



CITY OF PORTLAND, OREGON

BUREAU OF DEVELOPMENT SERVICES

1900 SW Fourth Avenue, Suite 1500, Portland, Oregon 97201, 503-823-7526
www.bds.ci.portland.or.us



Central City Parking Review Approval Criteria

Parking in the Central City Plan District, Ch. 33.808

What is Central City Parking Review?

A Central City Parking Review is a land use review for parking in the Central City Plan District. While most parking is allowed without a land use review, some types of parking require it. After review, the parking may be permitted if the specific approval criteria are met.

How will the Bureau of Development Services review my proposal?

Your Central City Parking Review proposal will be reviewed in a Type III procedure. This review procedure is explained in this packet.

What must I do to complete the application process?

A checklist of the things you will need to submit with your application is included at the front of this packet. Use the checklist as a guide as you work through the application packet. In addition, the Pre-Application Conference notes will list items you need to submit.

The written statement mentioned in the checklist is your opportunity to show how your proposal meets the necessary approval criteria. In addition to the written statement, you may include drawings and other documents which demonstrate how your proposal meets the approval criteria. Directions on how to address the approval criteria are included in this packet.

The site plan is a drawing that shows that your proposal meets the site development standards for your proposed use in your zone. Site development standards regulate how you can develop your site. In some cases, you will also submit building/landscaping plans that help show that you are meeting the site development standards. This application packet also includes a hand out that lists all the information that should be included on the site plan.

Additional information may also be required, depending on your proposal. If specified in the criteria, you may also have to submit a transportation impact analysis, a transportation management plan, a parking management plan, a parking demand analysis, a phased development plan, or carbon monoxide hot spot analysis. In addition, at the time of application you may have to submit signed letters of agreement with the Parking Manager. The letters show your agreement to provide both “as built” drawings of the parking area, and operations reports.

About parking in the Central City Plan District

Parking in the plan district is subject to a special set of regulations, and is treated differently than parking elsewhere in the city. These regulations are set out in Chapter 33.510 of the Zoning Code; this packet addresses the approval criteria for those parking facilities that need to go through a land use review.

How to address the approval criteria

The burden of proof is on you to show how your request meets each of the approval criteria that are listed below. You should submit a separate written statement in which you address each item. In your written statement, use the approval criteria as an outline, so that anyone who reads your application can find where

you have addressed each item. If criteria do not apply to your proposal, state why; for example, “Does not apply because this site is not in the Lloyd District” or “Does not apply because this proposal is not for Visitor Parking.”

Requests for Central City Parking Review will be approved if the review body finds that all of the approval criteria have been met. Be sure to address each item.

Approval criteria

- A. The proposal will not by itself, or in combination with other parking facilities in the area, significantly lessen the overall desired character of the area. The desired character of the area is determined by City-adopted area, neighborhood, or development plans; by Comprehensive Plan designations and zoning, and by allowed densities.
- B. The transportation system is capable of safely supporting the proposed facility in addition to the existing uses in the area. Evaluation is based on the transportation impact analysis and includes factors such as street capacity and level of service, on-street parking impacts, access requirements, impacts on transit operations and movement, impacts on the immediate and adjacent neighborhoods, and pedestrian and bicycle safety.
- C. The parking facility is in conformance with the street classifications of the Central City Plan District and the Central City Transportation Management Plan.
- D. If the proposal will generate more than 100 vehicle trips during the peak hour commute; and is Growth Parking or is Preservation Parking where the parking area is created through internal conversion of a building, by excavating under the building, or by adding gross building area to the building: The Transportation Management Plan includes measures to increase the number of trips taken by alternatives to the single-occupant vehicle during the peak hour commute.
- E. If the site is in the RX zone, the parking will not by itself or in combination with other nearby parking, decrease the desirability of the area for the retention of existing housing or the development of new housing.
- F. If the site is within the areas shown on the “CCTMP Hot Spot Area Map,” the carbon monoxide hot spot analysis meets Federal air quality standards, as determined by the Portland Department of Transportation and Oregon Department of Environmental Quality. The map is maintained by the Parking Manager.
- G. If the proposal is for Preservation Parking, and the parking is not under the same ownership as the buildings for which the parking is provided, criteria G.1 and G.2, below, apply. If the proposal is to convert Visitor Parking to Preservation Parking, criteria G.1 through G.3, below, apply.
 - 1. The agreements between the garage operator and the owners of the buildings for which the parking is provided are for at least 10 years; and
 - 2. For initial approval, the agreements cover 100 percent of the Preservation Parking.
 - 3. The parking demand analysis shows there is not a need for Visitor Parking at this location.
- H. If the proposal is for Visitor Parking, the parking demand analysis shows a need for this parking at this location. The analysis must show the following criteria are met:
 - 1. At least 65 percent of the short term parking demand is from uses within 750 feet of the parking structure or lot; and
 - 2. At least one of the following is met:
 - a. There is a cumulative increase in short-term parking demand due to an overall increase in activity associated with existing or new retail or other visitor-related uses; or
 - b. The parking will serve major new attractions or retail development, or
 - c. There has been a significant loss of on-street parking due to recent public works projects, or
 - d. There has been a significant loss of short-term parking spaces.

