responded) | n/a |
| Vanpool Monthly Parking Fee | \$55 (5 facilities offer discount) | Mean average |
| Reserved Space Parking Fee | \$257 (12 facilities have reserved spaces for individuals) | Mean average |
| For Monthly Parkers – fixed monthly amount required, or can it vary from month to month | 100% fixed monthly amount (all who responded)[11] | n/a |
| Variable Parking Pricing | Symetra has 3-day-per-week rate<br>Bellevue Place has ½-month rate<br>Bellevue City Hall has variable rates for employees based on hours worked per week:<br>\$24.50 0-11 hours<br>\$49.00 12-22 hours<br>\$73.50 23-33 hours<br>\$98.00 34-40 hours | n/a |
| Parking Discounts (Free Park Days) | Yes – 11<br>Free Park Days per month:<br>1 – 1 building<br>2 – 6 buildings<br>3 – 3 buildings<br>4 – 1 building<br>Except for City Hall, all Free Park Days are offered at TMP buildings) | n/a |

[9] Bellevue City Hall, which charges \$22 per day so as to not encourage non-city business parking, is an outlier and was not included in this calculation.
[10] See footnote 9.
[11] Eight out of 20 employers interviewed stated they can adjust the number of spaces they lease each month. See Section D, Employers.

## Access Characteristics

| Metric | Result | Calculation Type |
|---|---|---|
| Monthly<br>In and Out Privileges | Yes – 27; No – 0 | n/a |
| Daily<br>In and Out Privileges | Yes - 1; No - 18 (19 facilities offer daily/hourly parking) | n/a |
| Weekend Parking<br>for Monthly Tenants | Yes – 24; No - 3 | n/a |
| Weekend Parking<br>for Tenants | Yes – 12; No - 15 | n/a |
| Weekend Parking<br>for Public | Yes – 15; No - 12 | n/a |

## Carpool/Vanpool Conditions

| Metric | Result | Calculation Type |
|---|---|---|
| Vanpool Parking Spaces<br>(9’6” width clearance) | Yes – 13; No – 2; Unknown – 12* | n/a |
| Vanpool Parking Spaces<br>(7’3" height clearance) | Yes – 15*; No – 12 | n/a |
| Vanpool Parking Spaces<br>(26’4" turning radius) | Yes – 12; No – 0; Unknown – 15* | n/a |
| Vanpool Parking Spaces<br>(19’6" length clearance) | Yes - 13; No – 0; Unknown – 14*[12] | n/a |

*Surface parking facilities answered “N/A” to all clearance questions and are included in “Unknown” counts, except for the question concerning height clearance where surface lots are assumed to accommodate vanpools and are included in “Yes” counts.

[12] All surface lots responded N/A and are included in "Yes" responses.

## *Qualitative Data*

### Cost

| | |
|---|---|
| Method of Payment | For all 27 facilities, parking may be paid for monthly, unbundled from building space leases. |

### Access Characteristics

| | |
|---|---|
| Barriers to providing weekend parking | 12 facilities indicated that building businesses are closed on weekends. |
| Technology for customer payment, entry and exit | 15 facilities indicated the monthly payment was done via an electronic access/key card, and daily/hourly via a time and date stamp ticket system. One of the access/key card systems was connected to a computer that displays the name and employer of card holder. Other systems were a monthly hanging parking pass (three facilities); a pay box system (one facility); and automated Skidata and McGann systems[13] |
| Technological capabilities that they are not using | Four facilities indicated that they had technology they are not using: tracking on revenue machine; traffic management system; debit card system; and hands-free scan cards (currently being tested). |
| Smart technology | All facilities indicated that they do not use “smart technology,” such as systems that provide automated monitoring of spaces available. |

### Carpool/Vanpool Conditions

| | |
|---|---|
| Public comments regarding geometric barriers to facility | Only two facilities indicated reports from public of any problems; responses were non-specific.[14] |

[13] Skidata is a faster system for monthly access and daily/hourly payment and access using a barcoded time and date stamp ticket system that determines required fare. McGann allows staff to enter and exit using their ID badge.

[14] It is not clear whether the lack of public comments about vanpool geometric barriers indicates that the problems do not exist or that they are not hearing about them due to those vanpools with difficulties avoiding the facilities entirely.

## Issues/Challenges

| | |
|---|---|
| Main challenges or problems faced as garage operator | For four facilities, an issue in common was being at or over capacity/meeting needs of customers due to capacity challenges. Other challenges mentioned individually were:<br>• not able to troubleshoot garage software/hardware issues after hours;<br>• construction causing problems with entrance and exit flow;<br>• keeping nearby construction workers from parking in the garage for free;<br>• daily/hourly parkers entering through the monthly access entrance;<br>• customers not happy with increasing parking/market rates; operation hours—some customers need to park earlier or later than normal garage hours of 7:30 am-7:00 pm;<br>• individuals who park in the lot without paying for a monthly pass; and<br>• generally keeping customers happy. |
| Long-term goals of facility and one thing that could help to meet them | Key responses were:<br>• utilizing new technologies to make more spaces and a quicker entrance/exit;<br>• adding capacity;<br>• continuing to operate their current properties once they go into development and turn into high rise garages; and<br>• issues of serving multiple adjoining garages. |

## C. Property Managers

### *Sample Characteristics*

The starting survey universe was 30 buildings, including 14 properties with building transportation management programs (TMPs) and a sample of 16 non-TMP buildings, including Bellevue City Hall. Twenty-six building property managers were reached, and 23 responded (14 TMP and 9 non-TMP), 13 of which were property managers of buildings included in parking operator responses[15].

