Planning and Zoning Commission Agenda Memorandum
Meeting Date: 3-12-20

TITLE: Discussion – Zone Text Amendment to Section 5.8 Off-Street Parking of the Unified Development Code (UDC) – Self-Storage Facilities

SUBMITTING DEPARTMENT: Planning Department

ATTACHMENTS: Letter from Loge Properties LLC dated February 21, 2020 Exhibit A – Excerpts from the UDC – Redlines

BACKGROUND

At the February 27, 2020 meeting, the Planning Commission received a letter from Loge Properties LLC (attached) requesting that the Town consider initiating a zone text amendment to the Unified Development Code (Chapter 17 of the Carbondale Municipal Code) to revise parking regulations, specifically off-street parking requirements for the “Self-Storage Facility (mini-storage)” use category.

At the meeting the Commission indicated they were willing to consider the amendment and asked Staff to bring it back as a discussion item. The Commission also requested a draft amendment to review.

DISCUSSION

Mini-storage uses are grouped together with storage facilities and storage and contractor yards under Storage and Warehousing when it comes to calculating required number of parking spaces. Schedule A (Table 5.8-1) in the UDC indicates the parking requirements for these uses are located in Table 5.8-2 Off-Street Parking Schedule B. Schedule B currently requires one parking space per 1,250 sq. of floor area for mini-storage facilities.

Staff has not used Schedule B in-depth since it was developed for the UDC in 2016. Staff went to the original redline and found the following explanation for Schedule B:

“Schedule B is intended to allow the Town to determine the appropriate parking requirements for uses that have different areas of focus on one site, with each focus area subject to different parking demands. The applicant sums up the...
parking requirements based on the square footage of each focus area to
determine the cumulative parking requirement.”

The actual language in the UDC for Schedule B is as follows:

“Uses that reference “Schedule B” in Off-Street Parking Schedule A shall provide
the minimum number of off-street parking spaces listed in Table 5.8-2 below.
Unless otherwise approved, lots containing more than one activity shall provide
parking and loading in an amount equal to the total of the requirements for all
activities.”

Staff went through Schedule A to determine what other land uses have their parking
requirements housed in Schedule B. The list is as follows:

- Park, playground, open space
- Medical marijuana infused product manufacturer
- Optional medical marijuana cultivation premises
- Retail marijuana cultivation facility
- Retain marijuana products manufacturing facility
- Retail marijuana testing facility
- Asphalt and concrete batch plant
- Gravel and mineral extraction and processing
- Assembly, fabrication, manufacturing, and/or testing
- Outdoor storage
- Storage Facilities, storage and contractor yards and mini-storage facilities
- Automotive salvage yard
- Construction waste recycling and compacting facility
- Recycling of metals, paper, plastic, or automotive oil

Schedule B has a straight-forward list of activities as follows:

- Office or Administrative Area
- Indoor Sales Area
- Outdoor Sales/Display/or Storage Area (3,000 SF or less)
- Outdoor Sales/Display/or Storage Area (over 3,000 SF)
  - Motor Vehicles/Equipment Sales
  - Other Sales/Display/Storage
- Indoor Storage/Warehousing/Vehicle Service/Manufacturing Area
  - (four categories with range of square footage and parking requirements)

Schedule B makes sense in that it provides flexibility when calculating off-street parking
requirements for facilities that are comprised of different uses, i.e., office, outdoor
storage, sales area, etc.

Most of the uses which fall under Schedule B have employees. Mini-storage uses may
or may not have an on-site manager.
Loge Properties LLC included a comparison of off-street parking requirements for mini-
storage uses in various cities. Some of the cities require a certain number of parking
spaces based on square footage of the facility. Some cities require parking based on
the number of storage units. Other calculating parking based on the type of unit
(internal vs. external). Regardless of how the parking is required in other communities,
it appears that Carbondale’s off-street parking requirements are high and may warrant
reduction.

After reviewing the various methods, Staff would recommend starting with a base
number of five spaces and then requiring additional parking spaces based on the
number of storage units as follows:

5 parking spaces plus one space per 60 units

Staff has included a redline of the UDC to show how the amendment would appear in
the UDC.

