

Washington State Capitol Campus Parking Study

April 2009
Shea, Carr & Jewell, Inc.



General Administration
STATE OF WASHINGTON

ACKNOWLEDGEMENTS:

Department of General Administration

Tom Evans, Architect, State Capitol Facilities Planning Manager

Marziah Kiehn-Stanford, AICP, Project Manager

Joan Cullen, Program Manager, State Agency CTR Program

Deanna Price, Parking Office Supervisor

Consultants

Perry Shea, Principal, Shea, Carr & Jewell, Inc.

Jean Carr, Principal, Shea, Carr & Jewell, Inc.

Candace Cramer, Planner, Shea, Carr & Jewell, Inc.

Trafficount, Inc.

TABLE OF CONTENTS

EXECUTIVE SUMMARY	i
1 INTRODUCTION	1
1.1 Study Origin.....	1
1.2 Data Sources	2
1.3 Study Questions	3
2 EXISTING CONDITIONS/BASELINE EVALUATION.....	5
2.1 Number of Campus Employees.....	5
2.2 Current Parking Capacity	9
2.3 Parking Management	10
2.3.1 Types of Parking Stalls	10
2.3.2 Employee Parking	11
2.3.3 Parking Enforcement	11
2.4 Employee Survey	13
2.5 Parking Study Areas	13
2.5.1 Employee Commute Patterns.....	24
2.5.2 Waiting Lists for Parking	25
2.5.3 Parking Violations	26
2.5.4 Visitors to Campus.....	27
3 EXISTING PARKING DEMAND	28
3.1 Employee Parking Demand During Non-Session.....	28
3.2 Employee Parking Demand During Session	28
3.3 Visitor Demand.....	29
3.4 Dash Route	29
3.5 Reserved Parking Needs of Agencies	30
3.6 Total Existing Parking Demand for Employees & Visitors	31
4 CURRENT PARKING UTILIZATION.....	33
4.1 Parking Study Area A.....	34
4.2 Parking Study Area B.....	37
4.3 Parking Study Area C	41
4.4 Parking Study Area D	43
4.5 Parking Study Area E.....	47
4.6 Parking Study Area F	49
4.7 Parking Study Area G	54
4.8 Parking Study Area H	56
5 FUTURE PARKING DEMAND	57
5.1 Heritage Center/Executive Office Building.....	57
5.1.1 Heritage Center/EOB Parking Demand	60
5.1.2 Change in Parking Demand Resulting for the HC/EOB	61
5.1.3 Future Area A Parking Summary	62
5.2 DIS Office Building & Data Center	64
5.2.1 DIS Project Parking Demand	65
5.2.2 Change in Parking Demand Resulting from the DIS Project	65
5.2.3 Future Area H Parking Summary	66
5.3 South Edge Project(s).....	67
5.3.1 South Edge Parking Demand	67
5.3.2 Change in Parking Demand Resulting from the South Edge Project	69
5.3.3 Future Area D Summary	69
6 FUTURE PARKING SUPPLY/DEMAND COMPARISON	70
6.1 Pedestrian Movement	73
6.2 Short Term Construction Impacts vs Long Term Impacts	73

7 FINDINGS	74
7.1 Parking Demand vs. Parking Supply.....	74
7.2 Lack of Parking vs. Lack of Convenient Parking	75
7.3 Reserved Parking	75
7.4 Impacts of Session on Parking Supply	76
8 RECOMMENDATIONS	78
8.1 Campus-Wide.....	78
8.2 West Campus	79
8.3 East Campus.....	80
8.4 Future CTR Goals	80
8.5 Next Steps.....	81

Appendices

Appendix A	CTR Survey Report (WSDOT Trip Reduction Office)
Appendix B	Data from parking utilization and turnover study February 26 and 27, 2008
Appendix C	Agency Survey Results
Appendix D	Parking Counts – 2009 Session
Appendix E	Response to Comments

EXECUTIVE SUMMARY

Three major new campus projects are currently in the planning or design stages:

- Department of Information Services Data Center and Office Building,
- Heritage Center/Executive Office Building,
- South Edge Project(s).

These proposed projects will redistribute staff and visitors, as well as access, parking and pedestrian circulation routes in three areas of the campus. The projects therefore joined together to have a single study prepared to examine traffic and parking issues.

For purposes of this study, the Capitol Campus was divided into discreet Parking Study Areas to evaluate the number of staff working in and visitors to distinct areas of campus, and how much parking is available nearby. These Parking Study Areas are illustrated in the aerial photo on the next page.

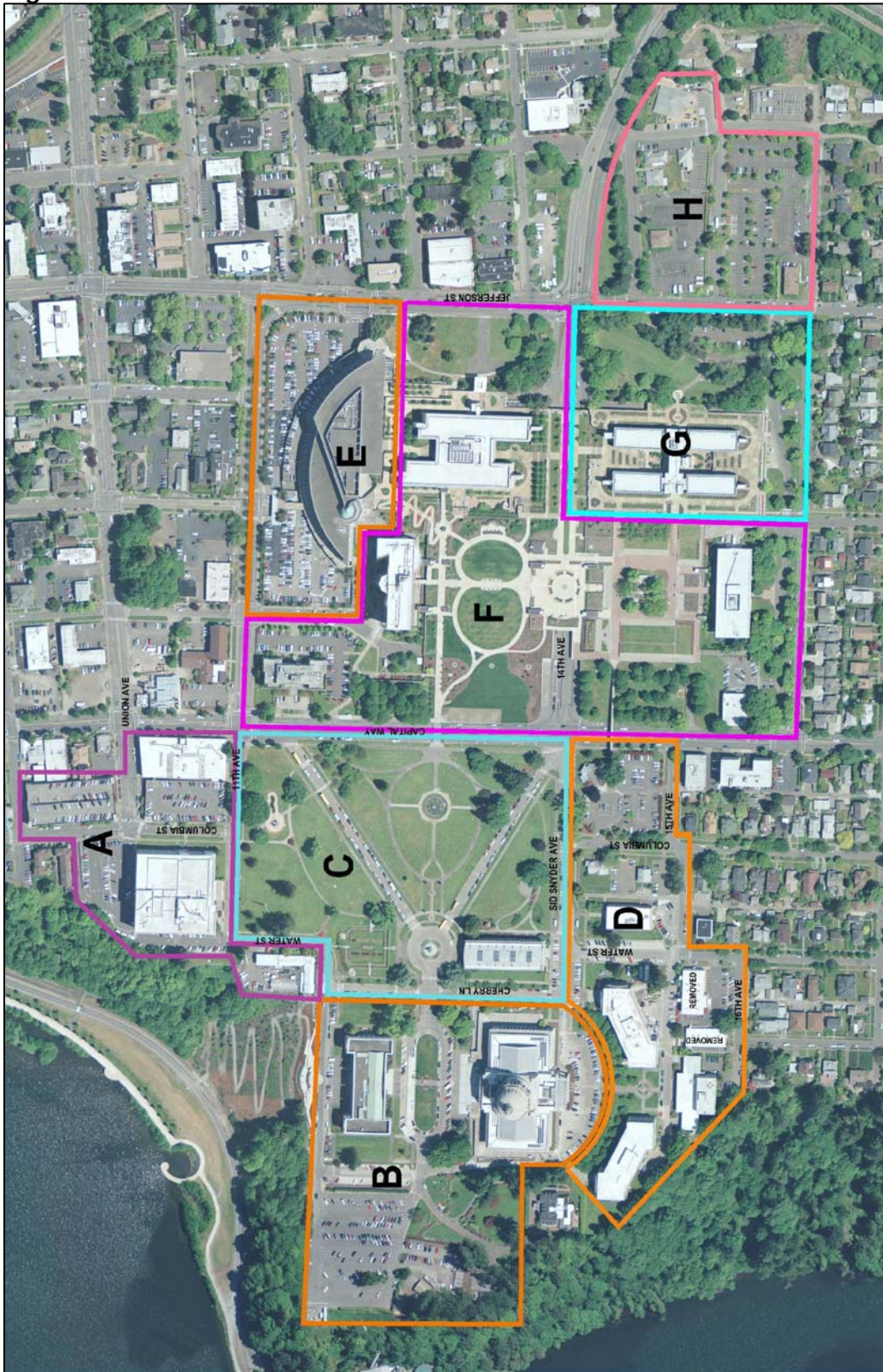
The data for this study was gathered on February 26 and 27, two typical mid-week days during the 2008 Legislative Session. This study was undertaken to collect objective data regarding the occupancy rates of existing parking facilities on campus. This data is important in informing the planning and design of all three projects, as well as future decisions concerning the potential for construction of additional parking on campus and/or other management actions that could reduce the demand for on-campus parking.

It should be noted that a companion study on regional transportation is currently underway by the Thurston Regional Planning Council. This study is also sponsored by the State and will provide a broader look at transportation issues beyond the Capitol Campus boundaries that affect the Capitol Campus.

Most parking on the Capitol Campus is managed by General Administration Parking Services. Types of parking stalls include:

- *Zoned Parking* is employee parking that is not reserved.
- *Reserved Parking*
 - Agency fleet vehicles
 - Agency staff vehicles
 - Service vehicles
- *Visitor Parking*
- *Disabled Parking for employees and visitors*
- *Carpool and Vanpool Parking*

Figure ES-1



Existing Conditions

When the Legislature is not in Session, there are 1,710 **employees** on the West Campus and 3,948 on the East Campus, for a total of 5,658. This number increases by approximately 575 to a total of 6,234 employees during the Legislative Session. This increase is entirely on West Campus; East Campus remains unchanged.

The latest Commute Trip Reduction (CTR) survey results show that approximately 30% of campus employees use a commute option other than driving to work alone. Therefore, the number of parking spaces needed on campus for employees is approximately 70% of the total number of employees. To account for carpool and vanpool vehicles, 4% of the number of employees is added back into the equation. Thus, the current total employee parking demand during session is 4,612 parking spaces.

The number of **visitors** to campus varies greatly depending on the time of year and events scheduled. Although there are 295 visitor spaces on the West Campus, often the demand for these spaces exceeds the supply, especially during Session.

There are a significant number of stalls on campus that are **reserved** for fleet and service vehicles or other uses that are not available for staff or visitors. These parking spaces are included in the total number of stalls so that a clear picture of the total parking resource on campus is presented; however, at least 888 of the reserved stalls are utilized for agency vehicles and are not available to employees or visitors.

The West Campus contains 1,766 parking stalls, and East Campus contains 4,093. The approximate breakdown of all stalls on campus is:

Table ES-1

<i>Type of Stall</i>	<i>Number</i>
Zoned ⁽¹⁾	3,567
Disabled Employee	122
Visitor/Disabled Visitor	547
Reserved ⁽²⁾	1,510
Motorcycle	44
Service	69
<i>Total</i>	5,859

⁽¹⁾ includes carpool/vanpool spaces

⁽²⁾ includes approximately 888 stalls reserved for agency vehicles.

The table below illustrates the current parking demand and capacity for employees and visitors in each Parking Study Area. It should be noted that although Area F (Plaza Garage) shows an excess capacity of almost 1,100¹ parking spaces, it accommodates employees from several other Parking Study Areas, not just employees who have offices in Area F.

There are a significant number of stalls on campus that are reserved for fleet and service vehicles or other uses that are not available for staff or visitors. These parking spaces are included in the total number of stalls so that a clear picture of the total parking resource on campus is presented, however, at least 888 of the reserved stalls are utilized for agency vehicles and are not available to employees or visitors.

Table ES-2

Existing Employee/Visitor Parking Demand and Capacity by Parking Area 2008 Legislative Session					
Parking Study Area	Total # Employees ⁽¹⁾	Employee Parking Demand ⁽²⁾	Visitor Parking Demand ⁽³⁾	Total Parking Demand	# Parking Stalls
West Campus					
A	776	574	95	669	637
B	483	357	0	357	613
C	176	130	93	223	139
D	851	630	76	706	377
<i>Sub-Total West Campus</i>					
	<i>2,286</i>	<i>1,691</i>	<i>264</i>	<i>1,955</i>	<i>1,766</i>
					<i>Less stalls reserved for agency vehicles and not available to employees or visitors ⁽⁶⁾</i>
					<i>West Campus Visitor and Employee Parking Supply</i>
					1,579
East Campus					
E	1,208	894	163	1,057	1,228
F	1,929	1,427	0	1,427	2,524
G	811	600	18	618	341
H ⁵	0	0	0	0	0
<i>Sub-Total East Campus</i>					
	<i>3,948</i>	<i>2,921</i>	<i>181</i>	<i>3,102</i>	<i>4,093</i>
					<i>Less stalls reserved for agency vehicles and not available to employees or visitors ⁽⁶⁾</i>
					<i>East Campus Visitor and Employee Parking Supply</i>
					3,392
Total	6,234	4,612	445⁽⁴⁾	5,057	4,971
<p>(1) Source: General Administration, 2007. Number of employees does not include future Heritage Center, DIS, or South Edge projects.</p> <p>(2) 30% reduction applied to reflect employees who use a commute option other than driving to work alone. Spaces added for carpool/vanpool parking = 4% of total employees. e.g. (776 total employees x 70% = 543) + (776 x 4% = 31) = 574</p> <p>(3) Source: Parking Turnover Study, February 26 and 27, 2008, visitor spaces occupied at peak time in each lot.</p> <p>(4) Total visitor spaces available, including disabled visitor = 547</p> <p>(5) At the time of this study, Area H (Wheeler Lot) was closed in anticipation of startup of the new DIS project.</p> <p>(6) 888 parking stalls on campus are reserved for agency vehicles and not available for employees or visitors – 187 agency reserved stalls on west campus and 701 agency reserved stalls on east campus</p>					

¹ 2,524 parking stalls provided – 1,427 parking demand = 1,097 excess capacity in Study Area F.

The table above shows that during Session there are currently 5,057 employees and visitors competing for 4,971 parking spaces on campus. This reflects a parking supply that is approximately 86 spaces short of the demand when the number of reserved/unavailable stalls is factored in.

This shortage represents approximately 2 percent of the total parking need, and given the volume of parking on campus, a slight shortage. Data collected during the parking turnover study showed that at the peak demand for each lot, a total of approximately 550 zoned and visitor spaces were vacant campus wide. When evaluating parking occupancy data, it is important to take into account the effective supply. Parking management generally does not seek to achieve 100 percent occupancy of all lots. In fact, parking lots with occupancy rates of 85 to 90 percent are typically considered fully utilized. This allows a cushion of available spaces to help reduce the amount of time users must spend searching for a parking space, and helps offset temporary reductions in available parking due to improperly parked vehicles.

The 550 vacant spaces campus wide that were identified during the turnover study equals 11 percent of parking on campus. The parking turnover study data for the campus reflects a peak occupancy of 89.2 percent on the West Campus, and 88.9 percent on the East Campus – both of which are within the expected occupancy range for fully utilized parking areas.

Future Conditions

Three new projects on the Capitol Campus are anticipated to be constructed within the next ten years. Each will have specific parking needs and parking impacts, both in the specific area of campus where the new building will be located, and campus-wide.

As detailed below, these three projects as currently planned will not create sufficient new parking supply in their respective Study Areas to meet their respective parking demands. These projects are relying on excess capacity in the Plaza Garage and other parking facilities to satisfy the overflow.

Heritage Center/Executive Office Building

The HC/EOB will be located at the current site of the General Administration building. It will function as the new hub for visitor activity on campus. Services currently provided at the Visitor Information Center at the intersection of Capitol Way and Sid Snyder Avenue will be offered at the Heritage Center. This shift, and the new interpretive and learning opportunities offered at the Heritage Center, will create an increased demand for visitor parking within Study Area A. It is estimated that the future parking demand in Study Area A will be 688, which is 101 more than the currently planned supply of 587.

Wheeler Project

The Wheeler project consists of an office building for the Department of Information Services (DIS) and a Data Center, and will ultimately house 550 DIS employees. The project will also construct 320 parking stalls. The future parking demand in Study Area H resulting from the project is estimated to be 427 spaces, which is 107 more than the currently planned supply of 320.

South Edge Project(s)

The proposed redevelopment of the eastern portion of Study Area D will occur in at least two phases. Only Phase 1 is considered in this study. As currently envisioned, Phase 1 will replace the Newhouse Building and two Press Houses with a new office building and a new underground parking garage with approximately 200 spaces. It is anticipated that the new building will house approximately 200 employees, including approximately 140 from as yet unidentified Senate operations that will likely be brought from off-campus.

The 200 new stalls, in addition to 313² existing stalls in Study Area D, will provide 513 parking stalls to serve a demand of 810. Area D is a particularly sensitive part of campus due to its proximity to the South Capitol neighborhood, which often experiences parking and traffic difficulties due to overflow parking demand during legislative sessions.

The following table compares projected parking demand to projected parking spaces on campus upon completion of the three projects.

² The existing Newhouse parking lot (64 stalls) will be demolished. There are currently 377 parking stalls (377 - 64 Newhouse stalls = 313).

Table ES-3

Future Parking Demand and Capacity by Parking Area – Following Completion of 3 Projects					
Parking Study Area	Total # Employees ⁽¹⁾	Employee Parking Demand ⁽²⁾	Visitor Parking Demand ⁽³⁾	Total Parking Demand	# Parking Stalls
West Campus					
A	540	400	288	688	587
B	483	357	0	357	613
C	176	130	93	223	139
D	991	734	76	810	513
<i>Sub-Total West Campus</i>	<i>2,190</i>	<i>1,621</i>	<i>457</i>	<i>2,078</i>	<i>1,852</i>
				<i>Less stalls reserved for agency vehicles and not available to employees or visitors ⁽⁴⁾</i>	<i>-187</i>
				<i>West Campus Visitor and Employee Parking Supply</i>	<i>1,665</i>
East Campus					
E	1,208	894	163	1,057	1,228
F	1,929	1,427	0	1,427	2,524
G	811	600	18	618	341
H	550	407	20	427	320
<i>Sub-Total East Campus</i>	<i>4,498</i>	<i>3,328</i>	<i>201</i>	<i>3,529</i>	<i>4,413</i>
				<i>Less stalls reserved for agency vehicles and not available to employees or visitors ⁽⁴⁾</i>	<i>-701</i>
				<i>East Campus Visitor and Employee Parking Supply</i>	<i>3,712</i>
Total	6,688	4,949	658	5,607	5,377
<p>(1) Estimated number of employees following completion of Heritage Center/EOB, DIS and Phase 1 South Edge projects.</p> <p>(2) 30% reduction applied to reflect employees who use a commute option other than driving to work alone. 4% of total employees added for carpools and vanpools.</p> <p>(3) Only Areas A, D, and H show projected increases.</p> <p>(4) Approximately 888 stalls are reserved for agency vehicles and therefore not available to employees or visitors.</p>					

As shown in the above table, if the three campus projects proceed as planned and construct the number of parking spaces that are now being considered, there will be 5,607 employees and visitors seeking 5,377 parking spaces - a shortage of 230 spaces during Session.

Findings

Results of the study show:

1. If the three campus projects proceed as currently planned, there will be a future shortage of about 230 parking spaces during legislative sessions.
2. At the present time, the supply and demand for employee and visitor parking campus-wide during Session, is about equal.
3. In some areas of the campus, particularly Study Area D (Cherberg and O'Brien vicinity), the demand exceeds the supply even during non-session periods.

4. Most lots that are primarily used for zoned parking are very full or near capacity during Session. The Mansion Lot (average 30% vacancy) and DOT Garage (average 37% vacancy) have the highest vacancy rates.
5. Utilization of visitor parking varied widely:
 - The North and South Diagonals were almost fully occupied, averaging less than 10% vacancy. Parking in the Visitor Information Center Lot has an average 11% vacancy. The GA Garage Visitor Level peaked at 2:00 p.m., with 24% (19) of the stalls still available.
 - Most visitor parking at NRB was long-term, with 69% of cars parked for 5 or more hours.
6. The Plaza Garage is able to handle the overflow demand under current conditions but is not likely to be able to handle the overflow anticipated with completion of the three major projects.

Recommendations

Evaluation of the data resulted in the following recommendations:

Campus-Wide:

1. Establish clear policies regarding how much parking future development on campus must provide to meet the demand they create.
2. Evaluate the way in which reserved parking is currently managed. Establish clear criteria for when and how reserved parking can be assigned.
3. Reduce the number of reserved stalls to increase the parking supply for employees and visitors.
4. Examine carefully how excess capacity in certain Study Areas can best be used to accommodate shortages in other Study Areas and the potentially negative impact of those decisions on both employees and visitors.
5. Monitor the DOT Garage and the Mansion Lot to determine if they are regularly under-utilized. If so, consider increasing the number of parkers assigned to these lots.
6. Consider moving parking stalls utilized for fleet and maintenance vehicles to different areas on campus to free up parking for visitors and employees.
7. Retain and improve the existing pedestrian bridge across Capitol Way to provide safe ADA access for west campus employees who have assigned parking in the Plaza Garage.
8. Consider funding a parking enforcement officer on campus, at least during legislative sessions.

West Campus

1. Carefully evaluate parking assignments in Study Area A to ensure an adequate number of visitor stalls are available for HC/EOB visitors.
2. Begin planning for a new underground parking structure on or near the Pritchard Lot to increase parking in Study Area D, one of the most under-

- supplied areas on campus. Reference Opportunity Site #5 in the State Master Plan.
3. Install clear way-finding signs to all visitor parking areas on campus.
 4. Consider re-designating at least some of the Flag Circle parking to visitor parking to increase convenient visitor parking on West Campus.
 5. Re-designate reserved parking stalls in the Visitor Center Lot to visitor stalls.
 6. Re-designate a small number of stalls to visitor parking that are close to agencies that have frequent visitors.

East Campus

1. Consider increasing the overbooking percentage in the DOT garage, which has the highest vacancy rate of all zoned parking areas on campus.
2. Include plans for future improvements to pedestrian routes that lead from East Campus to the Wheeler site to accommodate the large number of employees who will be assigned to park in the Plaza Garage.

Commute Trip Reduction

The following suggestions are offered as potential ways to reduce the demand for on-campus parking:

1. Construct outlying parking lots with a shuttle service to the campus.
2. Construct multi-story parking garages in partnership with the City in downtown areas that would benefit downtown businesses as well as campus visitors.
3. Provide additional park-and-ride lots.
4. Increase work-at-home opportunities.

1 INTRODUCTION

The Capitol Campus Parking Study was carried out to provide a comprehensive evaluation of parking supply and demand on the Capitol Campus. Three major proposed campus developments, the DIS Data Center and Office Buildings, the Heritage Center/Executive Office Building and the South Edge Project(s), joined together to have a single study prepared to examine parking issues.

This study is comprised of two primary components:

- A baseline evaluation of available parking on campus and demand for parking;
- A parking utilization and turnover study.

1.1 Study Origin

During legislative sessions, parking on the Capitol Campus is perceived to be inadequate by many visitors and employees. Anecdotal information indicates this perception results from limited parking availability adjacent to many campus office buildings and dispersed visitor parking that is often full during peak activity time.

Significant planning is currently underway for three major building projects on the Capitol Campus. These proposed projects will redistribute operations, staff and visitors as well as their access, parking and pedestrian circulation routes. The combined projects created a need for a comprehensive analysis of parking and pedestrian access as the campus deals with multiple construction projects and relocation of staff into temporary and permanent locations.

Planned major building projects on campus (assumed within the next ten years) are:

1. *DIS Data Center and Office Building*

This project is subject to approved financing and, once approved, will be located on the Wheeler Site, which is bounded by 14th Avenue on the north and Jefferson Street on the west. It includes an approximately 160,000 gross square foot (gsf) office building for the Department of Information Services and a 160,000 gsf Data Center. Taking into account future growth for DIS, it is anticipated that approximately 550 employees will work in the project once fully occupied. It is proposed that 320 parking stalls will be provided with the project.

2. *Heritage Center/Executive Office Building*

This project is planned to be constructed at the current location of the General Administration Building. The project is currently in the design phase. The size of the various uses being proposed and the list of tenants has not been finalized. At the time of this writing, the

Heritage Center is planned to be 206,000 square feet in size and will include a museum and exhibit space, a conference center, library, archives, café, and public spaces. Approximately 180,700 square feet of office space will be provided in the Executive Office Building. As part of the project, the General Administration (GA) Building will be demolished, and GA and Washington State Patrol staff currently in the building will be relocated off-campus.

The current proposal would eliminate 120 parking stalls in the GA surface lot and construct a new surface lot with 70 stalls.

3. *South Edge Redevelopment*

The South Edge sub-campus plan recently evaluated options for new office space in the vicinity of the current Visitor's Center and Newhouse buildings. Phase 1 is proposed to consist of a 50,000 gsf office building that will replace the Newhouse Building and two Press Houses. This phase will also replace 64 surface parking stalls with a new 200-vehicle underground garage.

Phase 2 would eventually construct a new office building in the area now occupied by the Visitor Center and visitor parking lot. Phase 2 of redevelopment is not planned for the near horizon, and is not included in this analysis.

Upon completion of the above-described projects, staff will be moved onto the Capitol Campus from numerous leased spaces off-campus. Pedestrian and vehicle circulation will be affected by the mix of uses in the new buildings, the location of parking, and by the anticipated heavy visitor demand at the Heritage Center. It is important that the parking demand of all projects be evaluated simultaneously so that implications of all associated changes are understood and addressed in a comprehensive manner.

1.2 Data Sources

GA's Parking Services Office maintains a database of the types and numbers of parking stalls in each lot, as well as maps of each parking area. Information in this study was taken from the Lots and Stalls Database dated October 1, 2007, and maps of each lot provided by Parking Services.

A parking utilization and turnover study was conducted to gather objective data regarding parking availability on campus. The study was conducted on Tuesday, February 26 and Wednesday, February 27, 2008³. Parking areas that predominantly serve visitors were surveyed hourly. All other parking facilities on campus were

³ These dates were deliberately chosen as "busy days" but not the "busiest". The dates were during a non-budget session and after the date of bill cutoff. Had the dates been during a budget session and prior to bill cutoff, parking vacancy rates would likely have been lower.

surveyed every two hours because parking lots serving employees typically have lower turnover rates throughout the day.

