MEMORANDUM

To:	Mark Tersini KT Urban
From:	Frederik Venter, P.E. Kimley-Horn and Associates, Inc.
Date:	August 8, 2019
Subject:	Almaden Corner Hotel Valet Operations Description

Kimley-Horn and Associates, Inc. (Kimley-Horn) was retained by KT Urban to provide a description of the valet operations for the proposed Almaden Corner Hotel.

VALET PARKING OPERATIONS

Project Location and Adjacent Roadway Network

The proposed hotel will be located on the northeast corner of the intersection of Santa Clara Street and Almaden Boulevard. Almaden Boulevard between Santa Clara Street and Carlysle Street is currently a one-way street with vehicle traffic in the southbound direction. Although it is proposed that this segment of Almaden Boulevard will be converted to a two-way street, the timing for this roadway improvement is uncertain and therefore will not be assumed to be complete for this operations memorandum.

Proposed Valet Loading Zone Locations

There are two proposed valet loading zones for the hotel, one on the east side of Almaden Boulevard and one on the north side of Santa Clara Street.

East side of Almaden Boulevard

There will be a 38-foot long valet loading zone on the east side of Almaden Boulevard, just north of Santa Clara Street. This length should allow for a maximum of two vehicles at one time. There is an additional space for one more vehicle just to the north of this marked loading zone at the truck delivery driveway. This space is however not included in the valet calculations.

North side of Santa Clara Street

There will be a 75-foot long valet loading zone on the north side of Santa Clara Street, just east of Almaden Boulevard. This length allows for three vehicles at one time.

With both valet loading zones in operation, the hotel could accommodate up to five (5) vehicles at once, and an additional vehicle at the delivery truck driveway, if needed.

Proposed Off-site Parking Locations

Vehicles will be parked at the San Pedro Market Parking garage on N San Pedro Street. The project would be allocated 41 parking spaces for the hotel. This parking garage is located three blocks to the east of the proposed hotel. There are two entry points to the parking garage, one located at the southwest corner of the parking garage on N San Pedro Street and one on the southeast corner of the parking garage on N Market Street. There are two exit points for the parking garage, one located on the northwest corner of the parking garage on N San Pedro Street near W St John Street, and one on the northeast corner of the parking garage on N Market Street near W St John Street.

Hotel to Garage Operations

A vehicle would be dropped off at the hotel on either W Santa Clara Street or Almaden Boulevard. If the vehicle is dropped off at the Almaden Boulevard valet loading zone, the valet attendant would take the vehicle and proceed to the San Pedro Market Parking Garage via southbound Almaden Boulevard, eastbound on W Santa Clara Street, and northbound on N San Pedro Street to enter the parking garage on the southwest corner (See the orange line on **Figure 1**). Depending on traffic conditions in the area, this is approximately a 3-minute drive. And then it would take the valet attendant approximately five (5) minutes to walk back to the hotel.

If the vehicle is dropped off at the W Satna Clara Street valet loading zone, the valet attendant would take the vehicle and proceed to the San Pedro Market Parking Garage via westbound W Santa Clara Street, northbound on N Autumn Street, eastbound on W Julian Street, and southbound on N San Pedro Street to enter the parking garage on the southwest corner (See the solid blue line on **Figure 1**). Depending on traffic conditions in the area, this is approximately a 5-minute drive. And then it would take the valet attendant approximately five (5) minutes to walk back to the hotel. Since this route passes by the SAP Center, and could potentially be blocked by a temporary road closure on N Autumn Street due to events, an alternate route would be to travel westbound on W Santa Clara Street, southbound on Delmas Avenue, eastbound on W San Fernando Street, and northbound on N San Pedro Street to enter the parking garage on the southwest corner (See the dotted blue line on **Figure 1**).

Figure 1 – Hotel to Parking Garage Circulation

Source: Google Maps

Garage to Hotel Operations

A valet attendant would either be posted at or walk to the San Pedro Square parking garage to pick up the vehicle (approximately 5 minutes). For the pick-up at the W Santa Clara Street loading zone, the valet attendant would pick up the vehicle and proceed to the hotel via southbound on N San Pedro Street, westbound on W Santa Clara Street, and pulling into the valet loading zone on W Santa Clara Street (See blue line on **Figure 2**). Depending on traffic conditions in the area, this is approximately a 3-minute drive. This distance of travel for valet is not uncommon in downtown conditions, i.e. San Francisco or Los Angeles.