AMENDMENTS TO THE UNIFIED DEVELOPMENT CODE

Section 2.4.1.C.3.b. states amendments to the UDC may be approved if the Town finds
that all of the following approval criteria have been met:

1. The proposed amendment will promote the public health, safety, and general
   welfare;

2. The proposed amendment is consistent with the Comprehensive Plan and the
   stated purposes of this Unified Development Code; and

3. The proposed amendment is necessary or desirable because of changing
   conditions, new planning concepts, or other social or economic conditions.

FISCAL ANALYSIS

There do not appear to be any fiscal impacts related to this zone text amendment.

RECOMMENDATION

Staff would recommend that the Planning Commission discuss the proposed
amendment. If the Commission is inclined to initiate a zone text amendment as allowed
in UDC Section 2.4.1.B., Staff would recommend the following motion: {Move to initiate
a zone text amendment to revise off-street parking requirements for the "Self-
Storage Facility (mini-storage)" use category.

Prepared By: Janet Buck, Planning Director
Loge Properties LLC
414 Aspen Airport Business Center, Unit A
Aspen, CO 81611

February 21, 2020

Planning & Zoning Committee of the Town of Carbondale
Town of Carbondale
511 Colorado Avenue
Carbondale Colorado, 81623

Members of the Planning and Zoning Committee of Carbondale:

Thank you for your feedback and support during the 1201 Main St. Major Site Plan Review process. As we begin to work on our next project, we would like you to consider a potential amendment to the UDC: reducing the parking requirements for self-storage (mini-storage) projects. Currently, the UDC requires one parking space per 1,250 gross square feet. Based on (i) data from Sopris Self-Storage (located at 1201 Colorado Ave) and (ii) parking requirements in other cities in the region, we request that the parking requirements for self-storage be amended to 1 space per 80 storage units with a minimum of six spaces. We believe this amendment would lead to cleaner and more appealing site plans by eliminating excess parking spaces that will not be used.

The number of daily visitors to self-storage facilities is fairly low. Most people visit their units infrequently and visit times are relatively brief. These trends are exemplified by data from Sopris Self-Storage, which consists of 26,282 SF of rentable storage in 270 storage units and 700 SF of office space. To our knowledge, neither the Town nor the owner of the facility has ever received complaints regarding insufficient parking. At Sopris Self-Storage, tenants must input unique passwords to enter and exit through an automated gate, allowing the facility to keep track of who visits the facility and when those visits occur. We have attached a summary of the maximum number of concurrent visitors to Sopris Self-Storage each day in June 2019, December 2019 and January 2020 (Exhibit A). Units per maximum visitor and Rentable SF / maximum visitor are also shown to normalize for facility size. In June 2019, the median (and average) number of maximum concurrent visitors was three (90 units per visitor). In December 2019 and January 2020, the median (and average) was two (135 per visitor).

We do not believe the low visitor count and parking usage at Sopris Self-Storage is an anomaly. Many other cities and towns in the region have adopted parking requirements that reflect a similar usage pattern (Exhibit B). The list of cities in Exhibit B is by no means exhaustive, but a variety of population levels and states are represented. Based on the current parking requirements in the UDC, a 72,000 SF storage building would require 58 parking spaces. Of the 25 cities listed in Exhibit B, the same development would require between one and 18 parking spaces, with an average of five and a median of three. Our proposal of 1 per 80 units with a minimum of six spaces would require seven spaces.
Based on the evidence above, we believe that our proposed reduction would still provide sufficient parking to future self-storage facilities. Reduced parking requirements that better reflect the low usage intensity of self-storage properties would lead to more appealing developments and a more efficient use of space.

