

AGENDA
LACEY PLANNING COMMISSION MEETING
Tuesday, November 16, 2021 – 5:00 p.m.
MEETING WILL BE CONDUCTED REMOTELY, NOT IN-PERSON
Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82019213176>

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Webinar ID: 820 1921 3176

Call to Order: 5:00 p.m.

Approval of Agenda & Consent Items: 5:01 p.m.

- A. Approval of Agenda
- B. Approval of October 19 meeting minutes

Public Comments: 5:02 p.m.

Commission Members' Reports: 5:04 p.m.

Director's Report: 5:05 p.m.

Public Hearing: 5:10 p.m.

Parking Amendments: Ryan Andrews, Planning Manager. The Planning Commission will conduct a public hearing to take public testimony on draft amendments to Lacey Municipal Code 16.72 and 16.73. After the public hearing, the Planning Commission is requested to make a formal recommendation on the amendments to the City Council or schedule a follow-up work session for additional deliberation.

Multi-Family Parking LMC 16.72: Draft amendments to the multi-family parking ratios contained in LMC 16.72.

Electric Vehicle Parking LMC 16.73: Draft amendments to the standards for electric vehicle parking stalls in LMC 16.73.

Communications and Announcements: 5:55 p.m.

Next Meeting: December 7, 2021.

Adjournment: 6:00 p.m.

11/8/21

CITY OF LACEY PLANNING COMMISSION WORK SCHEDULE

**Planning Commission Meeting
November 16, 2021**

1. Public Hearing: Parking Code EV & MF

Packets due: November 11, 2021

**Planning Commission Meeting
December 7, 2021**

1. Work Session: Parking Code Follow-up

Packets due: December 2, 2021

**Planning Commission Meeting
December 21, 2021**

1. Work Session: 2022 Work Program
2. Nomination and Election of Officers for 2022

Packets due: December 16, 2021

MINUTES

Lacey Planning Commission Meeting
Tuesday, October 19, 2021 – 5:00 p.m.
Conducted remotely via videoconference

Meeting was called to order at 5:00 p.m. by Gail Madden.

Planning Commission members present: Gail Madden, Peg Evans-Brown, Daphne Retzlaff, Kyrian MacMichael, Mark Mininger, Eddie Bishop, and Eduardo Maldonado. Robin Vasquez arrived after the approval of agenda and minutes. Staff present: Ryan Andrews, Grant Beck, Jessica Brandt, Reace Fant, Sarah Schelling, and Samra Seymour.

Gail noted a quorum present.

Eddie Bishop made a motion, seconded by Mark Mininger, to approve the agenda for tonight's meeting and the October 5 minutes. All were in favor, the motion carried.

1. Public Comments:

- Wayne Olsen addressed Planning Commission regarding the EV charging station amendments and asked about the City's plan to hire additional staff to handle TCMP and Urban Forest Management.

2. Commission Members Reports:

- Kyrian reported on her attendance at the City Council and the Equity and Inclusion task force meetings.

3. Director's Report:

- Ryan replied to Wayne Olsen's inquiry and said that the draft 2022 budget contains a proposed .5 FTE for a TCMP staff person, but not an Urban Forestry Management staff person.
- Ryan announced that Jessica Brandt will be leaving the City. Jessica addressed Planning Commission, Commissioners thanked Jessica and wished her well.

4. New Business:

2022 Work Program: Ryan Andrews, Planning Manager.

- Ryan went over the Work Program staff report, the comp plan amendments, code revisions, and joint planning.
- A brief discussion followed and staff answered questions.
- Ryan noted that a Draft Work Program will be presented to Planning Commission in December.

Development Update: Grant Beck: Planning and Development Services Manager.

- Grant gave a presentation on the status of various development projects happening around Lacey.
- Grant said he will share an electronic version of the presentation with Commissioners.

5. Communications and Announcements: Ryan noted that the November 2 meeting has been cancelled.

6. Next Meeting: November 16, 2021.

7. Adjournment: 6:20 p.m.



PLANNING COMMISSION STAFF REPORT

November 16, 2021

SUBJECT: LMC 16.72, Parking Standards for Multi-Family Development

RECOMMENDATION: Conduct a public hearing to take testimony on draft amendments to multi-family parking standards in LMC 16.72. After the conclusion of the public hearing, the Planning Commission is requested to make a formal recommendation on the amendments to the City Council or schedule a follow-up work session for additional deliberation.

TO: Lacey Planning Commission

STAFF CONTACTS: Rick Walk, Director of Community and Economic Development *RW*
Ryan Andrews, Planning Manager *RA*

ATTACHMENT(S): 1. Draft Amendments to LMC 16.72 Off-Street Parking and Loading

**PRIOR COUNCIL/
COMMISSION/**

COMMITTEE REVIEW: October 5, 2021 Planning Commission
August 17, 2021 Planning Commission Meeting
July 20, 2021 Planning Commission Meeting

BACKGROUND:

The Planning Commission has been reviewing parking standards in LMC 16.72 to address appropriate ratios for multi-family development and electric vehicle parking. The purpose of reviewing and amending the parking standards for multi-family development is to ensure that parking standards are right-sized for the development type and location within Lacey. Also, concerns have been received by the City Council from operators of multi-family complexes that are having difficulty with providing enough on-site parking spaces for their residents.

Currently, Lacey's existing parking standards for multi-family development are a minimum of 1.5 spaces per unit with no maximum number of spaces.

Parking Ratios

There are two primary ways that municipalities regulate parking. One method, which Lacey currently utilizes, is based on the number of spaces per unit. The City of Olympia also uses this ratio of 1.5 spaces per unit, however, in some zones that have regular transit service, the ratio of 1 space per unit is applied. Within downtown Olympia, no off-street parking is required.

The other method parking ratios are established is based on the unit size depending on the number of bedrooms. For example, the City of Tumwater requires the following:

- 1 space per unit for studio apartments
- 1.5 spaces per 1-2 bedroom unit
- 2 spaces per 3+ bedroom units
- 1 additional space for every 10 units.

Tumwater allows parking to be reduced 1 space per 1 - 2 bedroom dwelling unit and 1.5 spaces per 3+ bedroom unit if within one-half mile of a transit stop by sidewalk or paved path.