Parking lots were monitored to ascertain:

1. Existing parking occupancy throughout a typical weekday during Session;
2. Existing parking duration characteristics throughout a typical weekday during Session.

During the survey, all parked vehicles were counted. In some cases, the actual ground counts differed from the numbers in the database. This is primarily due to vehicles parked in locations that are not included in the official parking stall inventory. For example, the database and maps show 80 parking stalls in Flag Circle, but the actual ground count was 97, with 10 vehicles parked by the west barricade and 7 by the east barricade in unmarked spaces. This intensified parking in the Flag Circle is authorized and managed by Parking Services to accommodate increased parking demand during Session. Similarly, in the Insurance Lot, four vehicles were parked where there was one marked stall.

For the most part, the number of parking spaces counted in each lot varied by only a few stalls from the database. In addition, some stalls that are considered unusable are not included in the database because they are utilized as storage areas, bicycle cages, etc., but if a vehicle was parked in these stalls, it was counted during the survey.

The types of stalls in each of the lots also change periodically due to changing needs on the Capitol Campus. At the time of this study, the Wheeler Lot was closed in anticipation of the start of construction for the DIS complex, and no counts were taken at this lot. The information provided in this report is current at the time of writing and attempts to match the database with the actual counts to the greatest extent possible. There may be slight differences in the types of stalls that are available, but they are statistically insignificant to the results of the study.

1.3 Study Questions

To determine the true nature of parking issues on Campus and the actual issues to be addressed, a baseline evaluation of campus parking was conducted. Data was collected to determine the amount of parking available and specific parking needs on campus. From this data, the following questions will be addressed:

1. How much parking is available on campus now?
2. What are the visitor, agency and staff parking needs on campus?
3. What is the parking demand compared to parking availability on campus?
4. How do parking issues change on campus when the legislature is in Session versus when it is not?
5. How well is parking on campus currently utilized during Session?

6. Does a parking problem currently exist on the Capitol Campus?
7. How much parking is each of the three major new projects planning to provide compared to each project's parking demand?
8. What are the long-term parking needs following completion of the three projects?

2 EXISTING CONDITIONS/BASELINE EVALUATION

Parking provided on campus functions to serve all of the campus. Employees are generally assigned to available parking as close as possible to their offices, but the largest parking supply is in the Plaza Garage on the east side of campus. This condition results in a long walk for some employees between where they park and where they work. The distance from the Plaza Garage to the Insurance Building, for example, is about one-quarter mile.

For analysis purposes, eight Parking Study Areas were created to evaluate parking availability and demand on the campus. In an ideal world all the parking demand of a Study Area would be supplied in the same Study Area. But that is not the case on either the West or East Campus. Some sectors of campus contain significant parking capacity while others have much more limited parking supplies. However, limited parking availability within a particular Study Area does not necessarily constitute a problem in and of itself, because those parts of campus with fewer parking spaces are served by the parking availability in other parts of campus. This arrangement seems to serve the campus well, but does constitute an inconvenience to some staff and visitors.

The baseline evaluation included collecting data on parking lots and garages, numbers and types of stalls, numbers of employees and visitors, numbers of parking passes, waiting lists for parking assignments, etc. Parking availability in each Study Area was compared with the number of employees in that Study Area.

2.1 Number of Campus Employees

The West Campus comprises the state-owned grounds west of Capitol Way south of Union Avenue and north of 16th Avenue and for the purposes of this study includes the following buildings and their associated parking:

- General Administration Building
- Insurance Building
- Cherberg Building
- Legislative Building
- Newhouse Building
- O'Brien Building
- Pritchard Building
- Temple of Justice
- Capital Park Building (1063 Building)
- Visitors Center
- AP White House
- AP Schumaker House

The East Campus includes the campus area east of Capitol Way, north of Maple Park and south of 11th Avenue. The following buildings are included in this study:

- Archives
- Capitol Court
- Employment Security Building
- Highway-License Building
- Natural Resources Building
- Office Building #2
- Old IBM Building
- Transportation Building

Table 1, which follows the campus map, lists the State agencies and number of employees in each building when the Legislature is in Session and when it is not. Employee information was provided by the Department of General Administration as of October 2007.

Figure 2-1

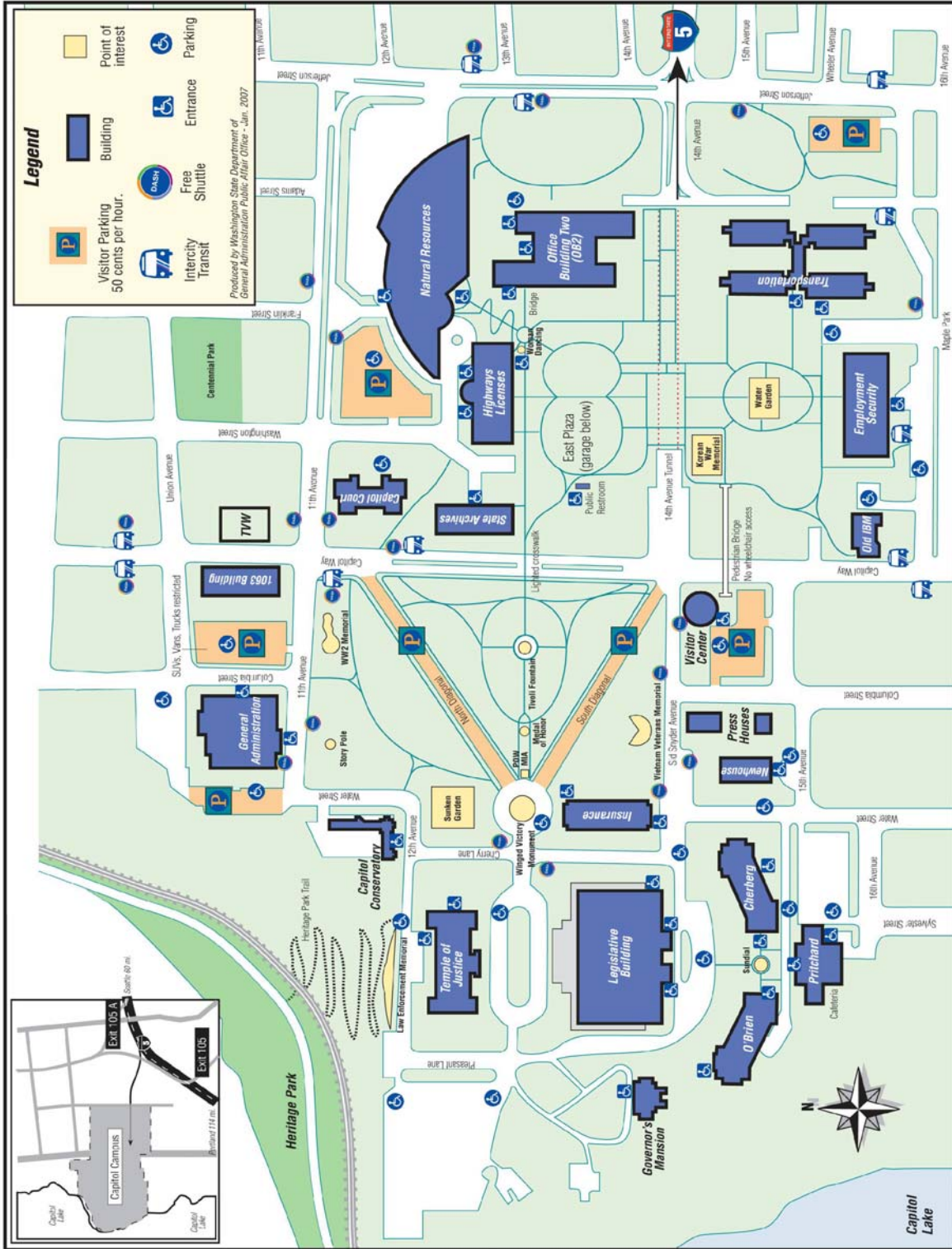


Table 1. Existing Conditions

Building	Agencies	No. of Employees	
		Non-Session	Session
West Campus			
General Administration Building	General Administration, Commission of Judicial Conduct, Puget Sound Action Team, Governor's Office of Indian Affairs, State Treasurer, Office of Financial Management, Dept of Printing, Hispanic Affairs, African American Affairs, Asian Pacific Affairs, Commission on Salaries, WA State Patrol	731	731
Insurance Building	Office of the Governor, Washington State Auditor, Office of Financial Management, Office of Insurance Commissioner	176	176
Capital Park (1063 Bldg)	Dept of Historic Preservation, Freight Mobility Strategy Investment Board	45	45
John Cherberg Building	Washington State Senate	97	333
Legislative Building	House of Representatives, Senate, Joint Legislative Systems Commission, Office of the Governor, Office of the Lieutenant Governor, Secretary of State, General Administration, Washington State Patrol, Legislative Information Center, Third House, Office of the State Treasurer	254	393
Irv Newhouse Building	Washington State Senate	40	74
John L. O'Brien Building	House of Representatives	206	373
Joel Pritchard Building	Code Reviser, General Administration	46	46
Temple of Justice	Supreme Court, Administrator for the Courts, Law Library	90	90
AP White House	Press	10 ⁽¹⁾	10 ⁽¹⁾
AP Schumacher House	Press	10 ⁽¹⁾	
Visitor Center		5 ⁽¹⁾	10 ⁽¹⁾
Subtotal West Campus		1,710	2,286
East Campus			
Archives	Secretary of State	28	28
Employment Security Building	Employment Security	318	318
Highway-Licenses Building	Office of Attorney General, Department of Licensing	554	554
Natural Resources Building	Department of Printing, General Administration, Dept of Services for the Blind, Interagency Committee for Outdoor Recreation, Department of Fish & Wildlife, Department of Natural Resources, Department of Agriculture	1,208	1,208
Office Building #2	Dept of Social & Health Services, Dept of Information Services, General Administration	878	878

Building	Agencies	No. of Employees	
Old IBM Building	Employment Security	36	36
Transportation Building	Department of Transportation, General Administration, Transportation Commission, State Auditor	811	811
Capitol Court Building	Attorney General, Office of Financial Management	115	115
Wheeler Site ⁽²⁾	JLARC Building, Child Care Center, Joint Transportation Commission, Caseload Forecast Council, Legislative Call Center, misc.	(78)	(78)
Subtotal East Campus		3,948	3,948
Total		5,658	6,234
⁽¹⁾ Estimated			
⁽²⁾ Wheeler site tenants, including the Child Care Center, have moved to new locations. Former Wheeler building employees are not included in the total.			

2.2 Current Parking Capacity

Most parking lots and garages on the Capitol Campus are managed by General Administration Parking Services. Parking facilities included in this study and the number of spaces in each are listed below.

Name of Parking Facility	Number of Stalls
West Campus	
Capitol Garage	4
Capital Park Garage (1063 Bldg.)	25
Cherberg North	14
Cherberg/O'Brien	57
Columbia Garage	258
Flag Circle	80
GA Garage – Lower Levels	157
GA Garage – Visitor Level	77
GA Surface Lot	120
Insurance Lot	40
Legislative Lot	102
Mansion Lot	316
Newhouse Lot	64
North Diagonal	53
South Diagonal	46
Pritchard Lot	117
Temple Lot	111
Visitor Information Center	82
Water Street	43
Sub-total West Campus	1,766

Table 2. Campus Parking	
Name of Parking Facility	Number of Stalls
<i>East Campus</i>	
Archives Lot	4
Capitol Court Building	88
DOT Garage	303
Maple Park Lot	38
IBM Lot	24
NRB Garage	1,020
NRB Visitor Level	208
Plaza Garage (incl. OB2 Svc Level)	2,408
<i>Sub-total East Campus</i>	4,093
Total Capitol Campus Parking	5,859
Source: Parking Services	

Note: The Wheeler Lot, including the North Satellite Lot, has been closed to allow construction of the DIS building and is not included in the listing above.

2.3 Parking Management

2.3.1 Types of Parking Stalls

The parking stalls available on campus are primarily divided into three different types:

Zoned Parking

Zoned parking is employee parking that is not reserved. Rather than an assigned space for each individual, zoned parking is open to all employees assigned to a particular parking lot or garage. The Parking Office allocates zoned parking based on the building location where the employee is assigned and the date the employee requests parking. The employee may then park in any zoned space in that lot. Employees may purchase a monthly pass or a sticker that permanently adheres to their vehicle window. Payment is made through automatic payroll deduction.

Reserved Parking

Reserved parking is paid for by a State Agency or organization (for example, Hands On Children's Museum) for use (at their discretion) for fleet vehicles, staff, or visitors. Reserved stalls are also available to some employees in particular areas, such as the Legislative Lot, Capitol Court Lot and Temple Lot. Employees assigned to a reserved stall typically pay the associated fees through payroll deduction. Stalls are also reserved for car/vanpool parking, disabled employee, disabled visitor, motorcycle and service parking. The Parking Office assigns reserved stalls at the request of the agency transportation coordinator based on agency need and available space. Table 3 shows the breakdown of types of parking available by parking facility.

Visitor Parking

Visitor parking is provided at seven locations on the Capitol Campus, with a 50 cent/hour fee payable at meters in each parking area. Intercity Transit offers a free bus service (DASH) between the Visitor Parking lot at the corner of Maple Park Avenue and Jefferson Street, through the Capitol Campus, to downtown, and the Olympia Farmers Market. The DASH service runs every 12 minutes on weekdays between 6:45 a.m. and 7:15 p.m. On Saturdays, the service operates every 10 minutes, 9:00 a.m. to 5:00 p.m., during the Farmers Market season.

2.3.2 Employee Parking

Most employees are assigned to zoned parking. The Office of Parking Services issues parking permits to employees who work on the campus. Off-site employees may be assigned campus parking on a space available basis. Where employees are assigned to park is determined by the location of the employee's work site and availability in nearby parking areas. In addition to the monthly passes, day passes are also issued to temporary employees, contractors, and cafeteria workers. Employee parking in several lots and garages is overbooked approximately 28% to account for absenteeism and maximize use of available spaces.

The locations of visitor parking on campus are illustrated in Figure 2-1.

2.3.3 Parking Enforcement

GA's Office of Parking Services manages parking in State-owned lots on the Capitol Campus, but ticketing of campus parking violations is the responsibility of the Washington State Patrol. If parking rules are violated, a fine may be assessed by the municipal court. Vehicles may be impounded and/or towed. If repeated violations occur, parking privileges may be lost.

**Table 3. Capitol Campus Parking Inventory
Type of Stalls – East and West Campus**

Type of Stall	Zoned	Car/ Vanpool	Disabled Employee	Visitor	Disabled Visitor	Motorcycle	Reserved	WSP Reserved	Service	Total
Name of Lot										
West Campus										
Capitol Garage	0	0	0	0	0	0	4	0	0	4
Capital Park (1063 Bldg.)	0	0	0	0	0	0	25	0	0	25
Cherberg North	0	0	0	0	2	0	11	0	1	14
Cherberg/ O'Brien	0	0	0	0	6	1	47	0	3	57
Columbia Garage	218	0	0	0	0	3	37	0	0	258
Flag Circle	0	0	0	0	4	0	75	0	1	80
GA Surface	0	3	18	32	6	3	50	1	7	120
GA Red Level	66	0	1	0	0	0	0	14	0	81
GA Yellow Level	64	0	0	0	0	3	0	9	0	76
GA Visitor Level	0	0	0	73	2	0	2	0	0	77
Insurance Lot	0	0	1	0	1	0	38	0	0	40
Legislative Lot	0	0	0	0	2	0	99	0	1	102
Mansion Lot	213	6	0	0	4	0	93	0	0	316
Newhouse	0	0	0	0	1	0	63	0	0	64
N. Diagonal	0	0	0	53	0	0	0	0	0	53
Pritchard Lot	35	0	6	0	0	0	76	0	0	117
S Diagonal	0	0	0	42	0	0	4	0	0	46
Temple Lot	0	0	0	0	0	0	111	0	0	111
Visitor Info Center	0	0	0	62	3	0	17	0	0	82
Water Street	0	0	0	0	2	0	41	0	0	43
Subtotal	596	9	26	262	33	10	793	24	13	1,766
East Campus										
Archives	0	0	0	0	0	0	4	0	0	4
Capitol Court	0	0	1	6	2	0	77	0	2	88
DOT Garage	172	5	26	0	1	6	85	0	8	303
IBM Lot	0	0	0	0	2	0	22	0	0	24
Maple Park Lot	0	0	0	38	0	0	0	0	0	38
NRB Garage	787	9	17	0	0	8	168	0	31	1020
NRB Visitor	0	0	0	191	12	5	0	0	0	208
Plaza Garage	1971	18	52	0	0	15	337	0	15	2,408
Subtotal	2,930	32	96	235	17	34	693	0	56	4,093
TOTAL	3,526	41	122	497	50	44	1,486	24	69	5,859

Source: General Administration Parking Services Office, October, 2007 and May, 2008.

Notes: The Wheeler Lot, including North Satellite, has been closed and is not included in the above totals.

2.4 Employee Survey

Transportation coordinators and facility managers on campus were asked to complete a brief survey about the presence and degree of parking-related issues. To better understand the unique needs of different agencies and departments, a survey was developed to obtain feedback on key parking questions. The survey was distributed to transportation coordinators for each agency on the State network, asking for information on:

- current agency location and staffing
- future location, if any
- specific parking issues mentioned by staff or visitors
- estimated number of daily visitors
- times when customer demand is greatest
- special parking needs
- parking-related improvements needed

Although the survey was limited, respondents expressed similar parking concerns including:

- long waiting lists for parking close to worksite; need for parking closer to building in which people work;
- inequity in how parking spaces are allocated;
- not enough visitor parking; lack of convenient parking for visitors/customers

A number of agencies reported relatively low numbers of visitors, while the Attorney General, Auditor, Treasurer, and agencies in the John A Cherberg Building reported higher numbers. The busiest customer service times were reported to be during the Legislative Session, when the lack of visitor parking and handicapped parking was pointed out by most respondents as a concern. Complete survey responses are provided in Appendix C.

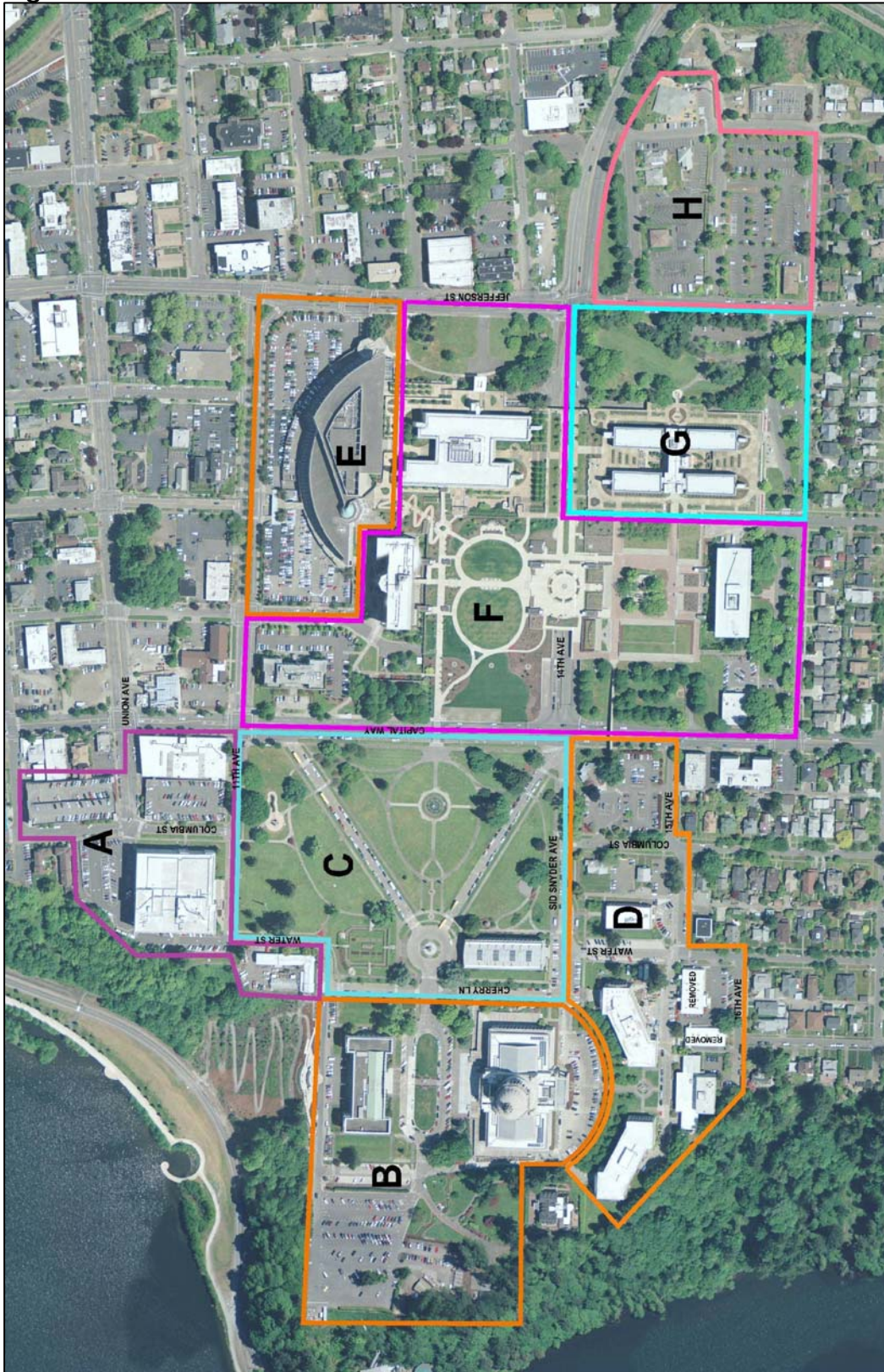
2.5 Parking Study Areas

To better assess parking demand and availability, the campus was split into smaller Parking Study Areas. The number of current and future employees and existing and proposed parking in each Area were evaluated. Each Parking Study Area is discussed further in Section 3. Figure 2.2 illustrates the location of the Parking Study Areas.

At first glance, the raw data regarding the number of parking spaces on both the West and East Campuses indicate there is adequate parking for the number of employees. However, all parking stalls are not available for employees and not all employees need a parking space. Available parking must also accommodate visitors, fleet vehicles, etc. and other adjustments such as absenteeism and alternate commute methods must be factored in. The makeup and characteristics of each

Parking Study Area are described on the following pages. The actual parking demand in each Study Area is discussed further in Section 3 of this report.

Figure 2.2



Parking Study Area A

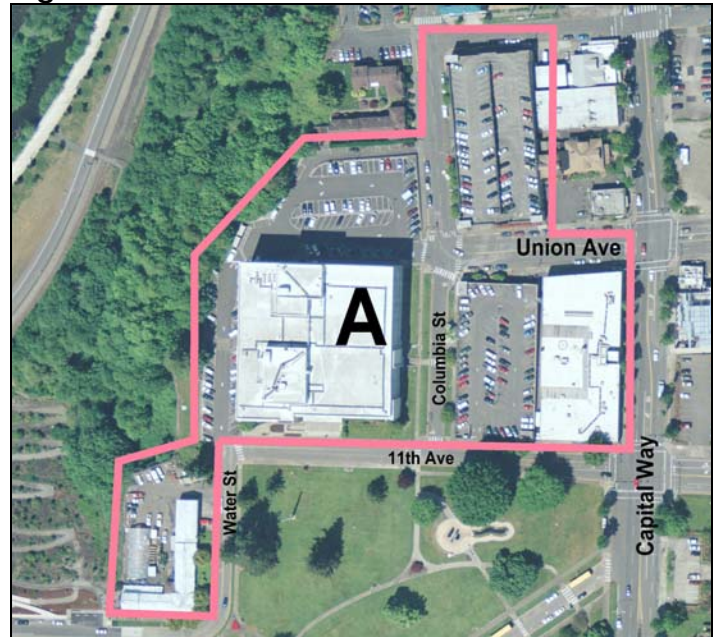
Parking Study Area A is the site of the future Heritage Center/Executive Office Building, which is anticipated to be completed in Fall 2012. The GA Building and Conservatory, GA Parking Garage, Columbia Street Garage, and Capital Park (1063 Building) and garage are located in Area A. The GA Building and Conservatory are scheduled to be demolished in April 2010, to make way for the Heritage Center/Executive Office Building.

Building	# Employees
General Administration	731
Capital Park (1063 Bldg)	45
<i>Total Employees</i>	<i>776</i>

Parking Lot	# Stalls
Columbia Street Garage	258
GA Garage Lower Levels	157
GA Visitor Level	77
GA Surface Lot	120
Capital Park Garage	25
<i>Total Stalls</i>	<i>637</i>

Parking Type	# Stalls
Zoned	348
Reserved	114
Reserved WSP	24
Disabled Employee	19
Visitor	105
Disabled Visitor	8
Motorcycle	9
Service	7
Carpool/Vanpool	3
<i>Total Stalls</i>	<i>637</i>

Figure 2.3

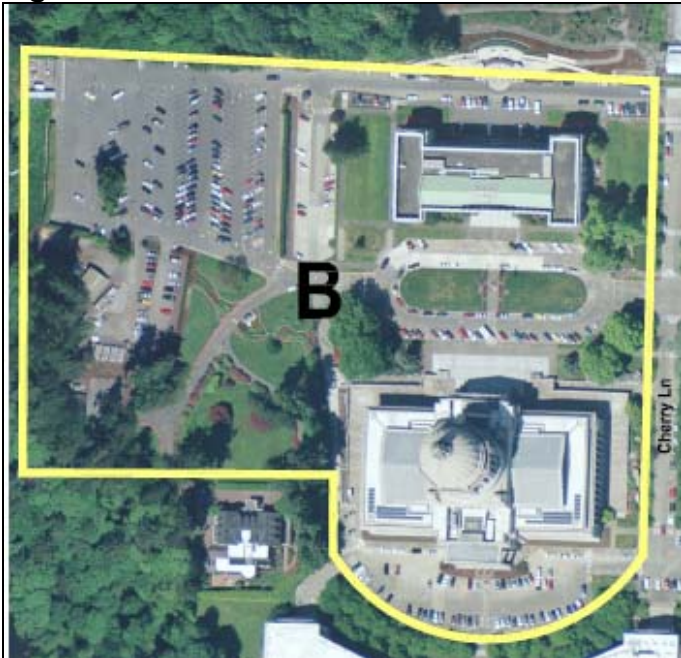


As of October 12, 2007 there were approximately 400 employees on the waiting list for parking spaces in this Parking Study Area. Many of the people on the parking waiting list for Area A actually work in offices in nearby Study Areas. The amount of visitor parking provided currently appears to be reasonably convenient and adequate.