For the pick-up at the Almaden Boulevard loading zone, the valet attendant would pick up the vehicle and proceed to the hotel via northbound on N San Pedro Street, westbound on W St John Street, southbound on Almaden Boulevard, and pulling into the valet loading zone on Almaden Boulevard

(See orange line on **Figure 2**). Depending on traffic conditions in the area, this is approximately a 3-minute drive. This distance of travel for valet is not uncommon in downtown conditions, i.e. San Francisco or Los Angeles.

Figure 2 – Hotel to Parking Garage Circulation

Source: Google Maps

Valet Staffing

The valet staffing is dependent on the valet demand of the hotel guests. This demand was discussed in the *Almaden Corner Hotel Valet Area Analysis* memorandum dated May 2, 2019 from Kimley-Horn (See **Attachment**).

There will be up to 10 valet attendants staffed during the AM peak hour at maximum hotel occupancy (assumed maximum of 5 vehicles in 4-minute window and would need 5 persons). Then it takes on average 3 minutes to drive there and 5 minutes to walk back for a total of 8 minutes. In that 8

minutes, there is only a 10% chance that 6 or more vehicles will arrive. Therefore, 5 additional valet attendants would be needed for the AM peak hour for a total of 10 valet attendants.

There will be 10 valet attendants during the PM peak hour at maximum hotel occupancy (assumed maximum of 3 vehicles in 1.65-minute window and would need 3 persons). Then it takes on average 3 minutes to drive there and 5 minutes to walk back. This equals a total of 8 minutes. In that 8 minutes, there is only a 10% chance that 8 or more vehicles will arrive. Therefore, 7 additional valet attendants would be needed for the PM peak hour for a total of 10 valet attendants.

The number of valet attendants was determined based on the expected arrival rates during the AM peak hour and PM peak hours and the expected roundtrip time to the parking garage and back. Depending on the number of transactions, the number of valet attendants may either increase or decrease.

Valet Hours of Operation

Since the project is not proposing any on-site parking, the hotel valet service will need to be in operation 24 hours a day, 7 days a week.

Attachments:

Attachment A – *Almaden Corner Hotel Valet Area Analysis* memorandum dated May 2, 2019

Attachment A

Attachment A

Kimley»Horn

MEMORANDUM

To: Mark Tersini
KT Urban

From: Frederik Venter, P.E.
Elizabeth Chau, P.E.
Kimley-Horn and Associates, Inc.

Date: May 2, 2019

Subject: Almaden Corner Hotel Valet Area Analysis

Kimley-Horn and Associates, Inc. (Kimley-Horn) was retained by KT Urban to evaluate the valet area for the proposed Almaden Corner Hotel. The proposed hotel will consist of 272 guest rooms and will be located on the northeast corner of Almaden Boulevard and Santa Clara Street in the City of San Jose (City).

HOTEL VALET AREA

Figure 1 shows the site plan for the proposed hotel (dated March 2019). The City plans to provide a bulbout on the north-east corner to shorten the crosswalk distance on the northern leg. Two valet spaces can be provided along the hotel frontage on Almaden Avenue. The City of San Jose will also allow valet to operate on Santa Clara Street along the project frontage. Santa Clara Street will provide approximately three (3) additional valet spaces for a total of five (5) valet spaces. **Attachment A** provides a drawing with the proposed valet on Almaden Avenue and Santa Clara Street.

Amendment to San Jose Municipal Code

A proposed City ordinance (**Attachment B**) will amend Chapter 11 of the San Jose Municipal Code (SJMC) to establish Chapter 11.36 which provides regulations for on-street valet parking zones. Based on Chapter 11.36 of the SJMC, valet parking zone may utilize public right-of way at non-adjacent locations during specified hours of the day, with approval with the City.

