



# VALET PARKING PROPOSAL

PREPARED FOR:

**THE PALAZZO BY KHOSHBIN**  
3150 BEAR ST, COSTA MESA, CA 92626

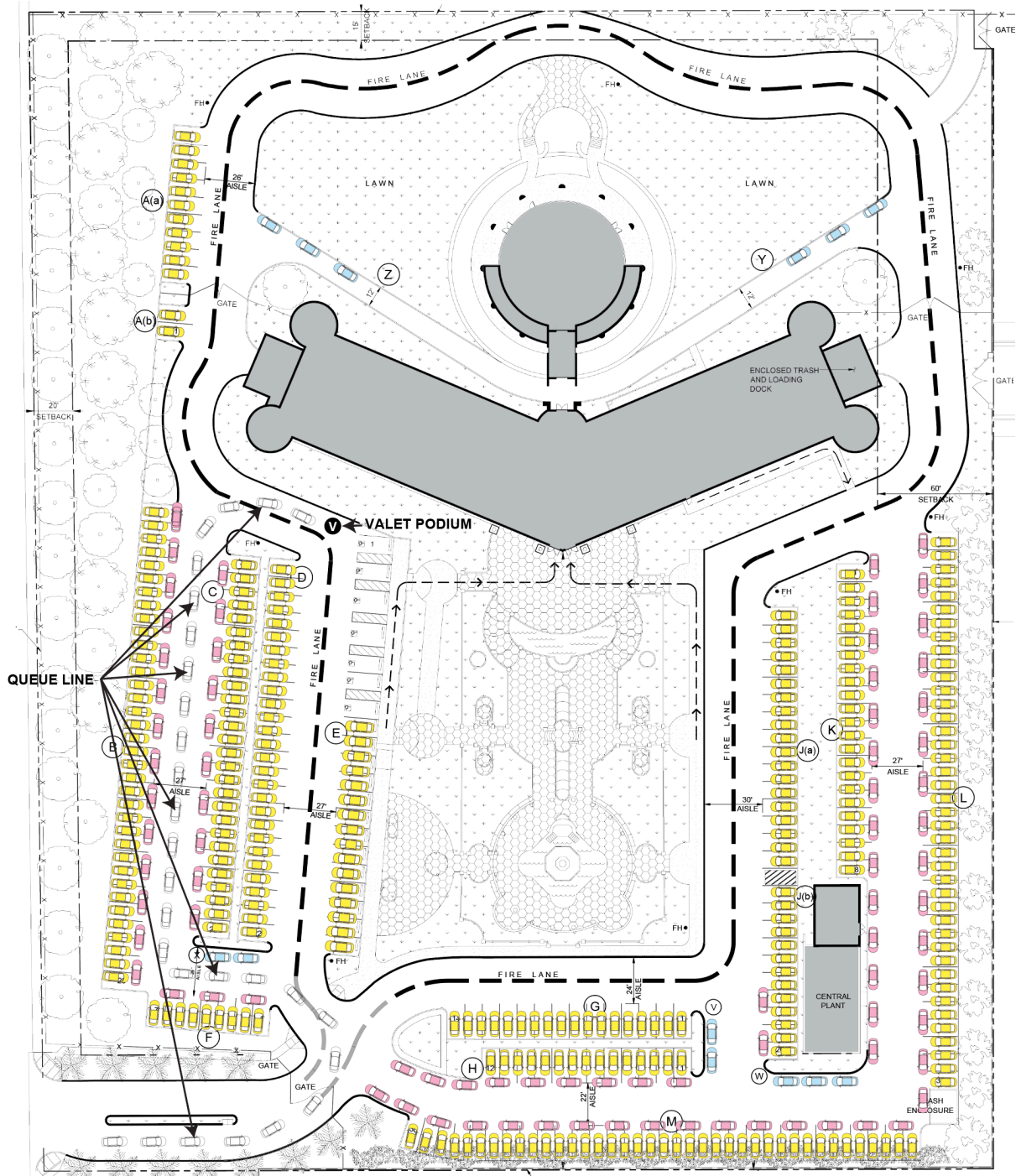
*Streamline Valet Inc. | 1278 Glennerye #190 | Laguna Beach | CA | 92651  
1.888.71.VALET*

# PURPOSE

Streamline Valet Inc. (SVI) is proposing to offer valet parking for the property located at the address **3150 Bear St, Costa Mesa, CA 92626**.