Parking Study Area A is discussed further in Section 5 Future Parking Demand.

Parking Study Area B

Figure 2.4



Parking Study Area B contains the Temple of Justice and Legislative Building and four parking lots: the Mansion Lot, Temple of Justice Lot, Flag Circle, and Legislative Lot. This Parking Study Area is a focal point of activity during Session, and experiences a sizeable increase in the number of employees during that time.

Visitor parking is limited to 10 disabled visitor spaces. Nearby visitor parking is located on the North and South Diagonal streets within Parking Study Area C. During Session, the Flag Circle and Legislative Lot are overseen by a parking

attendant and some temporary reconfiguration is done to create additional parking spaces to meet the increased demand.

The following buildings and parking lots are included in Parking Study Area B:

Building	Non-Session # Employees	Session# Employees
Temple of Justice	90	90
Legislative Building	254	393
<i>Total Employees</i>	<i>344</i>	<i>483</i>

Parking Lot	# Stalls
Mansion Lot	316
Temple of Justice Lot	111
Legislative Lot	102
Flag Circle`	80
Capitol Garage	4
<i>Total Stalls</i>	<i>613</i>

Parking Type	# Stalls
Zoned	213
Reserved	382
Disabled Visitor	10
Service	2
Carpool/Vanpool	6
<i>Total Stalls</i>	<i>613</i>

Parking Study Area C

Parking Study Area C contains the Insurance Building and its associated parking as well as the North and South Diagonal streets that provide metered parking for campus visitors. There is no zoned parking for employees available in this Study Area. Most employees in the Insurance Building park in the Mansion Lot or in the Plaza Garage.

Area C consists of:

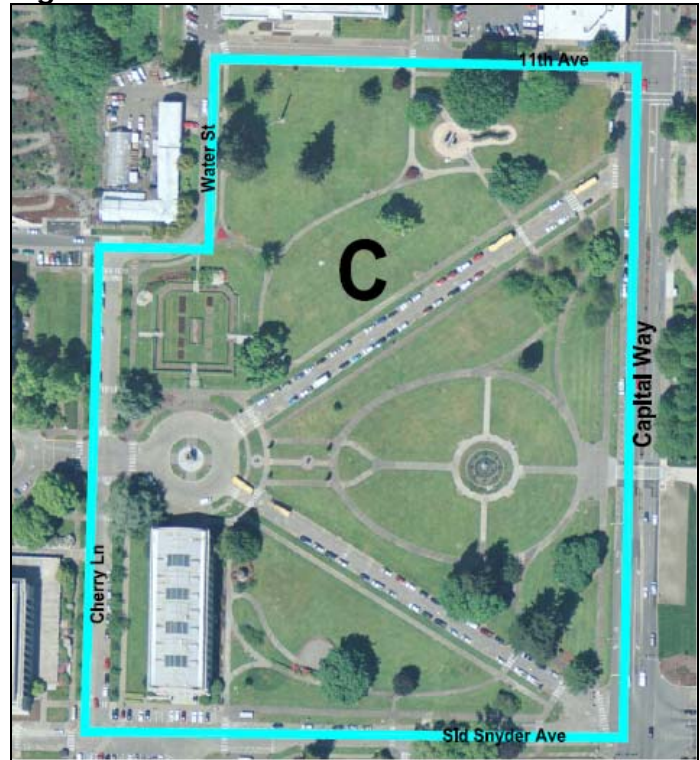
Building	# Employees
Insurance Building	176
<i>Total Employees</i>	<i>176</i>

Parking Lot	# Stalls
Insurance Lot	40
North Diagonal	53
South Diagonal	46
<i>Total Stalls</i>	<i>139*</i>

Parking Type	# Stalls
Visitor	95
Disabled Visitor	1
Reserved	42
Disabled Employee	1
<i>Total Stalls</i>	<i>139*</i>

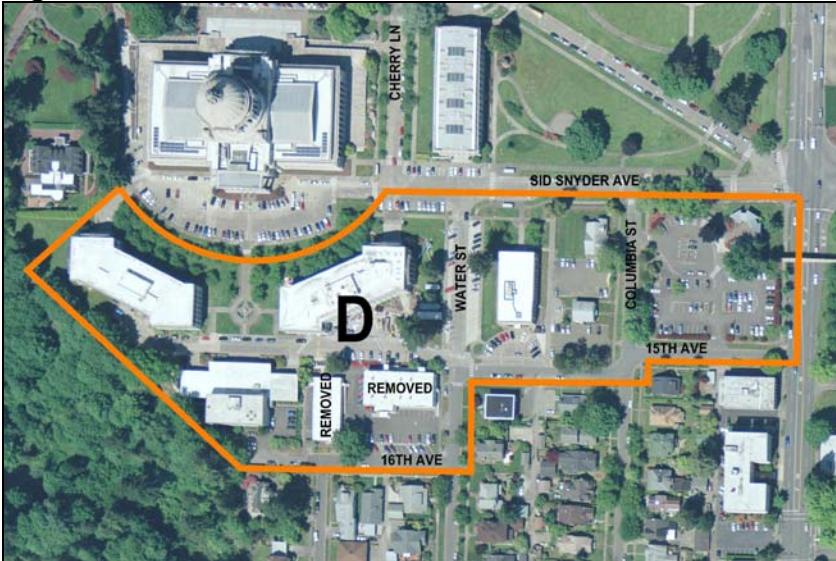
**Additional on-street parallel parking is also available on Capitol Way, but is not State-owned and not included in the total.*

Figure 2.5



Parking Study Area D

Figure 2.6



Buildings in Area D include O'Brien, Cherberg, Pritchard, Newhouse, the Visitor Center, and two small converted houses used by the press. Study Area D is another primary focal point of campus activities during Session. It also has the greatest fluctuation in number of employees and visitors between

non-Session and Session. Only a few zoned parking spaces are available in this Area. Its location, bordered by the South Capitol neighborhood, makes Area D particularly sensitive to parking pressures on campus because parking often spills over into the neighborhood during peak demand times.

Buildings currently located in this Study Area and the number of employees in each is as follows:

Building	# Employees Non-Session	# Employees Session
John L. O'Brien Building	206	373
John A. Cherberg Bldg.	97	333
Pritchard Building	46	46
Newhouse Building	40	74
AP White House	10*	10*
AP Schumaker House	10*	10*
Visitor Center	5*	5*
<i>Total Employees</i>	<i>414</i>	<i>851</i>

**Estimated. All other employment figures provided by Department of General Administration.*

Parking Lot	# Stalls
Cherberg North	14
Cherberg/O'Brien	57
Pritchard Lot	117
Water Street	43
Newhouse Lot	64
Visitor Information Center	82
<i>Total Stalls</i>	<i>377</i>

Parking Type	# Stalls
Zoned	42
Reserved	255
Visitor	76
Service	4
<i>Total Stalls</i>	<i>377</i>

Parking Study Area E

Parking Study Area E encompasses the Natural Resources Building and its associated parking facilities. The Natural Resources Building (NRB) is the only building in Area E, but it is the largest building on campus in terms of number of employees (1,208).

Figure 2.7



Building	# Employees
NRB Building	1,208
<i>Total Employees</i>	1,208

Parking Lot	# Stalls
NRB Employee Garage	1,020
NRB Visitor Lot	208
<i>Total Stalls</i>	1,228

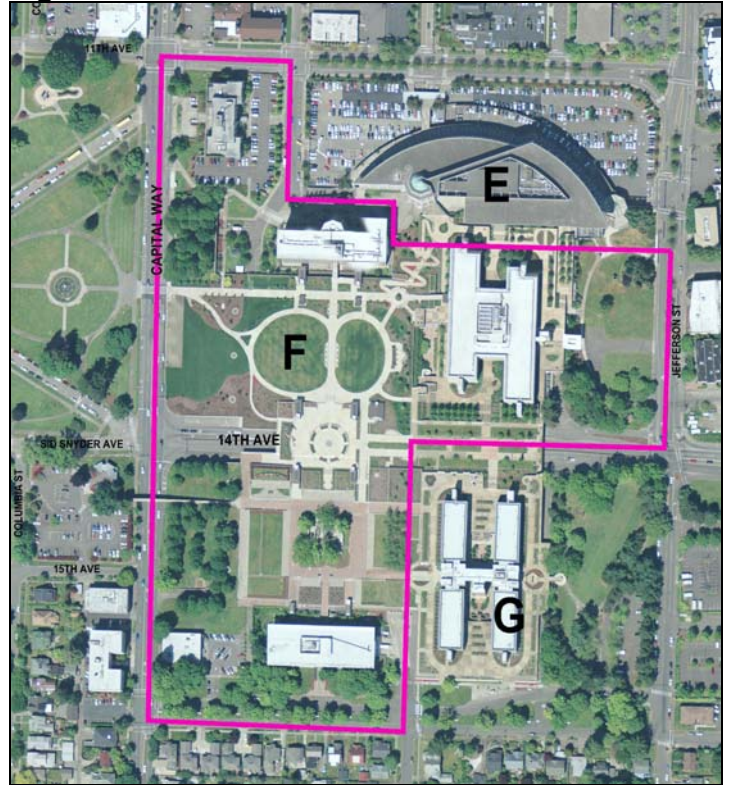
Parking Type	# Stalls
Zoned	787
Reserved	168
Visitor	191
Disabled Visitor	12
Disabled Employee	17
Carpool/Vanpool	9
Motorcycle (Visitor)	5
Motorcycle (Employee)	8
Service	31
<i>Total Stalls</i>	1,228

The NRB Garage is currently overbooked by approximately 24% to account for absenteeism and maximize use of the available parking stalls. There were 114 employees on the waiting list for spaces in the garage as of October 2007. Employees who work elsewhere on campus but do not have a zoned parking space assigned near where they work can also be assigned to this garage on a space available basis. Parking for visitors to the building is typically adequate.

Parking Study Area F

This Parking Study Area is located on the east side of the Capitol Campus and contains the Archives, Capitol Court Building, Employment Security Building, Highway/Licenses Building, Office Building #2, and the Old IBM Building. The Plaza Garage, the largest parking facility on campus, is located in Parking Study Area F. Additional parking within the Area includes a small surface lot at the Archives Building, as well as the Capitol Court and IBM lots.

Figure 2.8



Building	# Employees
Employment Security	318
Capitol Court	115
Archives	28
Highway-Licenses	554
Office Building #2	878
Old IBM Building	36
<i>Total Employees</i>	<i>1,929</i>

Parking Lot	# Stalls
Plaza Garage	2,408
Archives Lot	4
Capitol Court	88
IBM Lot	24
<i>Total Stalls</i>	<i>2,524</i>

Parking Type	# Stalls
Zoned	1,971
Reserved	440
Visitor	6
Disabled Visitor	4
Disabled Employee	53
Carpool/Vanpool	18
Motorcycle	15
Service	17
<i>Total Stalls</i>	<i>2,524</i>

This parking study area provides the bulk of the zoned and reserved parking for State employees, with more stalls available than there are employees in the parking area. However, all campus employees without a parking stall close to where they work are assigned to the Plaza Garage, and during Session, a number of parkers who typically park on the west side are also temporarily reassigned to the Plaza Garage. Very few visitor stalls are available in Area F because the location is not convenient to most campus visitors.

To maximize use of available spaces, the Plaza Garage is overbooked by approximately 30% because on a daily basis there are typically a number of employees that are absent due to vacation, illness, attendance at off-campus meetings, etc.

Parking Study Area G

Figure 2.9



Parking Study Area G consists of the Department of Transportation (DOT) Building with 811 employees. Parking is provided in the DOT garage and in a small surface lot.

Building	# Employees
DOT Building	811
<i>Total Stalls</i>	<i>811</i>

Parking Lot	# Stalls
DOT Garage	303
Maple Park Lot	38
<i>Total Stalls</i>	<i>341</i>

Parking Type	# Stalls
Zoned	172
Reserved	85
Visitor	38
Disabled Visitor	1
Disabled Employee	26
Carpool/Vanpool	5
Service	8
Motorcycle	6
<i>Total Stalls</i>	<i>341</i>

Parking Area G has a short supply of zoned parking compared to the number of employees in this Area, and approximately 325 employees⁴ are on a waiting list for a stall in the garage. Most DOT Building employees that do not have parking spaces in the DOT Garage park in the neighboring Plaza Garage.

Visitor Parking in Study Area G consists of 38 stalls in the Maple Park Lot east of the DOT Building. Intercity Transit provides a free bus service, DASH, from this lot to the Capitol Campus, downtown Olympia and the Farmers Market. Visitors to the Capitol are directed to this lot where they can park free for two hours and use the free shuttle to West Campus.

⁴ Source: Parking Services 10/22/07

Parking Study Area H

Several small agencies, including the Joint Legislative Audit and Review Committee (JLARC), the Legislative Call Center, the Child Care Center, and several others previously occupied the six small buildings on this site. These buildings are now all vacant and await demolition or removal. Site work for the Office Building and Data Center is scheduled to begin pending funding.

This Parking Study Area previously included more visitor parking than other Areas on Campus. It was not typically heavily utilized even during Session, but was used for overflow parking during Session.

Update Note: It is understood that the delay of start-up for the DIS project on the Wheeler site will allow the use of this site for DASH and visitor parking during the 2009 Session, after which it will be "re-closed". But for purposes of this study, it is considered closed.

Figure 2-10



2.5.1 Employee Commute Patterns

A “CTR affected state worksite” is defined as a state-owned or leased building or group of buildings with a total of 100 or more state employees of one or more agencies. The Department of General Administration is responsible for overseeing affected agencies’ Commute Trip Reduction (CTR) programs. An Interagency CTR Board has been established to develop policies and promote consistency among state agencies’ CTR programs.

Each CTR-affected worksite is required to conduct a survey every two years to measure employee commute behavior and determine their progress toward CTR goals. The 2007 survey results show a trend toward fewer Campus employees driving alone to work. The 2007 CTR Survey Report is attached in Appendix A.

Table 4. Employee Commute Patterns

Commute Option	2003	2005	2007
Drive Alone	72.9%	71.4%	68.9%
Carpool	12.5%	12.4%	12.9%
Vanpool	1.3%	1.4%	2%
Bus	3.7%	4.4%	5.8%
Bicycle	1.4%	1.9%	1.6%
Walk	1.0%	2.7%	3.1%

As shown above, Capitol Campus employees have achieved a 68.9% drive-alone rate. The State CTR goal is to reduce single occupant vehicles by an additional 10% over the next four years to realize a 62% drive-alone rate for the Campus.

The state CTR law⁵ includes an opportunity for jurisdictions to prepare an optional plan for a Growth and Transportation Efficiency Center (GTEC). Funding was made available in 2007 for a jurisdiction willing to identify an area and develop a more aggressive CTR program. The City of Olympia received \$300,000 in grant funds from this program for a focused program in the downtown and Capitol Campus areas. This program, referred to as the Downtown Commuter Program, offers services and incentives for employees not working at CTR-affected worksites and who work within the downtown core, defined by Market Street to the north, Eastside Street to the east, Maple Park Drive to the South, and the bridges to the west. The program provides 200 free bus passes per month to eligible employees on a first-come, first-served basis, offers vanpool subsidies of up to \$50 per month for the first three months of participation, and issues carpool parking permits costing \$20 per month per participant. There are several smaller state sites in the downtown area that can participate in the Downtown Commuter program; however, these employees don’t park on campus, so campus parking would not be affected.

⁵ CTR Efficiency Act, ESSB 6556, signed March 29, 2006.

2.5.2 Waiting Lists for Parking

Although the total number of parking stalls exceeds the number of employees in some Study Areas, many of the spaces are set aside as agency reserved, visitor, service, etc. When employees sign up for a zoned parking stall, they receive a space close to their workplace if possible. If no space is available, the employee is assigned parking in another area, usually the Plaza Garage, and can request to be put on a waiting list for their preferred lot.

Information provided by Parking Services indicates a total of 879 employees were on a wait list for parking as of October 22, 2007. The majority of these (570) currently are assigned to the Plaza Garage and would like to park closer to their worksite. The longest wait list is for reassignment to the DOT Garage, followed by the GA Garage.

A frequent survey comment was the need for parking spaces closer to the worksite and dissatisfaction with a long waiting list for parking close to work. Transportation coordinators also reported that they get complaints from employees that parking spaces aren't allocated equitably, although no specifics were given regarding the perceived inequity.

The following table shows the numbers on the wait list for each lot and the requestor's current parking location as of October 22, 2007.

Desired Parking Lot	Number on Wait List	Current Parking Location
Capitol Court	6	GA Garage Red 1 None 1 Plaza Garage 4
Columbia Garage	125	Mansion Lot 5 None 11 Natural Resources 4 OB2 Service Level 1 Plaza Garage 103 Visitor Lot 1
Cherberg North	1	Plaza Garage 1
DOT Garage	327	None 1 OB2 Service Level 1 Plaza Garage 324 Trans Visitor 1
GA Garage Red	210	Capitol Garage 1 Capitol Court 2 Columbia Garage 194 Cherberg North 1 GA Surface Lot 4 Insurance Lot 1 None 2 Plaza Garage 5
GA Garage Yellow	60	Columbia Garage 4 GA Garage Red 56
Insurance Lot	3	None 1 Plaza Garage 2
Pritchard Lot	2	Mansion Lot 2
Mansion Lot	22	None 2

Table 5. Parking Lot Wait List		
Desired Parking Lot	Number on Wait List	Current Parking Location
		Plaza Garage 19 S Diagonal 1
Natural Resources Lot	114	None 2 Plaza Garage 112
Temple of Justice	3	Mansion Lot 2 Plaza Garage 1
Total	879	

2.5.3 Parking Violations

When visitors to campus are unable to readily find a visitor parking space, they often park in any space that is available, or on the street in the South Capitol neighborhood. A number of lobbyists and other regular campus visitors do not spend a lot of time searching for a legitimate visitor parking stall, or, based on past experience, assume that no spaces will be available, and park wherever it is convenient, including the adjoining residential neighborhood. The impact on the neighborhood has been significant, particularly during Session. According to City of Olympia Parking Services, the number of parking violations issued in the South Capitol neighborhood during Session in early 2007 was

January	1,157
February	1,362
March	576

The one-day Special Session on November 29, 2007 resulted in the City of Olympia issuing 107 parking violations in the South Capitol neighborhood. During the short Session in 2008, the following number of citations was issued:

January	640
February	839
March	273

In 2006, a pilot project was undertaken on Campus to see if added parking enforcement would increase parking revenues. The pilot was terminated because it didn't produce the required return nor significantly reduce the number of parking violations in the campus garages. During the period July 2005 through July 2006, the WSP issued 1,340 tickets and 426 warnings, an average of 136 per month⁶.

It is not unusual to find some parking violators deliberately flaunting the law, knowing they will be ticketed. They treat the fine as just another cost of doing business.

⁶ Source: Draft GA Parking Revenue and Cost Analysis

2.5.4 Visitors to Campus

Visitor services on the Capitol Campus include coordinating campus events, scheduled campus and building tours, and non-scheduled tours. Events include legislative and judicial activities, receptions, ceremonies, bill signings, rotunda events, community events, weddings, rallies, etc. Daily attendance at events varies widely, and some rallies can be attended by hundreds or even thousands of people. As many as 300 visitors may be present at a bill signing. Although the Capitol Campus cannot be expected to ensure that convenient parking is available for everyone during large rallies or an event that draws many visitors, provision of sufficient and convenient parking for visitors to campus, both during Session and throughout the remainder of the year, is an important consideration.

3 EXISTING PARKING DEMAND

3.1 Employee Parking Demand During Non-Session

As shown in Table 4 (Section 2.5.1) approximately 30% of campus employees use a commute option other than driving alone to work. Therefore, the number of parking spaces needed on campus for employees is approximately 70% of the total number of employees. A small percentage (the GA Parking Office uses 4%) needs to be added back into the equation for carpool and vanpool vehicles. Therefore, the employee parking demand factor is 74% of the number of employees.

When the Legislature is not in session, approximately 4,187 employees drive to campus and need a place to park (74% of 5,658). They have only 3,692 stalls to choose from. (See Table 3, page 12 for zoned, car/vanpool and disabled employee stalls.) However, some employees have reserved spaces, so the shortage is not as extreme as these numbers suggest.

Of the 1,510 reserved parking spaces on campus, 622 are assigned to individual employees. The reserved spaces assigned to staff members of the House and Senate are assigned by Legislative Facilities and are not tracked by name by GA Parking Services, so it is not clear how much of the employee parking demand is met through use of reserved parking spaces, although clearly spaces reserved for individual employees meet some of this demand. The total parking capacity available for employees is 3,692, including zoned, reserved, car/vanpool, and motorcycle stalls.⁷

3.2 Employee Parking Demand During Session

When the Legislature is in Session, the number of employees on Campus increases in two of the Parking Study Areas and four buildings as follows:

Parking Area District	Building	# Employees Non-Session	# Employees During Session ⁽¹⁾	Increase
B	Legislative Building	254	393	139
D	John L. O'Brien Building	206	373	167
D	John A. Cherberg Bldg.	97	333	236
D	Newhouse Building	40	74	34
Totals		597	1173	576

⁽¹⁾ Source: Dept of General Administration 10/16/07

During Session, the number of people working on campus increases to 6,234. If 70% of the people working on campus drive alone, there is a demand for 4,364 parking spaces.

⁷ Table 3 on Page 12 provides a breakdown of types of parking included in the total parking capacity.

Parking Services implements a Session Parking Plan for West Campus in order to provide parking for the increased staff and legislators. Additional Session parkers are accommodated in the Mansion Lot and Plaza Garage, and some existing parkers in the Mansion Lot are temporarily reassigned to accommodate the increase in staff on the West Campus. The number of parking spaces in Flag Circle is also increased by using a parking attendant to manage parking in that lot. Only a small number of parkers are required to move to a different lot during Session.

3.3 Visitor Demand

The table below shows the average number of monthly visitors attending campus events during Session and non-Session.

Table 7. Average Monthly Visitors		
	Non-Session	Session
Campus Events	6,115	8,607
Scheduled Tours	1,264	5,554
Non-scheduled Tours	825	950

Source: Department of General Administration
 Period examined: July 2006 – June 2007

The number of visitors to campus varies greatly depending on the time of year and events scheduled. Visitor parking spaces on West Campus are located at the GA Garage Visitor Level, the GA Surface lot, the North and South Diagonals and Visitor Information Center lot. Although there are 262 visitor spaces (not including disabled visitor spaces) on the West Campus, the demand for those spaces often exceeds the supply. More than 200 visitor spaces were previously available in the lots at the Wheeler site; however, the lot was under-utilized and often virtually vacant, possibly because of the distance from the West Campus or because visitors were not aware of the available parking.

3.4 Dash Route

Intercity Transit operates the Dash shuttle, with buses operating between the visitor parking lot at the corner of Jefferson Street and Maple Park Avenue, through the Capitol Campus, to downtown and the Farmers Market. Parking in the Maple Park Lot is free for the first two hours. Service operates every 12 minutes, 6:45 a.m. to 7:15 p.m., Monday through Friday. The shuttle has a 15-minute one-way trip time and makes 62 trips per day with three vehicles. Service is also available on Saturdays, but does not serve the campus visitor parking lot.

During the last Legislative Session (first quarter 2008), Dash boardings were up more than 35% from 2006. Because Dash is a free shuttle, Intercity Transit doesn't have trip level detail for the route, including where people board the bus; however, it is known that boardings are primarily generated around the Capitol Campus. Between December 31, 2007 and March 14, 2008 (Legislature ended March 12) Dash

served an average 673 passengers each day. This compares to 680 per day in 2007 and 482 in 2006.

3.5 *Reserved Parking Needs of Agencies*

Agencies responding to the survey expressed a need for more visitor parking close to the buildings and more disabled parking spaces. Comments were also received regarding the late and irregular hours some staff work during Session and the need for safe and convenient parking for these people. The Treasurer's Office noted a need for parking for customers picking up and delivering warrants, bank couriers, etc. Most agencies require parking for service providers and agency vehicles. On-site customer service increases for many agencies during Session. The Senate stated a need for some short-notice "VIP" parking. Several agencies have fleet vehicles that are currently parked in reserved spaces and want to retain these assigned parking stalls.

3.6 Total Existing Parking Demand for Employees & Visitors

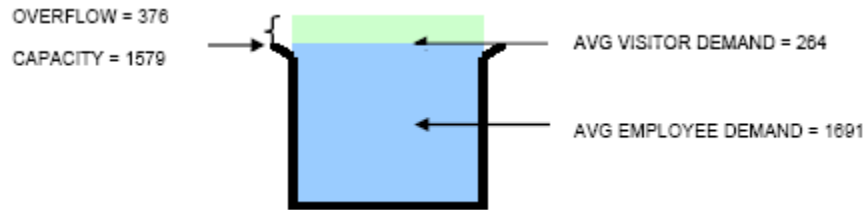
To determine the total parking demand, the peak number of visitors to campus must be added to the number of employees. Table 8 below and the graphic that follows compare the parking demand with the capacity of each parking study area during the 2008 Legislative Session. As shown, the total demand was 5,062 spaces, and the capacity, excluding agency reserved spaces is 4,971.