Typical Weekday

To determine the number of spaces adequate for the valet area during a typical weekday, a Poisson's distribution was assumed to determine the likelihood a certain number of vehicles, *X* would arrive within a given time period, *P*.

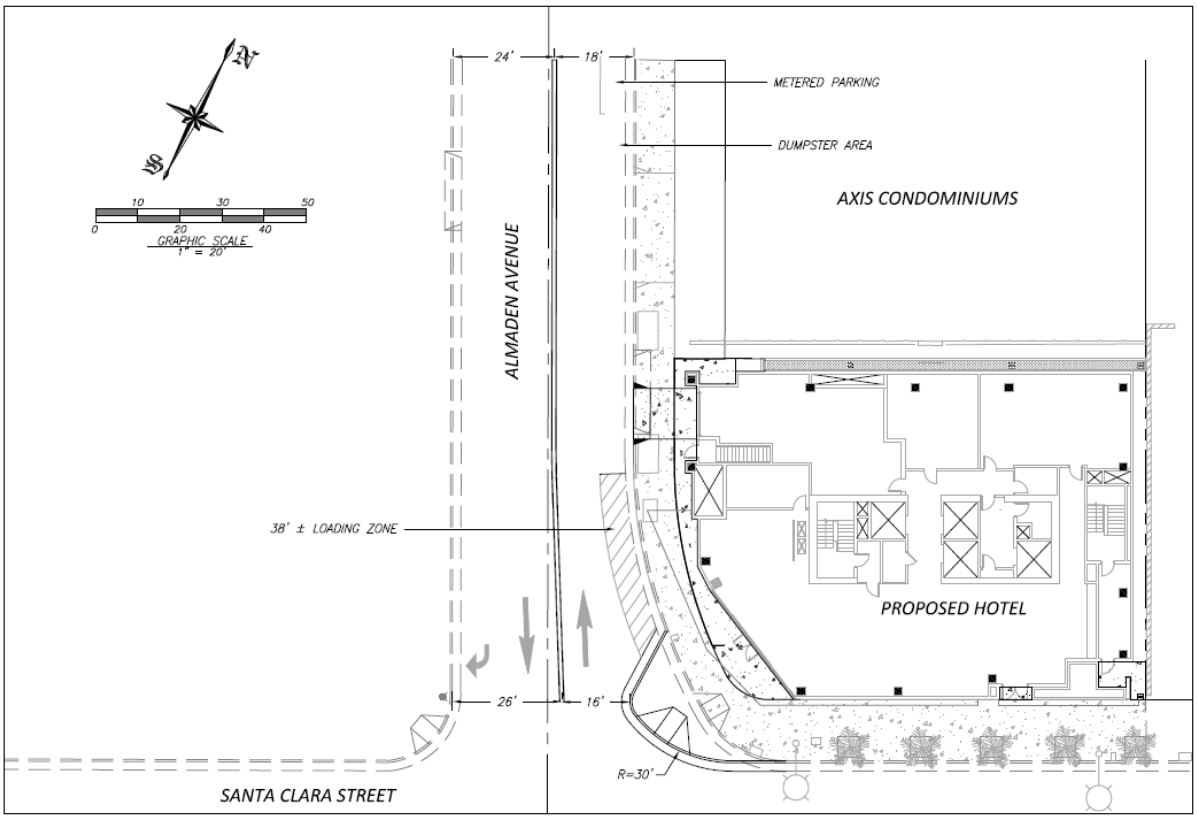
The Poisson's distribution utilized the following equation:

$$P(X = x) = e^{-m} \times \frac{m^x}{x!}$$

Where,

m = average arrival rate
x = total number of vehicles expected to arrive within a given time period

Figure 1: Proposed Site Plan



The average arrival rate was determined based on the peak hour trips calculated based on ITE *Trip Generation 10th Edition* average rates for Business Hotel land use. The trip generation rates were compared with the existing trip generation at Westin Hotel, which has a similar valet operation as the proposed hotel. The arrival time interval was determined based on average time the vehicles dwelled in the valet area at the Westin Hotel. It was observed that valets assisted guests with vehicle pick-up during the AM peak and assisted guest with vehicle drop-off during the PM peak. The field observation notes and trip generation are included in **Attachment C**.