# PARKING AREA

241 Total Stalls (Including ADA/Handicap). (234 stalls used for valet).



# PARKING GAINS

## Stall Parking: (Yellow vehicles)

By ignoring painted stall lines and parking cars close together SVI expects to be able to park approximately 1.3 times as many cars in parking stalls. This is estimated from taking the average width of a car (5.8') and dividing that by a 9' stall (with an additional 1' added to allow for entry and exit out of car doors). **This will allow us to valet park an additional 57 vehicles on the property.**

*(298 vehicles via valet stall parking)*

*(7 vehicles via ADA/Handicap stall parking)*

**305 vehicles total via stall parking - including 7 stalls reserved for ADA/Handicap**

## In Isle Parking / Perimeter Parking (Staging): (Pink/Blue vehicles)

The gain for staged parking is approximately 1 extra valet vehicle per every 2 marked stalls. This is accomplished by ensuring the vehicles parked in the stalls are backed in as far as possible, then parking in the aisle in front of them. We will also be able to utilize curbs and areas in front of dumpsters or other unused asphalt. **This will allow us to valet park an additional 96 vehicles on the property.**

*(96 cars via staging)*

## Parking Calculations

By using the above mentioned valet parking techniques, **we anticipate being able to park an additional 153 vehicles on the property for a total of 401 vehicles. This would yield a 66.4% increase in available parking.**

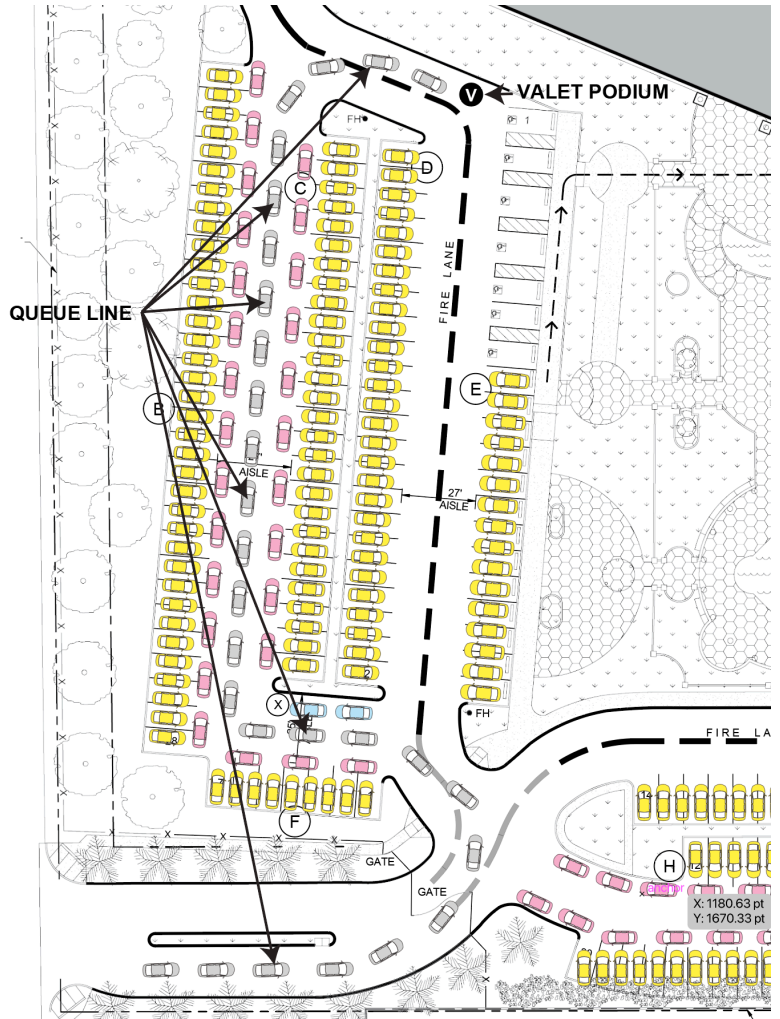
AREA	Original	Increased (x1.3)	Staged Gain	Total Cars
A (a)	9	11	0	11
A (b)	2	2	0	2
B	28	36	14	50
C	22	28	10	38
D	22	28	0	28
E (ADA)	7	0	0	7
E	13	16	0	16
F	7	9	3	12
G	14	18	0	18
H	12	15	9	24
J (a)	15	19	0	19
J (b)	10	13	2	15
K	18	23	14	37
L	32	41	15	56
M	30	39	16	55
Z	0	0	3	3
Y	0	0	3	3
X	0	0	2	2
W	0	0	3	3
V	0	0	2	2
TOTALS:	241	298	96	401

# QUEUING LINES AND DISTANCES

All valet parking calculations use averages for vehicle length, number of guests per vehicle and load/unload times.