Other similar-sized communities use the similar ratios. Bellingham uses the following:

- 1 space for each studio
- 1.5 spaces for each 1-2 bedroom unit.
- 2 spaces per 3+ bedroom unit

Bellingham also requires one additional parking space for each bedroom over three per unit. Unlike Olympia or Tumwater, there is are no specific allowances for parking in Bellingham's municipal code based on location.

Minimum Parking Preferred Alternative

The Planning Commission is considering in the draft regulations a transition from a flat 1.5 space per unit requirement to one that is based on the number of bedrooms per unit similar to Tumwater or Bellingham. Using the ratio based on the number of units will be a more accurate way to calculate parking needed.

To give some idea of how this would apply to recent projects, the two example multi-family projects that were shared at the last meeting have been calculated based on the ratio per building type:

Britton Apartments:

- One bedroom $156 \times 1.5 = 234$
- Two bedroom $24 \times 1.5 = 36$
- Three bedroom $24 \times 2 = 48$
- 318 total required (315 provided)

6th Avenue Apartments:

- Studio $121 \times 1 = 121$
- One bedroom $2 \times 1.5 = 3$
- Two bedroom $28 \times 1.5 = 42$
- 166 total required (119 provided)

Parking Development Costs

Ensuring parking for multi-family development is right-sized will ensure that City regulations do not inadvertently raise the cost of housing through the development costs associated with constructing more parking than what is needed. It also ensures that land is utilized efficiently and that multi-family projects do not create large parking fields when they are not necessary which reduces the number of leasable units.

As parking ratios increase, so does the likelihood that more land will be required to accommodate the parking as well as the need to structure some or all of the parking if there is not enough land available.

Staff has reached out to local architects who specialize in multi-family development projects who have provided the following estimates for parking depending on the type of parking stall provided:

Surface Parking: \$6,000/stall.

Structured Parking (Elevated): \$20,000-\$25,000/stall

Underground Parking: \$30,000-\$50,000/stall

Location-Based Parking Reductions

In 2014, the City passed regulations to set optional minimum standards for the required number of parking stalls for all uses except for single-family residential. The regulations allow applicants to provide less parking than the minimum required amount based upon available on-street parking and potential shared parking within walking distance. The City does provide credit to on-street parking spaces in areas where on-street alternatives exist. Staff has drafted additional language to this provision that allows parking reduction for projects within ½ mile of regular (30 minute) transit service and for those projects that provide vehicle share programs. Areas with 30 minute transit service include Lacey Midtown, Martin Way corridor, and the Lacey Crossroads/Lacey Corporate Center area around the intersection of Yelm Highway and College Street.

RECOMMENDATION:

The Planning Commission will conduct a public hearing to take testimony on draft amendments to multi-family parking standards in LMC 16.72. After the conclusion of the public hearing the Planning Commission is requested to make a formal recommendation on the amendments to the City Council or schedule a follow-up work session for additional deliberation.

10.6.21 Public Hearing Draft

Chapter 16.72 OFF-STREET PARKING AND LOADING

Sections:

16.72.010	Intent
16.72.020	General requirements
16.72.025	Maintenance
16.72.030	District parking requirements
16.72.040	<i>Repealed</i>
16.72.045	<i>Repealed</i>
16.72.050	Development standards

16.72.010 Intent.

It is the intent of this chapter to:

- A. Assure that space is provided for the parking, loading and unloading of motor vehicles on the site of premises or uses which attract said motor vehicles;
- B. Provide minimum and maximum standards of space and parking arrangements, and for the movement of motor vehicles into and out of such spaces;
- C. Promote implementation of the city of Lacey Transportation Plan policies to support commute trip reduction programs and more use of transportation choices;
- D. Provide alternatives and incentives to reduce parking needs by utilizing transportation demand management (TDM) strategies;
- E. Reduced parking has benefits, particularly considering opportunities for alternative use of valuable land resources. Less space utilized for parking means additional area for retail space, additional building pads, or more pervious surface and landscaping. Increased retail space can help promote a healthy retail tax base. More pervious surface and landscaping can reduce drainage impacts, and promote more attractive cityscape;
- F. Calm traffic for pedestrian comfort and security on public streets and parking lots by:
 - 1. Controlling access to sites; and

2. Allowing parking on the streets in zones with a pedestrian emphasis for separation between the sidewalk and moving automobiles;

G. Enhance safety for pedestrians and motor vehicle operators;

H. Encourage the creation of an aesthetically pleasing and functionally adequate system of off-street parking and loading facilities. (Ord. 1434 §3, 2014; Ord. 1130 §1, 2000; Ord. 583 §2.29(A), 1980).

16.72.020 General requirements.

A. Off-street parking spaces and driveways shall not be used at any time for purposes other than their intended use, i.e., the temporary storage of motor vehicles used by persons visiting or having business to conduct on the premises for which the parking is provided. Provided, however, the site plan review committee may approve other uses it deems reasonable that will not adversely impact parking requirements for the primary use of the property such as street merchant pads, temporary seasonal merchandise displays, pedestrian refuge islands, and pocket parks for pedestrian seating and use.

B. Parking space required and intended for use by occupants or users of specific premises shall not be leased or rented to others, nor shall such space be made unavailable through other means to the users for whom the parking spaces are intended. This, however, does not preclude shared parking arrangements approved by the city or other activities approved by the site plan review committee.

C. Except where specifically permitted in certain zoning districts, off-street parking spaces shall not be used for loading or unloading of commercial vehicles larger than those vehicles for which the parking spaces are intended.

D. Whenever a building or a piece of land is put to a use different from the immediately preceding use, or when a building is remodeled, reconstructed or expanded, adequate off-street parking shall be provided consistent with the new use, reconstruction or expansion of the premises.

E. Proposed large projects that are defined as major employers or worksites (RCW [70.94.524](#)) shall provide an assessment of the cost of parking space separate from the cost of the area used for building purposes. This information will help the applicant, the city of Lacey and Intercity Transit evaluate opportunities for parking reduction and TDM strategies. (Ord. 1539 §118, 2019; Ord. 1434 §4, 2014; Ord. 1130 §2, 2000; Ord. 583 §2.29(B), 1980).

16.72.025 Maintenance.

A. It shall be the responsibility of the property owner to ensure that all off-street parking spaces and areas required by this chapter are maintained for the duration of the improvement or use requiring the parking area.