Table 8. Existing Parking Demand and Capacity by Parking Area – 2008 Legislative Session					
Parking Study Area	Total # Employees ⁽¹⁾	Employee Parking Demand ⁽²⁾	Visitor Parking Demand ⁽³⁾	Total Parking Demand	# Parking Stalls
West Campus					
A	776	574	95	669	637
B	483	357	0	357	613
C	176	130	93	223	139
D	851	630	76	706	377
Sub-Total West Campus					
	2,286	1,691	264	1,955	1,766
	<i>Less stalls reserved for agency vehicles and not available to employees or visitors ⁽⁶⁾</i>				-187
	<i>West Campus Visitor and Employee Parking Supply</i>				1,579
East Campus					
E	1,208	894	163	1,057	1,228
F	1,929	1,427	0	1,427	2,524
G	811	600	18	618	341
H ⁵	0	0	0	0	0
Sub-Total East Campus					
	3,948	2,921	181	3,102	4,093
	<i>Less stalls reserved for agency vehicles and not available to employees or visitors ⁽⁶⁾</i>				-701
	<i>East Campus Visitor and Employee Parking Supply</i>				3,392
Total	6,234	4,612	445⁽⁴⁾	5,057	4,971
<p>(1) Source: General Administration, 2007. Number of employees does not include future Heritage Center, DIS, or South Edge projects.</p> <p>(2) 30% reduction applied to reflect employees who use a commute option other than driving to work alone. Spaces added for carpool/vanpool parking = 4% of total employees. e.g. (776 total employees x 70% = 543) + (776 x 4% = 31) = 574</p> <p>(3) Source: Parking Turnover Study, February 26 and 27, 2008, visitor spaces occupied at peak time in each lot.</p> <p>(4) Total visitor spaces available, including disabled visitor = 547</p> <p>(5) At the time of this study, Area H (Wheeler Lot) was closed in anticipation of startup of the new DIS project.</p> <p>(6) 888 parking stalls on campus are reserved for agency vehicles and not available for employees or visitors – 187 agency reserved stalls on west campus and 701 agency reserved stalls on east campus</p>					

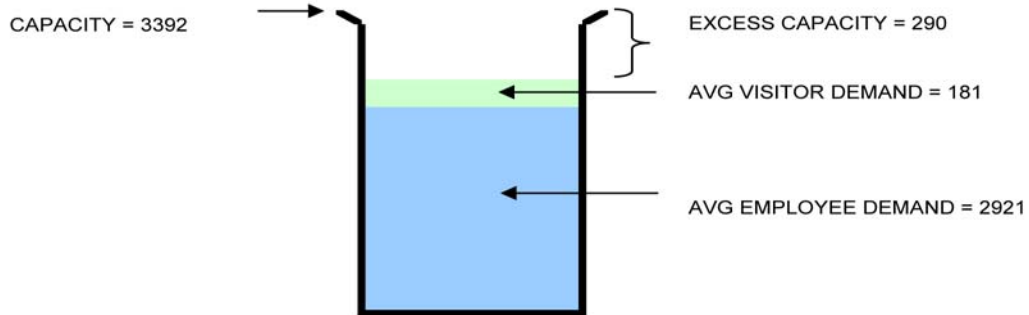
The data in the Table 8 is graphically illustrated on the following pages.

Existing Employee/Visitor Parking Demand and Capacity 2008 Session

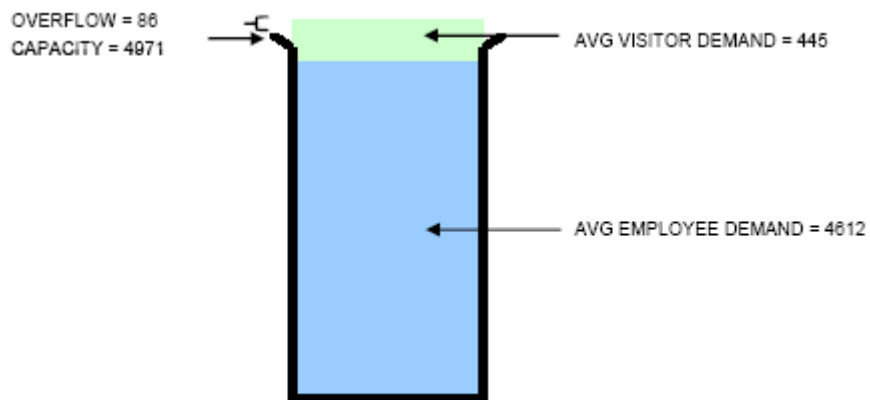
West Campus
Figure 3-1



East Campus
Figure 3-2



Campus-Wide
Figure 3-3



4 CURRENT PARKING UTILIZATION

To determine parking patterns on the Capitol Campus, a parking turnover study was conducted on Tuesday and Wednesday, February 26 and 27, 2008, two typical weekdays during the 2008 Legislative Session. The primary goal was to develop objective data to assist in making informed decisions with regard to parking on campus that will benefit visitors, employees, and the South Capitol neighborhood.

To quantify the existing occupancy of parking stalls, Trafficount, a local traffic data collection firm, counted cars in the state-owned parking garages and parking lots at one- or two-hour intervals. On-street parking, not controlled by the state, was also counted in some areas. To track the length of time parking spaces were occupied, partial license plate numbers were collected during each sweep of the parking areas. Extra emphasis was put on visitor parking by recording the use pattern of visitor parking spaces on an hourly basis, including on-street parking in the South Capitol neighborhood. Zoned and reserved parking lots were counted every two hours, since employee parking is generally of a longer duration.

The data collected in each parking lot was then evaluated to determine characteristics such as:

- the number of stalls available for visitors throughout the day
- the number of stalls available for employees throughout the day
- the typical duration of parking stay for vehicles in visitor and staff spaces
- peak parking demand time periods

The above information was then used to determine parking areas with a shortage of available parking for visitors and/or employees, to identify parking availability issues associated with Session, and to evaluate options for addressing parking issues.

Results of the parking turnover study for each Parking Study Area are summarized in the sections that follow.

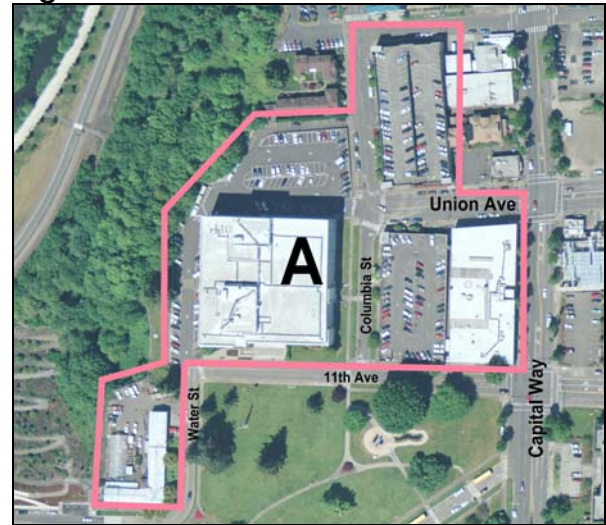
4.1 Parking Study Area A

(Columbia Street Garage, GA Garage, GA Surface Lot)

The following table shows the breakdown by type of parking stalls in this study area.

Parking Type	# Stalls
Zoned	348
Reserved	138
Disabled Employee	19
Visitor	113
Motorcycle	9
Service	7
Carpool/Vanpool	3
<i>Total Stalls</i>	<i>637</i>

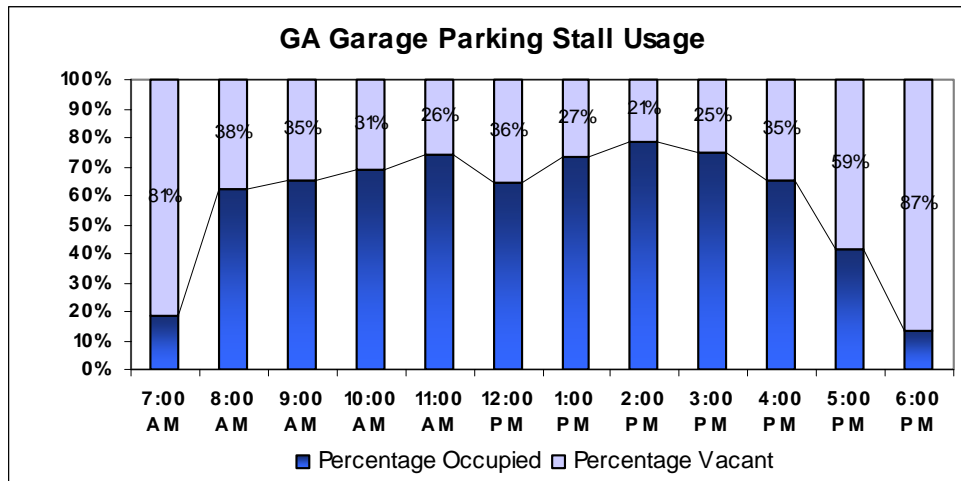
Figure 4-1



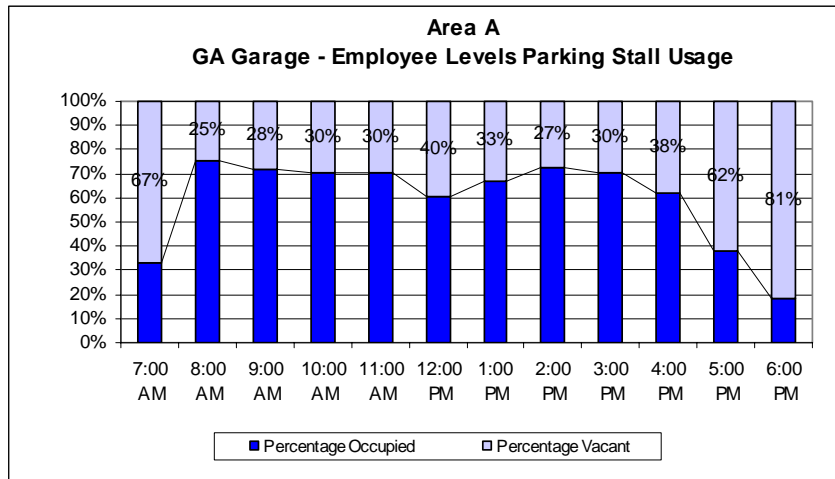
The charts below illustrate the average percentage of occupied and vacant stalls in Parking Study Area A during the two-day period.

GA Garage

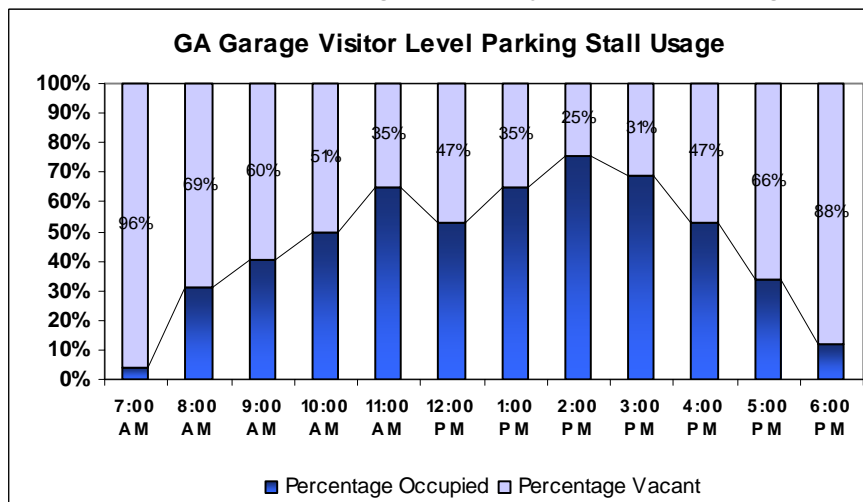
Peak occupancy of the GA Garage occurred at 2:00 p.m., with 79% utilization for the garage as a whole and 76% utilization on the visitor level. The visitor level varied between 31%-69% vacant during the rest of the day. The chart below illustrates the percent of vacant and occupied stalls in the GA Garage as a whole (employee and visitor levels), averaged over the two-day period.



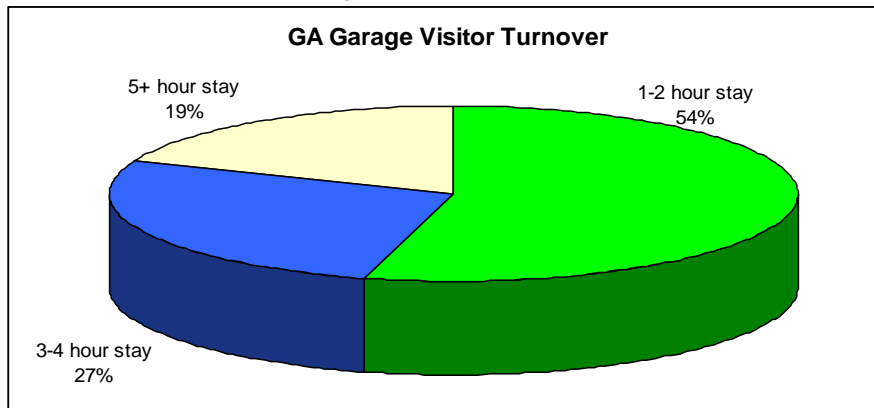
The chart below illustrates the percent of vacant stalls on the employee levels in the GA Garage.



The graph below illustrates the parking availability for the GA Garage visitor level.

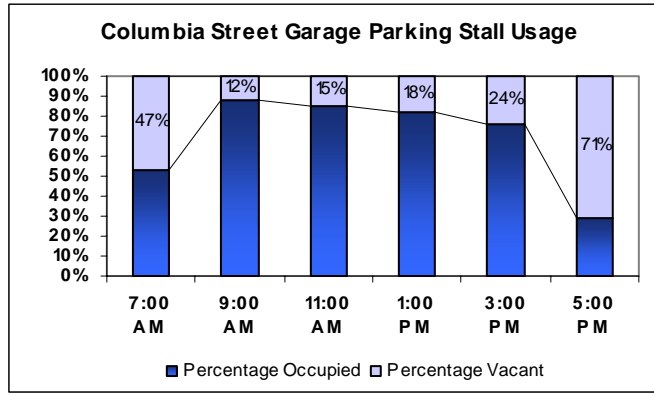


The following chart illustrates the turnover in the visitor level of the GA Garage. More than half of the visitor parking was a duration of 2 hours or less.



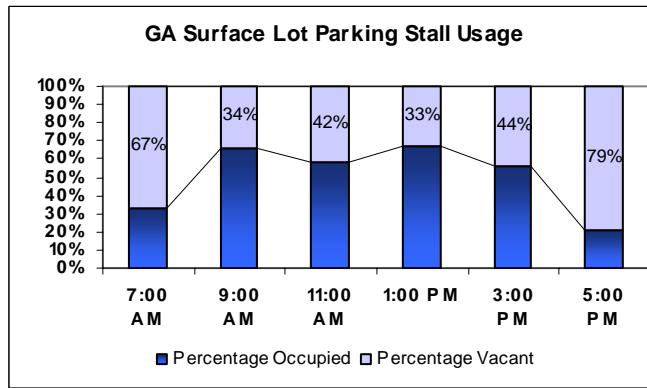
Columbia Street Garage

The Columbia Street Garage was approximately 85% full for much of the day. This garage primarily consists of zoned parking, and 48% of parking was for a duration of more than 6 hours.

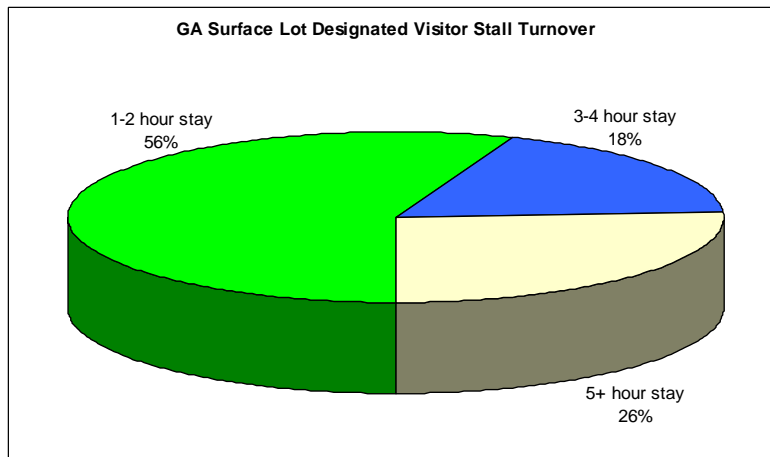


GA Surface Lot

The GA Surface lot was not heavily utilized during the study days. The heaviest parking demand was at 1:00 with 33% (40) of the total stalls vacant.



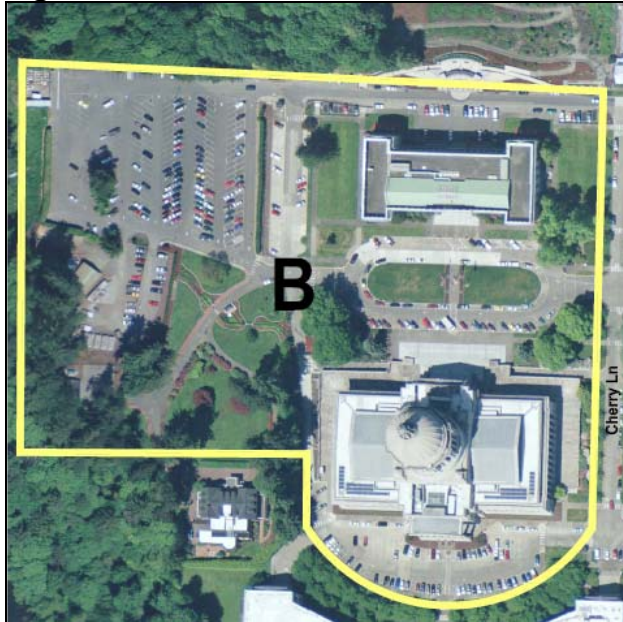
The following chart illustrates the turnover in the designated visitor stalls in the GA Surface lot. 56% of the parking stays in the visitor spaces in the GA Surface Lot were for a one- to-two-hour duration.



4.2 Parking Study Area B

(Mansion Lot, Legislative Lot, Flag Circle, Temple Lot, Capitol Garage)

Figure 4-2

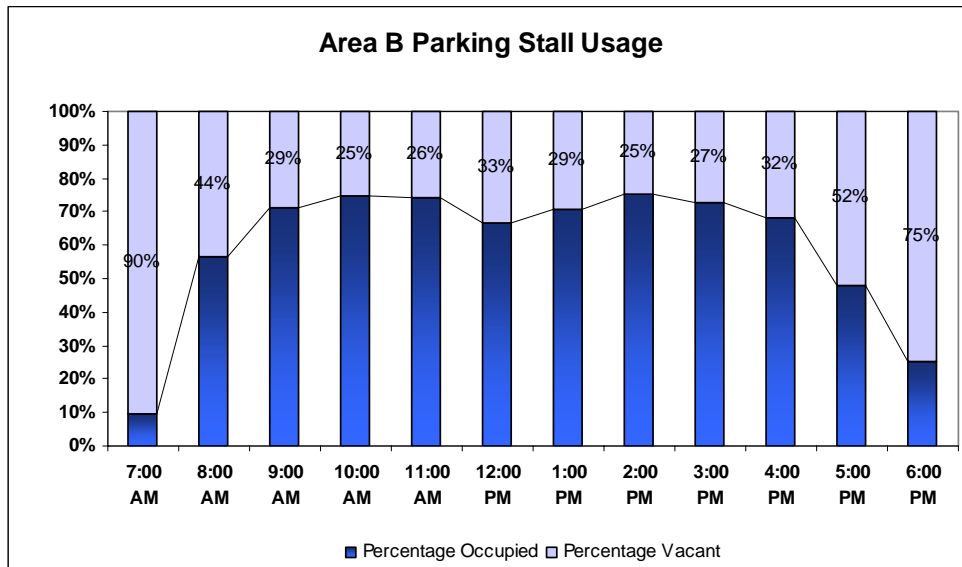


Parking in Area B is primarily zoned and reserved parking as shown in the table below.

Parking Type	# Stalls
Zoned	213
Reserved	382
Disabled Visitor	10
Service	2
Carpool/Vanpool	6
<i>Total</i>	<i>613</i>

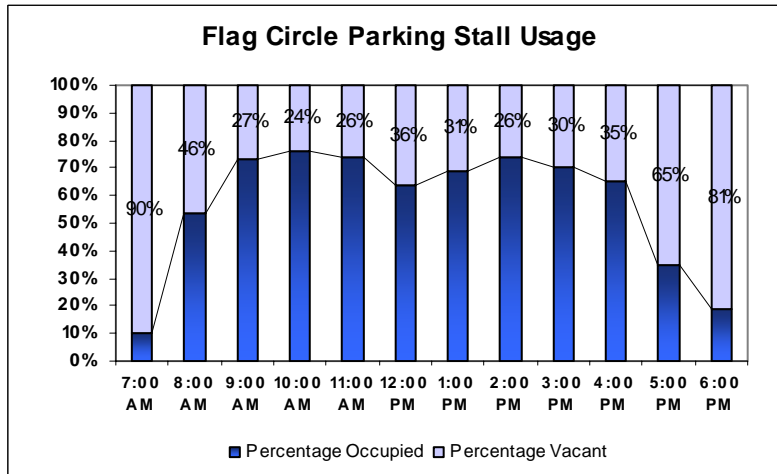
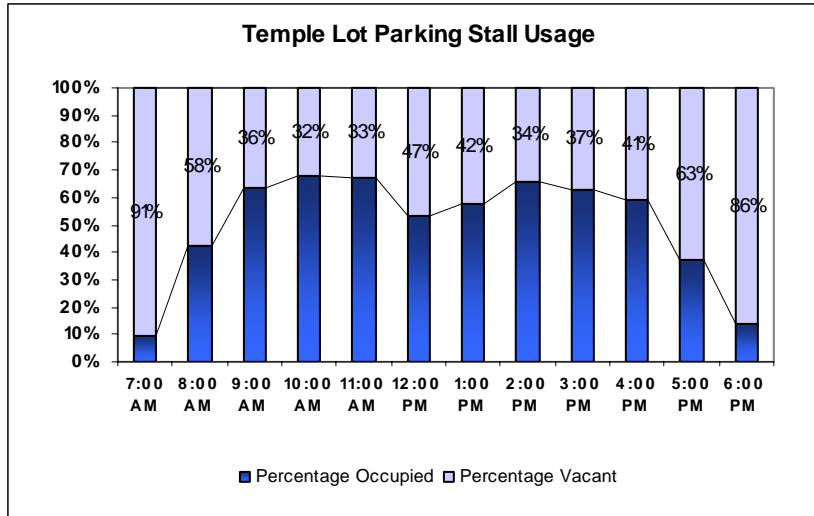
All lots were counted hourly. Available parking (all types) was an average 28% vacant for most of the day. Zoned parking had an average 29% vacant stalls between 9:00 am and 3:00 pm.

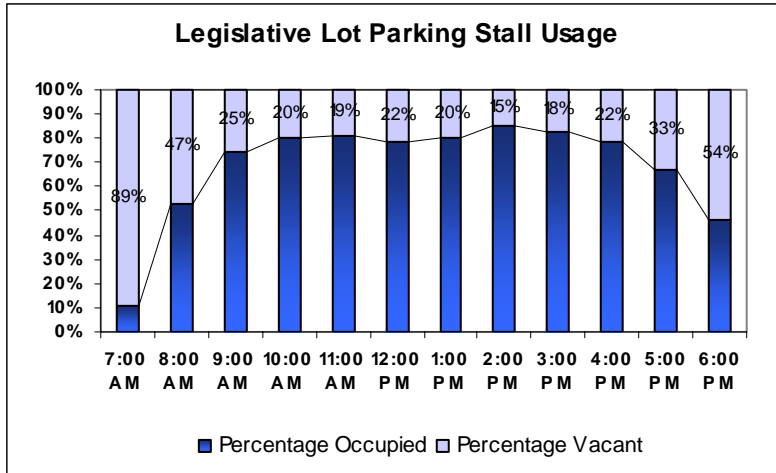
The following graph illustrates the total percentage of vacant and occupied stalls in Parking Study Area B overall during the two-day turnover study.



Reserved Lots

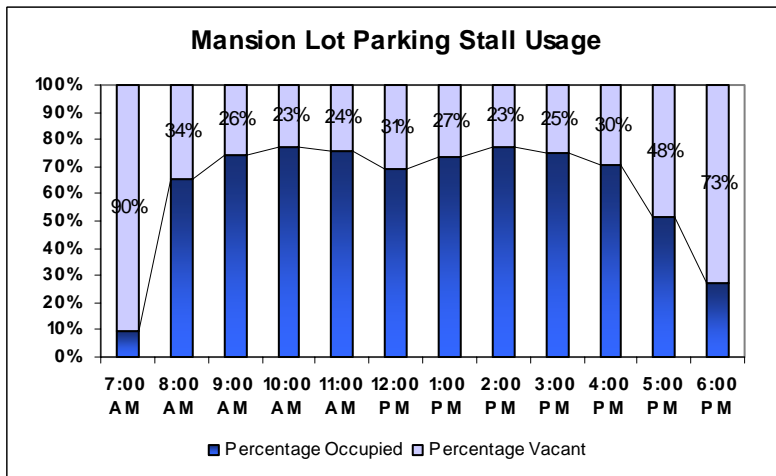
The Temple Lot averaged 37% vacancy (41 spaces) between 9:00 am and 3:00 pm. All parking in these lots is reserved. Parking in the Flag Circle peaked at 10:00 am, with 31% (25) vacant stalls. The Legislative Lot was almost fully utilized for most of the day and an average of 20 stalls (19%) were vacant at any one time.