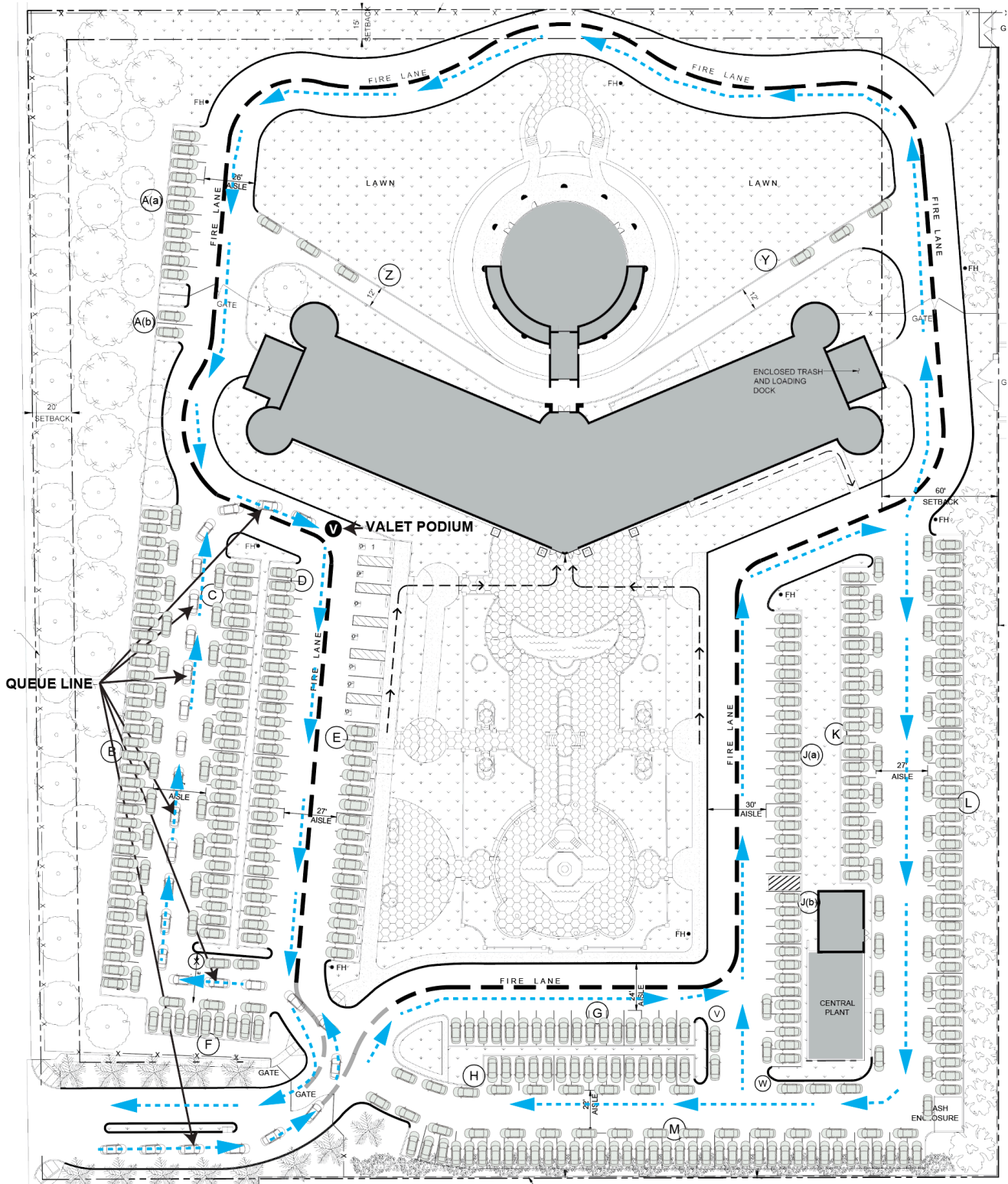
- Average vehicle length: 15ft
- Average vehicle width: 5.8ft
- Average space between vehicles: 3 ft
- Average number of guests per car (corporate event): 1.5 passengers
- Average number of guests per car (wedding/party) : 2.5 passengers
- Average load / unload time: 30 seconds