### Responding Buildings

| Property Name | Property Owner | Property Manager | TMP Building (Y/N) |
|---|---|---|---|
| 110 ATRIUM BUILDING | Archon Group | CB Richard Ellis | Y |
| 112TH @ 12TH | Principal Life Insurance Company | KG Investment | Y |
| 222 BUILDING | Wallace/Scott Limited Partnership | Wallace Properties | N |
| 330 BUILDING | Wallace/Scott Limited Partnership | Wallace Properties | N |
| BELLEVUE PACIFIC CENTER | Bellevue Pacific Center LP | Unico Properties | Y |
| BELLEVUE PLACE | Kemper Development Company | | Y |
| CASCADE BUILDING | Kemper Development Company | Bellevue Square Managers | N |
| CITY CENTER BELLEVUE | City Center Bellevue Property, LLC | Wright-Runstad | Y |
| CITY HALL | City of Bellevue | City of Bellevue | N |
| CIVICA OFFICE COMMONS | Brickman Civica, LLC | Colliers International | Y |
| CONNER BUILDING | Bill Conner | Conner Homes | N |
| KEY BANK TOWER | Legacy Partners I Bellevue LLC | JSH Properties | N |
| KEY CENTER | WA - Three Bellevue Center LLC | Unico Properties | Y |

[15] Some responses differed between the operator and manager for these 13 locations.

| Property Name | Property Owner | Property Manager | TMP Building (Y/N) |
|---|---|---|---|
| MAIN STREET BUILDING | Wallace/Scott Limited Partnership | Wallace Properties | N |
| NORTHWEST BUILDING | 700 112th LLC | Kaye-Smith Enterprises Inc. | N |
| ONE BELLEVUE CENTER | One Bellevue Center Realty, LLC (Archon Group) | CB Richard Ellis | Y |
| PACIFIC PLAZA | Pacific Plaza LLC | Pistol Creek | Y |
| PLAZA CENTER/US BANK PLAZA | Beacon Capital Partners | CAC Real Estate Management | Y |
| PLAZA EAST | Beacon Capital Partners | CAC Real Estate Management | Y |
| REDWOOD BUILDING | Kemper Development Company | Bellevue Square Managers | N |
| SKYLINE TOWER & FIRST MUTUAL CENTER | Skyline Tower Property LLC | Unico Properties | Y |
| SYMETRA FINANCIAL CENTER | Archon Group | CB Richard Ellis | Y |
| THE SUMMIT | Summit REIT, Inc. | Bentall Capital | Y |

## Non-Reached or Non-Responding Buildings

| Property Name | Property Owner | Property Manager | TMP Building (Y/N) |
|---|---|---|---|
| 11000 BUILDING | CBD Properties LLC | CBD Properties LLC | N |
| 400 BUILDING | JG 400 Building LLC | JG 400 Building LLC | N |
| 520 BUILDING | JG 520 Building LLC | JG 520 Building LLC | N |
| 530 BUILDING | Legacy Bellevue 530 LLC | Legacy Bellevue 530 LLC | N |
| BELLEVUE CORPORATE PLAZA | Lehman Shanna | Reit Management & Research LLC | N |
| PLAZA 305 | Plaza 305 LLC | Morris Piha Real Estate Services | N |
| PUGET SOUND BLOOD CENTER | PSBC Seattle | PSBC Seattle, Facilities Engineering Department | N |

## *Results*

### Infrastructure

| Metric | Result | Calculation Type |
|---|---|---|
| Number of Spaces | 13,584 | n/a |
| Do you share parking with other buildings? | Yes – 8 respondents | n/a |
| Do you allow weekend use? | Yes – 21 respondents (mostly for employees with key card access) | n/a |
| Do you have off-site parking facilities? | Yes – 3 respondents | n/a |

### Utilization

| Metric | Result | Calculation Type |
|---|---|---|
| What is your parking vacancy percentage? | 0-25%<br>6%[16] | Range<br>Mean average |
| Additional Comments | "Main challenge is lack of commuter options: need mass transit, Flexcars, taxis." | |
| | One property manager indicated they are considering valet parking, and mentioned anecdotally that other property managers are considering it as well. | |

### Pricing

| Metric | Result | Calculation Type |
|---|---|---|
| Monthly parking fee for garage tenants/employees | $0-325 (Free – 3 respondents)<br>$146 | Range<br>Mean average |

[16] Reported vacancy by operators (10%) does not support this finding. The discrepancy may be due to vacancy rate being defined as spaces that are not reserved for monthly parkers, not actual spaces unutilized. There may be a significant number of monthly spaces that go unused on a daily basis. Vacancy rates may vary throughout the year.

| Metric | Result | Calculation Type |
|---|---|---|
| Monthly parking fee for garage non-tenants/employees | $0-325 (Free – 1 respondent)<br>$160 | Range<br>Mean average |
| Monthly parking fee for surface tenants/employees | Free – 5 respondents<br>$75 – 1 respondent | Range |
| Monthly parking fee for surface non-tenants/employees | $115-125 (one respondent each) | Range |
| Daily parking offered<br><br>Daily parking fee | Yes – 3 respondents ("early bird")<br>$5-$9<br>$7 | <br><br>Range<br>Mean average |
| Hourly parking offered<br>Hourly parking fee | Yes – 10 respondents<br>$2-$20[17]<br>$13 | <br>Range<br>Typical fee[18] |
| Parking Discounts -<br>"Free Park Days"<br>(See subsequent table for more detailed data) | Yes - 11 respondents (one to four days per month; except for City Hall, all Free Park Days are offered at TMP buildings) | n/a |
| Do you offer early bird rates? | Yes – 3 respondents | |
| Do you have reserved parking? | Yes – 3 respondents ($75-250) | (Range) |
| Do you have tandem stalls[19]? | Yes – 2 respondents | |
| Additional Comment | "Parking management has certainly become the number one challenge in and around the city of Bellevue due to the increase of buildings and tenants and decrease of land. Rising costs of parking may deter some folks from driving alone to work and paying for parking. I recommend that all companies offer many options to spend commuting dollars: bus, carpool, ferry, and vanpool subsidy. Cycling assistance for those who bike to work. Telecommuting and/or hotelling options are also optimal as home offices are moving to the forefront…Working at home a couple days a week can save companies a substantial amount of money every year in leasing/parking fees." | |

[17] Bellevue City Hall, which tops out at $22 for hourly parking so as to not encourage non-city business parking, is an outlier and was not included in this calculation.
[18] This figure is based on the mean average of varying types of responses: a single amount where provided, and the midpoint of a range where a range was provided
[19] Tandem stalls accommodate two vehicles by parking one in front of the other, requiring coordination between drivers to access the vehicle in front.