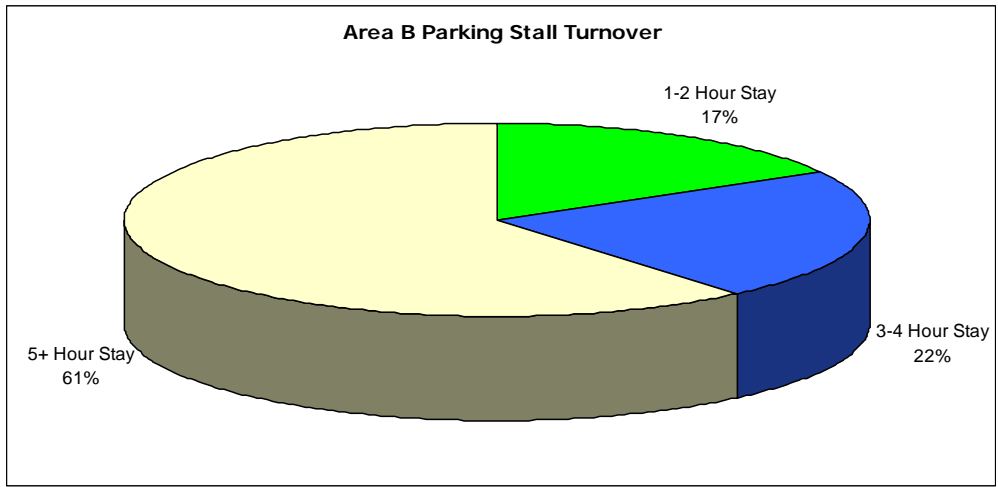
Mansion Lot

This lot provides the only zoned parking in Area B. The Mansion Lot averaged 26% vacant spaces throughout most of the day, including zoned and reserved parking. Of the zoned parking available in this lot, an average 29% of the stalls were vacant between the peak parking demand times of 9:00 am and 3:00 pm.

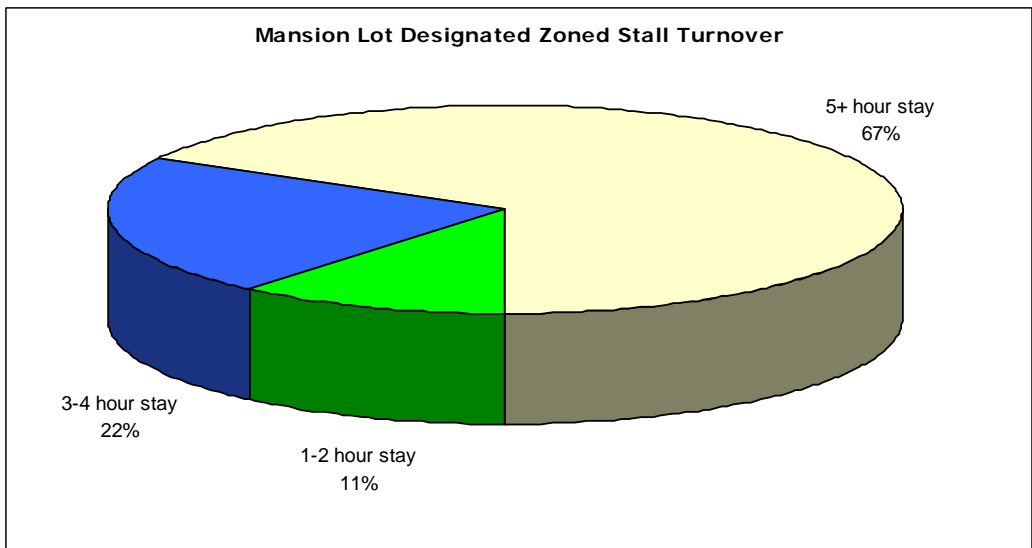


Area B Turnover

Most vehicles parked in Area B were parked for 5 or more hours, typical for employees and legislators who don't leave the campus during the day.



In the Mansion Lot, most zoned parking (67%) was for 5 hours or more. The following graphic shows the turnover of the zoned stalls in this lot.



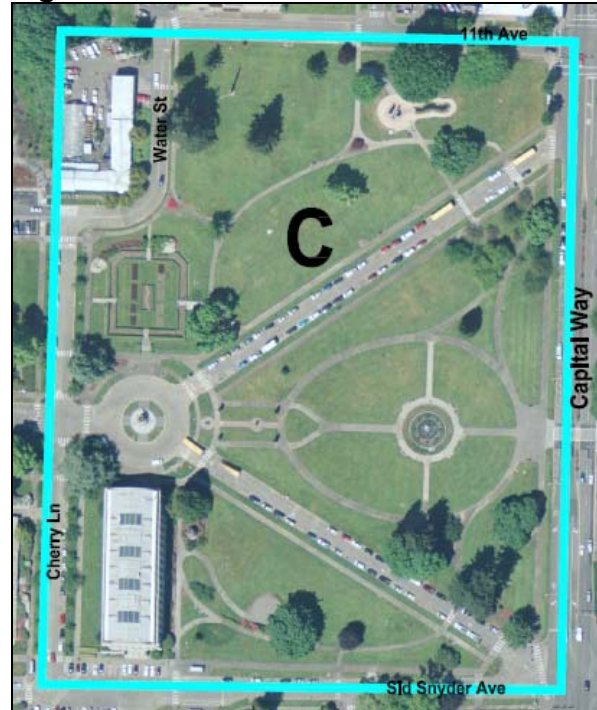
4.3 Parking Study Area C

(Insurance Lot, North and South Diagonals)

Area C provides visitor and reserved parking stalls as shown below:

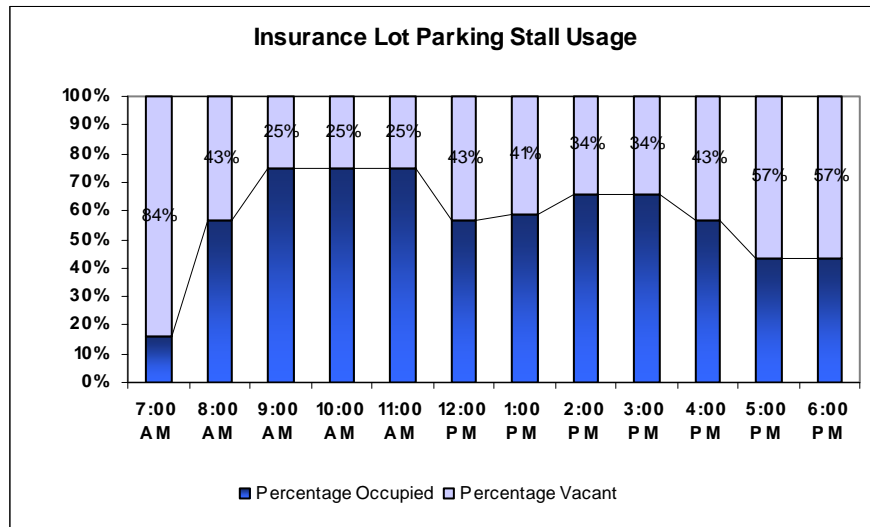
Parking Type	# Stalls
Visitor	95
Disabled Visitor	1
Reserved	42
Disabled Employee	1
<i>Total Stalls</i>	<i>139</i>

Figure 4-3



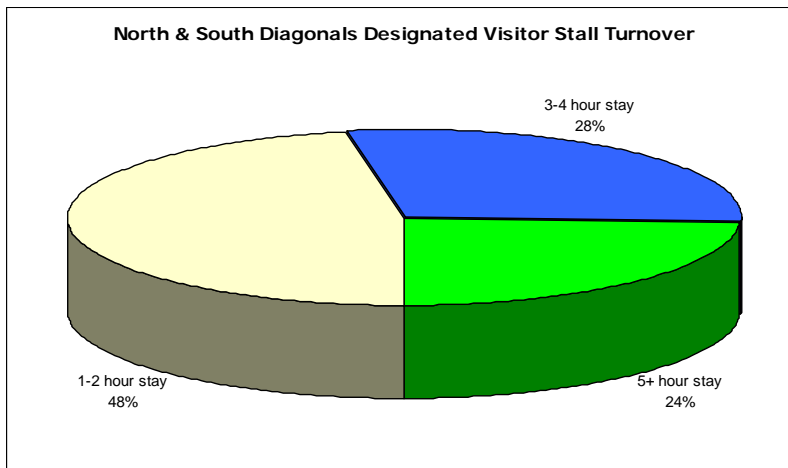
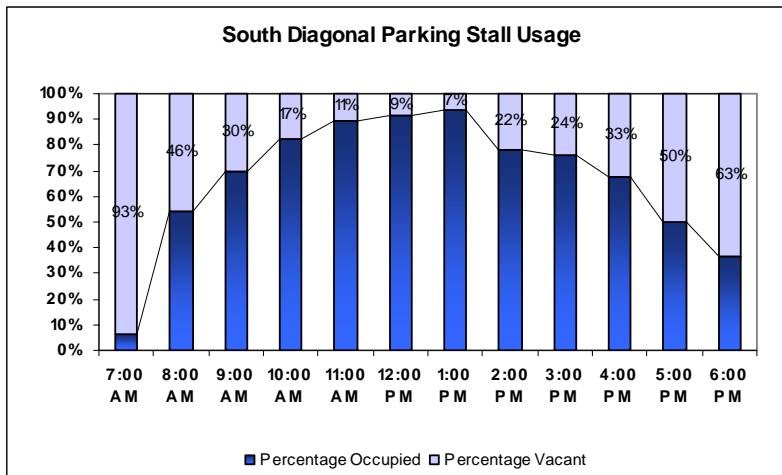
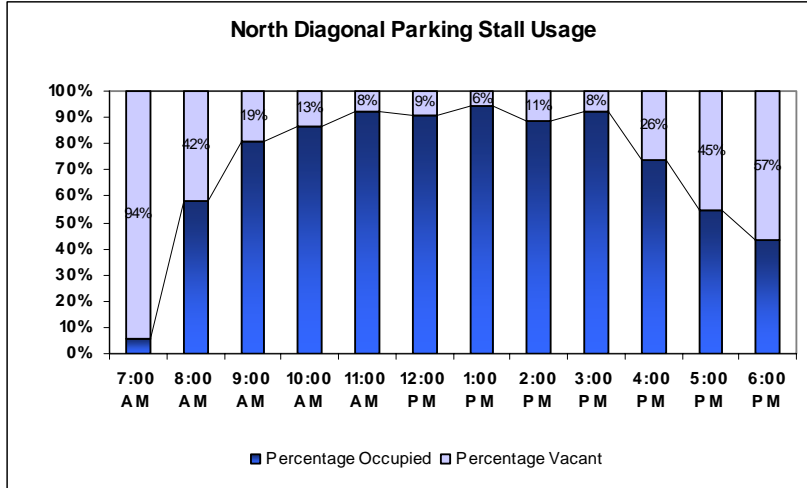
Insurance Lot

All parking in this lot is reserved. The Insurance Lot was approximately 25% vacant (10 stalls) between 9:00 am and noon, and 34-43% vacant (14-17 stalls) between 2:00 and 4:00 p.m. The graphic below illustrates average usage of the lot over the two-day survey period.



North and South Diagonals

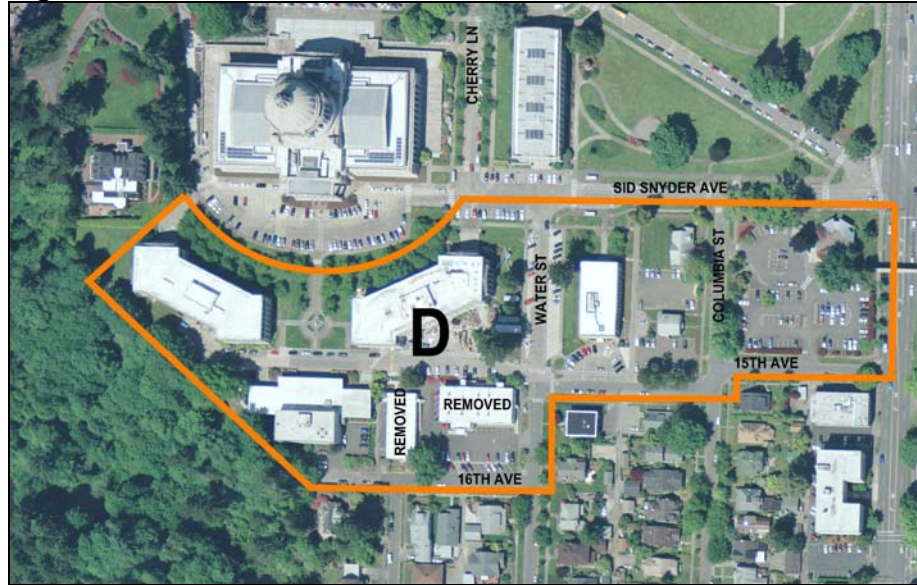
All but four spaces in these lots are visitor parking. The North and South Diagonals were almost fully utilized, averaging less than 10% of the stalls vacant for much of the day. Approximately 50% of the cars parked in the visitor parking were there for a period of 1-2 hours.



4.4 Parking Study Area D

(Cherberg North, Cherberg/O'Brien, Pritchard, Water Street, Newhouse, and Visitor Information Center)

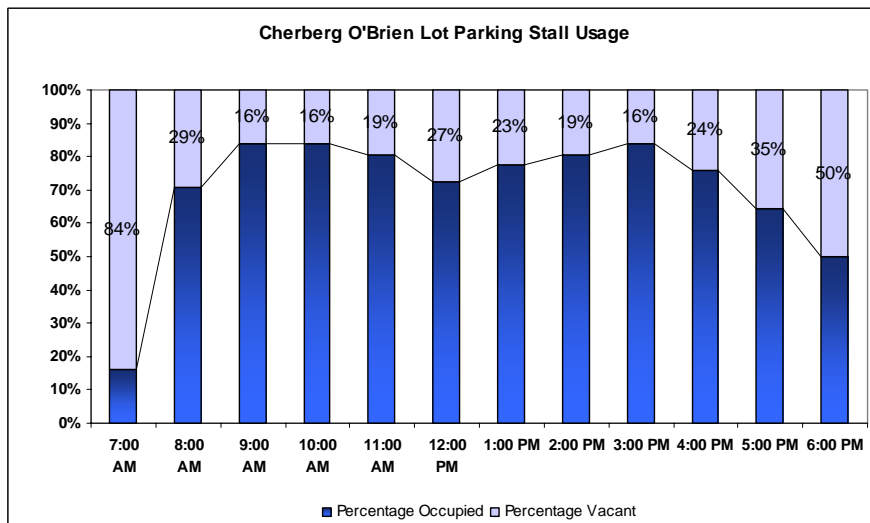
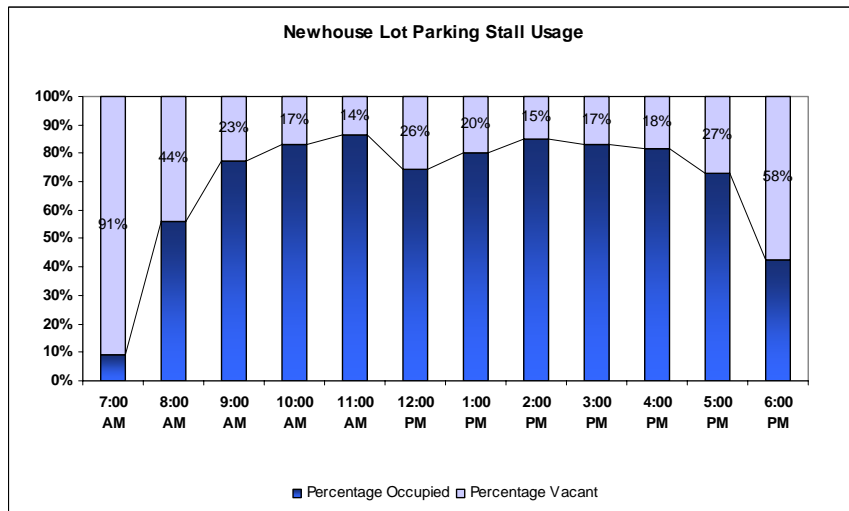
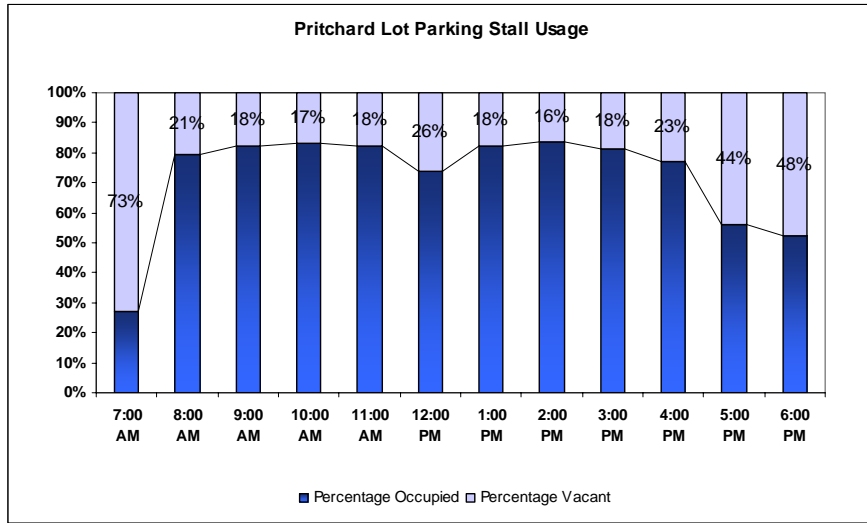
Figure 4-4



Parking in Area D is primarily reserved, with some zoned parking available in the Pritchard Lot. Visitor parking is provided at the Visitor Information Center. This Study Area was counted hourly. Parking stalls are broken down as follows:

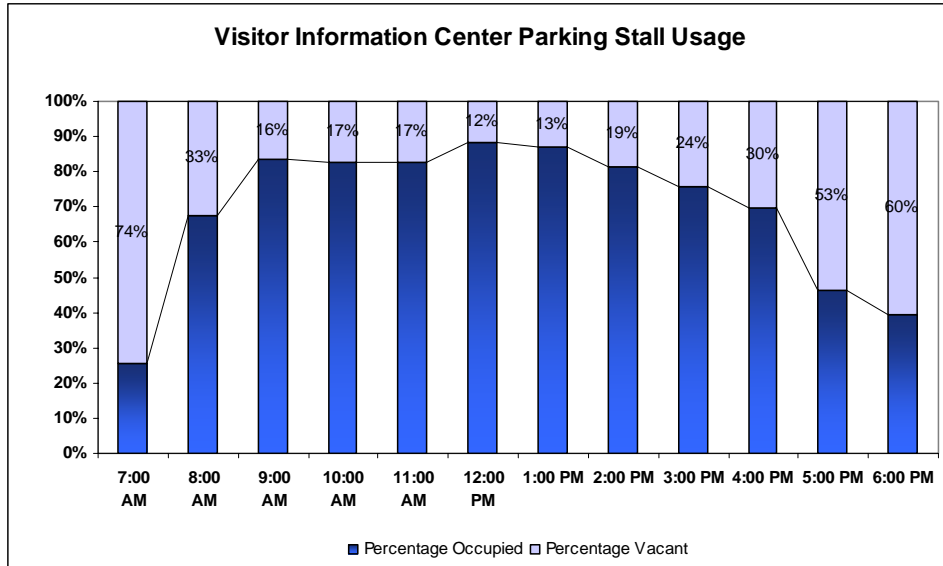
Parking Type	# Stalls
Zoned	42
Reserved	255
Visitor	76
Service	4
<i>Total Stalls</i>	<i>377</i>

Parking in this study area peaked between 10:00 am and 11:00 am, with an average 15% of the stalls vacant.

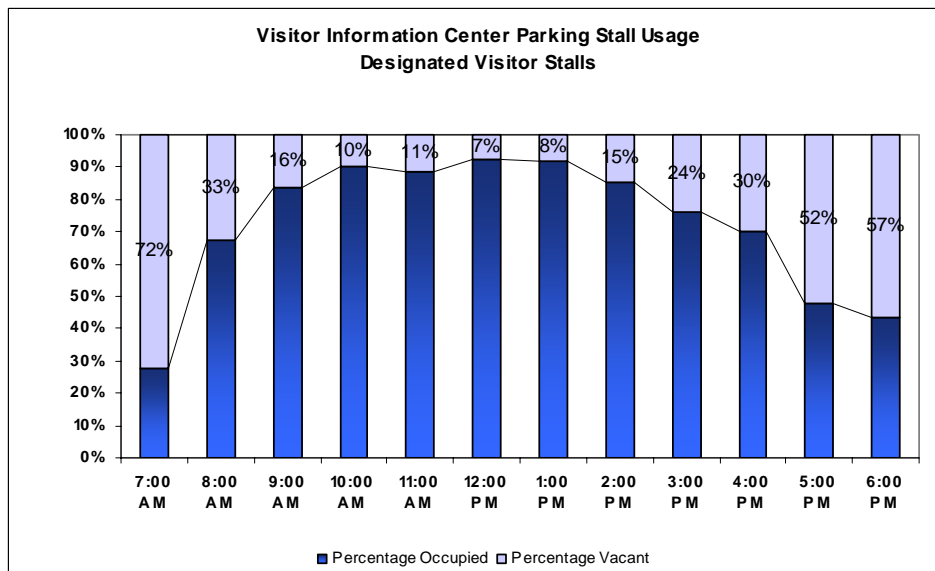


Visitor Information Center

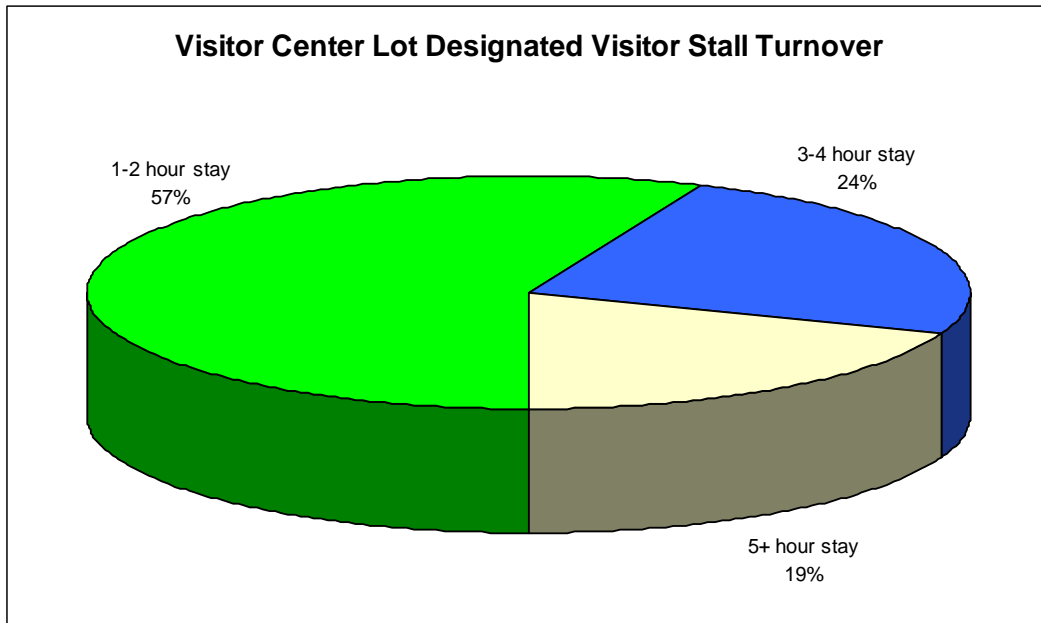
Parking in the Visitor Information Center lot peaked between 12:00 pm and 1:00 pm, with an average 12% (10 stalls) vacant.



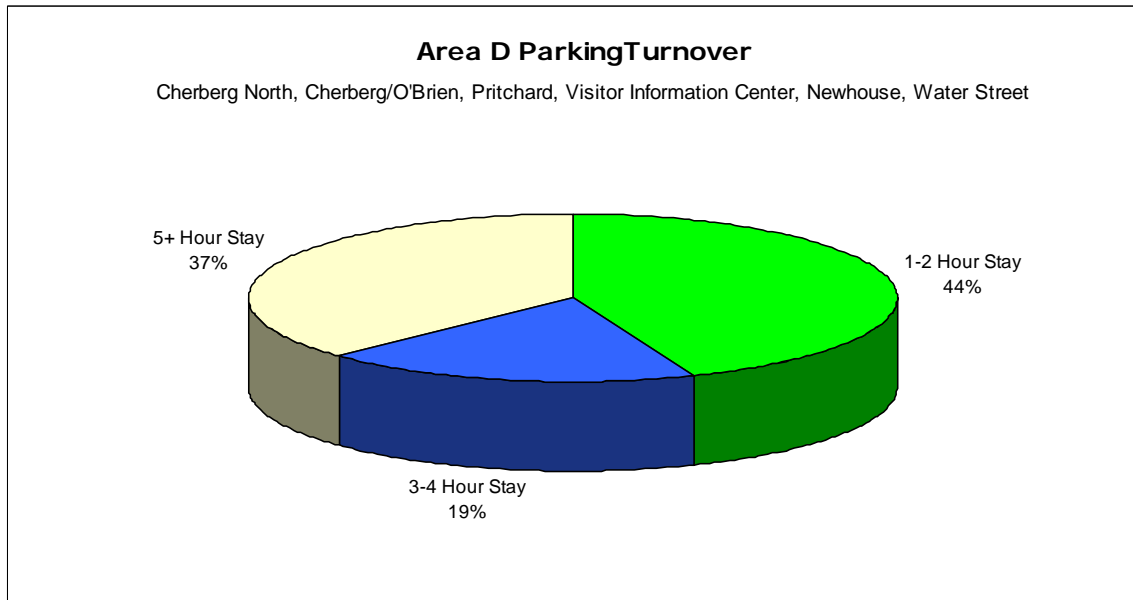
The lot has 65 stalls set aside for visitors, including three disabled visitor stalls and 17 that are currently reserved by the Code Reviser, Lieutenant Governor, Insurance Commissioner, Auditor, Press and agency directors. Between 9:00 am and 3:00 pm, vacant visitor stalls ranged from a low of 2 to a high of 20. Throughout the day, an average of 7 visitor stalls were vacant on Day 1 and 10 on Day 2. The graphic below illustrates the stall usage of the stalls designated for visitor parking. The difference between the graph above and the graph below demonstrates the higher vacancy rate for the 17 reserved stalls.



