

# Application for Designation/ Revision of a Special Parking Area (SPA)

Sec 26-511, 512, 513 & 517 of the Code of Ordinances



**PLANNING &  
DEVELOPMENT  
DEPARTMENT**

A Special Parking Area (SPA) is an area designated by City Council that is approved to have alternative parking requirements to those required by Chapter 26 Article VIII. A management entity may file an application for designation or revision of an SPA with the Planning and Development Department in accordance with Sec 26-511, 512, 513, & 517 of the Code of Ordinances.

## Project Information

Date: \_\_\_\_\_

Application Type (Check One):  SPA Designation  SPA Modification

Proposed/ Existing SPA Name: \_\_\_\_\_

Existing SPA boundaries (if applicable):

\_\_\_\_\_

Proposed SPA boundaries: \_\_\_\_\_

Is the SPA in conjunction with an existing/ proposed Walkable Place?  Yes  No

If yes, specify the Walkable Place name and boundaries:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Contact Information

Contact Person's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Management Entity's Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

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## About the SPA

Specify the reasons and justification for the proposed SPA designation/modification.

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Have you obtained support for the proposed SPA designation/ modification? If so, please specify and provide supporting document(s) if applicable. Supporting documentation can be supporting letters from key stakeholders, analysis/evidence supporting the proposed SPA designation/ modification will meet the intent of the ordinance.

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## Submittal Requirements

- Completed Application Form
- Proposed Parking Management Plan per Sec 26-512
- Proposed Special Parking Area Boundary Map
- Documentation that supports the proposed SPA will meet the intent of the ordinance
- Pay the non-refundable application fee pursuant to the current city fee schedule