## Buildings With "Free Park Days" and Their Utilization

Note: Not all properties indicating existence of Free Park Days provided supply and utilization data.

| Name of Building with Free Park Days | Total Free Park Days offered per month (# of eligible employees X days offered per month) | Free Park Days used per month | Percentage of Free Park Days used/mo. (Total/Used) |
|---|---|---|---|
| US Bank Plaza/Plaza Center | 556 | 88 | 15.83% |
| Skyline Tower/First Mutual Bank | 825 | 690 | 83.64% |
| Symetra Financial Center[20] | 540 | 115 | 21.30% |
| Bellevue Place | | | |
| City Center | 1188 | 672 | 56.57% |
| Plaza East | 8 | 20 | 250.00%[21] |
| Pacific First Plaza | | | |
| 112th @ 12th | | | |
| Civica | | | |
| The Summit | 598 | 216 | 36.12% |
| Bellevue City Hall | | | |
| **OVERALL AVERAGE** | **635** | **337** | **48.04%[22]** |

## Carpool/Vanpool Conditions

| Metric | Result | Calculation Type |
|---|---|---|
| Do you have designated and signed carpool and/or vanpool spaces? How many? | Yes – 9 respondents (8 TMP buildings)<br>111 spaces | Sum |
| How many spaces are used? | 64 (58%) | Sum (percent of designated spaces) |

[20] Employer-provided program (Symetra Financial Corporation); spaces are leased off-site
[21] This over-count is due to an error in reporting.
[22] This figure does not include data from Plaza East building.

| | | |
|---|---|---|
| What is the fee for garage carpools? | $0-245 (free – 1 respondent)<br>$121 | Range<br><br>Mean average |
| What is the fee for garage vanpools? | $0-245 (free – 3 respondents)<br>$105 | Range<br><br>Mean average |
| Can your building accommodate clearance for the largest vans? | Yes – 5 respondents | n/a |
| Does your building have a load/unload area for drop-offs and pickups? | Yes – 11 respondents | n/a |
| Does your building monitor the correct use of carpool/ vanpool spaces? | Yes – 6 respondents (all TMP); daily to quarterly | n/a |
| Does your building have carpool/vanpool permits available to assist monitoring? | Yes – 11 (all TMP) | n/a |

## D. Employers

### *Sample Characteristics*

Response Numbers: Out of a sample size of 124, 41 employers were reached and 20 responded, 18 of which have fewer than 100 employees at their downtown worksite.

Industry Type: The following industries were represented:

- Restaurants
- Computer Software
- Florists – Retail
- Accountants
- Video Tapes, Discs & Cassettes
- Engineers – Structural
- Pharmacies
- Pearls
- Nursing & Convalescent Homes
- Services NEC
- Investments
- Massage Therapists
- Women's Apparel – Retail
- Electric Companies
- Financial Advisory Services
- Book Dealers – Retail
- Engineers – Civil

Observation: Good representation among varied industry types

Employer size represented in responses:

- 1 to 5 employees: 3
- 6 to 10 employees: 3
- 11 to 25 employees: 7
- 26 to 50 employees: 2
- 51 to 100 employees: 3
- 100+ employees: 2

Observation: Good representation among varied employer sizes

***Results***

## Employment Characteristics

| Metric | Result | Calculation Type |
|---|---|---|
| How many employees do you have in downtown Bellevue? | 86<br><br>*288 (50+ employees)*<br>*15 (<50 employees)* | Mean average<br><br>*Mean average*<br>*Mean average* |
| Do you offer commute benefits to your employees? | Yes – 60% | Percentage |
| *Among employers with 50+ employees* | *Yes – 100%* | *Percentage* |
| *Among employers with fewer than 50 employees* | *Yes – 46%* | *Percentage* |

## Infrastructure

| Metric | Result | Calculation Type |
|---|---|---|
| How many parking spaces do you have available for your employees? | 0.82 | Mean average # of parking spaces/ # of employees |
| *Among employers with 50+ employees* | *0.83* | |
| *Among employers with fewer than 50 employees* | *0.80* | |
| Do you own or lease your parking spaces? | Own all: 3<br>Lease all: 16<br>Both: 1 | Sum |
| How much do you pay your parking provider per space? | $89<br>(One responded their parking fee is bundled with lease) | Mean average |
| Do you have the ability to adjust the number of spaces you lease each month? | Yes – 8<br>No - 10 | Sum |
| *Among employers with 50+ employees* | *Yes – 4*<br>*No – 3* | *Sum* |
| *Among employers with fewer than 50 employees* | *Yes – 4*<br>*No - 7* | *Sum* |

## Utilization

| Metric | Result | Calculation Type |
|---|---|---|
| What is your perception of your parking availability? | Surplus – 4<br>Sufficient – 11<br>A bit tight – 2<br>Insufficient – 3 | Sum |
| Do you have plans to change the number of parking spaces available to employees? | Yes – 1 ("if possible with new construction")<br>No – 17 | Sum |

## Pricing

| Metric | Result | Calculation Type |
|---|---|---|
| Do you provide free full-time parking for all your employees?<br><br>*Among employers with 50+ employees*<br><br>*Among employers with fewer than 50 employees* | Yes – 7<br>No – 13<br><br>*Yes – 0*<br>*No – 7*<br><br>*Yes – 7*<br>*No – 6* | Sum<br><br>*Sum* |
| Do parking fees vary by employee? | Yes – 1<br>No – 19 | Sum |
| How much do your employees pay for parking?<br><br>*Among employers with 50+ employees*<br><br>*Among employers with fewer than 50 employees* | $23 (75% subsidy)<br><br>*$40 (56% subsidy)*<br><br>*$16 (82% subsidy)* | Mean average<br><br>*Mean average*<br><br>*Mean average* |
| Do your employers have an either/or choice of a commute subsidy or a parking subsidy? | Yes – 7<br>No – 4<br>Don't know – 4 | Sum |
| Do your employees have access to daily parking for occasional use? | Yes – 14<br>No – 3 | Sum |
| Does this daily parking have in-and-out privileges? | Yes – 10*<br>No – 3<br>Unknown - 1<br>*includes five companies with privileges only for HOV free park days | Sum |

## Access Characteristics

| Metric | Result | Calculation Type |
|---|---|---|
| Do your employees have access to weekend parking? | Yes – 12<br>No – 6 | Sum |

# *Commute Trip Reduction Employer Results*

## Summary

The state Commute Trip Reduction (CTR) law affects employers with 100 or more full-time employees at a worksite who are scheduled to arrive between 6:00 and 9:00 a.m. on two or more weekdays. Data reported by CTR-affected employers include the parking metrics reported below.