- B. All parking facilities, including curbs, directional markings, handicapped symbols, landscaping, pavement, signs, striping, and wheel stops, shall be permanently maintained by the property owner/tenant in good repair, free of litter and debris, potholes, obstructions, and stored material.
- C. Drive aisles, approach lanes, and maneuvering areas shall be marked and maintained with directional arrows and striping to expedite traffic movement. Any area not intended for parking shall be signed as such, or, in areas where curb exists, the curb may be painted red in lieu of signs. (Ord. 1539 §119, 2019).

16.72.030 District parking requirements.

- A. The requirements for any use not listed herein shall be those of the listed use most similar to the unlisted use. When similarity is not apparent, the enforcing officer and/or the site plan review committee shall determine the minimum and maximum for the unlisted use.
- B. For conditional uses, as identified and described in Chapter [16.66](#) LMC, the parking requirement shall be as provided in that chapter or as determined by the site plan review committee.
- C. *Residential District.* Off-street parking requirements for residential districts are located in Table [16T-13](#).
- D. *Commercial, Community Office and Industrial Uses.*
1. *General Parking Standards--Parking Standard Table.*
 - a. In the several commercial, industrial, community office, and mixed use districts, off-street parking requirements shall be as shown in Table [16T-13](#); provided, that all of the property is controlled by a single person or corporation, or written agreements for shared parking, acceptable to the city, are filed with the enforcing officer.
 - b. *Phased Reduction of Maximum Parking Standards.* One technique for transportation demand management (TDM) is to reduce maximum allowable parking spaces. This can be done by slowly phasing down the maximum allowable number of parking spaces over a period of years. This technique has advantages of reducing vehicle trips and conserving urban commercial land that can be used for other purposes. However, this technique has the potential to have a significant adverse impact on the jurisdiction's economic development if other reasonable forms of alternative transportation are not available. This technique should be periodically revisited to consider its viability but should not be implemented until its viability for Lacey is established.
 - c. *Minimum Optional Guidelines and Maximum Standards.* To promote parking reduction, the optional minimum guideline serves as a suggested parking number but is not mandatory for automobiles except for single-family residential development. Applicants ~~will be~~ encouraged to provide less automobile parking than the minimum listed whenever possible based upon being located within ½ mile of a fixed transit route with 30-minute headways or less. ~~TDM~~ available on-

street parking, ~~potential~~ shared parking within walking distance, on-site vehicle sharing programs and other factors. The minimum number listed for bicycle parking shall be provided as indicated in the table for both commercial and residential development.

~~If the number of parking spaces is less than the minimum required, needed to serve a project must this shall~~ be demonstrated at the time of application to the site plan review committee based upon a parking plan ~~considering TDM techniques and other relevant factors~~. Upon justification to the satisfaction of the committee, whatever number of parking spaces agreed upon shall be the number required, and this shall be an enforceable condition of the approval.

The maximum parking standards may be increased if the site plan review committee finds compelling reasons to do so. Such determination shall be at the sole discretion of the committee based upon such factors as unique site or use requirements, historical data of a particular use or other relevant factors indicating additional parking is necessary to properly serve a use or uses at a site.

Shared parking agreements are encouraged if the physical relationship between the premises is within convenient walking distance and makes such sharing possible.

2. If more parking spaces than the maximum permitted by Table [16T-13](#) exist on the subject property, an owner/developer may lease those excess spaces or convert excess spaces into LID facilities where feasible, such as permeable paving or bioretention, until conformance with Table [16T-13](#) is reached.

a. Shared parking is particularly encouraged when:

- (1) The total number of parking spaces provided is sufficient to meet expected demand; or
- (2) The uses are operating during different hours and number of spaces needed for all uses at any one time are satisfied. If permitted, the total number of spaces for a shared arrangement should be no greater than the maximum number of spaces permitted for all uses operating at the same time.

b. Where adjoining parking facilities of two or more ownerships are developed and designed as one parking facility, a reduction of required parking spaces may be permitted based upon the increased potential opportunity for shared parking and other parking reduction techniques.

c. The continuation of joint or shared facilities should be assured by a sufficient legal document such as a covenant or reciprocal easement agreement or by participation in a local improvement district or parking association. Joint or shared parking associated with multi-tenant retail and commercial uses will be considered to be a shared parking facility. Lease agreements will satisfy the requirement for a sufficient legal document. However, any new tenant whose parking requirement reduces the total parking available in the shared parking facility below seventy-five percent of the requirements for all uses sharing the facility will be required to provide additional parking.

d. For large projects where a traffic study is required under Chapter [14.21](#) LMC (Traffic Mitigation and Concurrency) and the proposal has one hundred or more employees, a comprehensive TDM strategy may be proposed to achieve a reduction in minimum parking listed in the parking table. Additionally, a bonus credit towards transportation impact fees may be awarded for reducing parking area pursuant to this section. The reduction in parking permitted and the incentive bonus shall be commensurate with the permanence, effectiveness and demonstrated reduction in off-street parking demand effectuated by such alternative programs.

Alternative programs that may be considered by the enforcing officer and/or site plan review committee under this provision include, but are not limited to, the following:

- (1) Private vanpool operation;
- (2) Transit/vanpool fare subsidy;
- (3) Imposition of a charge for parking;
- (4) Provision of subscription bus services;
- (5) Flexible work hour schedule;
- (6) Capital improvements for transit services;
- (7) Preferential parking for carpools/vanpools;
- (8) Participation in the ride-matching program;
- (9) Reduction of parking fees for carpools and vanpools;
- (10) Establishment of a transportation coordinator position to implement carpool, vanpool and transit programs;
- (11) Bicycle parking facilities including associated shower and changing facilities;
- (12) Compressed work week;
- (13) Telecommuting;
- (14) Advancements in technology including autonomous vehicles;
- (15) Other techniques and strategies approved by the site plan review committee.

e. Parking reduction under this subsection [\(D\)\(2\)](#) must provide information regarding the administration of the program to the site plan review committee. The information must include:

- (1) Address each individual TDM strategy as part of the transportation impact analysis;

- (2) Provide the city with an estimate of peak hour employees as part of their site plan review application and traffic impact analysis;
- (3) Provide estimated parking occupancy rates for the development as part of the transportation impact analysis showing average weekday use;
- (4) Demonstrate how TDM strategies will be used to minimize the need for parking.