57% of parking stays in the visitor stalls were for a duration of 1-2 hours, 24% for 3-4 hours, and 19% for 5 or more hours.



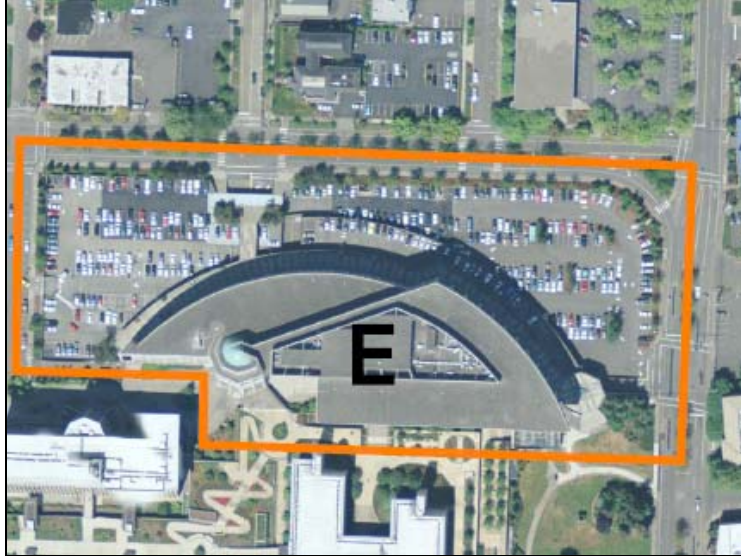
Most parking in Area D as a whole was short term, averaging two hours or less.



4.5 Parking Study Area E

(Natural Resources Building Garage and Visitor Level)

Figure 4-5



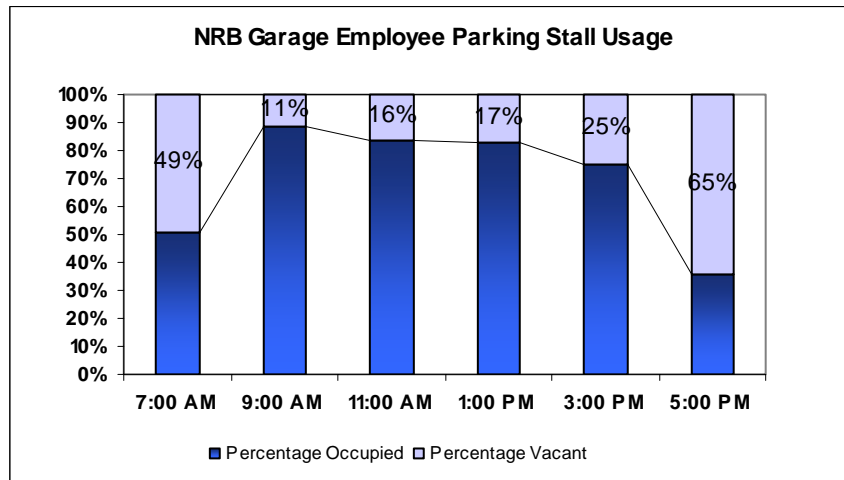
Parking in Area E is provided as follows:

Parking Type	# Stalls
Zoned	787
Reserved	168
Visitor	191
Disabled	
Visitor	12
Disabled	
Employee	17
Carpool/ Vanpool	9
Motorcycle	13
Service	31
Total Stalls	1,228

The Natural Resources Garage is the only parking facility in this Study Area and provides both employee and visitor parking.

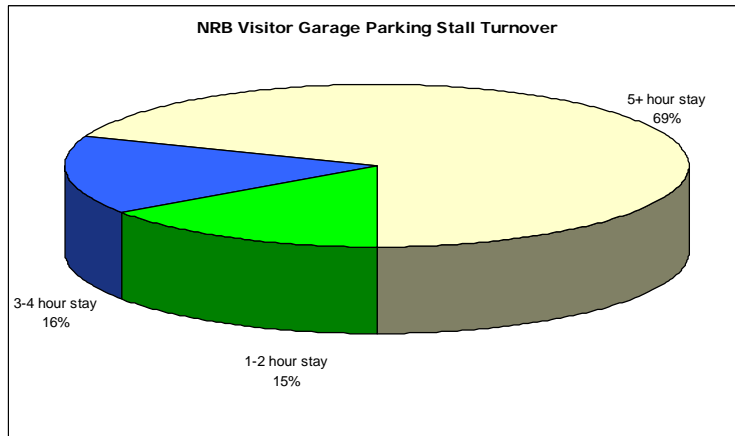
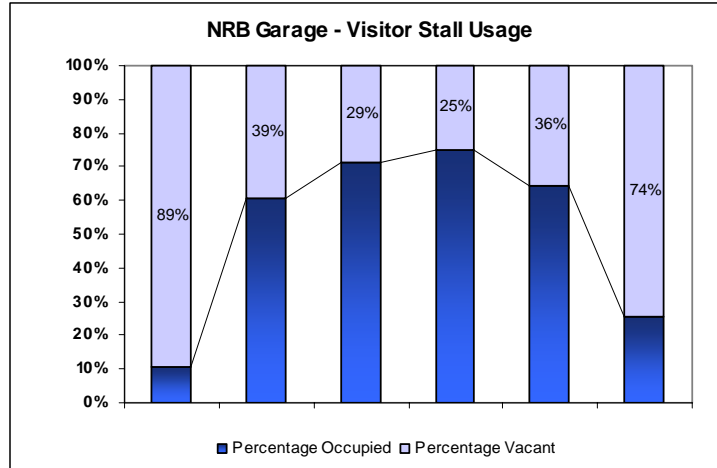
Employee Garage

The NRB Employee Garage was almost fully utilized, with an average of only 11% of the stalls (118 out of a total 1,020) vacant at 9:00 a.m., increasing to 17% vacant at 3:00 p.m.

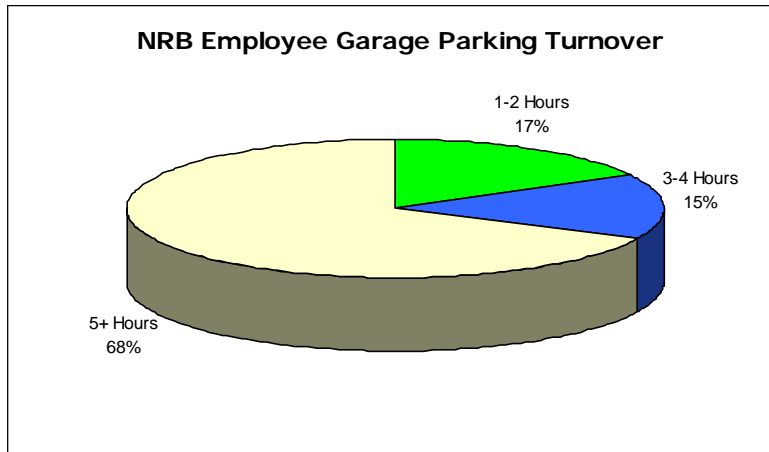


NRB Visitor Lot

Parking demand in the NRB Visitor Lot varied considerably between the two days, but averaged 70 vacant spaces (34%) on Day 1 and 61 vacant spaces (29%) on Day 2. Most visitor parking was for a longer duration than that observed in visitor lots on West Campus. Approximately 69% of visitor parking stays were for 5 hours or longer.



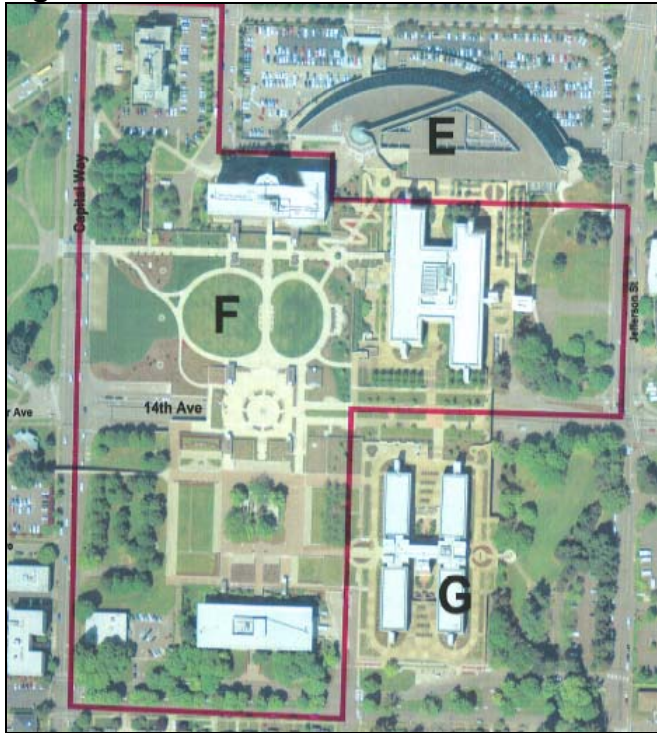
Most cars parked in the Employee Garage were there for a period of over 5 hours.



4.6 Parking Study Area F

(Plaza Garage, Archives Lot, Capitol Court, IBM Lot)

Figure 4-6

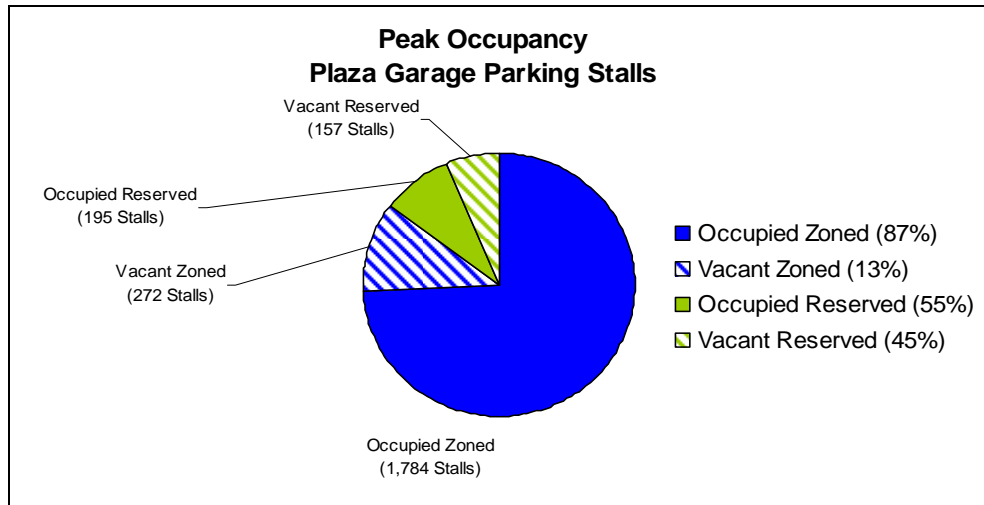


Parking in Area F is provided as shown below:

Parking Type	# Stalls
Zoned	1,971
Reserved	440
Visitor	6
Disabled Visitor	4
Disabled Employee	53
Carpool/Vanpool	18
Motorcycle	15
Service	17
Total Stalls	2,524

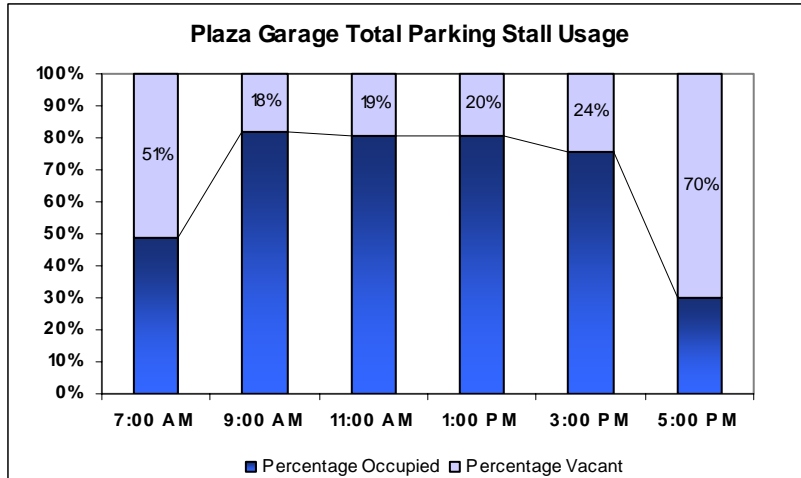
Plaza Garage

The following graphic illustrates the percentage of vacant and occupied parking stalls in the Plaza Garage at 9:00 am, the peak parking period for the garage.



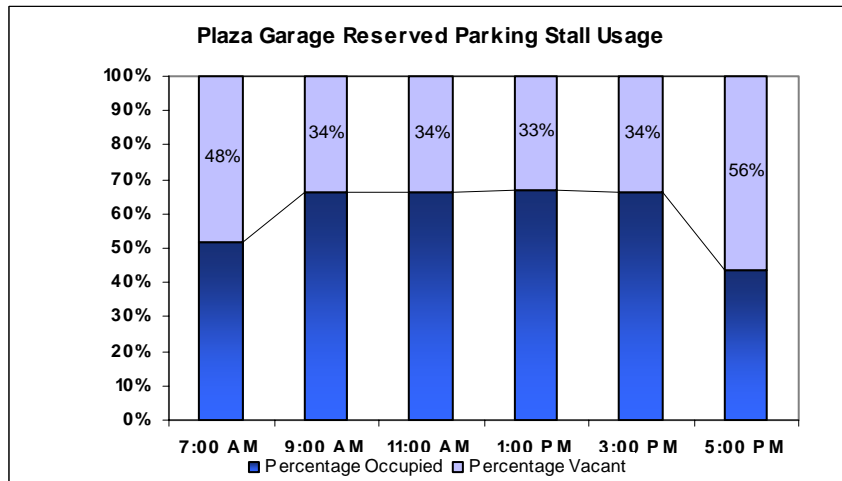
Note: For purposes of illustration, the "reserved" stalls in the above graph include both reserved and service stalls. "Zoned" stalls include zoned, car/vanpool, disabled employee and motorcycle stalls.

The Plaza Garage provides more than half of the zoned parking on the campus, in addition to 337 reserved stalls. When all types of parking are considered, the Plaza Garage was 18%-24% vacant (433-578 stalls) for the majority of both days. The highest number of vacant stalls was on Levels B and C in the South Garage, in the least preferred areas to park (furthest from the stairs/elevators). The graphic below shows the average percentage of vacant stalls in the garage.



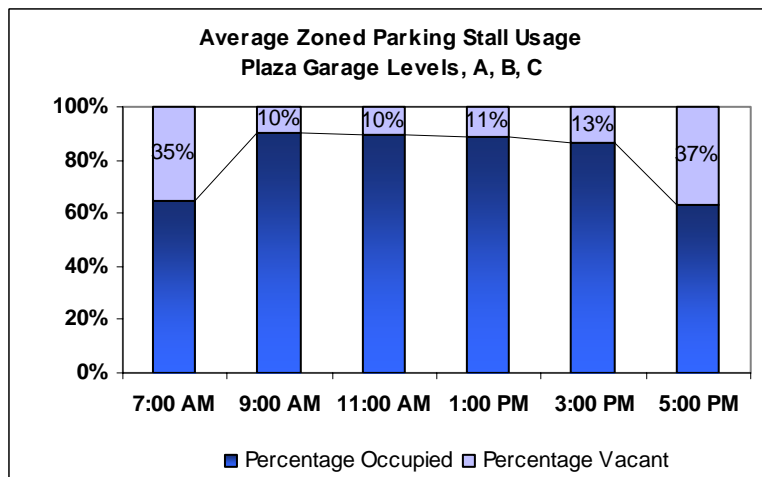
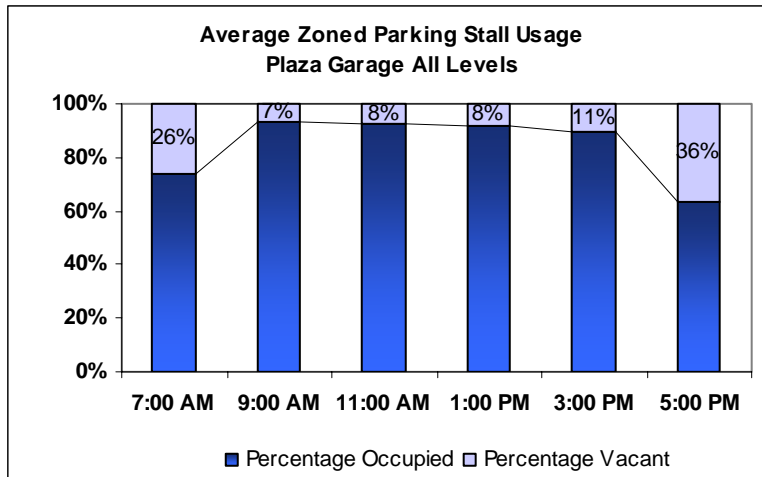
Reserved Parking

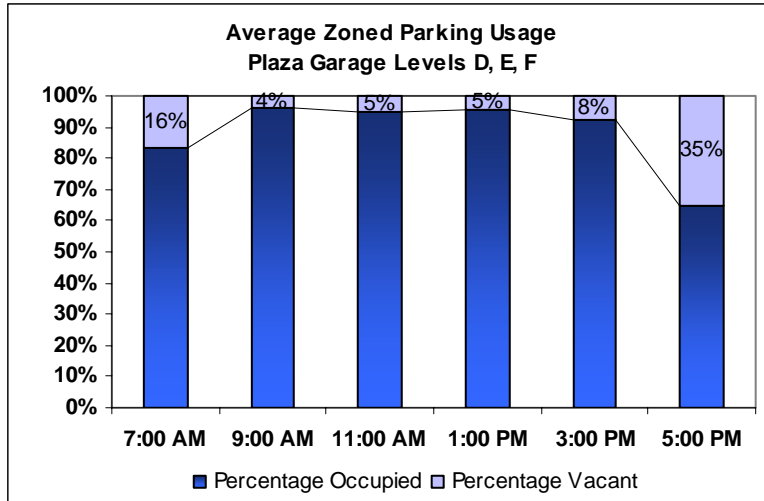
The majority of reserved stalls in the Plaza Garage are designated for agency vehicles and employees. As shown in the graphic below, approximately 34% of the reserved stalls (115) were vacant for the majority of the day. An average 57 reserved stalls were unoccupied for the whole day (out of a total 337).



Zoned Parking

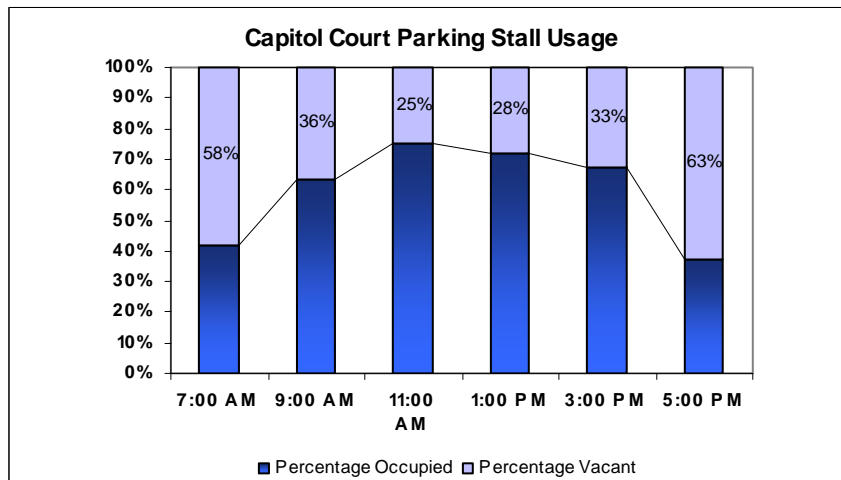
Occupancy of zoned parking in the Plaza Garage peaked at 9:00 am, with an average 14% (276) of the zoned stalls vacant. As shown below, there were more vacant stalls in the south garage (Levels A, B, and C south of 14th Ave.) than in the north garage, which is more convenient for most employees. An average of approximately 11% (165) of the zoned parking stalls in the south garage were vacant between 9:00 am and 3:00 pm, and only 5% of the zoned parking stalls (107 stalls) in the north garage were vacant.





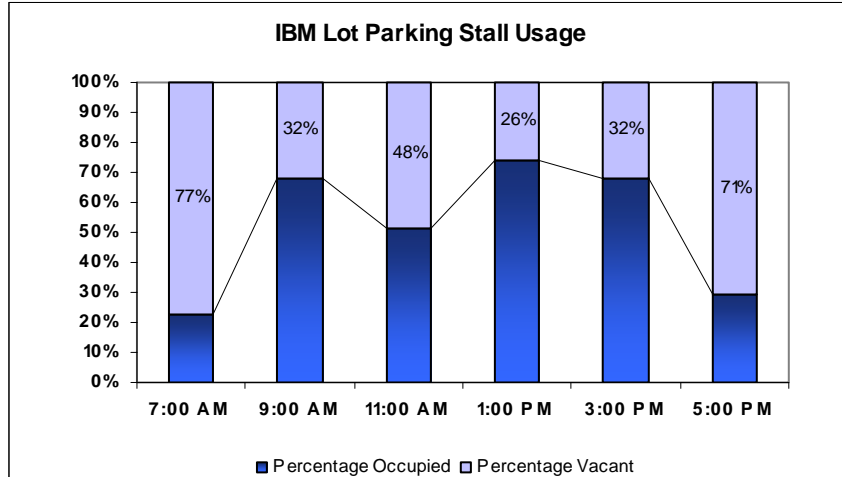
Capitol Court

Parking in Capitol Court is mostly reserved; it has six stalls set aside for visitors. Capitol Court averaged 30% vacant stalls through most of the day.



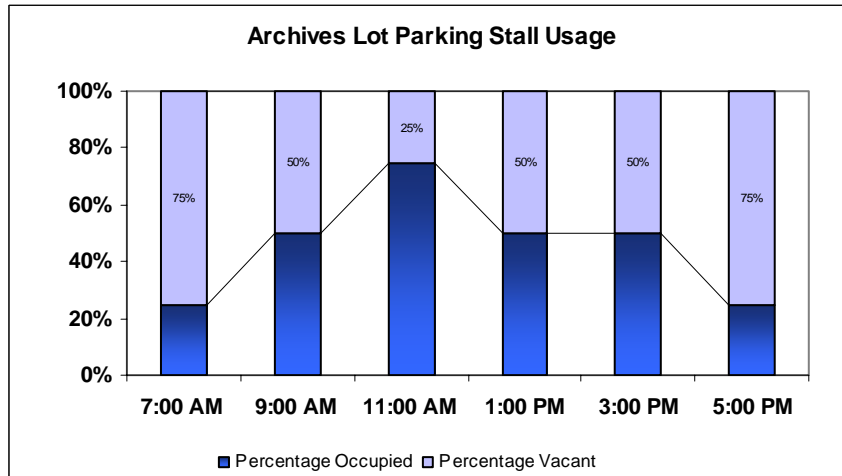
IBM Lot

The IBM lot provides 22 reserved stalls and two disabled visitor stalls. Parking in this lot peaked at 1:00 pm, with 31 occupied stalls and 8 vacant stalls. For the bulk of the day, the lot averaged 35% vacant stalls.



Archives Lot

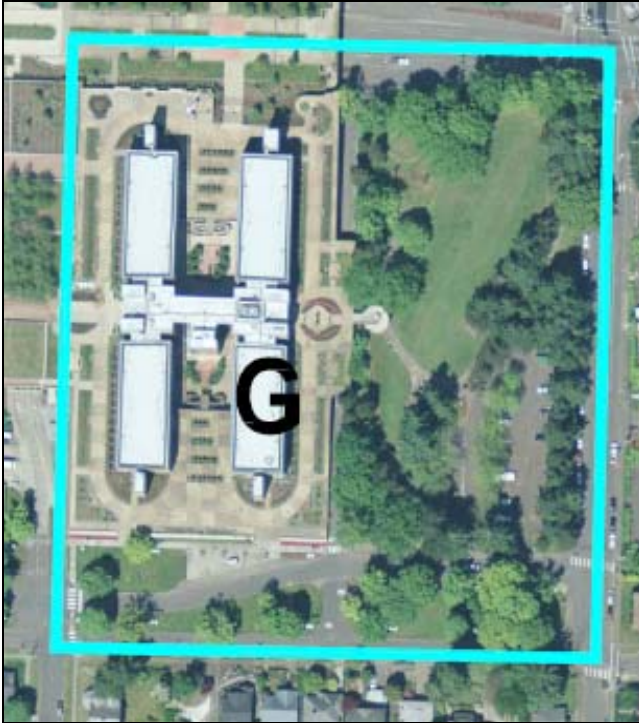
The Archives lot is the smallest lot on the campus and provides four reserved stalls. One or two stalls were vacant for much of the day.