Table 1 summarizes the number of arriving vehicles during the typical AM and PM peak period. The Poisson's distribution found that during the AM peak hour, there is a 99.5% cumulative probability that 5 or less vehicles would arrive at the hotel. During the PM peak hour there is a 98.3% cumulative probability that 3 or less vehicles would arrive at the hotel. The arrival probability worksheet is included in **Attachment D**.

Based on the Poisson's arrival rates, the hotel will need a total of five (5) valet spaces during the AM and PM peak.

Table 1:Typical Weekday Valet Arrival Summary

Peak Period	Arrival Time Period (P)	Number of arriving vehicles	Cumulative Probability
AM Peak	4 min	5	99.5%
PM Peak	1.65 min	3	98.3%

Hotel Event

It is not anticipated that the hotel will host special events that will increase the demand for valet service due to the lack of banquet and conference rooms; however, a 25-person event was included in this study as a conservative approach.

Similar to determine the number of valet spaces during a typical weekday, a Poisson's distribution was developed to determine the number of valet spaces necessary for 25-person event. For each event, the Poisson's distribution evaluated the beginning of the event, where attendees would be dropping off their vehicles. For a conservative approach, it was assumed that for each event that each attendee would arrive and need to park a separate vehicle. **Table 2** summarizes the number of arriving vehicles during a 25-person event. The arrival probability worksheet is included in **Attachment E**.

Table 2:Speical Event Valet Arrival Summary

Event Size	Arrival Time Period (P)	Number of arriving vehicles	Cumulative Probability
25-person	4 min	5	99.3%

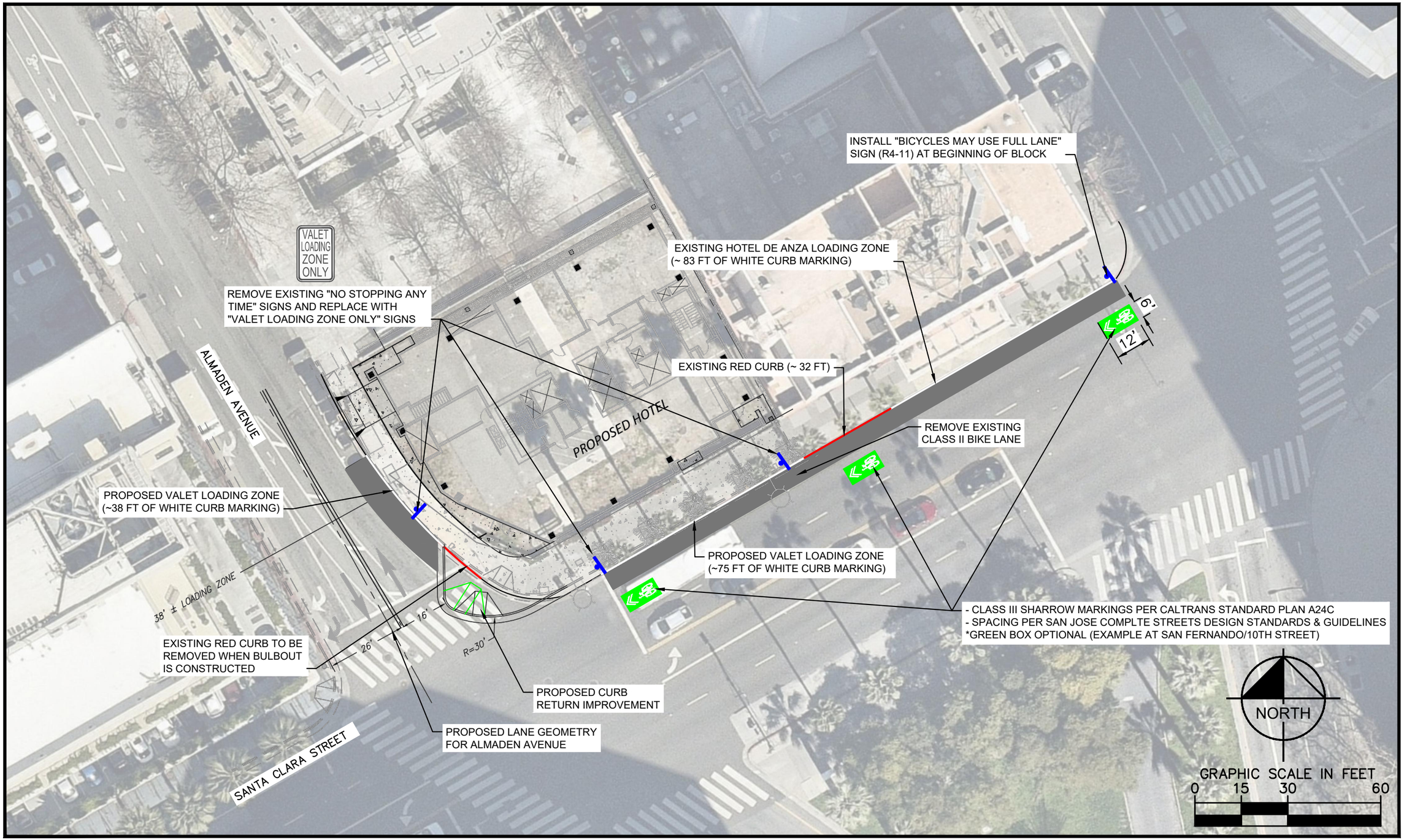
As shown in **Table 2**, hotel will need to have 5 spaces valet spaces to accommodate the demand of special events with attendance of 25 persons. It should be noted that the actual number of valet spaces maybe be less, since event attendees may already be a hotel guests or multiple guest would arrive in one vehicle.