## Infrastructure

| Metric | Result | Calculation Type |
|---|---|---|
| Number of CTR-affected employers in downtown | 23 | Sum |
| Number that provide parking | 20 | Sum |

## Pricing

| Metric | Result | Calculation Type |
|---|---|---|
| Number that provide priority parking for carpools and vanpools | 9 | Sum |
| Average cost per space paid by employer | $109 | Mean average |
| Average cost per space paid by employee | $40<br>(63% employer subsidy) | Mean average |
| Average cost per carpool/ vanpool space paid by employee | $19<br>(83% employer subsidy) | Mean average |

## E. Developers

TransManage staff interviewed two developers to gain perspectives on parking decisions that are made at the time of development, one primarily residential developer ("Respondent #1") and one primarily commercial/retail developer ("Respondent #2").

### *Parking Infrastructure*

Respondent #1 indicated that, when feasible, his company tends to build fewer parking stalls than the maximum allowed, about 1.5 spaces per unit for residential projects (compared to maximum allowed of 2.0), and 3.8 per 1,000 net square feet for retail (compared to maximum allowed of 5.0). The more restaurants, the more his company tends to build toward the maximum of 10 spaces per 1,000 net square feet in order to meet needs of tenants and attract customers.

Decision factors include emphasizing people living where they work and a philosophy of supporting transportation solutions other than adding more cars, parking, and street capacity, such as mass transit—and demonstrating to people that they don't always need a car to get around. Also, each underground parking space costs $30,000 to $40,000 to construct, and they try to reduce the burden of recouping construction costs upon opening.

Respondent #2 indicated that his company leans toward the maximum in most cases, although it varies by land use. This is because they are a consumer-driven business, and tenants expect them to provide them with enough parking for their customers. Other factors include that data on parking indicates the need for the maximum, and meeting requirements of banks/institutions providing financing for the development.

Looking at the next five to ten years, Respondent #1 expects to continue building parking at the same level, unless transportation options improve, in which case he would consider building less parking. Respondent #2 indicated he expects more people wanting to travel to Bellevue by car, so they would continue to apply the same factors that have been leading them to build the maximum allowable parking.

### *Perspectives on Issues and Trends for Downtown Parking and Transportation*

When questioned about future parking demand, both respondents felt that parking demand would increase. Reasons given were that mass transit is not going to improve enough within the next 5-10 years to counter this mode of travel, and Puget Sound Regional Council forecasts show an increase in cars. Both respondents also stated that supply will need to increase to meet this demand.

When asked what they thought were parking issues facing downtown Bellevue, both respondents cited the multitude of private parking garages with limited access and suggested that more public parking, perhaps a public parking garage, would benefit the City. Respondent #2 stated: "Public parking is very important and there should be more investment in this to help meet demand for businesses, residents and visitors.” Respondent #1 also suggested code changes to reduce or eliminate minimum parking requirements.

When asked for their perspectives on maintaining traffic flow in downtown Bellevue, they replied with the following.

Respondent #1: “We need to really educate people on the true costs of driving alone and owning second cars. Couples will often find that it’s more affordable to live where one or both spouses work and own one or no cars than to live further away and be required to have two for the commute. We also need to continue advocating for more mass transit, walking, bicycling, and local circulators.”

Respondent #2: “We have to build the required infrastructure to meet the capacity demands…small things like synchronizing lights and not adding any new mid-block crossings to keep traffic flowing. Utilize existing traffic management tools to make the most of what is currently available. Ultimately, we should concentrate on improving highways and major arterials to alleviate downtown traffic congestion, resulting from backups as people try to utilize these main roads…we need to offer more parking options to keep the downtown economy healthy, vibrant and growing.”

# IV. Findings and Conclusions

## *Summary*

Although most parking facilities are serving basic needs of commuters, this inventory revealed the existence of parking capacity and pricing concerns, as well as certain challenges that non-drive-alone commuters face with their parking. Qualitative comments included the need to promote non-drive-alone commuting, a lack of publicly provided parking, and concerns about the future of parking and mobility in downtown Bellevue.

## *Infrastructure*

At the 37 downtown parking facilities represented, the total number of spaces reported by facility operators was approximately 13,000.

Since 1982, the Bellevue City Code has had maximum and minimum parking allowances for developers in the downtown. Current requirements per 1,000 square feet of office development are 2.0 minimum to 2.7 maximum spaces in the core of downtown; and 2.5 minimum to 3.0 maximum spaces in the outer area of downtown.

According to data provided by employers, the average number of parking spaces per employee was 0.82.[23] This is a somewhat higher number than demand requires, according to the most recent downtown drive-alone rate of 71%. It is also a higher figure than the Land Use Code parking allowances would typically provide. This may be partially explained by the employer sample's inclusion of employers in buildings that were constructed prior to the City's provisions for maximum parking ratios.

According to facility operator percentage estimates, there is a preponderance of *monthly* parking spaces—61% of spaces—as compared to 10% for *daily* parking and 4% for *hourly* parking. This is true even though the fee per space and unit of time is higher for daily and hourly parking than for monthly parking. It may indicate that operators appreciate the certainty of monthly parking income, or that operators are matching their offerings with the demand they perceive.

The two developers interviewed stated differing approaches to supply of parking, one tending to build at the maximum allowed spaces and one generally building below the maximum.

[23] The response rate for the employer survey was rather low at 16%; therefore, this figure is not necessarily representative of all downtown employers.

## *Utilization*

Employee parking occupancy results were mixed. Parking operators reported only 10% of available weekday parking going unused, and vacancy rates reported by property managers averaged 6%. In contrast, 15 out of 20 employers reported a surplus or a sufficient supply of parking.[24]

Monthly parking is more likely to go unused as compared to daily or hourly parking. This may indicate that the facility keeps a surplus of spaces available so that spaces are not too difficult to find for those who have reserved them on a monthly basis—in contrast, daily and hourly spaces can be offered until those areas are full.

Three property managers and five employers indicated the presence of off-site parking to accommodate parking needs. At least one building is considering valet parking, which could reduce the constraint effect that a lack of parking availability normally engenders.

