



**City of Santa Barbara**  
Downtown Parking Committee

**Memorandum**

**DATE:** October 12, 2017

**TO:** Downtown Parking Committee

**FROM:** Rob Dayton, Transportation Planning and Parking Manager

**SUBJECT:** PROPOSED VALET PARKING ORDINANCE

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**RECOMMENDATION:**

That the Downtown (DPC) Parking Committee receive an update from staff and provide input to the ongoing efforts to draft a Valet Parking Ordinance and the accompanying Rules and Regulations.

**DISCUSSION:**

On July 25, 2017, staff presented a draft ordinance regulating valet parking to Council's Ordinance Committee. The Ordinance Committee directed staff to take the proposed Ordinance and Rules and Regulations to the DPC to seek their input and guidance.

Staff met with valet operators to review the draft Rules and Regulations, received their feedback and made adjustments to the draft Rules and Regulations. These Rules and Regulations were brought to the DPC on September 14, 2017. Staff will continue to incorporate input from the operators, businesses and the public in order to ensure the public's safety and an operation that balances the needs of the stakeholders. At the September meeting, the City's Building Official expressed the importance of compliance with the Americans (ADA) with Disabilities Act.

On October 11, 2017, staff will be meeting with the City's Building Official and will share the results of that meeting with the DPC at the October 12 meeting. Also, Staff and the Valet operators will be meeting with the Building Official on October 12, after the DPC meeting, to discuss how to best incorporate ADA requirements with valet operations. Staff will be meeting with the Access Advisory Committee on November 10, 2017 to receive their input regarding valet operations and compliance with the ADA.

As this process moves forward, staff will revise the Ordinance and the Rules and Regulations as necessary, in order to best comply with the ADA, Traffic Safety issues, and balance the interests of the stakeholders in order to provide the DPC for the appropriate recommendation to the City Council Ordinance Committee.

## **PROPOSED VALET PARKING ORDINANCE**

The proposed ordinance is written in order to permit the safe operation of valet parking within the City's right of way. A permit would be issued to the valet operator.

Each proposed valet parking location will be evaluated for: public safety and convenience, the number of people serviced by the location, proximity to other parking valet operations, and existing demands for curb use on the street(s) near the proposed location. The draft rules and regulations were written to also address the storage of valeted vehicles.

Staff is recommending that the proposed Valet Parking Ordinance not address off-street valet operations, where no part of the public right-of-way is being used for drop off, pick-up or storage. In these situations, the Valet Operator would not be required to obtain a permit, but would be required to advise Downtown Parking staff of the event. The existing draft of the proposed Ordinance will be edited for DPC's review.

Based on the input received from the stakeholders and the DPC, staff recommends adding the following Valet related fees to the Downtown Parking Fee Resolution:

- For ongoing operations; a one-time fee of \$400 that would serve as a set-up fee. This fee would cover the cost of signs and curb painting, and plan check...
- For ongoing operations; an annual fee of \$1,200 that would cover the cost of staff time to administer the permit and to monitor the valet operations, either on the street or in the City parking lots. This fee could be adjusted the following year if the actual staff time needed to ensure compliance is lower than has been estimated.
- For temporary permits; a one-time fee of \$30 is proposed to be charged for parking spaces that are time limited in any way. This is the same fee valet parking operators pay now at the Public Works front counter.

A \$100 valet parking event permit fee already exists in the Downtown Parking Fee Resolution for valet operations within City parking lots. This amount covers the costs for the additional staffing needed to monitor operations.

There would be no fee assessed for vehicles stored within the public right of way. For vehicles stored in the City's parking lots, a per-vehicle fee would be paid after the event, calculated on the length of stay in the lot.

**NEXT STEPS:**

- On October 11, staff will meet with the City's Building Official to discuss how ADA requirements might affect Valet operations and permitting.
- On October 12, 2017, staff will give an update of the proposed Valet Ordinance and Rules and Regulations to the DPC for their review as well as provide additional opportunity for public comment.
- On October 12 2017, Staff and Valet Operators will meet with the City's Building Official to discuss ADA.
- The next DPC meeting is scheduled for Thursday November 9, 2017.
- On November 10, 2017, staff will attend the Access Advisory Committee meeting to receive their input regarding Valet operations, permitting and ADA compliance.
- On December 14, 2017, the DPC may forward a recommendation to the Council Ordinance Committee.