CONCLUSION

The proposed Almaden Corner Hotel will be located at northeast corner of Almaden Boulevard and Santa Clara Avenue in San Jose, California. The proposed hotel will be able to provide a total of 5 valet spaces adjacent to the hotel. An evaluation was conducted to determine the total number of valet spaces would be needed during the typical weekday AM and PM peak periods and during special event. The evaluations found that the hotel will need to provide a total of five (5) valet spaces during the typical weekday AM and PM peak periods and will need to provide five (5) valet spaces during special events. Even though five (5) valet spaces are provided at the hotel, it is recommended to provide additional valet attendants during a special event to account for guests that arrive to the hotel that do not attend the event.

Attachment A – Proposed Valet Improvements
Attachment B – Valet Parking Zone City Ordinance
Attachment C – Westin Hotel Field Observation and Trip Generation Comparison
Attachment D – Almaden Corner Hotel Valet Arrival Probability (Typical Weekday)
Attachment E – Almaden Corner Hotel Valet Arrival Probability (Hotel Event)

Attachment A



Kimley»Horn

PROPOSED VALET IMPROVEMENTS

ALMADEN HOTEL

Attachment B

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SAN JOSE AMENDING CHAPTER 11.36 OF TITLE 11 OF THE SAN JOSE MUNICIPAL CODE TO ESTABLISH ON-STREET VALET PARKING ZONES, AND MODIFICATIONS TO CHAPTER 11.51 OF TITLE 11 TO REGULATE CURB MARKINGS FOR ON-STREET VALET PARKING ZONES

WHEREAS, the City of San José ("City") operates and maintains an on-street parking program; and

WHEREAS, the City's Department of Transportation ("Department") administers the on-street parking program; and

WHEREAS, the Department currently administers parking and loading zones throughout the City; and

WHEREAS, the Director of Planning, Building and Code Enforcement has determined that this project is "Exempt" under the California Environmental Quality Act (CEQA) on April 6, 2004, file No. PP04-03-076.

WHEREAS, the Council desires to amend the San José Municipal Code to establish regulations for the creation and maintenance of On-Street Valet Parking Zones.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SAN JOSÉ:

SECTION 1. Title 11 of the San José Municipal Code is hereby amended to be numbered and entitled to read as follows:

CHAPTER 11.51
CURB MARKINGS

11.51.010 Curb Marking.

The City Traffic Engineer is hereby authorized and required, subject to the provisions and the limitations of this Chapter and Chapters 11.52 and 11.54, to place the following curb markings to indicate parking or standing regulations:

A. Red shall mean no stopping, standing or parking at any time except as permitted by the California Vehicle Code, except that buses engaged as a common carrier in local transportation are exempted from this restriction.