In general, data from this inventory revealed a potential inability of parking supply to meet demand in the near future, where it is not already an issue. Qualitative data from operators, property managers, and developers indicated concern about parking availability as the downtown grows.

## *Pricing*

Almost all monthly parking fees to tenants are "unbundled," or paid separately, from leases, thus making parking charges more apparent and changeable for tenants. This payment method also makes it easier to "cash out" parking by offering employees cash in lieu of a parking subsidy, since the employer can more easily choose the number of parking spaces purchased. This key characteristic is more prevalent among larger employers, who likely have more clout when arranging leases.

The average monthly cost per garage parking space is $155 for tenants and $160 for non-tenants, as reported by parking operators. There is wide variation across buildings in monthly fees, but the fees do not differ greatly between tenants and non-tenants. Thus an employee needing monthly parking not provided by his/her employer can shop around to various garages, a situation that promotes competition to keep the cost down.

Non-drive-alone commuting is supported by the fact that tenants do not receive major discounts from their parking suppliers. However, this does not carry over to the employer/employee relationship. Employers indicated that they subsidize monthly employee parking by about 75% overall, and by 83% for the smaller employers (those with fewer than 50 employees). The average monthly parking cost reported by employers for employees was only $23 per month (or $1.06 per workday[25]). Thirty-five percent of employers reported

[24] The response rate for the employer survey was rather low at 16%.
[25] This assumes 260 workdays per year.

providing free parking to their employees; this breaks down to 0% of employers with 50 or more employees and 54% of employers with fewer than 50 employees.

In contrast to monthly parking, employer subsidization of daily parking was not reported, except for City Hall, which provides a 55% subsidy.

The typical daily parking fee is about $13 to $16, according to property managers and parking operators. Compared to the average cost of $1.06 per workday for employees paying monthly, the daily fee is 12 to 15 times the monthly fee on a per-workday basis. Thus the system promotes monthly-priced parking, in essence providing a “volume discount” for regular users. This tends to discourage use of non-drive-alone modes, especially since options for purchasing variable parking amounts are limited. This pricing may indicate that parking operators appreciate the security of long-term, regular customers or response to the perceived market demand.

Only three facilities provide variable parking pricing: Symetra (3-day-per-week rate), City Hall (rates based on ten- to eleven-hour increments), and Bellevue Place (half-month prorated). Variable pricing arrangements, such as rates for multiple days per month or year that provide savings from the daily rate, are uncommon. Instead, the traditional offerings predominate—a combination of monthly with in-and-out privileges, high-rate daily without in/out privileges, and hourly—a setup that gives a pricing advantage to those who drive alone on a full-time basis.

## *Access Characteristics*

All operators reported that monthly parking includes in-and-out privileges, but daily parking does not include in-and-out privileges, except for "free park days."

Over one-third of facilities (37%) offer one to four free park days per month to non-drive-alone commuters. Typically, free park days are offered to meet a “High-Occupancy Vehicle (HOV) discount” requirement in the building’s transportation management program. They provide regular non-drive-alone commuters an opportunity to drive alone occasionally for appointments and errands without incurring the high cost of daily parking along with its attendant restriction on in-and-out privileges (users who leave at mid-day must typically pay the hourly or daily fee again upon returning). Indeed, parking operators indicated that free park days typically include in-and-out privileges, but regular daily parking rates do not.

The remaining majority of facilities (67%) do not provide a viable option for sporadic parking with in-and-out privileges to meet the needs of non-drive-alone commuters. Again, the parking system rewards those who reserve a monthly spot—"volume users”—above those who need occasional parking only.

Weekend parking is available for 89% of monthly parking tenants but only about half of non-monthly parking tenants, according to operators. In addition, six employers (30%) indicated that weekend access is not available for those who do not purchase monthly parking.

Therefore, many non-solo drivers are unlikely to have access to weekend parking because they do not purchase monthly parking passes. This represents a dilemma for weekday workers for whom occasional or seasonal weekend access is imperative to doing the job (such as tax preparers during tax season). Downtown Bellevue offers very little on-street public parking.

The majority of technologies currently used do not accommodate parking payments that vary from the standard monthly, daily, and hourly options. More advanced entry, exit, and payment technology could support variable parking pricing and weekend access.

## *Carpool and Vanpool Provisions*

Nine property managers reported providing preferential parking for vanpools, and seven for carpools. With differing numbers reported by property managers versus parking operators, the reported average monthly parking fee for carpools was between $91 and $121 (a 41% to 32% cost reduction as compared to typical monthly parking fees). For vanpoolers, the reported average monthly parking cost was $55 to $105 (a 64% to 57% cost reduction). In addition, carpoolers and vanpoolers enjoy the inherent savings of sharing the cost of the parking space.

Of concern are the relative lack of clearance, load/unload areas, and monitoring, all of which may deter carpooling and vanpooling. Only four to five parking facilities meet geometric requirements for maneuvering the largest (15-passenger) vanpool vehicles. Eleven of 23 property managers responded that they have load/unload areas for carpools and vanpools; this leaves over half of respondents without this important feature.

There is a surplus of capacity for carpools/vanpools, according to property managers: 64 of the 111 spaces are typically used (58%). This points to an opportunity to promote increased carpooling and vanpooling. Increasing the carpool subsidy is a potential area for encouraging more people to take this mode. However, one-third of buildings that have designated carpool/vanpool parking lack enforcement.

## *Future Prospects and Opportunities*

When asked about the future of commuter parking in Bellevue, respondents varied in their answers but provided some common themes.

Both developers interviewed felt that parking demand would increase in the next five to ten years as growth outpaces the capacity of mass transit to serve commuters, and because Puget Sound Regional Council projections show an increase in automobiles on the road. These respondents also anticipated that parking supply will need to increase to meet this demand, and that publicly provided parking facilities would benefit the downtown by helping meet demand from businesses, residents and visitors.

When asked if they would expand the number of parking spaces offered to employees in the future, several employers stated they wished to do so but that options were not available.

Parking management was cited by a property manager as a way to make the best use of existing facilities. Although automated payment and entry/exit technologies are not prevalent, operators expressed interest in them, in particular due to their potential for making more spaces available and providing quicker entry and exit. Other items mentioned were better service, awareness and maximizing profitable use of spaces. These goals could potentially be addressed through more advanced technology providing the means for variable-rate parking at various usage levels, a payment methodology that could benefit non-drive-alone commuters and maximize revenue as well.

