Memorandum

To: Alan Varela, Director
Michael Vos, Zoning Enforcement Officer

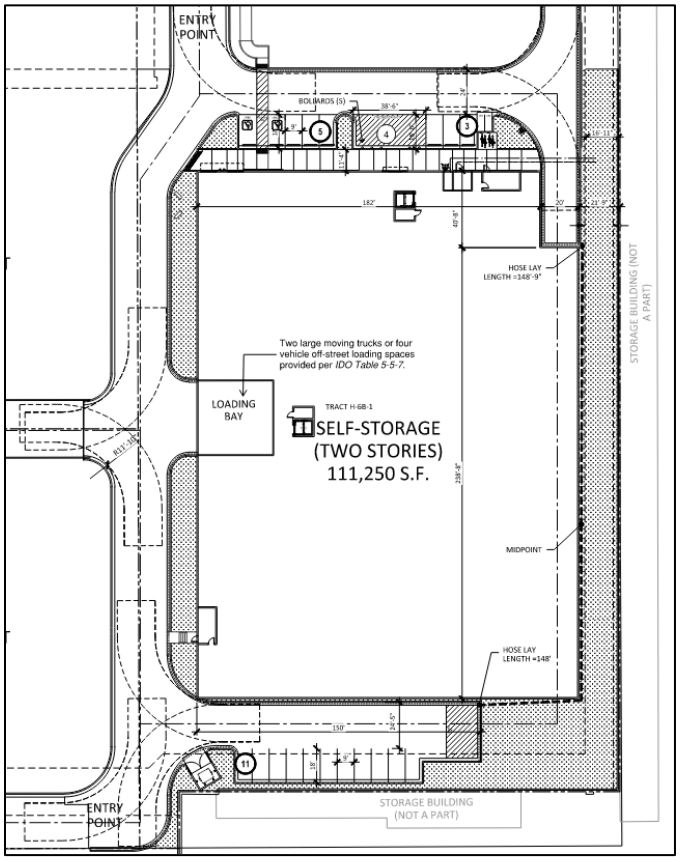
From: Charlene Johnson, AICP, Senior Planner and James K. Strozier, FAICP, Principal

Date: May 23, 2025

Re: Parking Analysis for Self-storage at 9616 Universe Boulevard NW

INTRODUCTION

The purpose of this Parking Study is to provide a justification for a reduction in parking spaces through an alternative parking plan for a proposed 111,250 square self-storage facility. Per the Integrated Development Ordinance (IDO) the proposed site plan would require 40 parking spaces, 37 for self-storage and 3 spaces for office. The proposed site plan shows 23 on-site parking spaces, 11 spaces located on the north side of the building and 12 spaces on the south (see proposed conceptual site plan below). The following memo explains the reasons supporting a reduction of parking requirements per *IDO 5-5(C)(5)(f) Parking Study Reduction*.



STORAGE BUILDING PARCEL AREA:	97,966 S.F. (2.25 ACRES)
STORAGE BUILDING AREA (TWO STORIES):	111,250 S.F.
STORAGE BUILDING FOOTPRINT AREA:	55,625 S.F.
PARKING REQUIRED:	
OFFICE: 3.5 SPACE PER 800 S.F.	3 SPACES
SELF-STORAGE: 1 SPACE PER 3000 S.F.	37 SPACES
TOTAL PARKING REQUIRED	40 SPACES
TOTAL PARKING PROVIDED	23 SPACES
MOTORCYCLE PARKING REQUIRED:	2 SPACES
MOTORCYCLE PARKING PROVIDED:	2 SPACES
BICYCLE PARKING REQUIRED:	4 SPACES
BICYCLE PARKING PROVIDED:	4 SPACES
ADA ACCESSIBLE SPACES REQUIRED:	1 SPACES
ADA ACCESSIBLE SPACES PROVIDED:	1 SPACES

Proposed Conceptual Site Plan and Parking Calculations

PROJECT OVERVIEW

The site is located in the third row retail pad within the Ventana Square development, near the northeast corner of Universe Boulevard and Paseo del Norte Boulevard. The site is surrounded by commercial properties and will utilize a shared drive entry to the north. Circulation on the site will be focused on the western side, where a loading bay for two large trucks is located.

The proposed self-storage facility is a two-story building totaling 111,250 square feet containing approximately 600 storage units and a reception office. Standard office and access hours are shown below:

Office Hours:

- Monday – Friday: 9:30 AM to 6:00 PM
- Saturday: 9:00 AM to 5:30 PM
- Sunday: Closed

Access Hours:

- Daily: 6:00 AM - 10:00 PM

Customers with leased units will have secured keypad access to the facility. The facility will employ 2 to 3 full-time staff, with 1 to 2 working the same shift.

METHODOLOGY

This study reviews several alternative ways to assess the parking demand including trip generation, industry insights, ABQ Comprehensive Plan policies, existing facilities located in the city, and peer city reviews.

IDO Parking Requirements

The City of Albuquerque Integrated Development Ordinance (IDO) provided prescriptive guidance and regulations for off-street parking and loading spaces.