4.7 Parking Study Area G

(DOT Garage, Maple Park Lot)

Figure 4-7

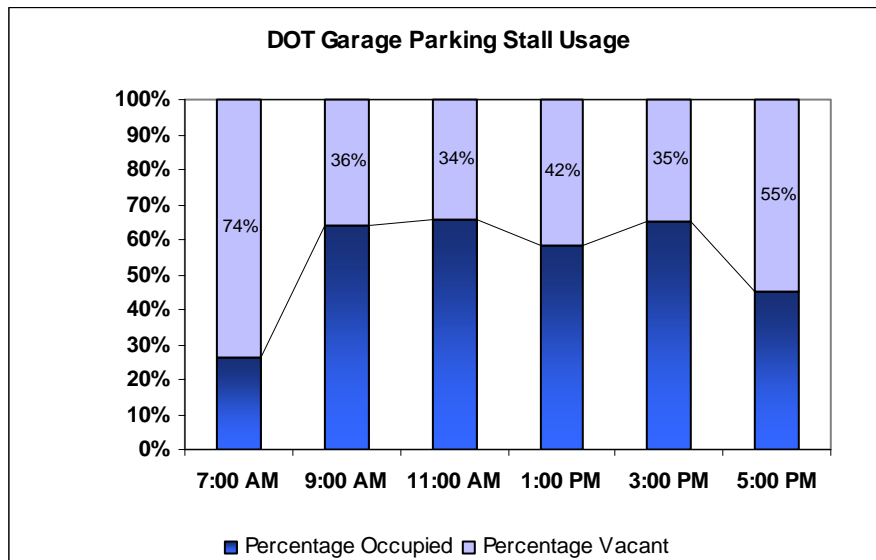


Parking in Area G is provided as shown below:

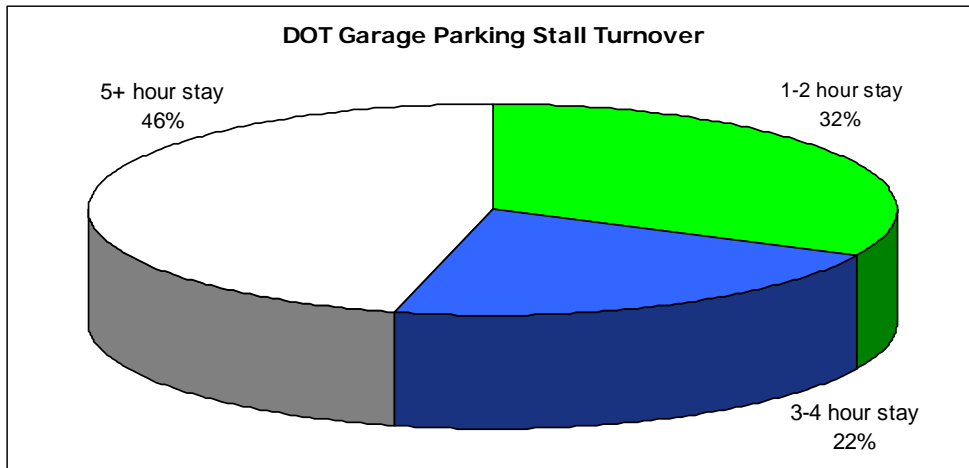
Parking Type	# Stalls
Zoned	172
Reserved	85
Visitor	38
Disabled Visitor	1
Disabled Employee	26
Carpool/Vanpool	5
Motorcycle	6
Service	8
<i>Total Stalls</i>	<i>341</i>

The DOT Garage averaged 37% (112) vacant stalls between 9:00 am and 3:00 pm. Approximately 50% of the stalls in the garage are reserved or otherwise not available for employee parking, and 172 stalls are zoned. The

highest utilization of parking occurred at 11:00, with 34% (103) of the stalls vacant. The graphic below illustrates the average occupancy of the DOT Garage over the two-day period.



As shown below, the majority of the parking in this lot was for 5 or more hours.



The Maple Park Lot averaged 64% vacant stalls, however, at the time of the parking survey, this lot was primarily used for storage. The lower section is now a designated visitor lot with 38 stalls. The upper section has been converted to a storage container lot for Dept. of Transportation. Adjacent on-street parking on Jefferson Street has been eliminated by the City.

4.8 Parking Study Area H

(Wheeler Lot – Jefferson Street, East Satellite, Cherry Street and Daycare lots)

Figure 4.8



This parking study area averaged 75% vacancy; however, at the time of the parking survey, the Child Care Center was the only occupied building on the site. Since that time, it has also been vacated and all parking lots closed in preparation for construction of the DIS project⁸. Dash and visitor parking has been moved to the Maple Park Lot.

⁸ Update: Due to delay in the start of the DIS project on the Wheeler site, the Wheeler parking lot will be open to visitors during the 2009 Legislative Session and then closed.

5 FUTURE PARKING DEMAND

As mentioned at the beginning of this report, the State is currently in the process of planning and designing three major new structures on the campus. The Heritage Center/Executive Office Building will be located at the current site of the GA Building, which will be demolished. A new Department of Information Services office building and data center are planned for the Wheeler site at Jefferson Street and 14th Avenue. In addition, The South Edge Project will initially construct a 50,000 square foot building to replace the Newhouse Building and relocate other Senate operations to campus.

These three potential projects on the Capitol Campus will have specific parking needs and parking impacts. Each will bring additional employees to campus, most of whom will need parking spaces. Some employees will be moved to different areas of campus and may require shifting of their current parking location to a different part of campus. Relocation of agencies from off-campus may mean an increase in members of the public coming to the campus to visit or do business with these agencies. Construction of the Heritage Center and inclusion of an exhibition space, conference center and auditorium on campus will generate additional visitors who will require parking. In addition, each of the projects will eliminate varying numbers of visitor parking stalls that could reduce the current supply on campus if not replaced as part of the projects. The projects are evaluated below to provide a comprehensive analysis of the parking demand on campus following completion of their construction.

5.1 Heritage Center/Executive Office Building

The Heritage Center/Executive Office Building (HC/EOB) is planned in Parking Study Area A, in the northwest corner of the campus. The anticipated uses and size of each use are as follows:

<u>Proposed Use</u>	<u>Square Footage</u>
Offices	180,700
Museum	28,800
Service/Children's Events	5,500
Conference Center and Auditorium	24,000
Library and Archives	80,500
Public Space	7,000
Total	326,500

As shown in the following analysis and Tables 10-15, the completion of this project will create a new-to-campus parking demand of 162 spaces that will need to be found or constructed somewhere on campus, ideally in Study Area A.

Table 10. Heritage Center/EOB Staffing			
Project Tenants	Current Location	Staff New to Campus? ⁽¹⁾	Total # of Staff
Secretary of State	Legislative Building	No (10)	134
	Archives (1129 Washington)	No (18)	
	Library (6880 Capitol Blvd.)	Yes (106)	
State Historical Society	Capitol Museum and State Historical Museum	Yes (10)	10
Insurance Commissioner	Insurance Building	No (20)	191
	5000 Capitol Blvd.	Yes (171)	
Treasurer	GA Building	No (54)	54
Support Service Staff (café, etc)	Not known	No (12)	12
Unidentified Tenant(s)	Not known	No (94)	94
Total			495

⁽¹⁾ See Table 13 for total number of new staff to campus.

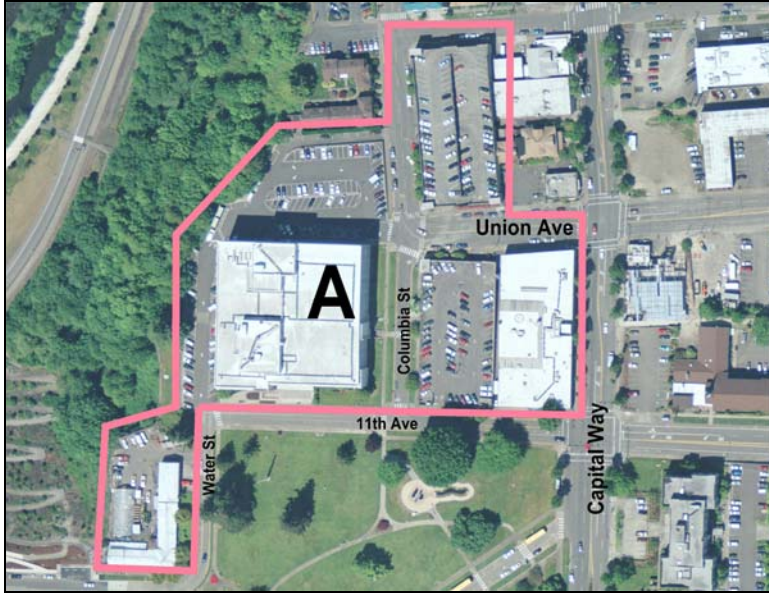
As a part of this project, the General Administration Building will be demolished and approximately 282 GA staff and 286 Washington State Patrol staff currently housed in the building will be moved off campus. The remaining building tenants will move to other locations on campus. The tables below summarize the number of staff leaving campus or coming to campus from off-campus worksites as a result of the HC/EOB.

Table 11. Staff (Parkers) Leaving Campus From GA Building		
Agency	# of Parkers Leaving	
	Campus	Future Location
General Administration	197	Moving off Campus
Treasurer	0	Staying in Area A – EOB
OFM	0	Remaining on Campus
Small Agencies	0	Remaining on Campus
Washington State Patrol	200	Moving off Campus
Total Leaving	397⁽¹⁾	

Table 12. New Staff (Parkers) Moving to Heritage Center/EOB from Off Campus		
Agency	Current Location	# of New Parkers to Campus
Secretary of State	Tumwater	106
State Historical Society	Capitol Museum/ State Historical Museum (Tacoma)	10
Insurance Commissioner	5000 Capitol Blvd., Tumwater	171
Unidentified Tenant	Not known	±70
Total New to Campus		357
70% Adjustment for drive-alone demand		250¹

⁽¹⁾ This number accounts for alternative modes of commute.

Figure 5-1



Area A currently has 776 employees and 637 parking stalls. Following completion of the Heritage Center/EOB project, there will be 540 employees and 587 parking stalls.

Area A – Existing

Building	# Employees
GA	731
1063 Building	45
<i>Total Employees</i>	<i>776</i>

Area A – Following Construction

Building	# Employees
Heritage Center/EOB	495
1063 Building	45
<i>Total Employees</i>	<i>540</i>

Parking Area	# Stalls
Columbia St. Garage	258
GA Garage Lower Levels	157
GA Garage Visitor Level	77
1063 Bldg. Garage	25
GA Surface Lot	120
<i>Total Stalls</i>	<i>637</i>

Parking Area	# Stalls
Columbia Street Garage	258
GA Garage Lower Levels	157
GA Garage Visitor Level	77
1063 Bldg. Garage	25
HC/EOB Surface Lot	70
<i>Total Stalls</i>	<i>587</i>

The employee numbers above reflect the total number of staff anticipated to work in Parking Study Area A and have not been adjusted downward to account for alternative commuting. These numbers do not include the expected number of visitors to the HC/EOB. The text and tables that follow develop these calculations.

5.1.1 Heritage Center/EOB Parking Demand

Employee Parking

The Heritage Center/Executive Office Building project will bring 357 new employees to the Capitol Campus as shown below.

Agency	Currently on Campus	New to Campus	Total Staff
Secretary of State	28	106	134
Historical Society	0	10	10
Insurance Commissioner	20	171	191
Treasurer	54	0	54
Support Services	12	0	12
Unidentified Tenants	0	94	±94
HC/EOB Total	138	357	495
1063 Building	45	0	45
Area A Total	183	357	540

Visitor Parking

The Heritage Center will function as the new hub for visitor activity on campus. It is planned to house a K-12 learning center, exhibit hall, museum, event center and auditorium. Services currently provided at the existing Visitor Information Center at Capital Way and Sid Snyder Avenue will be offered at the new Heritage Center following its completion. This shift and the new interpretive and learning opportunities will create an increased demand for visitor parking within Area A. Visitor parking that is currently available on the West Campus at the Visitor Center will not be particularly convenient to the new Heritage Center, but will continue to accommodate visitors who are coming to campus with other destinations, such as the Legislative Building or legislators' offices in Cherberg or O'Brien.

During the period July 1, 2006 - June 30, 2007, approximately 5,550 visitors took scheduled tours of the Capitol Campus each month during the Legislative Session, compared with 1,264 per month when the legislature was out of Session. Another 825-900 visitors each month requested non-scheduled tours during the same time period. Scheduled tours are often organized by groups that arrange bus transportation for the visitors, while non-scheduled tours are typically requested by individual visitors to campus. The number of visitors to campus activities, exhibits, rallies, bill signings, etc. varies greatly depending on the type of events occurring.

The estimated additional visitor parking created by the HC/EOB is summarized below. Parking requirements from the City of Olympia code and from the Institute of Transportation Engineers (ITE) Parking Generation were used to estimate the parking demand of the project.

Table 14. Visitor Parking Demand Generated by HC/EOB				
Use	Low Range		High Range	
	Rate	Spaces Required	Rate	Spaces Required
Museum (28,800 sf)	0.9/1,000 sf ⁽¹⁾	26	3.3/1,000 sf less 10% ⁽²⁾	85
Library/Archives		10 ⁽³⁾		15 ⁽⁴⁾
Conference Center @ 200 off-campus visitors	0.6/occupant	120	0.8/occupant	160
Visitor Center		70 ⁽³⁾		90 ⁽⁴⁾
Total		226		350
Average visitor parking demand (226/350) = 288				

(1) Source: ITE

(2) Source: City of Olympia OMC 18.38.100

(3) Existing spaces at current location

(4) Estimated

5.1.2 Change in Parking Demand Resulting for the HC/EOB

Construction of the HC/EOB will result in a change in demand for parking on campus. Staff currently housed in the GA Building will be relocated, either to office space on campus or off-campus. Agency staff moving into the HC/EOB will be coming from both on- and off-campus locations. Because parking at the Capitol is handled at a campus level, it is not necessarily required (although desired) that new buildings construct sufficient parking to handle all the demand they will create. However, most people, visitors and staff, prefer to park as close to their destination as possible. Visitors to the HC/EOB will naturally expect to park in Area A if they can. Failure to find a space in that area will force them to look elsewhere, and some may leave out of frustration. It is therefore valuable to consider the new demand, especially visitor demand, created by a project of this magnitude at both the campus level and also at the Parking Study Area level.

The latest CTR survey indicates that slightly more than 30% of state employees don't drive to work alone. The demand for parking spaces for employees in Area A would therefore be 70% of the total staff working in the building, or 250 additional spaces (357 new to campus staff parkers @ 70% drive-alone rate = 250). Adding 4% for vanpool/carpool parking results in an additional demand of 22 spaces (4% of 540 = 22). No deduction is taken for employee absenteeism (10-20%) since this is accounted for in overbooking of zoned parking stalls throughout the campus.

The net new campus parking demand resulting from the Heritage Center/EOB project is 162 spaces, as shown below:

Table 15. Change in Parking Demand Resulting from HC/EOB Project		
	Change in Parking Demand	
	Campus	Area A
Heritage Center Employees (Adjusted)	250	378 ⁽¹⁾
Heritage Center Visitor Parking (Average)	288	288
Vanpools and Carpools	22	22
Total New Parking Demand	560	688
GA & WSP Staff Leaving Campus	-398 ⁽²⁾	
Net New Parking Demand	162	

⁽¹⁾ Total employees in Area A = 540 x 70% = 378

⁽²⁾ 568 GA and WSP staff leaving campus at 70% drive-alone rate = 398 available parking stalls

While there is a potential for an average of 828 people (540 employees + 288 visitors) working in or visiting the HC/EOB, the project as a whole will result in an increase in demand for approximately 162 parking spaces somewhere on campus. Ideally, these spaces should be constructed within or close to Area A.

5.1.3 Future Area A Parking Summary

With a demand for 688 parking spaces and a supply of 587 parking spaces, there will be a predicted shortage of 101 parking spaces in Area A. Special events at the Heritage Center will increase the number of visitors well above the 288 average, resulting in an even greater unmet demand in Area A.

The parking rates used to calculate demand for the conference center assume a low use of the facility by off-campus users during business hours. The auditorium/conference center has a capacity of approximately 700, and the number of off-campus users at peak parking times is assumed to be 200. As of this writing, the plan for use of the facility is to limit it to state users during regular business hours, thereby reducing the potential parking demand from what it would be if available for rent by non-state groups.

Because employee parking is dispersed throughout the campus, the HC/EOB doesn't need to construct all spaces required for employees within Area A, as long as the total amount of staff parking throughout the campus is sufficient. However, this approach is likely to produce some inconvenience and disgruntlement for visitors and employees as well as long waiting lists for more desirable parking. It is further complicated by the fact that parking supplies as currently allocated on campus are slightly lower than calculated demand. Additional construction on campus that does not provide sufficient parking to meet the project's demand will intensify this issue.

The movement of people and vehicles through Study Area A are critical factors in the final design of the Heritage Center/EOB and associated parking. Safe, well-located access must be available to pedestrians, and plentiful convenient and accessible visitor parking will be necessary. Bicycles, passenger vehicles, and buses must be

accommodated safely. It will be critical to include clear and understandable signage near the HC/EOB project that will direct visitors who cannot find parking in Area A to other parking areas on campus. The Plaza Garage is the most likely location for overflow parking from Area A.

5.2 DIS Office Building & Data Center

The DIS project consists of an office building for the Department of Information Services (DIS) and a data center. The site is located in Parking Study Area H (Wheeler Site) in the southeast corner of the East Campus. The anticipated uses, sizes, and proposed tenants are listed below.

<u>Proposed Use</u>	<u>Square Footage (gsf)</u>
Department of Information Services Office Bldg.	160,000
Data Center Complex	160,000
Total	320,000

As shown in the following analysis and Tables 16-18, the completion of this project will create a new-to-campus parking demand of 427 spaces that will need to be found or constructed somewhere on campus, ideally in Study Area H.

Figure 5-3



The Child Care Center and several small agencies that had been located in this Study Area have been relocated and the buildings are now empty. The 330 parking stalls (most of which were rarely used) that were located in this area, including more than 200 visitor stalls, are also now closed.⁹

The Wheeler project is anticipated to be completed in 2011 and will ultimately house 550 DIS employees and include 320 parking stalls on site.

⁹ Update: A delay in the startup of the Wheeler project will allow the Wheeler parking lot to be re-opened for the 2009 session and then re-closed.

	# Stalls
Parking Spaces provided in Area H before construction	330
# Spaces to be constructed with Project	320
Parking to be removed with project	-330
Net Change	-10

5.2.1 DIS Project Parking Demand

Visitor Parking

Of the 330-stalls in the parking lot that will be removed by the project, 211 were reserved for visitors but only a small percentage was used, even during legislative sessions. The 50 stalls that had been designated for DASH parking (again only a small percentage was used) have been relocated across the street to the Maple Park Lot, which has 38 stalls. DIS is not anticipated to have a high demand for visitor parking; the project includes 20 surface stalls for visitors.

Employee Parking

The Wheeler project will consolidate several DIS offices currently located in a number of different buildings, both on and off-campus. Many of the staff will be new parkers to the campus as follows:

Agency	Currently on Campus	New to Campus	Total Staff
Information Services	100	450	550
Total	100	450	550

5.2.2 Change in Parking Demand Resulting from the DIS Project

As previously noted, slightly more than 30% of state employees commute by modes other than driving alone. The demand for parking spaces for new employees would therefore be 315 additional spaces (70% x 450 new-to-campus parkers = 315).

Adding 4% for vanpools and carpools would increase parking demand by 22 spaces (4% x 550 = 22). No deduction is taken for employee absenteeism (10-20%) since this is accounted for in overbooking of zoned parking stalls throughout the campus. The net new campus parking demand resulting from the DIS project is 427 spaces to Area H and to the campus as a whole, as shown below.

Table 18. Change in Parking Demand Resulting from DIS Project		
	Change in Parking Demand	
	Campus ⁽¹⁾	Area H ⁽²⁾
Adjusted Staff Parking Demand	315	385 ⁽³⁾
DIS Visitor Parking Demand (average)	20	20
Add for vanpools and carpools	22	22
DIS staff moving from OB2 @ 70% (OB2 space to be backfilled by staff moving from off-campus)	70	
Total New Parking Demand	427	427

⁽¹⁾ Change in demand to parking on campus as a whole takes into account that some staff in the new building already work on campus.

⁽²⁾ Change in demand for Area H reflects the projected number of parkers that will be seeking parking within the immediate project area.

⁽³⁾ 550 total staff @ 70% drive-alone rate =385.

5.2.3 Future Area H Parking Summary

As shown above, the demand for parking in Area H upon completion of the DIS project will be 427 stalls. The project as planned will construct 320 new parking spaces to help offset that demand. That represents 107 vehicles (427 – 320) that need to find alternate locations to park.

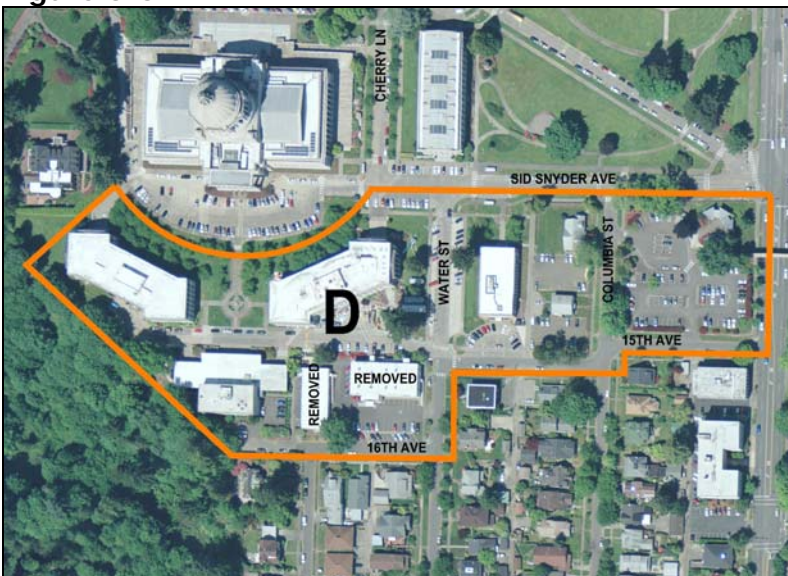
The Plaza Garage is the most likely location for absorbing the overflow from Area H. It should be expected that this will lead to some inconvenience and disgruntlement among staff who must park there, and a long waiting list for spaces in the new DIS Garage. Improvements in pedestrian routes from the Plaza Garage to the DIS site, including a pedestrian bridge over Jefferson Street will help mitigate this situation. A small amount of visitor parking (20 spaces) is included for the new building in this analysis. If additional visitors are expected to regularly use the DIS buildings, visitor parking should be added to the project due to the lack of other visitor parking areas in this part of campus.

5.3 South Edge Project(s)

As currently envisioned, the proposed redevelopment of the eastern half of Parking Study Area D will involve construction of two new office buildings at the south edge of the West Campus to serve as a long-term home for numerous agencies that support the work of the legislature. The redevelopment is also planned to include a below-grade parking structure.

As shown in the following analysis and Tables 19 and 20, the completion of this project will create a new-to-campus parking demand of 140 spaces that will need to be found or constructed somewhere on campus, ideally in Study Area D.

Figure 5-5



Phase 1 will replace the Newhouse Building as well as the two Press Houses with a new office building of approximately 50,000 square feet and a new underground parking garage with approximately 200 spaces. It is currently anticipated that the new building will also house the press functions that will be displaced from the two Press Houses.

For planning purposes, it is anticipated that the building will house about 200 employees, including the offices of approximately 15 state senators. Completion of the new facilities is proposed for 2013. The first phase will not affect the current Visitor Information Center or visitor parking lot. Phase 2 would eventually construct a new office building in the area now occupied by the Visitor Information Center and associated visitor parking lot. Since Phase 2 of the South Edge redevelopment is not on the near horizon, only Phase 1 is considered in this analysis.

5.3.1 South Edge Parking Demand

When Phase 1 of the South Edge Project(s) is constructed, there will continue to be a sizeable difference between Session and non-Session in the number of people working in Area D. The existing Newhouse parking lot (64 stalls) will be demolished and replaced with approximately 200 spaces in a parking structure to help address the shortage of available parking in this area.

Area D Future Employees – Non-Session & Session		
Building	# Employees	#
	Non-Session	Employees Session
John L. O'Brien	206	373
John A. Cherberg	97	333
Pritchard	46	46
Visitor Center	5	5
South Edge Ph 1	200	234
<i>Total Employees</i>	<i>554</i>	<i>991</i>

Visitor Parking Demand

Other than 65 designated visitor stalls in the Visitor Center Lot, the only other visitor parking currently provided in Area D consists of 14 disabled visitor stalls. With the construction of the new Heritage Center/Executive Office Building project, the primary non-Session visitor demand will shift to Area A. Visitor parking demand in Area D is expected to remain high during Session due to the concentration of offices for elected officials within this area. For purposes of this study, it is assumed that visitor parking demand will remain the same as it is now (81).

Sid Snyder Avenue provides the primary vehicle entrance to the campus and commanding views of the Capitol Buildings. The South Edge therefore serves as the focal point for entry to the campus. Visitors to campus generally use this entrance and, if unfamiliar with the location of visitor parking and/or unable to find parking, often use the on-street parking in the South Capitol neighborhood. The South Edge project will need to be sensitive to the effects of this overflow parking on the adjacent residential neighborhood and ensure that adequate parking is provided in this Parking Study Area to avoid continued parking issues in the neighborhood.

Employee Parking Demand

Phase 1 of the South Edge project will house approximately 200 employees in a new 50,000 sf office building. Occupants of the Newhouse Building (40 during non-Session and 74 during Session) and the two press houses (approximately 20 non-state employees) would re-locate to the new building. Approximately 140 employees from yet unidentified Senate operations would also be brought to the Campus to be housed in the new building.

Table 19. Phase 1 South Edge - New-to-Campus Staff			
Agency	New to Campus	Currently on Campus	Total Staff
		Non-Session/Session	Non-Session/Session
WA State Senate	0	40/74	40/74
Senate operations (unidentified)	140/140	0/0	140/140
Total	140	40/74	180/210

5.3.2 Change in Parking Demand Resulting from the South Edge Project

Following completion of South Edge Phase 1, the demand for parking spaces for employees in Area D will be 106 additional spaces (140 new-to-campus staff parkers @ 70% drive-alone rate plus 4% of 210).

The following table illustrates the total parking demand of Area D at completion of Phase 1.

Table 20. Parking Demand Resulting from South Edge Project Phase 1	
Session Parking Demand Campus and Area D	
Adjusted Staff Parking Demand ⁽¹⁾	694
South Edge Visitor Parking (average)	76
Vanpools and Carpools ⁽²⁾	40
Total Parking Demand	810

⁽¹⁾ 991 total staff @ 70% drive-alone rate = 694. (Press Houses are included in total, but are not state employees)

⁽²⁾ 991 total staff @ 4% = 40

5.3.3 Future Area D Summary

As shown above, the demand for parking in Area D during Session upon completion of the South Edge Phase 1 project will be 810 stalls with a capacity of only 513. That represents 297 vehicles (810-513) that need to find alternate locations to park. Increasing the amount of visitor parking available in Area D is an important component of the South Edge project due to the proximity of the project to the residential South Capitol neighborhood.