B. Yellow shall mean no stopping, standing or parking at any time between the hours indicated on the sign adjacent to said yellow zone, on every day except as indicated on said sign, for any purpose other than the pick up or drop off of passengers or the loading or unloading of freight.

C. White shall mean no stopping, standing or parking for any purpose except for pick up or drop off of passengers, or the pick up or drop off of vehicles as part of an approved valet parking zone, or depositing mail in an adjacent mail box. Any of these activities are limited to a time period of not more than five (5) consecutive minutes.

D. Green shall mean no standing or parking for longer than the time and days specified on the sign adjacent to such green zone. If no time limitation is specified on the sign, no vehicle shall stand or park for longer than twelve (12) consecutive minutes.

SECTION 2. Title 11 of the San José Municipal Code is hereby amended by adding a Chapter to be numbered and entitled and to read as follows:

CHAPTER 11.36
RESTRICTIONS IN CERTAIN LOCATIONS

11.36.600 Approved Valet Parking Zones.

A valet parking operation may be conducted on the public right-of-way only at a location and during hours approved by the Director. Each Valet Parking Zone shall be designated by official valet parking signs installed by the City demarcating the authorized location and hours of operation. A Valet Parking Zone shall only be established when the Director, at his/her discretion, determines that a zone is necessary to address the need necessity and/or convenience of the public.

11.36.610 Designation.

The Director shall identify Valet Parking Zones by painting a white line upon the top and face of the curb within such zones, and by signs installed by the City placed at the beginning and end of the zone.

11.36.620 Use Prohibition.

No person shall stop, stand or park a vehicle in a space designated for valet parking for any purpose other than those related to accepting vehicles for valet parking or retrieval of a vehicle as part of a valet parking service.

11.36.630 Time Limit Restriction.

No person shall stop, stand or park any vehicle in a space designated as a Valet Parking Zone for a time period of not more than five (5) consecutive minutes, regardless of whether the vehicle is part of an authorized valet parking service.

11.36.640 Day And Time Limitations.

The Director is authorized to determine day and time limitations for Valet Parking Zones, and may require posting of signs limiting the applicability of such restrictions to certain days and/or times.

11.36.670 Valet Parking Permit Standards.

All permits issued pursuant to this chapter shall conform to the following requirements and any additional regulations as may from time to time be issued by the Director:

A. All permittees must submit a valet parking traffic plan for each location, to include any elements determined by the Director to adequately and reasonably address any concerns for the use of the public right-of-way. The permittee shall be responsible for securing adequate automobile storage to accommodate all valet parked vehicles, without using streets or any other part of the public right-of-way.

B. Permittees must display a sign during their operating hours at each location where they take possession of vehicles. The sign must identify the name, address and telephone number of the operator, the rates charged and the hours of operation. The sign must be approved in advance by the Director.

C. The operator shall, upon the receipt of each motor vehicle accepted for valet parking, give a claim check to the driver of the vehicle. The claim check shall

explicitly state the terms and conditions under which the vehicle is being accepted.

D. Use, occupation and obstruction of the public right-of-way which is permitted under this chapter may be temporarily suspended, without prior notice or hearing, when, at the discretion of the Director, the Chief of Police, or the Fire Chief, any such use, occupation or obstruction may interfere with public safety efforts or programs, street improvement activities, special events, construction activities, cleaning efforts or other similar activities, or with the health, safety and welfare of the public.

E. The Director may, at his or her sole discretion, place additional conditions upon the issuance of any Valet Parking Zone permit in order to ensure the protection of the public right-of-way, the rights of all adjoining property owners and/or the health, safety and welfare of the public.

F. Permits for the use of the public right-of-way shall be considered temporary and non-permanent in nature, and permittee shall have neither property interest in nor any entitlement to the granting or continuation of any such Valet Parking Zone permit.

G. Permits for the use of a portion of the public right-of-way as a Valet Parking Zone may be terminated by the City, with or without cause, regardless of the nature and scope of financial or other interest in, or on account of, the permit or the permitted use.