Best,

Jack Schrager
Partner

Riley Soderquist
Partner
### Exhibit A: Sopris Self-Storage Visit Data

<table>
<thead>
<tr>
<th></th>
<th>June 2019</th>
<th>December 2019</th>
<th>January 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Data</strong></td>
<td>Max Visitors</td>
<td>Units / Max Visitors</td>
<td>SF / Max Visitor</td>
</tr>
<tr>
<td>6/7/19</td>
<td>90</td>
<td>4.380</td>
<td>13.544</td>
</tr>
<tr>
<td>6/10/19</td>
<td>90</td>
<td>4.380</td>
<td>13.544</td>
</tr>
<tr>
<td>6/12/19</td>
<td>90</td>
<td>4.380</td>
<td>13.544</td>
</tr>
<tr>
<td>6/14/19</td>
<td>90</td>
<td>4.380</td>
<td>13.544</td>
</tr>
<tr>
<td>6/16/19</td>
<td>90</td>
<td>4.380</td>
<td>13.544</td>
</tr>
<tr>
<td>6/18/19</td>
<td>90</td>
<td>4.380</td>
<td>13.544</td>
</tr>
<tr>
<td>6/19/19</td>
<td>90</td>
<td>4.380</td>
<td>13.544</td>
</tr>
<tr>
<td>6/20/19</td>
<td>90</td>
<td>4.380</td>
<td>13.544</td>
</tr>
</tbody>
</table>
## Exhibit B: Self-Storage Off-Street Parking Requirements in Various Cities

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Parking Requirements</th>
<th>Required Spaces for Sopris Self-Storage Expansion (72,000 GSF, ~550 units)*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flagstaff</td>
<td>AZ</td>
<td>3 plus 1 per 100 storage units</td>
<td>9</td>
</tr>
<tr>
<td>Prescott</td>
<td>AZ</td>
<td>5 plus 1 per 100 storage units</td>
<td>11</td>
</tr>
<tr>
<td>Tucson</td>
<td>AZ</td>
<td>2 plus 1 per 4,000 SF of internal units (no parking required for external garages)</td>
<td>18</td>
</tr>
<tr>
<td>Winslow</td>
<td>AZ</td>
<td>1 employee on largest shift</td>
<td>1</td>
</tr>
<tr>
<td>Alamogordo</td>
<td>CO</td>
<td>1 per 100 storage units (min 5)</td>
<td>6</td>
</tr>
<tr>
<td>Boulder</td>
<td>CO</td>
<td>1 per 300 SF office plus 3 spaces for visitors</td>
<td>3</td>
</tr>
<tr>
<td>Eagle</td>
<td>CO</td>
<td>1 per full-time employee on duty, plus vehicular movement areas to allow on-site loading and unloading</td>
<td>1</td>
</tr>
<tr>
<td>Glenwood Springs</td>
<td>CO</td>
<td>3 spaces plus 1 per resident caretaker</td>
<td>3</td>
</tr>
<tr>
<td>Greeley</td>
<td>CO</td>
<td>1 per 300 SF office plus 1 space per employee</td>
<td>1</td>
</tr>
<tr>
<td>New Castle</td>
<td>CO</td>
<td>2 spaces per 3 employees</td>
<td>2</td>
</tr>
<tr>
<td>Pueblo</td>
<td>CO</td>
<td>1 per 400 SF office plus 1 per 2 main shift employees</td>
<td>1</td>
</tr>
<tr>
<td>Garden City</td>
<td>KS</td>
<td>2 parking spaces per 1 employee on maximum shift</td>
<td>2</td>
</tr>
<tr>
<td>Grand Island</td>
<td>NE</td>
<td>0.75 times the maximum number of employees on the largest shift</td>
<td>1</td>
</tr>
<tr>
<td>Gretna</td>
<td>NE</td>
<td>Greater of (i) 2 spaces and (ii) 1.5 spaces per employee</td>
<td>2</td>
</tr>
<tr>
<td>Lincoln</td>
<td>NE</td>
<td>2 spaces for office plus 1 for every 60 internal units</td>
<td>9</td>
</tr>
<tr>
<td>Kearney</td>
<td>NE</td>
<td>1 per 5,000 SF</td>
<td>14</td>
</tr>
<tr>
<td>Omaha</td>
<td>NE</td>
<td>1 per 5,000 SF (if all internal units); 1 per 300 SF of office (min 3) if external garages</td>
<td>14</td>
</tr>
<tr>
<td>Gallup</td>
<td>NM</td>
<td>3 plus 1 per 100 units</td>
<td>9</td>
</tr>
<tr>
<td>Moab</td>
<td>UT</td>
<td>1 per 2 employees on the largest shift</td>
<td>1</td>
</tr>
<tr>
<td>Ogden</td>
<td>UT</td>
<td>1 per 5,000 SF</td>
<td>14</td>
</tr>
<tr>
<td>Provo</td>
<td>UT</td>
<td>2 spaces for the office plus 1 per 200 units (min 2)</td>
<td>3</td>
</tr>
<tr>
<td>Vernal</td>
<td>UT</td>
<td>1 employee on largest shift</td>
<td>1</td>
</tr>
<tr>
<td>Buffalo</td>
<td>WY</td>
<td>1 employee on largest shift plus 1 per company vehicle</td>
<td>1</td>
</tr>
<tr>
<td>Cheyenne</td>
<td>WY</td>
<td>1 per 2 employees on largest shift plus 1 per company vehicle</td>
<td>1</td>
</tr>
<tr>
<td>Laramie</td>
<td>WY</td>
<td>1 per 100 units plus 1 per employee on largest shift</td>
<td>7</td>
</tr>
</tbody>
</table>

