



HOW TO CONDUCT A PARKING ANALYSIS

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The Planning Department requires certain types of businesses to provide a Parking Analysis. A business that has parking requirements other than General Commercial parking requirements (1 space/250 sq. ft.) needs to demonstrate that there is adequate parking for the facility being leased as required by the City of Cupertino's Parking Ordinance.

Please follow the instructions below to determine whether there is adequate parking available for conducting your business.

- a. Find out the uses and square footage of the other tenants in the complex. You can get this information from your property manager.
- b. Find out their parking needs from the Parking Ordinance. See Table 19.100.040-A to determine this.
- c. Count the total number of parking spaces available in the complex or gather that information from the property manager.
- d. Subtract from the total number of parking spaces available, the number of spaces required by the other tenants. This is the number of spaces available to you for parking.
- e. Calculate your own parking needs from the Ordinance based on the square footage and/or maximum number of occupants and employees.
- f. If your parking requirement is less than or equal to the number of parking spaces available to you, you will be allowed to operate from that location.

EXAMPLE:

A fast food restaurant wants to lease 900 sq. ft. in a retail center. The other businesses in the retail center are: Nail salon, Tutorial center and Specialty food store (e.g., Noah's Bagels).

The parking analysis is summarized in the table below:

Uses	Area in Sq. Ft.	Max. Number of Users	Number of Employees	Parking Requirement	Number of Stalls needed
Nail Salon (General Commercial)	750			1/250 sq. ft.	3
Tutorial Center	1,500	30	4	¼ students + 1/staff or 1/250 whichever is more restrictive	11.5
Specialty Food Store	1,000	24	3	1/3 seats or 1/250 whichever is more restrictive	8
Total Parking Needs					22.5 (23)
Total Parking Stalls					34
Total Available					11
Fast Food Restaurant	900	18	4	1/3 seats + 1/employee	10

Parking spaces available for use by Fast Food Restaurant are greater than parking spaces required. Therefore, it is okay for the business to set up in the retail center.