

## Parking Reductions

Required parking can only be waived under very specific circumstances outlined in the Zoning Ordinance (ZO). The majority of reductions require approval by the Board of Supervisors (Board). The following information is provided to assist individuals in submitting parking reduction requests. Additional information on requirements and standards is contained in the ZO. It is recommended that a qualified design professional be involved in the preparation of parking reduction requests.

### Common Types of Reductions:

- Shared parking [ZO §11-102.4.B]. Parking can be shared by two or more uses when periods of peak parking demand do not coincide. Board approval required. Fee for reduction request based on the number of code required spaces.
- Proximity to mass transit [ZO §11-102.5]. Sites within 1 mile of a metro station entrance. Board approval required. Flat fee for reduction request.
- Transportation Demand Management (TDM) program [ZO §11-102.26]. The site is subject to a proffered TDM program. Board approval required. Flat fee for reduction request.
- Commercial Revitalization Districts (CRDs) [ZO §§A7-109.3.A, 209.3.A, 309.3.A, 409.3.A and 509.3.A]. A maximum 20% reduction is available for a site located in a CRD. Board approval required except for the Richmond Highway CRD. Reductions in the Richmond Highway CRD are automatic with approval of a parking tabulation. No fee for reduction request. Pay fee for a parking tabulation when a new parking tabulation is required.
- Places of worship with child care centers, nursery schools and/or schools of general or special education [ZO §11-106.3]. The child care center or school must be affiliated with the place of worship and must be the only use on the site in addition to the place of worship. Board approval not required; may be approved by the Department of Public Works and Environmental Services (DPWES). Pay fee for parking reduction. Pay fee for new parking tabulation when a new parking tabulation is required.
- Tysons Corner Urban Center [ZO §11-101.1]. The number of off-street parking spaces required may be reduced to a number between what is currently approved/required for the site and the applicable minimum parking rate specified for the PTC District. This reduction is not an option if the number of parking spaces on the site is specified by a special permit, special exception or proffered condition. Requires approval of a parking tabulation and redesignation plan by DPWES. Pay fee for new parking tabulation.

### What to Submit:

- A letter of request stating the type of request and related ZO citation, the number of parking spaces required under the ZO, the number of parking spaces provided, the percent reduction requested, and a summary of the rationale for the request.
- A plat showing the on-site parking layout, including handicapped spaces and accessibility routes.

- A shared parking study, where applicable, utilizing the methodology in the 2<sup>nd</sup> edition of “Shared Parking” by the Urban Land Institute and the required parking rates from the ZO.
- Parking counts may be required for existing uses to demonstrate that the current parking supply is adequate.
- A parking tabulation is required for sites with existing uses that will not be submitting a site plan. Parking tabulations must be sealed by a licensed engineer or surveyor. Architects may seal parking tabulations if such work is incidental to what may be properly considered an architectural undertaking as allowed under Va. Code § 54.1-401.1.

### Where to Submit:

- Requests for parking reductions, including parking tabulations for reductions in the Richmond Highway CRD, should be submitted to the Site and Addressing Center, Department of Public Works and Environmental Services on the 2<sup>nd</sup> floor of the Herrity Building with the applicable fee.
- Requests for parking reductions related to the other four CRDs should be submitted to the Environment and Development Review Branch, Department of Planning and Zoning, on the 7<sup>th</sup> floor of the Herrity Building.
- The Herrity Building is located at 12055 Government Center Parkway, Fairfax, VA 22035.

### Fees:

- Current fees are listed in Appendix Q of the County Code which may be found at: <http://www.fairfaxcounty.gov/dpwes/publications/pfm/fees/ldsfeeschedule.htm>

### Review Times:

- Parking reduction requests that must be approved by the Board generally take 3 months depending on complexity. If the reduction is associated with an ongoing zoning case, the Board’s consideration of the reduction will be scheduled on the day of the public hearing for the zoning case when possible. Parking reduction requests that may be approved by DPWES generally take 45 days depending on current workload.

### Questions:

- Questions regarding parking reductions for the Annandale, Bailey’s Crossroads/Seven Corners, McLean, and Reston CRDs should be directed to Pamela Nee with the Environment and Development Review Branch, Department of Planning and Zoning, at 703-324-1380, TTY 711.
- Questions regarding other parking reductions should be directed to the Site Code Research and Development Branch, Department of Public Works and Environmental Services, at 703-324-1780, TTY 711.