3. The city is hereby authorized to develop parking requirements specific to certain geographic locations or districts rather than individual sites by pooling parking supply in desired locations. Any parking requirements established as part of these programs may deviate from the typical standards contained herein and would be binding on the properties within these locations.

E. *Transportation Demand Management Incentives.* The site plan review committee shall determine whether the applicant can receive a traffic impact mitigation fee reduction for implementation of TDM strategies that reduce parking needs. Such incentives will be as listed in the following schedule as well as any traffic mitigation credit allowed under LMC [14.21.030](#). The incentive bonus is as follows:

1. Any developer who builds at the minimum amount of parking allowed shall receive a five percent trip reduction in the calculation of traffic impacts.
2. Any developer who builds at or below the minimum and includes significant strategies from subsection [\(D\)\(2\)\(d\)](#) of this section is eligible for an additional five percent trip reduction bonus.
3. Additional bonuses will be allowed under the provisions of LMC [14.21.030](#).

(Ord. 1539 §120 (part), 2019; Ord. 1500 §3 (part), 2016; Ord. 1496 §101, 2016; Ord. 1434 §5, 2014; Ord. 1230 §1, 2004; Ord. 1220 §52, 2004; Ord. 1192 §185, 2002; Ord. 1130 §3, 2000; Ord. 859 §1, 1989; Ord. 691 §41, 1984; Ord. 583 §2.29(C), 1980).

Table 16T-13.

Use	Unit Measure	Optional Min	Max	Required Bicycle Parking Spaces
BUSINESS PARK				
General business park ¹	Per 1,000 square feet	2	4	See offices
COMMERCIAL				
Banks	Per 1,000 gross square feet	2	3	See offices
Billiard halls	Per table	1	2	1 per 20 auto stalls. Minimum of 4

Use	Unit Measure	Optional Min	Max	Required Bicycle Parking Spaces
Bowling alleys	Per alley	3	5	1 per 20 auto stalls. Minimum of 4
Commercial recreation	Per 1,000 square feet	3	5	1 per 20 auto stalls. Minimum of 4
Daycare, preschools, nursery schools	Per teacher plus one drop-off loading area per 7 students	0.5	1	1 per 25 auto stalls. Minimum of 1
Hotels, motels	Per room or suite	1	2	See retail
Medical offices	Per 1,000 square feet of GFA	2	4	See offices
Mini storage	Per 100 units or a minimum of 3 spaces plus 2 for permanent on-site managers	1		None
Mortuaries, funeral homes	Per 4 seats	1	2	None
Neighborhood commercial shopping area	Per 1,000 square feet	1	2	See retail
Office building	Per 1,000 square feet of GFA			1 per 15 auto stalls. Minimum of 2
	• With on-site customer service	2	4	
	• Without on-site customer service	1.5	3	
Regional shopping centers, food and drug stores	Per 1,000 square feet of GFA	3	6	See retail
Restaurants	Per 100 square feet of dining area	1	4	See retail
Retail	Per 1,000 gross square feet	3	6	1 per 20 auto stalls. Minimum of 2
Retail in mixed use development ²	Per 1,000 gross square feet	2	4	See retail
Service stations (mini marts are retail uses)	Per employee plus per service bay	0.5	1	None
INDUSTRIAL				
General industrial	Greatest number of employees on a single shift plus one square	0.5	1	See offices

Use	Unit Measure	Optional Min	Max	Required Bicycle Parking Spaces
	foot of parking for each square foot of display area plus one space for each vehicle owned, leased or operated by the company			
Warehouse	Per 1,000 square feet of GFA plus	1		None
	Per 400 square feet of GFA used for office or display area	1		
INSTITUTIONAL				
Convalescent facilities, nursing homes	Per 2 patient beds	1	3	See offices
Hospital	Per bed	0.5	1	See offices
Libraries	Per 200 square feet of GFA	0.5	1	1 per 20 auto stalls. Minimum of 2
Schools, elementary and junior high	Per classroom and office	1	1.5	1 per classroom
Schools, senior high	Per classroom and office plus per each 5 students of designated capacity	1	2	1 per five auto stalls. Minimum of 2
PLACES OF ASSEMBLY				
Places of assembly without fixed seats	Per 1,000 square feet of GFA ³	10	11	1 per 25 auto stalls. Minimum of 2
Places of worship	Per 4 seats	1	2	1 per 40 auto stalls. Minimum of 4
Stadiums, auditoriums, gymnasiums, theaters ⁴	Per 4 seats of the permitted assembly occupants.	1	1.5	1 per 25 auto stalls. Minimum of 4
RESIDENTIAL				
Accessory dwelling unit	Per dwelling unit	1		None
Single-family	Per dwelling unit	2 ⁶		None
Duplexes	Per dwelling unit	2		None

Use	Unit Measure	Optional Min	Max	Required Bicycle Parking Spaces
Multifamily structures	Per each studio unit Per each one or two-bedroom unit Per each three or more bedroom unit Per dwelling unit	1.5 1.5 2		1 per 10 auto stalls. 2 minimum per building
Manufactured home subdivision	Per dwelling unit	2		None
Manufactured home parks ⁵	Per dwelling unit	1.5		None
Rooming houses, lodging houses, bachelor or efficiency units	Per occupant	1	3	None
Senior citizen apartments	Per 3 dwelling units	1	2	See multifamily

1 When calculating need, a lower ratio of five-tenths per one thousand square feet of GFA can be justified when a covenant is attached to the property that limits the occupancy load to ninety-five percent of the parking stalls available. In addition, the SPRC may authorize a parking ratio up to five spaces per one thousand square feet of GFA if the need can be demonstrated.

2 If retail space in a mixed-use development exceeds forty percent of the gross floor area of the development, the retail use parking requirements of this section apply to the entire space.

3 Gross square feet does not include enclosed or covered areas used for off-street parking or loading, mechanical floor areas or covered public spaces.

4 School and/or public facility parking spaces may be used provided the facilities are on the same or contiguous parcels within three hundred feet of the theater or auditorium.

5 In manufactured home parks, the parking spaces in excess of one per manufactured home may be grouped in shared parking areas.

6 For single-family residential development, a minimum of two parking spaces is required.

The following notes apply to all of the above uses:

- Minimum automobile spaces listed in the table are optional guidelines provided in LMC [16.72.030\(D\)\(1\)\(c\)](#) (optional minimum guidelines). Minimum parking spaces for bike parking are mandatory.

