



Administrative Report

N.2., File # 25-1441

Meeting Date: 11/4/2025

To: MAYOR AND CITY COUNCIL

From: GREG KAPOVICH, WATERFRONT & ECONOMIC DEVELOPMENT
DIRECTOR

TITLE

DISCUSSION AND POSSIBLE ACTION REGARDING THE PROCESS TO CONSIDER AMENDING THE CITY'S LOCAL COASTAL PROGRAM TO ADJUST THE PARKING REQUIREMENTS FOR MARINA SLIPS

EXECUTIVE SUMMARY

As part of the Strategic Plan, the City Council directed staff to prepare an item for discussion identifying the cost and process to consider adjustments to the requirements for parking in the Harbor. Currently, the City's Local Coastal Program (LCP) and Municipal Code (RBMC) require three-fourths of an off-street parking space per marina boat slip. An adjustment to the parking standards in the City's LCP requires the completion of a study before it can be considered by the Coastal Commission.

Accordingly, staff reached out to Fehr & Peers, a nationwide consulting firm with expertise in transportation planning and engineering, to prepare a cost estimate for a parking demand study in the Harbor. The study would provide empirical data, peer jurisdiction comparisons, and recommendations regarding whether the City's current per-slip parking ratio remains appropriate. The estimated cost for the study is approximately \$35,000. If the study supports a reduced parking ratio for boat slips, the next phase would be to modify the parking requirements in the City's Zoning Ordinance through City Council action and to prepare an application for an amendment to the City's LCP for consideration of approval by the CA Coastal Commission.

BACKGROUND

On April 29, 2025, the City Council held a Strategic Planning Session to discuss and update the City's Strategic Plan. Council directed staff to research the cost and process associated with a parking requirement adjustment for marina slips in the Harbor. The study would evaluate whether the City's existing requirement of three-fourths' space per slip, as codified in RBMC Section 10-5.1706 and the City's LCP, remains appropriate.

After contacting Fehr & Peers, the firm identified two primary components for the study data collection and data analysis. The data collection effort, estimated at \$4,000, would involve compiling a complete parking inventory by type (e.g., ADA stalls, boater-reserved stalls, etc.) and conducting hourly occupancy counts on both a weekday and a weekend day to capture parking demand for the inventory of stalls. The data analysis component is estimated at \$31,000 and would include a

preparation of summary tables and graphics of the parking demand data, estimating the ratio of boater-dedicated parking occupancy, and use travel pattern data to evaluate seasonal variations to estimate peak summer utilization. Analysis would also involve research of peer jurisdictions, such as Marina del Rey, San Pedro, Long Beach, Newport Beach, and Dana Point, to compare per-slip parking requirements.

Based on these findings, the consultant would prepare recommendations on adjustments to the per-slip parking ratio and produce a summary memorandum for Council consideration. The total estimated cost, inclusive of both data collection and analysis, is \$35,000.

At this time, staff is seeking Council's direction on whether to proceed with a study in the Harbor. If the City Council directs staff to pursue the study, additional transportation consulting firms would be contacted in order to obtain competitive cost quotes. Once a suitable partner is selected, staff would negotiate an agreement for Council consideration, with the study estimated to take three to four months to complete.

Once the study is complete, staff would return to City Council at a future meeting to discuss the results. At that time, City Council could direct staff to pursue any recommended Zoning Ordinance and LCP amendments. The local amendment process would include at least one Planning Commission meeting, one Harbor Commission meeting, and two City Council meetings and would take an additional three to four months. Following local adoption, the LCP amendment would be submitted to the California Coastal Commission for certification, which would likely take an additional four to six months to process.

COORDINATION

The Waterfront and Economic Development Department coordinated with the Community Development Department to prepare this report.

FISCAL IMPACT

If directed to pursue a parking study, funding is available in the Waterfront and Economic Development Department's FY 2025-26 Budget to cover the estimated cost.

APPROVED BY:

Mike Witzansky, City Manager