

Parking Analysis Worksheet

Use the steps that follow to determine the number of parking spaces required for your project under [Kitsap County Code \(KCC\) 17.490](#). Unless otherwise noted, parking requirements are specified in [KCC 17.490.030](#). For bicycle space design standards review [KCC 17.490.070](#).

Step 1 – Identify Land Use Categories (Column B)

Select all land use categories that apply to the property, including all businesses located on the site. Refer to [KCC 17.490.030](#) for land use categories not listed in this table. If you are still unsure which category applies, use the space provided to briefly describe the use.

Example: “This is a mixed-use building with a bakery and an ice cream shop on the ground floor, and apartments on the second floor.”

Step 2 – Business Names and Suite Numbers (Column C)

List the names and suite number for every business located on the property.

Example: “The bakery is Perfect Pastries at 100 Real St., Suite 1. The ice cream parlor is Super Scoops at 100 Real St., Suite 2. The apartments are Sinclair Inlet Apartments at 100 Real St., Suite 3.”

Step 3 – Unit Count or Square Feet (Column D)

Provide the number of units or the total gross square footage for each use on the property. Be sure to include all buildings.

Example	
Bakery	Enter the total gross square feet of floor area
Ice cream parlor	Enter the total gross square feet of floor area
Apartments	Enter the total number of units

Step 4 – Complete the Required Calculations (Column E)

Use the formulas provided to calculate the number of parking spaces required for each use.

Example	
Bakery	Total Square Feet = ____ ÷ 400 = ____ # Parking Spaces
Ice cream parlor	Total Square Feet = ____ ÷ 400 = ____ # Parking Spaces
Apartments	Use both formulas below, then add them together. Total # units x 1.5 = ____ Total # units x 0.5 = ____ Combine the two totals = _____ required parking spaces

Step 5 – Total the Required Parking Spaces

To complete the worksheet, add all parking space totals from Column E to determine the overall number of required parking spaces for the property.

For joint uses (i.e. bakery and ice cream parlor with apartments above), off-street parking requirements for two or more uses, structures, or parcels may be met by the same parking or loading space used jointly, if approved by the Director. Approval may be granted when owners or operators demonstrate that the uses do not have overlapping hours of operation or parking demand. For joint-use facilities (i.e., shared-use parking and shared-access areas), a parking agreement is required, consistent with subsection (l) of [Kitsap County Code 17.490.020](#)

A.	B. Land Use*	C. Business Name and Suite #	D. Minimum Parking Per Land Use	E. Formula - Minimum Parking
	Places of Worship		1 space per 4 seats or 1 space per 8 feet of bench length in main auditorium Total # of seats = _____ Or Total Bench Length = _____ Feet	Total # of seats ÷ 4 = _____ # Parking Spaces or # of 8-foot increments of bench space = _____ # Parking Spaces <i>Submit a floor plan showing seating layout. If benches are proposed indicate the bench length of each bench.</i>
	Restaurants/Bars/ Taverns		1 space per 400 square feet of gross floor area	Total Square Feet = _____ ÷ 400 = _____ # Parking Spaces
	Retail stores generating relatively little automobile traffic (e.g., appliance, furniture, hardware and repair stores)		1 space per 800 square feet of gross floor area	Total Square Feet = _____ ÷ 800 = _____ # Parking Spaces
	Retail and personal service establishments generating heavy automobile traffic (e.g., department, drug, and auto parts stores, fitness centers, supermarkets, ice cream parlors, bakeries and beauty and barber shops)		1 space per 400 square feet of gross floor area	Total Square Feet _____ ÷ 400 = _____ # Parking Spaces
	Espresso Stands, Drive-In and Fast Food Restaurants		1 space per 80 square feet of gross floor area	Total Square Feet _____ ÷ 80 = _____ # Parking Spaces
	Professional Office		1 space per 400 square feet of gross floor area	Total Square Feet _____ ÷ 400 = _____ # Parking Spaces

A.	B. Land Use*	C. Business Name and Suite #	D. Minimum Parking Per Land Use	E. Formula - Minimum Parking
	Shops & stores for sales, services, or repair of automobile, machinery and plumbing, heating, electrical and building supplies		1 space per 600 square feet of gross floor area	Total Square Feet _____ ÷ 600 = _____ # Parking Spaces
	Medical and Dental Office of Clinic		1 space per 300 square feet of gross floor area	Total Square Feet _____ ÷ 300 = _____ # Parking Spaces
	Bank, Financial Institutions		1 space per 400 square feet of gross floor area	Total Square Feet _____ ÷ 400 = _____ # Parking Spaces
	Winery/Brewery		1 space per 800 square feet of gross floor area	Total Square Feet _____ ÷ 800 = _____ # Parking Spaces
	Self-Storage		1 space per 3,000 gross square feet	Total Square Feet _____ ÷ 3,000 = _____ # Parking Spaces
	Warehouse, Storage and Wholesale Facilities <i>See KCC 17.490.030 For Frequent Transit Service Area Modifications</i>		<ul style="list-style-type: none"> • 1 space per 2 employees; • 1 space per company vehicle parked on site at night; • 1 space per 300 square feet of office space 	A. Total # of employees = _____ ÷ 2 B. Total # vehicles parked on site at night = _____ C. Total square feet of office area = _____ ÷ 300 A + B + C = _____ # Parking Spaces
	Multifamily Residential (Condos/Townhouses/ Apartments and Cottage Housing) <i>See KCC 17.490.030 For Frequent Transit Service Area Modifications</i>		<ul style="list-style-type: none"> • Units with 1 or fewer bedrooms: 1 space per unit + 0.5 spaces per unit set aside • Units with 2 or more bedrooms: 1.5 spaces per unit + 0.5 spaces per unit set aside # units = _____	A. Total Units with 1 or fewer bedrooms = _____ x 0.5 = _____ B. Total Units with 2 or more bedrooms = _____ x 1.5 = _____ C. Total Units with 2 or more bedrooms = _____ x 0.5 = _____ A + B + C = _____ # Parking Spaces

A.	B. Land Use*	C. Business Name and Suite #	D. Minimum Parking Per Land Use	E. Formula - Minimum Parking
	Identify Use from KCC Table 17.490.030 _____		List parking requirements from KCC Table 17.490.030:	Show Calculation:
	Identify Use from KCC Table 17.490.030 _____		List parking requirements from KCC Table 17.490.030:	Show Calculation:
				Parking Spaces Required # _____ (Sum of all Column E) Existing Spaces # _____ Proposed Spaces # _____ TOTAL Existing + Proposed = _____

*More use options identified in [Kitsap County Code 17.490.030](#)

BICYCLE PARKING SPACE DESIGN REQUIREMENTS review [KCC 17.490.070](#)

ELECTRIC VEHICLE CHARGING SPACE STANDARDS, DESIGN GUIDANCE, AND INCENTIVES review [KCC 17.490.080](#)

Additional Resources

For additional questions regarding parking requirements, contact a Land Use Planner.

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