Developer respondents pointed out the need to educate commuters and residents about the cost of driving and to advocate for transit and the use of alternative commute modes and telecommuting. They also cited the need for building necessary infrastructure and managing the parking system in order to meet capacity demands and keep downtown Bellevue healthy, vibrant, and growing.

## *Conclusion*

This inventory identified both inducements and deterrents to meeting the City of Bellevue’s 2005 Comprehensive Plan downtown mode share target (40%) and 2020 Downtown Implementation Plan assumption (49%) for non-drive-alone commuting. Many employers, particularly larger ones, provide commute benefits, and some of the property managers provide free park days and support for carpools and vanpools. In addition, increased utilization and price of parking were observed; these market forces tend to discourage drive-alone commuting.

Current parking offerings are geared primarily toward monthly parking for the full-time work week, and there are gaps in provisions designed to make it easier to carpool, vanpool, ride the bus, walk, bike, or telecommute and still be able to park occasionally for a reasonable fee as the need arises. It is hoped that the information gathered in this inventory will help guide decision making in order to accommodate a vibrant downtown, meet the needs of parking users and providers, and support the City's mode share goals.

# *Appendix A: Facility Operator Questionnaire*

Opening Script:

My name is ____________, and I'm with TransManage, a service of the Bellevue Downtown Association. We are updating the annual TransManage parking survey, as well as assisting the City of Bellevue in gathering additional information about parking conditions for employees in the downtown core. The purpose of these interviews is to gather current information for all parking facilities in downtown Bellevue and to check our progress toward current transportation goals stated in the City's Comprehensive Plan. As always, you will receive a copy of our final parking survey. [if they ask: A report summarizing the additional information as aggregate, anonymous data will also be published by the City of Bellevue] May I have 10-15 minutes of your time now to update your information? [or, May I schedule a time to call back and update your information?]

**General Info**

Building Name: ____________________________________________________

Address: __________________________________________________________

Primary Building Contact: ______________________________________________

Contact Address: ___________________________________________________

Phone: ____________________________ Fax: ______________________________

E-mail: ____________________________ Website: ___________________________

1. During the 2006 survey, your parking facility had _______ parking spaces; is this still correct?

2. 2006's survey shows that your parking facility has _______ covered parking spaces and _______ surface parking spaces; is this still correct?

3. Is it still correct that your parking facility has _______ parking spaces for people with disabilities?

4. How many of your parking spaces are set aside for short term hourly parking?

5. What percentage of parking in your facility is utilized for:
   a. Monthly parking?

   b. Daily

   c. Hourly parking?

   d. What percentage of parking in your lot is typically unused during weekdays?

6. What are your parking rates?

| | | Garage | Surface |
|---|---|---|---|
| **Tenants / Employees** | **Hourly** | | |
| | **Daily** | | |
| | **Monthly** | | |
| **Non-Tenants / Non-Employees** | **Hourly** | | |
| | **Daily** | | |
| | **Monthly** | | |
| **Carpools (how many carpool members must work in the building to qualify?)** | **Hourly** | | |
| | **Daily** | | |
| | **Monthly** | | |
| **Vanpools (how many vanpool members must work in the building to qualify?)** | **Hourly** | | |
| | **Daily** | | |
| | **Monthly** | | |
| **Reserved Space** | **Monthly** | | |

7. How do tenants pay for monthly parking?

8. What percentage of tenants use each method of payment?

   Examples to use as prompts:
   - ☐ Fixed monthly amount. ______ %
   - ☐ Fixed amount for term of lease. ______ %
   - ☐ Fixed monthly amount for other term (i.e. one year). ______ %
   - ☐ Variable amount according to usage. ______ %
   - ☐ Other. ______ %

9. Does your facility offer any type of variable parking pricing?

Prompt: For instance, a product that provides multiple parking days within one month for less than the full-month price.

10. Does your facility offer any of the following parking discounts, and if so, please explain?
    a. Early Bird Parking Rates
    b. Evening Parking Rates
    c. Parking Validation
    d. Free Visitor Parking/Grace Periods
    e. Free park days for HOV commuters [for non-TMP buildings]

11. Do you allow in and out privileges for:
    a. Monthly parking?
    b. Daily parking?

12. Is your garage open on weekends to the following groups?
    a. Tenant employees with monthly parking?
    b. Tenant employees without monthly parking?
    c. The public?

    *If no, what barriers do you have in providing weekend parking?

13. In your parking facility do vanpool spaces have:
    a. A width clearance of at least 9’6”?
    b. A height clearance of at least 7’3”
    c. A turning radius of at least 26’4”?
    d. A length clearance of at least 19’6”

e. What comments have you received from customers regarding geometric barriers in your facility?

14. What type of technology does your facility use for customer payment or proof of payment and to enter and exit the garage?

    Examples to use as prompts:
    - Transponder ID tags.
    - Farecards.
    - Barcode IDs.
    - Paper tickets with date stamps.
    - ID tags for advanced reservation system.

15. Does your payment system have technological capabilities that you aren't using?

16. Does your parking facility utilize any form of smart technology?

    Examples to use as prompts:
    - Automated Directional Signs – directs drivers to available parking.
    - Internet Availability Notification – displays parking availability on internet.

17. What are the main problems or challenges you face as a garage operator?

18. What are your facility's long term goals and what one thing could help you to better achieve them?

Closing Script:

Thank you very much for you time and willingness to participate in this annual survey. You will receive a copy of this information in January 2008.

# Appendix B: Property Manager Questionnaire

Print Form

## Transportation Survey

Transportation information is being collected by the City and its partners TransManage (BDA) and King County. This information is intended to assess current parking conditions in downtown Bellevue in light of increasing development and to track the accomplishment of parking goals established in Bellevue's Comprehensive Plan. Please take 25 minutes to provide the following information. Results of this data gathering effort will remain anonymous, be collectively summarized, and made available in Spring 2008.