TABLE 1: IDO TABLE 5-5-1: MINIMUM OFF-STREET VEHICLE PARKING REQUIREMENTS	
Self-Storage	1 space /3,000 square feet GFA
Office	3.5 spaces / 1,000 square feet GFA
Total Parking Required	40 Spaces

TABLE 2: IDO TABLE 5-5-7: OFF-STREET LOADING SPACE REQUIREMENTS	
Other Non-residential Uses	Minimum: 1 space / 50,000 square feet ground floor GFA or part thereof **Maximum: 2 spaces**

Parking Generation Assumptions

This Parking Study relies on the Institute of Transportation Engineers (ITE) 11th Edition to evaluate trip generation and assume parking spaces at peak hour (the highest traffic volume). ITE classifies Self-storage as “Mini-warehouse” ITE Land Use Code - 151. Mini warehouse has a .15 Average PM Peak Hour Trip Rate per 1,000 sf of Gross Leasable Area (GLA).

ITE “trips” refers to the entry and exit of per PM Peak Hour. To determine the required parking spaces per trip using ITE Trip Generation, this study uses the following methodology:

- PM Peak Hour Trip Rate x Unit in 1,000 sf of Gross Floor Area (GFA)
- Parking Demand = Peak Hour Trips / 2 (1/2 trip)

TABLE 3: PARKING DEMAND PER ITE 11TH GENERATION EDITION	
Mini-warehouse Average Trips (per 1,000 sf GLA)	ITE Average PM Peak Hour Trip Rate - .15
PM Peak Hour Trips	.15 x 111.25 = 17 trips
Parking Demand	17 / 2 = 9 spaces
Parking Spaces Provided	23 spaces

Based on the above analysis, the self-storage facility proposed at 111,250 square feet, parking demand would be approximately 9 parking spaces at the PM Peak Hour.

Industry Insight

Extra Space Storage, which owns and operates several storage facilities in the Albuquerque Metropolitan Area, has provided insight into the number frequency of customers and the number of parking spaces needed to safely manage traffic on the site.

New Leased Units per Day

- At maturity a large climate-controlled facility in Albuquerque will average 30-50 rentals per month (approximately 50 in the summer and 30 in the winter). One to two rentals per day are normal.
- During the "lease-up phase" a large facility in Albuquerque could do 80 to 120 rental units per month (2.6 to 4 per day). The most any facility in Albuquerque has ever done was 131 rental units in one month (4.2 per day).

Visitors per Day

- Existing customer visits start near zero with a new facility and slowly ramp up until maturity. At maturity, facilities average about 15-25 visitors (existing customers) per day in Albuquerque.
- Visits are spread throughout the day from about 7:00 am to 10:00 pm. Peak hour is around lunchtime.

Duration of Visits

- The length of a median visit is 21 minutes, and the average is 95 minutes. This includes customers coming and going as part of a major moving event (moving trucks, multiple drivers, etc.) which typically only occurs twice in a customer's tenure.
- Moving trucks utilize the loading dock and loading spaces on site, not the regular parking spaces.

Busy Seasons and Days

- Saturday is the busiest day for visits with about 10% more traffic than average. Tuesdays are about 10% less.
- Summer is busier than winter. April through August is about 20% busier than November through March.

In summary, in the peak season on peak days, a large store in Albuquerque may occasionally reach a maximum of 15 customers on site at the same time during the busiest hour. The allowance of 23 parking spaces far exceeds the parking needs for this use.

ABC Comprehensive Plan

The ABC Comprehensive Plan provides policy guidance that supports reduced parking minimums through the following policy:

Urban Design Policy 7.4.2 - Parking Requirements: Establish off-street parking requirements based on development context.

a) Discourage oversized parking facilities.

A reduction in parking will implement this policy by providing right-sized parking for a self-storage facility. As shown in the above analysis, self-storage generates minimal customer trips per day, requiring fewer parking spaces than required in the IDO.

Self-Storage Similar Facilities and Peer City Parking Requirements

Self-storage applications were approved in Albuquerque with lower parking requirements as follows:

- **Ladera Crossing Self-storage**: 101,000 GSF. Parking required per IDO - 34 spaces. Parking provided - 14.
- **Ventura Self-storage**: 96,000 GSF. Parking required per IDO – 29. Parking provided – 15.

A review of nearby peer cities revealed that many zone codes provide lower requirements for self-storage.

- **Tucson, AZ:** The City of Tucson, Arizona Unified Development Code requires 1 parking space / 5,000 square feet GFA. There is no additional parking space required for office use. Under this requirement the proposed self-storage would require 22 parking spaces.
- **San Antonio, TX:** The City of San Antonio, Texas Unified Development Code requires 4 parking spaces plus two for manager's quarters and two large truck loading spaces.

CONCLUSION

Based on the data above, the 23 parking spaces provided are more than adequate for the proposed self-storage project. A reduction in parking from 40 to 23 is supported through ITE trip generation data, industry data, ABC Comprehensive Plan policy, and an analysis of similar projects in Albuquerque and peer city parking standards.

Thank you for your consideration of this request.