11.36.590 Conformance with applicable laws.

A. Nothing in this chapter is intended to authorize or authorizes the parking of motor vehicles by valet parking permittees in a manner contrary to, and all permittees shall comply with, applicable state laws and local parking and traffic regulations, including the San José Municipal Code.

B. If a parking meter is present at the location designated as a Valet Parking Zone, the permittee, during the approved hours of valet parking operations at that location, is authorized to cover the parking meter in a manner approved by the Director.

11.36.630 Valet Parking Zone Fees

The City may charge fees for the use of city streets and public right-of-way designated as zones for valet parking operations, including, but not limited to the following, which shall be set by resolution of the City Council annually to reflect full cost recovery:

A. For every parking space designated as a Valet Parking Zone on the public right-of-way, a fee shall be collected by the Director. This fee shall be paid annually in advance to the City.

B. The City may charge a fee for parking meter covers utilized in an approved Valet Parking Zone, if applicable.

C. The City may charge a fee for the production and installation of valet parking-related signs, curb markings, and any other set-up activities associated with implementation of Valet Parking Zones.

PASSED FOR PUBLICATION OF TITLE this _____ day of _____, 2004, by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

RON GONZALES
Mayor

ATTEST:

PATRICIA L. O' HEARN
City Clerk

Attachment C

Westin Hotel Observed trips vs ITE Trip Generation Rate

	# Room	Vehicle Trips					
		AM Peak			PM Peak		
		In	Out	Total	In	Out	Total
Field Observation		15	15	30	10	10	20
ITE Trip Generation Rate (Hotel)	171	28	32	60	33	35	68
ITE Trip Generation Rate (Business Hotel)		15	14	29	21	11	32

Proposed Trip Generation

	# Room	Vehicle Trips					
		AM Peak			PM Peak		
		In	Out	Total	In	Out	Total
ITE Trip Generation Rate (Business Hotel)	272	23	23	46	35	17	52

Westin Hotel Field Observations

AM Peak (7:45 AM - 8:45 AM)

Observation #	Arrival Time	Dwell Time	# Queued Vehicle in Pick-up/Drop-off Area
1	7:57	0:15	3
2	7:58	4:01	3
3	7:59	0:10	3
4	8:02	17:02	3
5	8:10	0:15	3
6	8:13	0:25	4
7	8:20	2:12	3
8	8:21	0:30	3
9	8:24	5:29	3
10	8:28	6:02	4
11	8:30	0:15	5
12	8:30	0:20	6
13	8:32	2:24	3
14	8:33	0:10	4
15	8:35	0:46	3

Average Dwell Time (Total) 1:40
Average Dwell time (Uber/Lyft) 0:17
Average Dwell Time (Valet) 3:29

NOTES:
- Uber/Lyft Observations are shaded.
- All AM interactions are pick up unless stated otherwise
- One car parked on valet corner for entire observation, this car is noted in valet queue. One car parked in Valet on Market St for entire observation, this is noted in valet queue. Valet is inside in the morning observations

PM Peak (5:00 PM - 6:00 PM)

Observation #	Arrival Time	Dwell Time	# Queued Vehicle in Pick-up/Drop-off Area
1	5:01	0:10	2
2	5:05	25:00	2
3	5:22	0:20	2
4	5:23	1:00	2
5	5:31	0:32	2
6	5:32	3:06	3
7	5:35	1:22	3
8	5:36	1:55	3
9	5:50	1:26	2
10	5:55	1:32	2

Average Dwell Time (Total) 1:16
Average Dwell time (Uber/Lyft) 0:43
Average Dwell Time (Valet) 1:42

NOTES:
- Uber/Lyft Observations are shaded.
- All PM interactions are drop off unless stated otherwise
- One car parked in Valet space on Market Street. Cars are stored on Market until Valet operators need more space. Observed 2 valet standing outside in PM.

Attachment D

Almaden Corner Hotel Valet Arrival Probability (Typical Weekday)

A Poisson's distribution was assumed to determined the likelihood *X* number of vehicles would arrive within a given time period, *P*.
For example

During AM peak hour, there is a 99.5% cumulative probability that 5 or less vehicles will arrive at the hotel.