The distance from the entrance of the property to the valet drop-off area is approximately 521 ft. This distance should allow for about **28 cars in the standard queue line** without blocking traffic at the entrance. Valet Greeters are trained to constantly move the line forward to prevent the line from



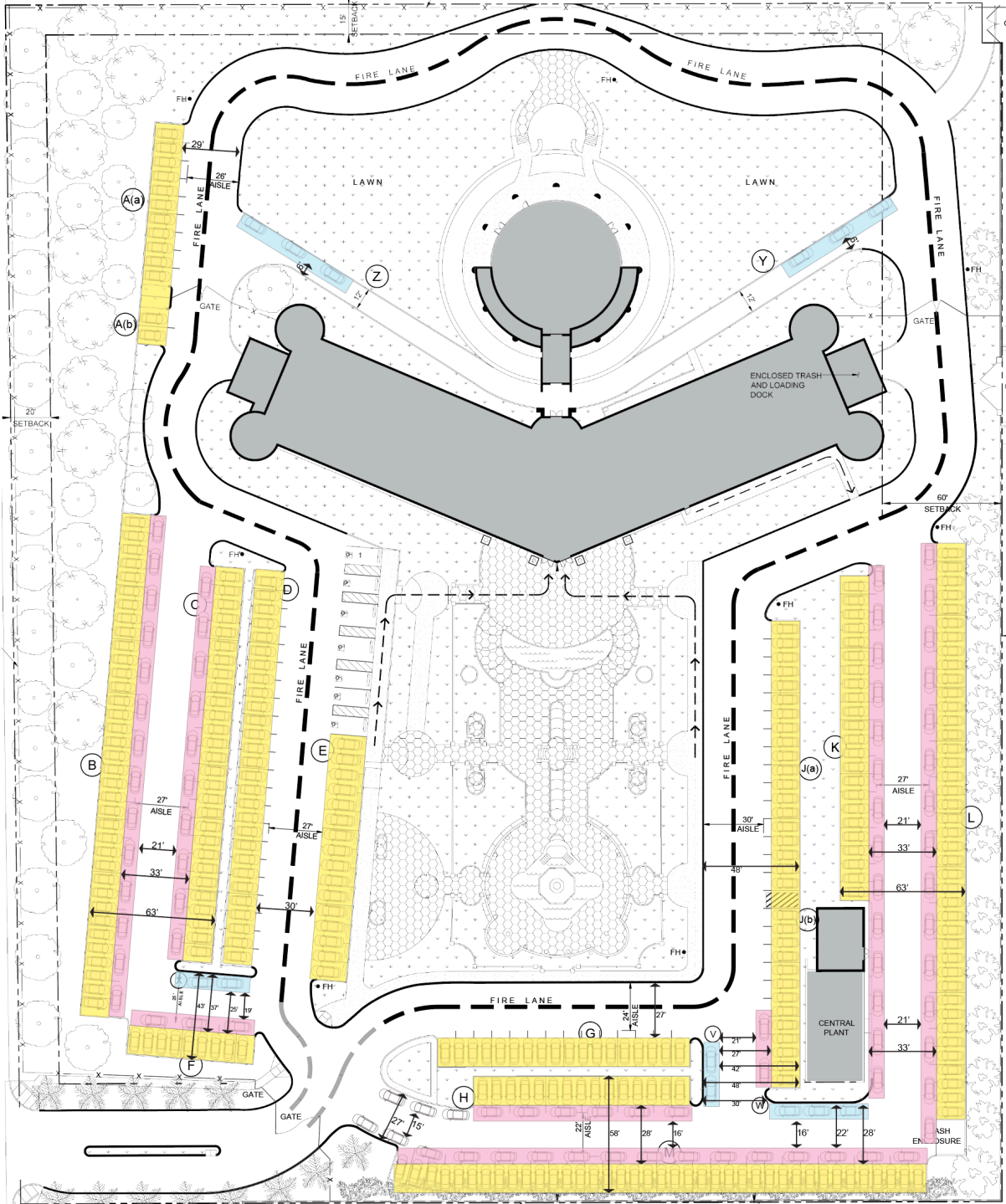
# FLOW OF TRAFFIC

Please see the diagram below for the general flow of traffic.