Parking ratios for mixed use development projects shall be determined by calculating the percentage of GFA by use multiplied by the appropriate parking ratio for each use plus a five percent parking reduction for two uses, ten percent parking reduction for three uses and fifteen percent parking reduction for four or more uses.

- Parking spaces provided as part of the above/below grade parking amenity identified in Table [14T-12](#) shall be exempt from all maximum parking requirements.

- All major employers or major worksites, as defined by RCW [70.94.524](#), shall designate at least five percent of auto spaces as carpool spaces. These spaces must be located as close to the main employee entrance as possible and shall be called out on the site plan.
- Where adjacent roads are designed for on-street parking and approved by the public works director, parking credit may be given for on-street parking.

(Ord. 1539 §120 (part), 2019; Ord. 1500 §3 (part), 2016; Ord. 1434 §7, 2014).

16.72.040 Repealed.

Repealed by [Ord. 1496](#). 16.72.045 Repealed.

Repealed by [Ord. 1496](#). 16.72.050 Development standards.

A. Parking lot construction shall comply with LMC [14.19.030](#).

B. Parking area design shall include:

1. *Ingress and Egress*. The location of all points of ingress and egress to parking areas shall be subject to the review and approval of the city engineer.
2. *Backing Out Prohibited*. In all commercial and industrial developments and in all residential buildings containing five or more dwelling units, parking areas shall be so arranged as to make it unnecessary for a vehicle to back out into any street or public right-of-way.
3. *Parking Spaces--Access and Dimensions*. Adequate provision shall be made for individual ingress and egress by vehicles to all parking stalls at all times by means of unobstructed maneuvering aisles. Maneuvering aisles and parking stall dimensions shall be as shown in Tables [16T-18](#), [16T-19](#), and [16T-20](#).
4. *Surfacing*. All parking areas for more than four vehicles shall be surfaced with permeable paving surfaces in conformance with the current City of Lacey Stormwater Design Manual, asphalt, concrete or similar pavement so as to provide a surface that is durable and dust-free and shall be so graded and drained as to properly dispose of all surface water.
5. Stormwater management is required and shall comply with the current City of Lacey Stormwater Design Manual and shall be subject to the city's review and approval, and shall, moreover, comply with Chapter [15.22](#) LMC pertaining to community facilities.

6. Parking shall be designed and constructed for a minimum of thirty percent and a maximum of fifty percent of the required number of spaces for compact size cars. An applicant must clearly identify all spaces designed and constructed for compact car use. The enforcing officer and/or site plan review committee may approve the design and designation of the required percentage of spaces for use by compact cars if the applicant demonstrates that no adverse impact will result.
7. Parking area for land uses located outside the city shall be prohibited.
8. Convenient and safe pedestrian access shall be provided. At a minimum, pedestrian features shall include:
 - a. Raised crosswalks with color and texture (preferably brick or brick-like) where pedestrian access crosses automobile access lanes.
 - b. Pedestrian lanes shall be designed with texture and color, preferably brick or brick-like accents.
 - c. Planter areas and vegetated LID facilities shall be designed in consideration of pedestrian access to provide separation from automobile access lanes, to help identify areas for pedestrian access and to make pedestrian access more comfortable and inviting.
 - d. Pedestrian access shall be designed through a consideration of on-site activity as well as uses and destination sites that are located in the surrounding area. Where parking areas for other destination sites are adjacent to the site, linkage should be provided so customers from one site will not have to get in a car and drive to the next.
 - e. Lighting shall be provided along designated pedestrian routes to enhance safe walking conditions and to deter crime. Lighting shall be adequate, focused and shielded to illuminate pedestrian paths and to prevent light impacts to adjacent properties. Lights provided for a parking lot shall be designed to provide coverage for both vehicles and pedestrians and may be of a scale appropriate to both. Where pedestrian routes leave a parking lot, pedestrian-scale lighting shall be used.
9. An owner/developer may install parking spaces in phases if a phased schedule has been approved by the enforcing officer and/or site plan review committee. This schedule must specifically indicate when the parking will be provided. The enforcing officer and/or site plan review committee may permit the use of temporary parking areas with appropriate screening as part of a phasing schedule. In addition, the enforcing officer and/or site plan review committee may require a performance assurance device to insure conformance with the requirements of Ordinance [1130](#).
10. When adequate vehicular access to an approved lot or development is available from a side street, no such access shall be permitted from the front street. Where lots have double frontage, if vehicular access from a side street or a street of lower functional classification is not available, such access shall be from the street anticipated to carry the least amount of traffic or the street that would have the least conflict with pedestrian traffic.

11. *Parking Area and Circulation Design.*

- a. The city public works department shall have the authority to fix the location, width and manner of approach of vehicular ingress or egress from a building or parking area to a public street and to alter existing ingress and egress as may be required to control street traffic in the interest of public safety and general welfare.
- b. Internal circulation of the lot shall be so designed as to minimize conflicts with pedestrians with priority given to pedestrians considering convenience, comfort, safety and security. In-and-out driving time, idling time and time spent looking for a parking space should be a consideration, but should not influence design parameters that reduce pedestrian functionality.
- c. Parking areas shall include landscaping as required by Chapter [16.80](#) LMC. Landscaping shall be designed to provide both functional and aesthetic benefits, be designed to ensure safety for drivers and pedestrians, and avoid creating security dangers for customers or employees.
- d. Parking circulation and design shall meet requirements for public transportation and pedestrians under LMC [14.23.084](#).

C. *Bicycle Design Standards.*

1. The minimum bicycle rack shall be grouped into four parking stalls for ease of visibility to the public. Bicycle facilities shall be shared among adjoining establishments.
2. Bicycle racks which only support a bicycle front or rear wheel are not permitted. The rack shall be securely mounted to the ground and covered and provide two points of support on the frame to prevent locked bicycles from falling over.
3. Bicycle parking spaces shall be two feet by six feet with no less than a seven-foot overhead and a five-foot maneuvering aisle behind each row of bicycle parking.
4. A bicycle parking area shall be separated from a motor vehicle parking area by a barrier, post or bollard, or by at least five feet of open space behind the maneuvering area.
5. Bicycle facilities shall be located no further from a public entrance than the nearest non-handicapped parking stall.
6. If public bicycle parking is not clearly visible from the main entrance, then directional signs shall be provided.
7. All major employers or major worksites, as defined by RCW [70.94.524](#), shall provide bicycle parking facilities, lockers, changing areas, and showers for employees who bicycle or walk to work. (Ord. 1539 §121, 2019; Ord. 1496 §104, 2016; Ord. 1480 §§28, 29 (part), 2015; Ord. 1434 §9, 2014; Ord. 1131 §8, 2000; Ord. 1130 §4, 2000; Ord. 1044 §26, 1996; Ord. 583 §2.29(E), 1980).

