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On June 12, 2019, Walker delivered a memorandum updating the results of the parking needs analysis to quantify and recommend a reasonable number of spaces to serve the Winslow Hotel project at 251-253 Winslow Way in downtown Winslow.

This memorandum serves to update the parking needs analysis based on the most current program information and provide additional context related to the parking supply recommendation. The figure below summarizes the currently proposed program and the prior analyzed program.

Figure 1: Winslow Hotel – Current and Prior Project Description

Use	Current Program	Prior (06/19) Program
Hotel Rooms	87 Rooms	87 Rooms
Hotel Spa	3,900 square feet	3,916 square feet
Hotel Restaurant	3,704 square feet	5,145 square feet
Hotel Event Space ¹	7,964 square feet	7,500 square feet
Hotel Retail	100 square feet	100 square feet
Affordable Dwelling Units	11 units	0 units
1 = Event space consists of a 2,592 square foot banquet room, 1,080 square foot banquet room, 1,960 square feet of pre-function spaces and 2,332 square feet of meeting rooms		

Walker has re-analyzed the parking needs analysis, with prior assumptions regarding the hotel and its ancillary uses remaining the same. The Bainbridge Island code requirement for affordable dwelling units is 1.0 space per unit, which the project applicant intends to provide. Walker found the following:

- The shared parking model now recommends a parking supply of 129 parking spaces for the hotel and its ancillary uses; combined with the 11 parking spaces required for the affordable dwelling units, the total recommended parking supply is now 140 parking spaces to accommodate design day demand.
- Some notes on “Design Day”
 - “Design Day” refers to a typically busy day, that is expected to occur with some frequency, but is not the busiest day that the hotel will potentially experience in its existence. In this analysis, the design day was analyzed as a day/evening when the hotel is 100% booked (zero room vacancy) and the large and small banquet rooms host unrelated events simultaneously (3,672 square feet of occupied hotel event space). Providing parking spaces for peak demand beyond the Design Day will result in the construction of parking spaces that will sit empty virtually nearly every day of the year, potentially attracting undesirable uses, and creating negative environmental externalities.

- It is Walker's opinion that the selected design day in this analysis and resulted recommended parking supply is the appropriate number of on-site parking spaces for which the proposed project should design. At hotels with multiple event spaces and a mix of meeting and banquet rooms, the use of all event space simultaneously by unrelated events is a rarity. This is particularly true of pre-function space, which is typically used as a cocktail hour area for other event spaces.
- Walker recommends that parking be planned for design day conditions, with a contingency plan for a maximum event scenario for the rare occurrence where all event space is used simultaneously.
 - For the maximum event scenario, assuming all 7,964 square feet of event space is occupied simultaneously and full occupancy of the hotel rooms, the shared parking model recommends a parking supply of 196 spaces, for a total recommended supply of 207 spaces with the 11 spaces for affordable dwelling unit parking taken into account.
- Current plans show 143 striped parking spaces, which exceeds the recommended design day parking supply of 140 parking spaces by 3 spaces.
- An additional 37 vehicles can be accommodated on site during a multiple event scenario through the use of stacked parking by valet attendants. For a total parking capacity of 180 parked vehicles.
 - Walker performed a sensitivity analysis in the shared parking model to determine what amount of simultaneous event space usage could be accommodate with the 180-vehicle stacked parking supply. The results of the sensitivity model run was that 6,200 square feet of the total 7,964 square feet of event space could be used simultaneously and could be accommodated by the 180-vehicle stacked parking supply. In practical terms, all event space, with the exception of the pre-function space (6,004 square feet excluding pre-function), could be used simultaneously.
- As noted in the original analysis and June 2019 update, Walker considered information provided by Cutler Anderson Architects regarding potential transportation demand management (TDM) measures that the Hotel operator would be willing to deploy that could reduce the recommended parking supply such as:
 - Shuttle service to the Bainbridge Island ferry.
 - Subsidized transit for employees.
 - Availability of traditional and/or electric bicycles for hotel guests.
 - Potential deployment of rideshare vehicles such as electric Zipcars at the site, consistent with the Hotel's environmentally conscious ethos and branding.