Area D – Future Parking Supply	
Parking	# Stalls
Cherberg North	14
Cherberg/O'Brien	57
Water Street	43
Pritchard	117
Visitor Center	82
South Edge Ph 1	200
<i>Total Stalls</i>	<i>513</i>

Parking stalls in the west half of Area D (near the Pritchard, O'Brien and Cherberg buildings) are not planned to be affected by Phase 1 of the South Edge redevelopment.

6 FUTURE PARKING SUPPLY/DEMAND COMPARISON

The following table compares parking supply to parking demand in Parking Study Areas A, D, and H following construction of the Heritage Center/Executive Office Building, the Wheeler project and the South Edge project.

Table 21. Future Parking Availability in Proposed Project Areas		
Parking Study Area	Following Construction - Proposed	
	Session Parking Demand	# Parking Stalls
Area A: Heritage Center/EOB	688 ⁽¹⁾	587
Area H: Wheeler Project ⁽²⁾	427 ⁽³⁾	320
Area D: South Edge Phase 1	810 ⁽⁴⁾	513
Totals	1,925	1,420
Totals Excluding South Edge Phase 1⁽⁵⁾	1,115	907

⁽¹⁾ See Table 15.

⁽²⁾ At the time of this report, agencies previously located on the Wheeler site had been relocated and the parking lots closed.

⁽³⁾ See Table 18.

⁽⁴⁾ See Table 20.

⁽⁵⁾ This information is included because both the HC/EOB and DIS projects are approved and at least partially funded. The South Edge project is not yet approved or funded.

As shown in the table above, the total parking supply in the three Study Areas following construction of the three projects will be deficient by over 500 stalls. This means that, on average each day, over 500 vehicles will be required to find another place to park other than where they would prefer. Thus, it is important to look at the numbers on a campus-wide basis as shown in the next three tables.

As currently proposed, following construction of the three projects, there will be approximately 6,265 parking stalls on campus, as compared with 5,859 today, as shown below:

Table 22. Total Parking Supply Campus-Wide – Existing and Future		
Parking Study Area	# Spaces – Existing	# Spaces - Proposed
<i>West Campus</i>		
A	637	587
B	613	613
C	139	139
D	377	513
Subtotal	1,766	1,852
<i>East Campus</i>		
E	1,228	1,228
F	2,524	2,524
G	341	341
H	0	320
Subtotal	4,093	4,413
Total	5,859⁽¹⁾	6,265

⁽¹⁾ This total does not include the Wheeler Lot, which was recently closed to allow construction of the DIS Project.

The table below illustrates the campus-wide parking demand following construction of the Heritage Center/Executive Office Building, the Wheeler project and Phase 1 of the South Edge Project(s).

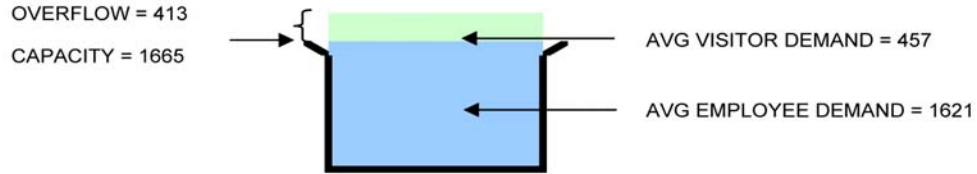
Table 23. Future Parking Demand and Capacity by Parking Area					
Following Completion of 3 Projects					
Parking Study Area	Total # Employees ⁽¹⁾	Employee Parking Demand ⁽²⁾	Visitor Parking Demand ⁽³⁾	Total Parking Demand	# Parking Stalls
West Campus					
A	540	400	288	688	587
B	483	357	0	357	613
C	176	130	93	223	139
D	991	734	76	810	513
<i>Sub-Total West Campus</i>	<i>2,190</i>	<i>1,621</i>	<i>457</i>	<i>2,078</i>	<i>1,852</i>
				<i>Less stalls reserved for agency vehicles and not available to employees or visitors ⁽⁴⁾</i>	<i>-187</i>
				<i>West Campus Visitor and Employee Parking Supply</i>	<i>1,665</i>
East Campus					
E	1,208	894	163	1,057	1,228
F	1,929	1,427	0	1,427	2,524
G	811	600	18	618	341
H	550	407	20	427	320
<i>Sub-Total East Campus</i>	<i>4,498</i>	<i>3,328</i>	<i>201</i>	<i>3,529</i>	<i>4,413</i>
				<i>Less stalls reserved for agency vehicles and not available to employees or visitors ⁽⁴⁾</i>	<i>-701</i>
				<i>East Campus Visitor and Employee Parking Supply</i>	<i>3,712</i>
Total	6,688	4,949	658	5,607	5,377
<p>(1) Estimated number of employees following completion of Heritage Center/EOB, DIS and Phase 1 South Edge projects.</p> <p>(2) 30% reduction applied to reflect employees who use a commute option other than driving to work alone. 4% of total employees added for carpools and vanpools.</p> <p>(3) Source: For comparison purposes, numbers from Parking Turnover Study, February 26 and 27, 2008, were used for parking study areas other than A, D and H.</p> <p>(4) 888 stalls are reserved for agency vehicles and therefore not available to employees or visitors.</p>					

As shown above, the parking supply on West Campus will be deficient by 413 stalls (2,078 staff and visitors - 1,665 spaces = 413) and the supply on the East Campus will exceed the East Campus demand by 183 (3,712 spaces – 3,529 employees and visitors = 183). This results in a campus wide shortage of 230 spaces. In addition, much of the future parking will not be located in the areas of campus that attract the most visitors and much of it won't be conveniently located to buildings where employees work.

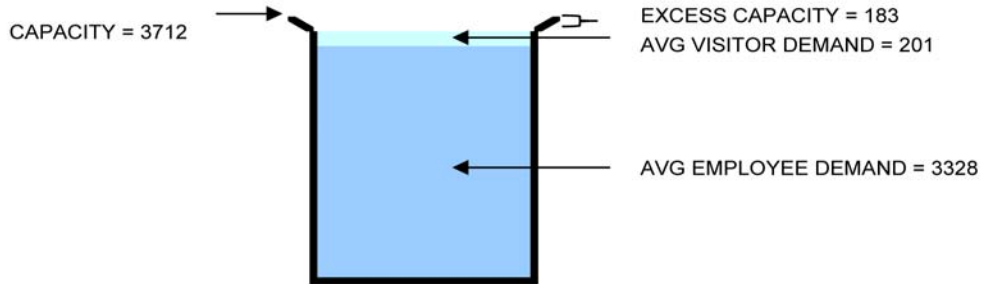
The above information is graphically displayed on the following page.

Future Parking Demand and Capacity During Session – Following Completion of 3 Campus Projects

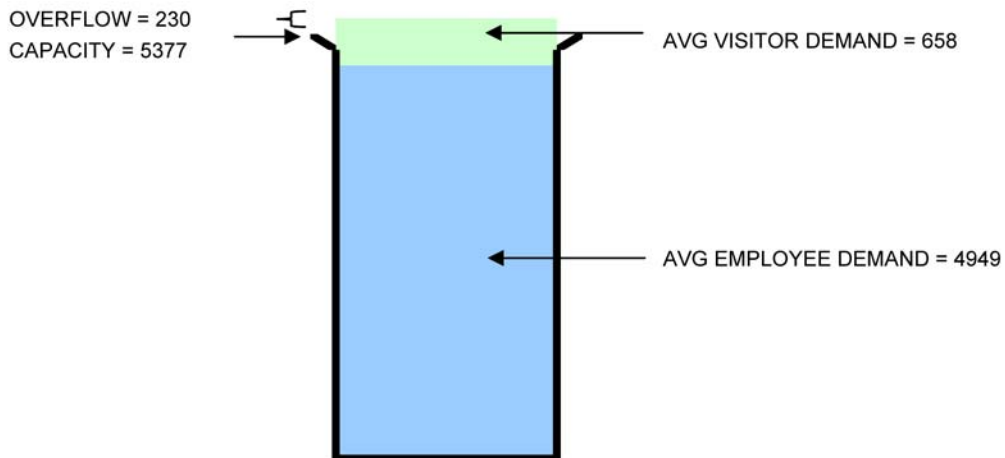
West Campus
Figure 6-1



East Campus
Figure 6-2



Campus-Wide
Figure 6-3



6.1 Pedestrian Movement

Construction of a replacement and ADA-compliant pedestrian bridge connecting East and West Campus with the proposed South Edge project will maintain the current level of access for pedestrians between the two sides of campus, and may improve walking conditions. Pedestrian circulation around the Heritage Center/EOB will be an important consideration for the site design. Consideration should also be given to improving pedestrian connections between the Wheeler site and the rest of East Campus because it is separated from East Campus by roads and no good pedestrian pathways currently exist.

6.2 Short Term Construction Impacts vs Long Term Impacts

Each new project will have specific parking needs and impacts and each will remove some existing parking and construct new parking. During construction, some staff may be temporarily relocated and moved again at project completion. Others will be permanently moved to different buildings or off-campus. Access, pedestrian routes, and parking supply will all be impacted. Adequate parking for employees and visitors must be available at all times during construction and should be incorporated into the planning for each project.

During construction of the projects, available parking will likely be in shorter supply. Parking lots will be excavated and some lots may be restricted to allow for stockpile areas and construction staging. A shuttle to off-site parking should be considered as a temporary solution to disruption of parking areas.

7 FINDINGS

7.1 Parking Demand vs. Parking Supply

Currently, the Capitol Campus, as a whole, is relatively balanced between parking demand and parking supply, if reserved spaces are included in the calculation.

Table 24. Breakdown of Existing Parking Stalls – 2008 Legislative Session			
<i>West Campus</i>		<i>East Campus</i>	
Parking Demand	Parking Supply	Parking Demand	Parking Supply
1,960	<ul style="list-style-type: none"> • 596 zoned stalls • 295 visitor ⁽¹⁾ • <u>875</u> reserved/other⁽²⁾ 1,766	3,102	<ul style="list-style-type: none"> • 2,930 zoned stalls • 252 visitor ⁽¹⁾ • <u>911</u> reserved/other ⁽²⁾ 4,093

⁽¹⁾ includes designated disabled visitor stalls

⁽²⁾ includes car/vanpool, disabled employee, motorcycle, service stalls

When considering employee parking only, the existing demand and available supply is as follows:

- West Campus: 1,691 employee parking demand and 596 zoned stalls
- East Campus: 2,921 employee parking demand and 2,930 zoned stalls.

The table below illustrates a potential breakdown of types of stalls on campus following completion of the DIS project, Heritage Center/EOB, and Phase 1 South Edge Project.

Table 25. Breakdown of Parking Stalls Following Completion of Three Proposed Projects			
<i>West Campus</i>		<i>East Campus</i>	
Parking Demand	Parking Supply	Parking Demand	Parking Supply
2,078	<ul style="list-style-type: none"> • 624 zoned stalls ⁽¹⁾ • 353 visitor • <u>875</u> reserved/other 1,852	3,529	<ul style="list-style-type: none"> • 3,221 zoned stalls ⁽¹⁾ • 272 visitor • <u>920</u> Reserved/other 4,413

⁽¹⁾ For purposes of this study, it was assumed that the number of reserved/other stalls would remain the same and the balance would be zoned stalls.

If only employee parking and the number of zoned stalls are considered, there would be an employee parking demand of 4,949 parking stalls¹⁰ and a capacity of only 3,845 zoned stalls.

Throughout this report, the future visitor demand at the HC/EOB has been based on an average. There will be occasions when the demand will exceed this average, perhaps considerably. HC/EOB event planners will need to keep this consideration in mind.

¹⁰ See Table 23.

The shortage of parking that now exists on the south edge may continue to be an issue even following completion of the South Edge Phase 1 project.

As shown in Table 25, when agency reserved stalls are removed from the calculation, the number of parking spaces available on campus for employees and visitors once the new projects on campus are constructed will be 5,377 (total supply of 6,265 less 888 reserved agency stalls) and the number of employees and visitors will be at least 5,607. This represents a shortage of 230 parking spaces. During quiet days this shortage will likely not be obvious to most people, but on busy days the shortage will be acute.

7.2 Lack of Parking vs. Lack of Convenient Parking

The amount of parking provided on campus for employees and visitors is currently slightly below the demand, creating the potential for frustration while trying to locate parking, particularly at peak times. Most of the zoned stalls that are vacant at peak times are located in the least desirable areas furthest away from the workplace entrances. With the projected growth on campus resulting from the new projects, finding zoned parking will become more difficult and further overbooking the garages may exacerbate existing frustration.

The DOT Garage had the highest vacancy rate of the zoned parking areas during the two days the parking turnover survey was conducted. Of the employees waiting to be reassigned to a parking lot closer to their workplace, the highest number (327) are waiting to be transferred to this garage from the Plaza Garage. It may be beneficial to increase overbooking of the DOT garage and reassign a small number of parkers to this garage. Overbooking of other zoned parking areas should be evaluated carefully before implementation.

Overbooking at rates exceeding 30% of capacity could lead to problems for staff on busy days. Because employees pay for parking passes, they have a reasonable expectation that there will be space available for them every day they work. Typically, parking facilities that have less than ten percent vacancy are considered full and should not be subject to assignment of additional parkers.

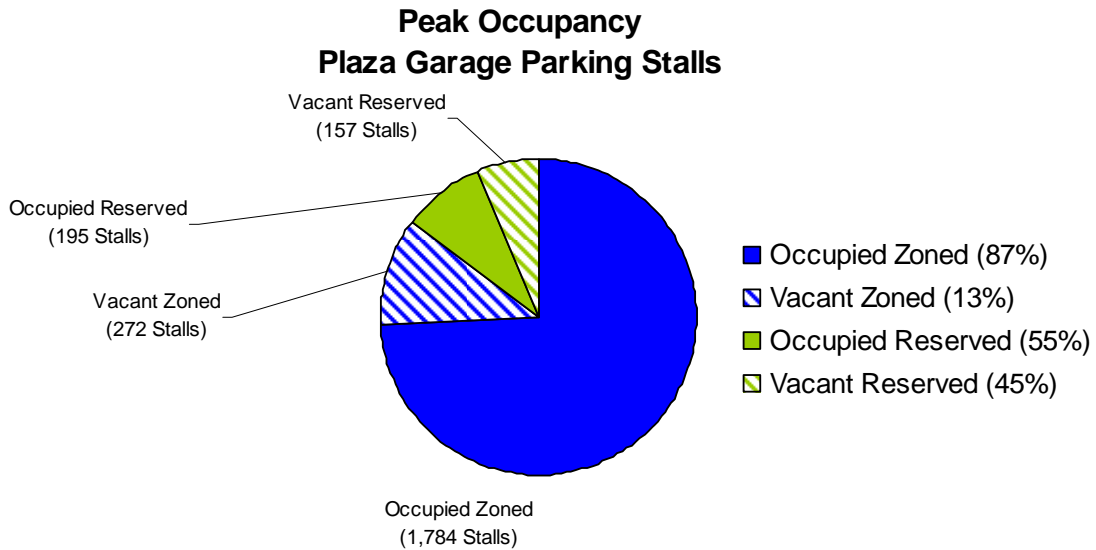
7.3 Reserved Parking

Agency (reserved) parking is used by a State agency at its discretion for fleet vehicles, staff, and/or visitors. Stalls are also reserved for press and television reporters as well as a number of other private associations.

Reserved stalls are utilized differently than zoned parking. In some cases, stalls are reserved for fleet vehicles that are out for the whole day or for vehicles that are used infrequently. In the Plaza Garage, for example, 61 reserved stalls were vacant for the entire day on Day 1 of the survey and 52 stalls were vacant all day on Day 2. The garage as a whole was 20% vacant between 9:00 am and 3:00 pm. If only the zoned parking is considered, the vacancy rate drops to approximately 14% over the

same time period for the Plaza Garage as a whole, and to as low as 5% in the north garage. Thus, it's important to remember that including reserved stalls in overall vacancy counts will skew the total number of stalls available for employees. Reserved stalls, even when empty for days, are not available for employees or visitors.

The graphic below shows a breakdown of parking in the Plaza Garage at 9:00 am, which was the peak occupancy period on both days of the survey. In this illustration, motorcycle and handicap stalls have been included with the zoned parking, which accounts for the increase in the percentage of vacant zoned parking.



The Visitor Information Center Lot includes 17 reserved stalls that are unavailable to campus visitors, even when the stalls are vacant. In this lot, stalls are currently reserved as follows:

Code Reviser	5
Office of Lieutenant Governor	2
Insurance Commissioner	2
State Auditor	1
Everett Herald	1
National Public Radio	1
Agency Directors	5

7.4 Impacts of Session on Parking Supply

The East Campus is less influenced by Session than West Campus, although a small number of parkers are temporarily reassigned to the Plaza Garage from west side lots during Session. On the West Campus, the number of employees during Session increases by approximately 575, from 1,710 to a total of 2,286. During the Legislative Session, there is a parking capacity of 1,762 spaces on the west side of

campus, approximately 198 fewer parking spaces than needed to meet the demand of employees and legislators. Some temporary adjustments are made by Parking Services to accommodate increased parking demand during Session. It usually involves “adjusting” some of the lots to create additional parking spaces.

The large influx of both temporary staff and visitors during Session adds significant demand to the limited parking supply on the west side of campus. In addition, the limited availability of visitor parking near the Legislative Building and elected officials’ offices results in people sometimes choosing to park off-campus or in the nearby neighborhood instead of using other designated visitor parking that is located further from the their destination.

During the 2009 Legislative Session, General Administration staff performed a number of spot counts to determine the number of vacant stalls in the Mansion Lot, Lower DOT Lot (Maple Park visitor lot) and the Plaza Garage. These counts took place prior to bill cutoff and during a budget session, as compared to the 2008 counts which were taken after bill cutoff during a non-budget session.

Following the 2008 parking survey, General Administration Parking Services assigned additional zoned parkers to the Mansion Lot in order to better utilize that lot. The 2009 spot counts showed a 14.3% vacancy rate for the zoned stalls at 3:30 on February 11, 2009 and a 5.5% vacancy rate for the zoned stalls at 9:30 am on February 12. During the parking survey in February, 2008, the zoned parking in this lot had averaged 29% vacancy between 9:00 am and 3:00 pm.

In 2008, the Lower DOT Lot was primarily used for storage and the parking survey showed an average 64% vacant stalls. This lot is now a designated visitor lot, but counts showed 33 vacant stalls (87%) on February 11 and 28 vacant stalls (74%) on February 12, 2009.

Vacant stalls in the Plaza Garage were spot-counted on three mornings during the 2009 Session and showed vacancy rates of 7.1%, 7.6% and 11.5% for the garage as a whole. These results are very similar to those from 2008.

The counts that were taken during the 2009 Session are provided in Appendix D of this report.

8 RECOMMENDATIONS

Plans to construct three new major projects within the next ten years on campus will increase staff and draw more visitors to the campus. Parking is perceived now to be inadequate by many visitors and employees and these new projects have the potential to add to or remove some of that perception. Several issues need to be considered in addition to more employee parking, particularly in light of changes in parking availability that will result from the three proposed projects on campus.

Any proposed parking solution for the campus also needs to consider:

- parking patterns of campus visitors
- amount of customer contact by agencies and peak service times
- circulation throughout the campus
- reduction in number of fleet cars
- pedestrian safety
- more park-and-ride lots
- parking lots in the vicinity of the campus served with a shuttle bus program
- commute trip reduction efforts
- parking for elected officials, agency heads, press, others
- Intercity Transit routes and schedules
- parking enforcement
- work-at-home programs

Based on the data collected during the parking utilization and turnover study and observations made during the course of the parking analysis, a number of recommendations concerning parking on the Capitol Campus are presented below.

8.1 *Campus-Wide*

1. Establish clear policies regarding how much parking future development on campus must provide to meet the demand they create. If new office space is constructed on campus with insufficient parking to meet the demand of the new employees and visitors, the existing parking deficiencies will be exacerbated.
2. Evaluate the way in which reserved parking is currently managed. Establish clear criteria for when and how reserved parking can be assigned. Parking availability on campus is significantly reduced due to the large number of reserved spaces.
3. Evaluate options for relocating fleet vehicles or otherwise reducing the number of reserved stalls on campus to increase the parking supply for employees and visitors.
4. Strictly enforce existing parking policies on the campus, including ticketing, fines, and loss of parking privileges for repeat offenders. Consider funding a

- parking enforcement officer on campus to alleviate pressure on WSP and increase compliance.
5. A number of parking lots were less than full during the data collection days. Two lots in particular, DOT Garage and Mansion Lot, should be carefully monitored throughout the next legislative session to determine if the under-utilization is a regular occurrence or a unique situation. If the lots are regularly under-utilized, consider increasing the number of parkers assigned to these lots.
 6. Consider providing additional resources to the GA parking office to allow for regular updating and maintenance of data, records, and monitoring of parking facility use.
 7. Consider relocating parking stalls utilized for fleet and maintenance vehicles to different areas on campus to free up parking for visitors and employees.
 - a. Some agencies have fleet cars which are used infrequently or only during certain seasons. For example, the Department of Agriculture has fleet vehicles that are only used during the summer months. The rest of the year, the cars are parked in the least desirable area of the Plaza Garage, the lower F level. Other agencies should consider re-assigning fleet and maintenance vehicles to a similar area, which would free up zoned parking in the high demand areas of the garage for employees.
 - b. One out of four Washington State Patrol employees drive agency-assigned vehicles and are required to drive to work alone. With the demolition of the GA Building, 286 WSP employees moving off-campus would free up approximately 222 parking spaces that could be re-assigned to zoned or visitor parking.¹¹
 8. Install clear signage directing visitors to campus buildings and visitor parking. This will be particularly important for the new Heritage Center/Executive Office Building due to the anticipated high demand for visitor parking in that area of campus.
 9. Retain and improve the existing pedestrian bridge across Capitol Boulevard from the Plaza Garage and east campus to the Visitor Center to provide safe ADA access for west campus employees with assigned parking in the Plaza Garage.
 10. Ensure safe, direct access from east campus to west campus if visitor parking on the west side of campus remains limited.

8.2 West Campus

1. Provide additional visitor parking on west campus and install clear way-finding signs. Visitor parking on west campus is well-utilized, and at peak times vacant spaces are difficult to find. The Heritage Center/Executive Office Building will create an increased demand for visitor parking in its immediate vicinity.

¹¹ $72 (286 \div 4) + 150 (214 \times 70\%) = 222$

- a. Sid Snyder Avenue provides the primary vehicle entrance to the campus, particularly for visitors. Clear signage will be needed to direct visitors to the new visitor hub at the HC/EOB and other parking areas on campus, perhaps even before they enter west campus.
 - b. Consider re-designating at least some of Flag Circle to visitor parking. Move existing parkers to Mansion Lot, which had adequate capacity during the parking turnover study.
 - c. Parking stalls in the Visitor Center Lot that are currently reserved by the Code Reviser, Lieutenant Governor, Insurance Commissioner, Auditor, Press and agency directors should be designated as visitor stalls in an effort to increase visitor parking availability and minimize impacts to the South Capitol neighborhood.
 - d. Re-designate a small number of parking stalls close to agencies that have frequent visitors, such as the Treasurer, to visitor parking.
 - e. Carefully evaluate parking assignment in Area A to assure an adequate number of visitor stalls are available for HC/EOB visitors.
2. Consider an underground parking structure on or near the site of the Pritchard Lot (as advocated by the State Master Plan) to increase parking availability in Area D, one of the most critically under-parked areas on campus.
 3. During Session, parking attendants at the Flag Circle and Pritchard Lots are approached regularly by visitors requesting campus information, directions, maps, and other assistance. This may indicate that better directional signage is needed.
 4. When Phase 2 of the South Edge project is implemented, give strong consideration to including a large quantity of visitor parking stalls in Area D.

8.3 East Campus

1. Consider increasing the overbooking percentage in the DOT garage, which has the highest vacancy rate of all the zoned parking areas on campus.
2. Include plans for future improvements to pedestrian routes to East Campus in site planning for the Wheeler site, including the possibility of a future pedestrian bridge over Jefferson Street.
3. Evaluate current location of fleet vehicle parking to determine if these vehicles could be moved to the less desirable parking levels of the Plaza Garage and free up spaces in high demand areas for zoned parking.

8.4 Future CTR Goals

The State CTR goal is to reduce the drive-alone number by an additional 10% over the next four years. Development of CTR programs that are consistent among state agencies and continued efforts to promote alternative modes and offer incentives to all employees will help achieve this goal. Additionally, the City of Olympia is focusing CTR efforts on downtown and the Capitol Campus and considering regulations that will affect travel behavior. Because these regulations may involve shifts in allowable

uses of private land, city parking enforcement changes, etc., the results of these efforts will be realized over the long term.

8.5 Next Steps

Since the parking turnover and utilization study was conducted during the 2008 short legislative session, a parking utilization and turnover study might want to be conducted during a longer budget session and prior to the bill cutoff date. It is anticipated that the number of visitors to campus will be somewhat higher than that observed in the 2008 study. Following analysis of that data, additional recommendations regarding parking demand and circulation may surface.

This study will also be kept up to date with periodic review and fresh examination of actual parking lot usage and commute patterns.

APPENDIX A

CTR SURVEY REPORT (WSDOT Trip Reduction Office)

APPENDIX B

DATA FROM PARKING UTILIZATION AND TURNOVER STUDY

February 26 and 27, 2008

APPENDIX C
AGENCY SURVEY RESULTS

APPENDIX D

PARKING COUNTS – 2009 SESSION

APPENDIX E
RESPONSE TO COMMENTS