The Lacey Municipal Code is current through Ordinance 1598, passed September 2, 2021.

Disclaimer: The city clerk's office has the official version of the Lacey Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

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PLANNING COMMISSION STAFF REPORT

November 16, 2021

SUBJECT: LMC 16.73, Parking Standards for Electric Vehicle Charging

RECOMMENDATION: Conduct a public hearing to take testimony on draft amendments to electric vehicle parking standards in LMC 16.73. After the conclusion of the public hearing, the Planning Commission is requested to make a formal recommendation on the amendments to the City Council or schedule a follow-up work session for additional deliberation.

TO: Lacey Planning Commission

STAFF CONTACTS: Rick Walk, Director of Community and Economic Development
Ryan Andrews, Planning Manager

ATTACHMENT(S): 1. Draft Amendments to Lacey Municipal Code 16.73: Electric Vehicle Infrastructure

**PRIOR COUNCIL/
COMMISSION/**

COMMITTEE REVIEW: October 5, 2021 Planning Commission Meeting
September 7, 2021 Planning Commission Meeting
July 20, 2021 Planning Commission Meeting

BACKGROUND:

A priority implementation item within the Thurston Climate Mitigation Plan is to establish code requirements for electric vehicle parking. Currently, Lacey does have municipal code standards for electric vehicle infrastructure, however, the code is optional and does not require electric vehicle parking. The draft regulations would require electric vehicle parking stalls be installed for certain land uses in new development or large parking lot expansions.

According to the Thurston Climate Mitigation Plan (TCMP), transportation is where local government actions can affect the largest greenhouse gas reductions. Today the building sector is the largest source of emissions, however, this source will be substantially reduced by state legislation and building codes. This leaves transportation as the area where local governments can make the biggest difference by influencing what, where, and how much people drive. As of April 2020, there are 2,162 registered electric vehicles in Thurston County, however, these numbers are expected to increase exponentially given Zero Emission Vehicle standard adopted in by the legislature in 2020 which will push auto companies toward offering a greater range of electric vehicles to consumers. The number one action (action

T3.1) identified in the transportation section of the TCMP is to require large commercial and residential buildings to dedicate a percentage of parking spots for electric vehicle charging.

Other jurisdictions in Thurston County have not yet adopted electric vehicle charging requirements. By Lacey taking early action, coordination can occur through the regional climate mitigation planning group to potentially establish these as regionally agreed upon standards.

DRAFT REGULATIONS

Ratio of EV Stalls to Standard Stalls

Staff has researched other development codes for similar-sized cities around the Puget Sound area which require electric vehicle parking. Most of the codes establish thresholds for when electric vehicle parking is required associated with new development or remodels/expansion. The regulations also require a number of stalls based on the underlying use of the building and the size of the parking lot. Most ratios are between 1% and 10% of the total number of stalls being dedicated to electric vehicles. The higher ratios are for multi-family residential uses where demand will be higher than lower demand areas like commercial and industrial uses.

The draft regulations generally follow the standards established by other municipalities. One exception is for general commercial uses (retail, restaurants, etc.) which would not be required to install electric vehicle stalls at the recommendation of the Planning Commission. These uses have high turnover where users would have limited time to charge a vehicle. These types of uses also mostly cater to local residents who would have opportunity to charge at home. These types of uses would be able to install electric vehicle parking stalls voluntarily.

What Triggers New EV Stalls?

The draft regulations require EV stalls with new development and for parking lots that are expanded by more than 50%. This is consistent with the regulations of other jurisdictions that have similar requirements. Some jurisdictions also require EV stalls when substantial alterations or remodels are completed. The Planning Commission has reviewed this potential requirement and is recommending that building remodels not trigger EV stalls because of the potential cost associated with reconfiguring an existing parking lot to accommodate EV spaces. EV stalls can be installed in existing parking areas voluntarily at any time.

Which Location and Types of Uses Should Have Charging?

When considering standards for EV parking, the Planning Commission has considered that some land uses would be more appropriate than others when it comes to longer term parking that would benefit from the time needed to charge a vehicle. Those land uses are listed below that would be the most appropriate for EV charging stations which are also reflected in the draft regulations:

- Medical Campus
- Higher Education
- Public Sector
- Leisure Destination
- Multi-Family Apartment

Type of Charger Required

The draft regulations would require a Level 2 charger. Level 2 or 3 is a typical requirement in the context of commercial, office, and multi-family residential. Single family homes already have Level 1 charging with a standard 120V wall outlet.

Charging level	Voltage	Typical power	Electric vehicle miles of range per charging hour	Location
Level 1	120 V AC	1.2-1.4 kW AC	3-4 miles	Primarily home and some workplace
Level 2	208 V-240 V AC	3.3-6.6 kW AC	10-20 miles	Home, workplace, and public
DC fast	400 V-1,000 V DC	50 kW or more	150-1,000 miles	Public, frequently intercity

Note: AC = alternating current; DC = direct current; kW = kilowatt; V = volt

Design Standards

Minor edits have been made to the existing code requirements for design standards for EV charging facilities. The edits have been made to allow as much flexibility as possible for the location, signage, management, and configuration of the stalls on a site.

Cost of Installation

Costs can vary depending on scale. Level 1 charging for residential is a simple wall outlet, which could be upgraded to a Level 2 for a few hundred dollars if there is space on the electrical panel. If a single family home panel needs upgrading the costs can get up to a few thousand dollars, mostly due to hiring a licensed electrician.

For installing standalone pedestal chargers, the cost goes up due to labor and materials.