During PM peak hour, there is a 98.3% cumulative probability that 3 or less vehicles will arrive at the hotel.

Poisson's Distribution

$$P(X = x) = e^{-m}\frac{m^x}{x!}$$

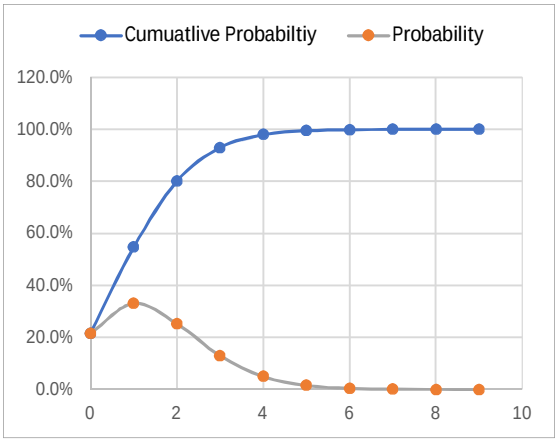
Where,

m = Average arrival rate

x = Total number of vehicles expected to arrive within time period

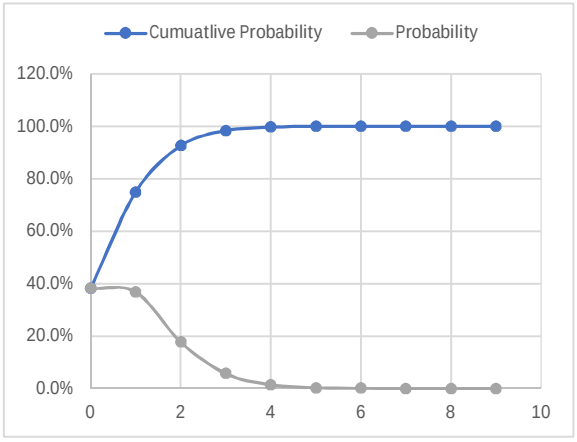
	AM Peak	
P (average dwell time)	4	min
Peak Hour Trips	23	veh/hr
m	1.53	veh/4 min

X (Total # cars arriving within a 4 min period)	Probability	Cumulative Probability
0	21.6%	21.6%
1	33.1%	54.7%
2	25.4%	80.0%
3	13.0%	93.0%
4	5.0%	98.0%
5	1.5%	99.5%
6	0.4%	99.9%
7	0.1%	100.0%
8	0.0%	100.0%
9	0.0%	100.0%



	PM Peak	
P (average dwell time)	1.65	min
Peak Hour Trips	35	veh/hr
m	0.96	veh /2 min

X (Total # cars arriving within a 1.65 min period)	Probability	Cumulative Probability
0	38.2%	38.2%
1	36.8%	75.0%
2	17.7%	92.6%
3	5.7%	98.3%
4	1.4%	99.7%
5	0.3%	100.0%
6	0.0%	100.0%
7	0.0%	100.0%
8	0.0%	100.0%
9	0.0%	100.0%



Attachment E

Almaden Corner Hotel Valet Arrival Probability (Hotel Event)

A Poisson's distribution was assumed to determined the likelihood *X* number of vehicles would arrive within a given time period, *P*.
For example
During a 25-person event (assuming all 25 attendees arrive in separate vehicles), there is a 99.3% cumulative probability that 5 or less vehicles will arrive at the hotel.

Poisson's Distribution

$$P(X = x) = e^{-m}\frac{m^x}{x!}$$

Where,

m = Average arrival rate
x = Total number of vehicles expected to arrive within time period

	25-person event	
P (average dwell time)	4	min
Peak Hour Trips	25	veh/hr
m	1.67	veh/4 min

X (Total # cars arriving within a 4 min period)	Probability	Cumulative Probability
0	18.9%	18.9%
1	31.5%	50.4%
2	26.2%	76.6%
3	14.6%	91.2%
4	6.1%	97.2%
5	2.0%	99.3%
6	0.6%	99.8%
7	0.1%	100.0%