3. If the site is in an I zone, all of the following are met:
 - a. The parking will primarily serve industrial firms;
 - b. The parking facility will not have significant adverse effects on nearby industrial firms; and
 - c. The parking facility will not significantly alter the overall industrial character of the area, based on the existing proportion of industrial and non-industrial uses and the effects of incremental changes.

I. If the site is in the Core Area:

1. If the proposal is for Growth, Visitor, or Residential/Hotel Parking: The parking management plan supports alternatives to the single-occupant commuting vehicle through accommodations for carpooling, short-term parking, and other demand management measures appropriate to the type, size, and location of the parking facility, and consistent with the Central City Transportation Management Plan. If the proposal is for Visitor Parking, the parking management plan ensures that the parking will be primarily used for short-term parking.
2. If the proposal is for Preservation Parking:
 - a. There are adequate spaces in the Replacement Reserve or Pool, which are administered by the Parking Manager; and
 - b. The Parking Management Plan includes measures to ensure that:
 1. The parking is used primarily for commitments of at least 10 years to buildings that have less than 0.7 parking spaces per 1,000 square feet of net building area, and
 2. Other uses of the parking will occur only when the spaces are not used by the contracted parkers.
3. If the proposal is for Growth or Visitor Parking on a surface parking lot:
 - a. It will be an interim use only, as documented by the phased development plan;
 - b. The phased development plan ensures that the later phases of development are realistically feasible, taking into account such factors as location of buildings on the site and zoning of the site; and
 - c. The first phase of development in the phased development plan includes creation of gross building area, and uses other than parking.
4. If the proposal is for Residential/Hotel Parking on a surface parking lot, and the parking will serve a residential use, either I.4.a or I.4.b, below, apply.
 - a. If the total surface parking area on the site is 40,000 square feet or less and the parking is an interim use, the criteria of Paragraph I.3, above, are met; or
 - b. If the total surface parking area on the site is more than 40,000 square feet or the parking is not an interim use, the Parking Management Plan includes measures to ensure that the surface parking is serving only the residential uses.
5. If the proposal is for new access for motor vehicles within 75 feet of a Light Rail Alignment, but not on the alignment itself, criteria I.5.a through I.5.c, below, apply. If the proposal is for new access for motor vehicles on a Light Rail Alignment, criteria I.5.a through I.5.e, below, apply.
 - a. There will not be a significant adverse impact on transit operations;
 - b. There will not be a significant adverse impact on operation and safety of vehicle and bicycle circulation;
 - c. There will not be a significant adverse impact on the overall pedestrian, bicycle, and transit environment and safety. A driveway is not automatically considered such an impact. On blocks where stations are located, the pedestrian environment on both sides of the streets will be considered and protected;
 - d. Motor vehicles can enter and exit the parking facility without being required to cross the tracks of a light rail alignment;