Level	Type	Chargers per pedestal	Per-charger cost
Level 1	Non-networked	One	\$813
Level 1	Non-networked	Two	\$596
Level 2	Non-networked	One	\$1,182
Level 2	Non-networked	Two	\$938
Level 2	Networked	One	\$3,127
Level 2	Networked	Two	\$2,793
DC fast	Networked 50 kW	One	\$28,401
DC fast	Networked 150 kW	One	\$75,000
DC fast	Networked 350 kW	One	\$140,000

Building and Energy Code Requirements

Section 429 of the 2018 International Building Code, which has been adopted by the City of Lacey, requires that all Group B (business uses which include retail and restaurants), Group R-1 hotel and motel only, and Group R-2 (multi-family) occupancies install electric vehicle charging infrastructure in 5% of parking spaces for any new building. These standards require that the infrastructure be installed including space in electrical rooms and panels to accommodate the stalls and the conduit and raceway within the parking area.

RECOMMENDATION:

The Planning Commission will conduct a public hearing to take testimony on draft amendments to electric vehicle charging parking standards in LMC 16.73. After the conclusion of the public hearing the Planning Commission is requested to make a formal recommendation on the amendments to the City Council or schedule a follow-up work session for additional deliberation.

10.6.21 Public Hearing Draft

Chapter 16.73 ELECTRIC VEHICLE INFRASTRUCTURE

Sections:

16.73.010	Intent
16.73.015	General Provisions
16.73.020	Definitions
16.73.030	Where Permitted
<u>16.73.032</u>	<u>Required Facilities</u>
16.73.035	Process for Review
16.73.040	Design Criteria and Guidelines

16.73.010 Intent.

- A. To provide adequate and convenient electric vehicle charging stations to serve the needs of the traveling public;
- B. To provide opportunities for Lacey residents to have safe and efficient personal electric charging stations located at their place of residence;
- C. To provide the opportunity for commercial and industrial projects to supply electrical vehicle charging station services to their customers and employees;
- D. To create standard criteria to encourage and promote safe, efficient and cost effective electric vehicle charging opportunities in a full range of zones and settings for convenience of service to those that use electric vehicles.

16.73.015 General Provisions.

- A. Use of specially designated charging stalls: Electric vehicle charging stations should be reserved for parking and charging electric vehicles only.
- B. Electric vehicles parking: Electric vehicles may be parked in any space designated for public parking, subject to the restrictions that would apply to any other vehicle that would park in that space.

16.73.020 Definitions.

A. “Battery charging station” means an electrical component assembly or cluster of component assemblies designed specifically to charge batteries within electric vehicles, which meet or exceed any standards, codes, and regulations set forth by Chapter [19.28](#) RCW and consistent with rules adopted under RCW [19.27.540](#).

B. “BEV” means a battery electric vehicle. A battery electric vehicle, or BEV, is a type of electric vehicle (EV) that uses chemical energy stored in rechargeable battery packs. As with other electric vehicles, BEVs use electric motors and motor controllers instead of internal combustion engines (ICEs) for propulsion. Sometimes, all-electric vehicles are referred to as BEVs (although a plug-in hybrid vehicle is also a battery electric vehicle).

C. “Battery exchange station” means a fully automated facility that will enable an electric vehicle with a swappable battery to enter a drive lane and exchange the depleted battery with a fully charged battery through a fully automated process, which meets or exceeds any standards, codes, and regulations set forth by Chapter [19.27](#) RCW and consistent with rules adopted under RCW [19.27.540](#).

D. “Charging levels” means the electrical force, or voltage, at which an electric vehicle’s battery is recharged. Levels 1, 2, and 3 are the most common EV charging levels, and include the following specifications:

1. Level 1 is considered slow charging. It requires a 15 or 20 amp breaker on a 120-volt AC circuit and standard outlet. This level of charging can fully recharge a BEV between 8 and 32 hours and a PHEV between 3 and 15 hours.
2. Level 2 is considered medium charging. It requires a 40 amp to 100 amp breaker on a 240-volt AC circuit. This level of charging can fully recharge a BEV between 4 and 6 hours and a PHEV between 1 and 2 hours.
3. Level 3 is considered fast charging. It requires a 60 amp or higher dedicated breaker on a 480 volt or higher three-phase circuit with special grounding equipment. Level 3 charging uses an off-board charger to provide the AC to DC conversion, delivering DC directly to the car battery. Charging time ranges from 25-40 minutes for BEVs and less than 20 minutes for PHEVs.

E. “Electric vehicle” means any vehicle that operates, either partially or exclusively, on electrical energy from the grid, or an off-board source, that is stored on-board for motive purpose. “Electric vehicle” includes: (1) a battery electric vehicle; (2) a plug-in hybrid electric vehicle; (3) a neighborhood electric vehicle; (4) medium-speed electric vehicle; and (5) electric motorcycles.

F. “Electric vehicle charging station” means a public or private parking space located together with a battery charging station which permits the transfer of electric energy (by conductive or inductive means) to a battery or other storage device in an electric vehicle. An electric vehicle charging station is permitted as an accessory use to any principal use.

G. “Electric vehicle infrastructure” means structures, machinery, and equipment necessary and integral to support an electric vehicle, including battery charging stations, rapid charging stations, and battery exchange stations.

H. “Electric vehicle parking space” means any marked parking space that identifies the use to be exclusively for an electric vehicle.

I. “Fast charging station” means an industrial grade electrical outlet that allows for faster recharging of electric vehicle batteries through higher power levels, which meets or exceeds any standards, codes, and regulations set forth by Chapter [19.28](#) RCW and consistent with rules adopted under RCW [19.27.540](#).

J. “NEV” means a Neighborhood Electric Vehicle. This is an electric vehicle that is capable of traveling at a maximum speed of 25 mph. They come with safety features like headlights, turn signals and seat belts. They may also be referred to as Low Speed Vehicles or LSVs.

K. “Non-Electric Vehicle” means any motor vehicle that does not meet the definition of “electric vehicle.”

L. “PHEV” is a plug-in hybrid electric vehicle, also known as a plug-in hybrid. It is a hybrid vehicle with rechargeable batteries that can be restored to full charge by connecting a plug to an external electric power source. A PHEV shares the characteristics of both a conventional hybrid electric vehicle, having an electric motor and an internal combustion engine; and of an all-electric vehicle, also having a plug to connect to the electrical grid. Most PHEVs on the road today are passenger cars, but there are also PHEV versions of commercial vehicles and vans, utility trucks, buses, trains, motorcycles, scooters, and military vehicles.