## A. General Information

1. Property Name: ______
2. Property Address/Zip: ______
3. Contact Name: ______
   a. Contact Address: ______
   b. Phone Number: ______ c. Email Address: ______

## B. Property Characteristics

**Parking Infrastructure**

1. How many parking garages and/or lots are on-site?
   a. # of parking garages? ____
   b. # of surface parking lots? ____
2. Who owns the parking garage(s) and/or lot(s)? ______
3. Who operates the parking garage(s) and/or lot(s)? ______
4. Are the parking garages/lots shared (i.e. do multiple buildings and/or other properties use the garages/lots)?
   ☐ YES ☐ NO
5. Are the parking garages/lots used on weekends? ☐ YES ☐ NO
   a. If YES, please describe how the parking garages/lots are used below (e.g. "The bottom level of the parking garage is used for visitor parking on weekends and charged an hourly rate of $___.")
6. Are there off-site parking garage(s) and/or lot(s)? for the property? ☐ YES ☐ NO
   a. If YES, how many? ____
   b. If YES, who owns the off-site parking garage(s) and/or lot(s)? ______
   c. If YES, who operates the off-site parking garage(s) and/or lot(s)? ______
   d. If YES, are the off-site parking garage(s) and/or lot(s) shared? ☐ YES ☐ NO

**Page 1 of 4**

**Page 2 of 4**

**Parking Costs**

1. Please provide your current parking rates (including tax) for:

| | Tenants/Employees | Non-Tenants/Employees | Carpools | Vanpools |
|---|---|---|---|---|
| Garage | min.____ max.____ | min.____ max.____ | min.____ max.____ | min.____ max.____ |
| Surface | min.____ max.____ | min.____ max.____ | min.____ max.____ | min.____ max.____ |

2. Please describe additional parking methods used on site (e.g. early-bird/hourly/daily/visitor parking, time restrictions, special reserved rates, reserved "Flexcar" spaces), and the number of stalls and rates used for each method.

| Method | # of Stalls | Rate |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

3. In lease agreements, are parking costs identified as a separate line item stating a per stall rate for parking, or are parking costs bundled into lease agreements?
   - ☐ Parking costs are identified in **all** leases.
   - ☐ Parking costs are only indentified in **some** leases.
   - ☐ Parking costs are bundled in all leases.

**Incentives for Non-Drive-Alone Commuters**

1. Do you offer a guaranteed ride home program (e.g. provision of taxi scrip) to non-drive-alone commuters who are required to work late or need to leave work early owing to illness or emergency?

   ☐ YES ☐ NO

2. If YES, please describe how your Guaranteed Ride Home Program works for users.

***Page 3 of 4***

3. Are free park days offered to employees who commute regularly by a mode other than driving alone?
☐ YES ☐ NO
   a. If YES, how many free days of parking are offered to each non-drive-alone employee per month? ___________
   b. If YES, how many free park days are used each month? ___________
   c. If YES, please describe how the program works for users and how the program is administered.

**Additional Information**

Please share additional examples and/or stories that demonstrate successes or challenges you face in terms of parking management.

Thank you for your time!

*Page 4 of 4*

# *Appendix C: Employer Questionnaire*

<u>Opening Script:</u>

My name is ________________ and I'm with TransManage, a service of the Bellevue Downtown Association. We're assisting the City of Bellevue with gathering information from employers about the commuting and parking benefits you provide to your employees in Downtown Bellevue. The purpose of these interviews is to better understand the downtown parking environment and to check our progress toward transportation goals stated in the City's Comprehensive Plan. The data we collect will be combined with other companies' data with no identifying information.  May I have [about 10 minutes OR [10-15 minutes] of your time?

IF THEY ASK: The City will compile a report for planning purposes of aggregate, anonymous data. If you would like a copy of the report I can add you to a list and we will send you one when it is completed.

1. How many employees do you have at your company working in Downtown Bellevue?

    ____________________

2. Does your company provide commute benefits to employees?

    ___Yes    GO TO QUESTION 2a [BELOW]
    ___No    *SKIP* TO QUESTION 3

    2a. Which of the following commute benefits does you company provide?

    EXAMPLES TO USE AS PROMPTS:

    - ☐ Transit subsidy: $__________________________________
    - ☐ Vanpool subsidy: $_________________________________
    - ☐ Carpool subsidy: $_________________________________
    - ☐ Bike subsidy: $_____________________________________
    - ☐ Walk subsidy: $_____________________________________
    - ☐ Carpool participation subsidy: $_______________________
    - ☐ Carpool parking subsidy: $___________________________
    - ☐ Carpool parking [designated/preferential] (CIRCLE)
    - ☐ Vanpool participation subsidy: $_______________________
    - ☐ Vanpool parking subsidy: $___________________________
    - ☐ Vanpool parking [designated/preferential] (CIRCLE)
    - ☐ Monetary transportation allowance

        How much?_____________ per [month/year] (CIRCLE)

        What can it be used for?_______________________________________

______________________________________________________________

3. How many parking spaces do you have available for your employees in Downtown Bellevue?

   Number of spaces: _____________________

4. Do you own or lease your employee parking facilities in Downtown Bellevue?

   ____Own all *SKIP* TO QUESTION 7
   ____Lease all *SKIP* TO QUESTION 5
   ____Both GO TO QUESTION 4a [BELOW]

   4a. If both, please provide a breakdown of the approximate number of spaces in each category.

   ____Own ___________Number of spaces

   ____Lease ___________Number of spaces

5. How much do you pay your parking provider?

   Per space:__________________________ (specific amount or range)

   Flat rate:____________________________ (specific amount or range)

6. Do you have the ability to adjust the number of spaces you lease each month?

   ___Yes
   ___No

7. Is all or some of your parking for downtown employees off-site?

   ___Yes GO TO QUESTIONS 7a – 7c [BELOW]
   ___No *SKIP* TO QUESTION 8

   7a. How many off-site spaces do you have?

   Number of spaces: ______

   7b. What is the distance from the off-site spaces to your offices?

   Distance: ___________________________________________

   7c. How do your employees typically get from the off-site parking to their offices?

   ____Walk
   ____Shuttle
   ____Other: ______________________________________________________

   _________________________________________________________________

______________________________________________________________

______________________________________________________________

8. Next I'd like to ask about how parking fees are structured and how much employees pay for parking. First of all, does your company provide free full-time parking for all employees, whether or not they receive a commute subsidy?

___Yes *SKIP* TO QUESTION 14
___No GO TO QUESTION 9 [BELOW]

9. Do different employees at your company pay different parking rates?

___Yes GO TO QUESTION 9a [BELOW]
___No *SKIP* TO QUESTION 10

9a. Please describe the various rates and the criteria determining who pays what rate.