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- e. The development includes at least 0.8 FAR of retail, office, hotel or residential development in the same structure and on the same block as the parking. The retail, office, hotel or residential development must be on multiple levels. For purposes of this paragraph, net building area will be counted towards this requirement if any portion of the floor to be counted is at or above any adjacent grade.
6. If the proposal is for a parking structure—a building where parking occupies more than 50 percent of the gross building area—within 100 feet of Fifth and Sixth Avenues between NW Glisan and SW Mill Streets:
 - a. There will not be a significant adverse impact on the overall pedestrian environment and safety;
 - b. There will not be a significant adverse impact on vehicle operation and safety, and
 - c. The development includes at least 0.8 FAR of retail, office, hotel or residential development in the same structure and on the same block as the parking. The retail, office, hotel or residential development must be on multiple levels. For purposes of this paragraph, net building area will be counted towards this requirement if any portion of the floor to be counted is at or above any adjacent grade.
- J. If the site is outside the Core Area:
1. If the proposal is for Growth or Visitor Parking: The parking management plan supports alternatives to the single-occupant commuting vehicle through accommodations for carpooling, short-term parking, and other demand management measures appropriate to the type, size, and location of the parking facility, and consistent with the Central City Transportation Management Plan. If the proposal is for Visitor Parking, the parking management plan ensures that the parking will be primarily used for short-term parking.
 2. If the proposal is for new access for motor vehicles within 75 feet of a Light Rail Alignment, but not on the alignment itself, criteria J.2.a through J.2.c, below, apply. If the proposal is for new access for motor vehicles on a Light Rail Alignment, criteria J.2.a through J.2.d, below, apply.
 - a. There will not be a significant adverse impact on transit operations;
 - b. There will not be a significant adverse impact on operation and safety of vehicle and bicycle circulation;
 - c. There will not be a significant adverse impact on the overall pedestrian, bicycle, and transit environment and safety. A driveway is not automatically considered such an impact. On blocks where stations are located, the pedestrian environment on both sides of the streets will be considered and protected; and
 - d. Motor vehicles can enter and exit the parking facility without being required to cross the tracks of a light rail alignment.
- K. If the site is in the Lloyd District Subdistrict, Goose Hollow Subdistrict, Central Eastside Subdistrict, Lower Albina Subdistrict or River District Sectors 1 or 2:
1. If the proposal is for Growth or Visitor Parking: The parking management plan supports alternatives to the single-occupant commuting vehicle through accommodations for carpooling, short-term parking, and other demand management measures appropriate to the type, size, and location of the parking facility, and consistent with the Central City Transportation Management Plan. In addition:
 - a. If the proposal is for Visitor Parking, the parking management plan ensures that the parking will be primarily used for short-term parking; and
 - b. If the proposal is for Growth Parking to serve office uses, and there are more than 60 spaces included that will serve non-office uses: The parking management plan ensures that there is operational or physical separation of the office and non-office parking, so that the office users do not have access to the non-office parking.
 2. If the proposal is for Preservation Parking, the parking management plan includes measures to ensure that:

- a. If the parking will serve office uses, the parking is used primarily for buildings that have less than the maximum ratio allowed for the parking sector, and
 - b. If the parking will serve both office and non-office uses, and there are more than 60 spaces included that will serve non-office uses: The parking management plan ensures that there is operational or physical separation of the office and non-office parking, so that the office users do not have access to the non-office parking; and
 - c. Other uses of the parking will occur only when the building contracting for the parking does not need the spaces.
3. If the proposal is for Growth or Preservation Parking for non-office uses, and there will be more than 60 spaces on the site:
- a. There will not be a significant adverse impact on transit operations;
 - b. There will not be a significant adverse impact on operation and safety of vehicle and bicycle circulation; and
 - c. There will not be a significant adverse impact on the overall pedestrian, bicycle, and transit environment and safety. A driveway is not automatically considered such an impact.
4. If:
- a. The site is in a C, E, OS, or R zone;
 - b. The proposal is for Growth, Preservation, Visitor, or Residential/Hotel Parking; and
 - c. The site is in the Lloyd District Subdistrict, Goose Hollow Subdistrict, or Central Eastside Sectors 2 or 3, and the proposal is for a surface parking lot where the total surface parking area on the site is larger than 40,000 square feet in area; or
 - d. The site is in the Lower Albina Subdistrict; Central Eastside Sectors 1, 4, 5, or 6; or River District Sectors 1 or 2; and the total surface parking area on the site is larger than 40,000 square feet in area, or the parking area covers more than 30 percent of the site, whichever is larger;

The following must be met:

- e. The amount of parking area larger than 40,000 square feet will be an interim use only, as documented by the phased development plan;
 - f. The phased development plan ensures that the later phases of development are realistically feasible, taking into account such factors as location of buildings on the site and zoning of the site; and
 - g. The first phase of development in the phased development plan includes creation of gross building area, and uses other than parking.
- L. If the site is in the Lloyd District, and the proposal is for Preservation Parking: There are adequate spaces in the Replacement Reserve, which is administered by the Parking Manager.
- M. If the site is in the Goose Hollow Subdistrict, and the proposal is for Undedicated General Parking:
- 1. The facility will provide parking primarily to those whose destination or residence is within the boundaries of the Goose Hollow Neighborhood, as shown on the most recent Neighborhood Boundaries Map published by the Office of Neighborhood Involvement. Long-term parking by others is prohibited. Short-term parking may be made available to others if it is coupled with a mechanism to ensure it is short-term parking. A parking management plan will be submitted to document how this criterion will be met;
 - 2. The number of spaces provided is the same or less than the number of parking spaces being removed by the light rail construction;
 - 3. The transportation system is capable of safely supporting the proposed use in addition to the existing uses in the area. Evaluation factors include street capacity and level of service, access to arterials, access requirements, and neighborhood impacts;

4. The proposal will not by itself, or in combination with other parking facilities in the area, significantly affect the character of the area by discouraging housing and commercial uses which are compatible with a growing community;
 5. If the proposal is for a surface parking lot, the proposed parking area will meet or exceed the landscaping and screening standards applicable to the site and for parking areas;
 6. Design of the facility will provide for a safe and attractive pedestrian environment. Evaluation factors include the following: number and location of curb cuts; visibility at curb cuts; and adequate separation, landscaping, and screening between the sidewalk and surface parking areas to reduce the impact on adjacent public and private spaces; and
 7. If the proposed access to the facility is within 75 of a light rail alignment, the access should be as far as possible from the light rail alignment. Access will be onto the right-of-way proposed for or containing the light rail alignment only if no other access is feasible.
- N. If the site is in the South Waterfront subdistrict and the proposal is for surface parking:
1. If the proposal is for parking on a surface lot where the total surface parking area on the site exceeds the threshold of Paragraph N.3., below, criteria N.4.a. through N.4.c., below, apply. If the site is in an R, C, E, or OS zone; and is for Growth, Preservation, Visitor, or Residential/Hotel Parking; and is not created in conjunction with a regional attractor, criteria N.4.d. through N.4.f., below, also apply.
 2. If the proposal is for Growth or Preservation parking on a surface lot, and if the proposal includes supplemental parking as specified in Subparagraph 33.510.267.A.3.b., criteria N.4.a. through N.4.f., below, apply.
 3. Threshold: The amount of surface parking area on the site is larger than 40,000 square feet, or the parking area covers more than 30 percent of the site, whichever is larger.
 4. Approval criteria.
 - a. There will not be a significant adverse impact on transit operations;
 - b. There will not be a significant adverse impact on operation and safety of vehicle and bicycle circulation;
 - c. There will not be a significant adverse impact on the overall pedestrian, bicycle, and transit environment and safety. A driveway is not automatically considered such an impact;
 - d. Interim use.
 1. If the amount of parking area exceeds the threshold in Paragraph N.3, above, the amount of parking area that exceeds the threshold will be an interim use only, as documented by the phased development plan; and
 2. If the proposal includes supplemental parking as specified in Subparagraph 33.510.267.A.3.b., the supplemental parking will be an interim use only, as documented by the phased development plan;
 - e. The first phase of development in the phased development plan includes creation of gross building area, and uses other than parking; and
 - f. The phased development plan ensures:
 1. That the later phases of development are realistically feasible, taking into account such factors as location of buildings on the site and zoning of the site; and
 2. After the final phase is built, the threshold in Paragraph N.3, above, will not be exceeded.
- O. If the site is in the South Waterfront subdistrict and the proposal is for residential parking that will be operated as commercial parking, the proposal must meet the approval criteria for Visitor Parking in the South Waterfront subdistrict.

*For more information visit or call the Planning and Zoning staff at the
Development Services Center at 1900 SW 4th Ave, Suite 1500, 503-823-7526*

Information is subject to change, for current Portland Zoning Code visit www.planning.ci.portland.or.us