



BACKGROUND INFORMATION ON PARKING ADJUSTMENTS

Introduction:

Article 6 of the [Fairfax County Zoning Ordinance | Planning Development](#) (Ordinance) specifies parking regulations for off-street parking and the number of parking spaces required to be provided for each use within a site. Geometric design standards for spaces, requirements for delineation of spaces and maintenance of pavement markings, as well as signage requirements for ADA accessible parking spaces are included in the [Public Facilities Manual](#) (PFM).

There are multiple opportunities for flexibility in site parking supply in the Ordinance, including specific options for a reduction in minimum requirements for site uses. The information in this document will describe the options for parking adjustments. A companion document, [Parking Adjustment Request Guidelines and Checklist](#), details the submission requirements for proposed parking adjustments.

Parking Adjustments:

A parking adjustment request seeks to reduce the required number of parking spaces for land and building uses within the County. [Subsection 6100.6](#) of the Ordinance contains the options for adjustments. Most adjustment options in this subsection are applicable countywide. Land Development Services (LDS) administers this process.

It is strongly encouraged that applicants meet with the Parking Program Manager (PPM) in LDS before filing a parking adjustment application. The contact number for the PPM is 703-222-0801, TTY 711. The PPM can address specific questions about the proposal, provide guidance on the type of parking adjustment to be filed, and discuss background information regarding the proposal that will influence the review of the application. The PPM is familiar with the adjustment process as well as the parking tabulation and parking redesignation review processes administered by LDS.

For adjustments associated with rezoning applications inclusive of Special Exceptions and Special Permits as well as their amendments, it is recommended that parking adjustment application packages be prepared and filed with LDS in conjunction with the submission of a rezoning application to the Department of Planning and Development (DPD). This will allow the parking adjustment review to align with zoning case review

milestones and be evaluated by the Board of Supervisors with public hearings on the rezoning proposal. The PPM is familiar with the land use review process as it applies to parking adjustments, which is administered by the Zoning Evaluation Division (ZED) of DPD and coordinates with ZED on the zoning application review.

The following information outlining the types of adjustments and approval authority, is provided to assist individuals in submitting requests. Additional specific information on criteria and standards is contained in the Ordinance. Further, the Parking Adjustment Request Guidelines and Checklist provides submission requirements for adjustment requests.

The adjustment options in Subsection 6100.6 include:

- **Shared parking** [Par. (1), (2) and (3) of Subsection 6100.6.B.]
Parking can be shared by two or more uses when periods of peak parking demand do not coincide. A shared parking analysis is required to support the reduction request. The Ordinance describes multiple methodologies for shared parking including a standardized approach. The appropriate methodology to be used should be discussed with the PPM. The Director of LDS (Director) will decide on the reduction proposal.
- **Transit-related** [Par. (1) and (2) of Subsection 6100.6.C.]
The general criterion for this adjustment indicates that the transit facility must be within 1000 feet walking distance of a non-rail transit stop. The Ordinance provides the detailed criteria for a determination. A parking adjustment justification is required for this type of request.

Under (1), the Director can approve up to a 10 percent adjustment. Under (2), the Director can approve up to 15 percent less; the Board of Supervisors (Board) greater than this.

- **Affordable housing** [Subsection 6100.6.D.]
For consideration of an adjustment, all dwelling units within a building must be created to serve persons with an Annual Median Income (AMI) of less than 70 percent for the Washington Metropolitan Statistical Area. This adjustment is targeted to communities where auto ownership is expected to be much lower than average allowing a smaller parking supply. These are considered by the Board after staff review.
- **Publicly accessible parking areas** [Subsection 6100.6.E.]
Criteria specify where public parking resources can be used to offset on-site parking supply requirements. These are considered by the Board after staff review.

- **Public benefit** [Subsection 6100.6.F.]
Certain public benefits, if provided on a site, can allow an adjustment of on-site parking. These qualifying benefits are described in Subsection 6100.6.F. A proposed adjustment must demonstrate that the benefit is adequate to allow a reduction in parking. These are considered by the Board after staff review.
- **Unique justification** [Subsection 6100.6.G.].
Reductions are allowed based on the unique characteristics of the proposed use or site. Applicants must demonstrate that those unique characteristics result in a lowered parking demand. This type of reduction would only be used if the site cannot utilize any of the other provisions of the Ordinance that allow adjustments from the required parking rates. These are considered by the Board after staff review.

Other information on adjustments:

- **Planned Tysons Corner (PTC) District.**
If a site in Tysons is not zoned PTC, there is an ability to opt-in to the PTC rates through a site plan review process in LDS. The submission requirements for an opt-in request are provided on the County's off-street parking website [Off-Street Parking | Land Development Services \(fairfaxcounty.gov\)](https://www.fairfaxcounty.gov/landdevelopment/off-street-parking). This option applies to developed sites in Tysons that are 'off-bond'. Similar sites located in a Transit Oriented Development (TOD) district can opt-in also.
- **Approval conditions.**
Most adjustments are approved with conditions that are recorded in the Fairfax County Land Records and run with the land. Common parking reduction approval conditions are available on the County's off-street parking website [Off-Street Parking | Land Development Services \(fairfaxcounty.gov\)](https://www.fairfaxcounty.gov/landdevelopment/off-street-parking). Depending on the criteria and context of the site, special conditions may be needed to ensure management of the parking adjustment. These are reviewed and approved by both the applicant and County staff.
- **Vacation of approved parking reduction.**
Changes to parking requirements in the Ordinance, changes to land use, or changes to permitted development may prompt a need to vacate an approved parking adjustment. If the adjustment was approved by the Board, Board action is necessary to vacate the adjustment and terminate the associated agreement. If conditions were approved with the adjustment, a termination agreement will also need to be recorded. Vacation requests should be discussed with the PPM prior to submission.

Submission requirements:

A [Parking Adjustment Request Guidelines and Checklist](#) can be accessed on the off-street parking website.

Submission of Adjustment Requests:

- All parking adjustment requests are submitted through [PLUS Citizen Access](#).

Fees:

- Current fees are listed in the County Code, [Appendix Q](#)

Review Times:

- Any non-rezoning-related reduction that mandates Board approval requires approximately six months of review and scheduling for consideration by the Board. However, the review time can be longer depending on the complexity and context of the proposal.
- The review time for a rezoning-related reduction follows the rezoning case review timeline which is managed by the Department of Planning and Development. These proposals are considered by the Planning Commission. Final review occurs with the Board at the public hearing for the zoning case.
- Parking reduction requests that can be administratively approved by the Director require approximately two months to complete a review and final determination.

Questions:

- Questions regarding parking adjustments are directed to the Parking Program Manager at 703-222-0801, TTY 711.