16.73.030 Where Permitted.

A. *Zones Allowed.* “Electric Vehicle charging stations” shall be considered an allowed use in association with a primary permitted use in every zoning designation;

~~B. *Compatibility.* For land use compatibility purposes, the charging activity should be proportionate to the associated permitted use; “Electric vehicle charging station(s)” shall be permitted in association with a single-family use designed to serve the occupants of the home with a level 1 or 2 charging level. Whereas, charging station(s) installed in a parking lot at a commercial destination, or located in a vehicle service station in close proximity to Interstate 5, is expected to have intensive use and will be permitted to have multiple “fast-charging stations” to serve expected demand.~~

~~C.B.~~ *Battery Exchange Stations.* “Battery exchange stations” are permitted in any commercial, industrial or mixed use zone. Provided, all other requirements for the building or space the use occupies can be satisfied, such as design review, fire code and building code requirements. This use is specifically prohibited in exclusively residential zones or zones designated OSI for environmentally sensitive reasons.

16.73.032 Required Facilities.

A. Electric vehicle charging station(s) level 2 or higher shall be provided for the land uses in Table 16T-86 provided that one of the following occurs:

1. A new building or a new off-street parking facility is developed;
2. The parking capacity of an existing building, site, or parking facility is increased by more than fifty percent. The fifty percent threshold shall be cumulative over the most recent five years, including calculations of all previously exempt expansions.

TABLE 16T-86

Required Number of Electric Vehicle Charging Stations

<u>Land Use Type</u>	<u>Percentage of Parking Spaces*</u>
<u>Multi-family Residential, 10 or more units</u>	<u>10%</u>
<u>Lodging</u>	<u>10%</u>
<u>Office, institutional, municipal, medical</u>	<u>3%</u>
<u>Industrial</u>	<u>1%</u>
<u>Recreational/entertainment/cultural</u>	<u>1%</u>

* Percentage shall rounded to the nearest whole number of spaces. For example, if 2.4 spaces are calculated, 2 spaces would be required. If 2.6 spaces are calculated, 3 spaces would be required. For percentages equaling 0.5 spaces or less, no spaces are required.

16.73.035 Process for Review for Battery Exchange Stations.

~~A. *New Residential Construction.* If associated with new residential construction, installation of a charging station shall be processed in association with the underlying permit(s).~~

~~B. *Retrofitting Single Family Residential.* If retrofitting a single family home for a charging station, an electrical permit shall be required.~~

~~C. *Retrofitting a Commercial Site, Multifamily Residential or Community Site in a Residential Land Division.*~~

~~1. *SPR Required If Impacts Identified.* If the director of community and economic development determines that retrofitting for a charging station(s) in an existing commercial, multifamily, or community site in a residential land division could significantly impact parking, landscaping, signing, drainage or other public interest concerns, that proposal will be reviewed and approved through the city site plan review (SPR) process (Chapter 16.84 LMC).~~

~~2. *Exempted If No Impacts Identified.* If the director of community and economic development determines a retrofit will not adversely impact any issues of public interest, the proposal may be exempted from SPR requirements.~~

~~3. *Site Plan Required for Evaluation.* To determine if the application will be processed through SPR or exempted, the applicant shall submit a site plan showing the location and scope of the proposal.~~

~~4. *Electrical Permit Required.* All applications, exempted or requiring SPR, shall also require an electrical permit.~~

~~D. *Battery Exchange.* If the facility includes a battery exchange station, or is associated with a new commercial activity requiring SPR approval, the application shall be reviewed and approved through SPR (Chapter 16.84 LMC). (Ord. 1539 §122, 2019).~~

16.73.040 Design Criteria and Guidelines.

~~A. *Design criteria for commercial and multifamily development or common/community owned areas of a residential development.* The following criteria ~~should~~shall be applied to electric charging facilities:~~

~~1. *Number required.* This is an option improvement. No minimum number of stalls applies. Provided, if electric vehicle stalls are reserved for electric vehicles, care should be taken to ensure enough spots are available for all of a site's parking needs.~~

~~12. *Generally.* Location and layout of electric vehicle parking is expected to vary based on the design and use of the primary parking lot. It is expected flexibility will be required to provide the most convenient and functional service to users. Standards and criteria should be considered guidelines and flexibility should be allowed when alternatives can better achieve objectives for provision of this service.~~

~~23. *Signage to identify.* Each charging station space should be posted with signage indicating the space is only for electric vehicle charging purposes. Days and hours of operations should be included if time limits or tow away provisions are to be enforced by the owner.~~

~~4. *Signage to find.* Installation of wayfinding signs at the parking lot entrance and at appropriate decision points to effectively guide motorists to the charging station space(s).~~

~~35. *Maintenance.* Charging station equipment should be maintained in all respects, including the functioning of the charging equipment.~~

~~46. *Accessibility.* Where Charging Station equipment is provided within an adjacent pedestrian circulation area, such as a sidewalk or accessible route to the building entrance, charging equipment should be located so as to not interfere with accessibility requirements of WAC [51-50-005](#).~~

~~7. *Lighting.* Where Charging Station equipment is installed adequate site lighting should also be provided unless charging is for daytime purposes only.~~

~~58. *Notification of station specifics.* Information on the charging station must identify voltage and amperage levels and time of use, fees or safety information.~~

~~9. *Avoid the most convenient parking spaces.* Stalls should not be located in the most convenient spots because this would encourage use by non electric vehicles.~~

~~10. *Avoid conflict with handicap spots.* Stalls should generally not be located adjacent to handicap spots unless designed for handicap use.~~

~~11. *Design for compatibility.* Design should be appropriate to the location and use. Facilities should be able to be readily identified by electric car users but blended into the surrounding landscape/ architecture for compatibility with the character and use of the site.~~

~~12. *Size.* Where provided, spaces should be standard size parking stalls.~~

~~136. *Public streets.* Generally charging stations should not be located along public streets where it could impact the landscaping and aesthetic components of the streetscape. Sites Charging stations within the streetscape ~~must~~ shall be approved by the Public Works Director.~~

~~B. *Electric vehicle charging station design standards for single family residential sites.* Installation of vehicle charging stations on single family residential sites shall meet the manufacturing and installation requirements of the International Building Code (IBC) and National Electrical Code (NEC). (Ord. 1351 §1, 2010).~~