Rate:________ Criteria:______________________________
Rate:________ Criteria:______________________________
Rate:________ Criteria:______________________________
Rate:________ Criteria:______________________________
Rate:________ Criteria:______________________________

☐ Refused GO TO QUESTION 9b [BELOW]

9b. Would you mind providing ranges within $20 or so?

Rate:________ Criteria:______________________________
Rate:________ Criteria:______________________________
Rate:________ Criteria:______________________________
Rate:________ Criteria:______________________________
Rate:________ Criteria:______________________________

10. How much do your employees pay for parking?

$_______________ per _____________ [month/year] (CIRCLE)

☐ Refused GO TO QUESTION 10a [BELOW]

10a. Would you mind providing a range per month within $20 or so?

$_______________ per _____________ [month/year] (CIRCLE)

11. Do your employees have an “either/or” choice between an alternative commute subsidy and a full-time parking space, or can they choice to receive both?

____Either/or choice GO TO QUESTION 12 [BELOW]
____Can receive both *SKIP* TO QUESTION 14
____Don't know GO TO QUESTION 12 [BELOW]

12. Do your employees without a full-time parking space have access to daily parking for occasional use?

___Yes GO TO QUESTIONS 12a – 12b [BELOW]
___No *SKIP* TO QUESTION 13

12a. Could you please describe what occasional-use parking is available and for what fees? (OPEN-ENDED QUESTION)

______________________________________________________________________

______________________________________________________________________

______________________________________________________________________

______________________________________________________________________

EXAMPLES TO USE AS PROMPTS IF NEEDED:

- Free park days
  How many? _______
- Daily parking available onsite or nearby
  What is the fee? _____________
- Other daily parking privileges provided by your company, such as parking for a certain number of days per month________________________________________
  What is the fee? _____________

12b. Does the occasional use parking you just described include in and out privileges?
___Yes
___No

13. Do your employees without a full-time parking space have access to weekend parking onsite or nearby?

___Yes GO TO QUESTION 13a [BELOW]
___No *SKIP* TO QUESTION 14

13a. What is the fee? _____________

14. Which of the following best describes the availability of parking for your employees?

___Surplus of spaces
___Sufficient
___A bit tight
___Insufficient

15. Do you have plans to change the number of parking spaces available to your employees in the future?

____________________________________________________________

____________________________________________________________

____________________________________________________________

____________________________________________________________

16. What parking-related issues are you aware of at your company, such as cost or availability?

____________________________________________________________

____________________________________________________________

____________________________________________________________

____________________________________________________________

17. Is there anything else you would like to add?

____________________________________________________________

____________________________________________________________

____________________________________________________________

____________________________________________________________

Thank you very much for your time and willingness to participate in this survey.

# *Appendix D: Developer Questionnaire*

Introduction and Purpose

The Bellevue Downtown Association and its transportation partners, the City of Bellevue and King County Metro, are collecting information to assess downtown parking conditions in light of increasing development and to track the accomplishment of comprehensive plan goals for non-single-occupant vehicle commute trips. We would like to ask for 10-15 minutes of your time to get your perspectives on parking in development decisions.

Questions

1. For the projects in Downtown Bellevue you are developing and have developed over the last 2-3 years, roughly what number of spaces per 1,000 square feet and/or portion of the maximum spaces allowed have you constructed?

2. So you have been constructing…

   CHOOSE FROM BELOW DEPENDING ON QUESTION 1 RESPONSE:

   …the maximum parking spaces allowed.
   …below the maximum of parking spaces allowed.
   …parking ratios that vary from the maximum to below the maximum.

   What factors drive your decisions on how much parking to build?

   (OPEN-ENDED QUESTION; PROMPT WITH QUESTIONS #2A AND/OR #2B AS APPROPRIATE)

   a) *(If applicable)* What [additional] factors drive your decision to build the **maximum** parking spaces allowed?

      (OPEN-ENDED QUESTION; PROMPT WITH QUESTIONS BELOW AS APPROPRIATE)

____To meet the needs of building users

Specific users in particular? (employer tenants, retail tenants, visitors, customers, other)

____To attract tenants, visitors, customers

____Data on parking usage indicates the need

____To meet requirements of banks/institutions providing financing for the development
Probe: Can you elaborate on this?

____To accommodate potential future parking needs at the site

Probe: Can you elaborate on this?

i) Other factors: What?

b) *(If applicable)* What [additional] factors drive your decisions to build **fewer spaces than the maximum** allowed?

(OPEN-ENDED QUESTION; PROMPT WITH QUESTIONS BELOW AS APPROPRIATE)

____Save on construction costs

____Save on land costs

____Maximum not needed

Probe: Why?

____Anticipated that users will have high rate of non-drive alone travel
____Lower than typical density of building occupants

____Shared parking with other building/facility
____Other:

____Other/special circumstances

3. Looking at the next 5-10 years, do you expect the number of spaces you build per square foot to be based on the same factors or different ones?

4. In addition to what you have already mentioned, what downtown-wide trends do you anticipate in relative **demand** for parking spaces per 1,000 square feet over the next five or ten years, given your knowledge and understanding of the market?

   OPEN-ENDED QUESTION; PROMPT WITH POTENTIAL ANSWERS BELOW AS APPROPRIATE:

____Relative parking demand will remain stable

Why?

____Relative parking demand will increase

Why?

__Relative parking demand will decrease

Why?

____Increased use of alternate travel modes
____Greater proximity between residences and workplaces/businesses

5. In addition to what you have already mentioned, what downtown-wide trends do you anticipate in relative parking **supply** per 1,000 square feet over the next five or ten years, given your knowledge and understanding of the market?

   OPEN-ENDED QUESTION; PROMPT WITH POTENTIAL ANSWERS BELOW AS APPROPRIATE:

____Relative parking supply will remain stable

Why?

____Relative parking supply will increase

Why?

____Relative parking supply will decrease

Why?

____Relative parking supply will decrease

Why?

6. What do you see as additional issues related to parking in Downtown Bellevue?

7. As more people come to live and work in Downtown Bellevue, how would you approach the issue of maintaining traffic flow?

8. Is there anything else you would like to add?