### Comparable City Averages
- Carbondale: 1 per 1,250 SF (Current parking requirement) | 58
- Carbondale: 1 per 80 Units (Proposed new parking requirement) | 7

*The Sopris Self-Storage expansion will not add any incremental office space; existing office space of 700 SF is adequately parked (3 spaces). All numbers rounded to the nearest whole number.
<table>
<thead>
<tr>
<th>Storage and Warehousing</th>
<th>Outdoor storage</th>
<th>See Schedule B</th>
</tr>
</thead>
<tbody>
<tr>
<td>Storage facilities, storage and contractor yards and mini-storage facilities</td>
<td>See Schedule B</td>
<td></td>
</tr>
<tr>
<td>Mini-Storage facilities</td>
<td>5 spaces - 1 per every 60 units</td>
<td></td>
</tr>
</tbody>
</table>
**Land Use Application**

**PART 1 – APPLICANT INFORMATION**

Applicant Name: **Town of Carbondale**  
Phone: **970/963-2733**

Applicant Address: **511 Colorado Ave, Carbondale, CO 81623**

E-mail: **jbuck@carbondaleco.net**

Owner Name: **Same**  
Phone: **______**

Address: **_________**

E-mail: **_________**

Location of Property: provide street address and either 1) subdivision lot and block; or 2) metes and bounds:  
**Town-wide**

**PART 2 – PROJECT DESCRIPTION**

General project description:

**Zone Text Amendment to the UDC - Parking Requirements for Mini-Storage**

Size of Parcel: **N/A**  
# Dwelling Units: **N/A**  
Sq Ftg Comm: **N/A**  
Facilities: **N/A**

Type of Application(s): **Amendment to the UDC**

Existing Zoning: **N/A**  
Proposed Zoning: **N/A**

**PART 3 – SIGNATURES**

I declare that I have read the excerpt from the Town of Carbondale Municipal Code Article 8 Land Use Fees. I acknowledge that it is my responsibility to reimburse the Town for all fees incurred as a result of this application.

I declare that the above information is true and correct to the best of my knowledge.

Applicant Signature:  
**_____________________________**  
Date: **3-10-20**

Signature of all owners of the property must appear before the application is accepted.

Owner Signature:  
**_____________________________**  
Date: **3-10-20**

Owner Signature:  
**_____________________________**  
Date: **_________**

STATE OF COLORADO  
) ss.

COUNTY OF GARFIELD  
) ss.

The above and foregoing document was acknowledged before me this _10_ day of  
March, 2020, by **JANET BUCK**

Witness my hand and official  
My commission expires: **2-10-2022**

MARY SIKES  
NOTARY PUBLIC
STATE OF COLORADO  
NOTARY ID #20144006771  
My Commission Expires February 10, 2022  
_______________

Notary Public