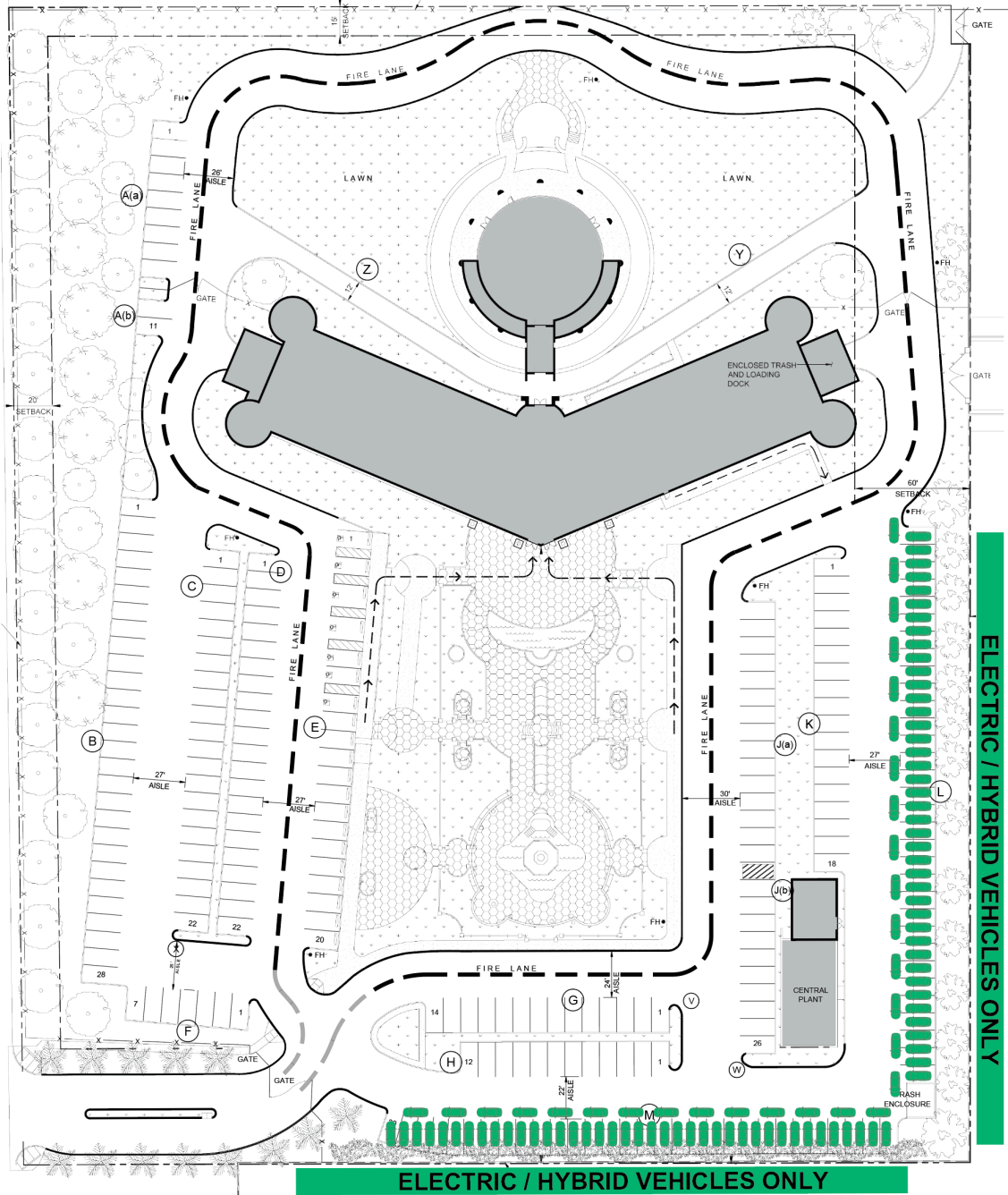
# PARKING DIMENSIONS

Please see diagram below for parking dimensions with valet parking. Please note all dimensions are approximate and are based off of average vehicle dimensions. Different size vehicles will account for different aisle widths. Valet attendants are trained to park larger vehicles in areas where aisle length will not be an issue. (See page 4 for average vehicle sizes)



# NEIGHBORHOOD NOISE CONCERNS

Because this property shares borders with many residential properties on the East and South sides, we will designate certain areas (M,L) to park only hybrid and electric vehicles in order to reduce the amount of noise pollution for neighbors. Please see diagram below.



## **STAFFING**

Staffing will consist of 2-10 Valet Attendants with various responsibilities. The team will include both Greeters and Runners.

**Greeters** are trained to manage the flow of traffic, welcome and greet guests and ensure the queue line is constantly moving forward. Greeters will also be responsible for receiving tickets and calling out vehicles to runners to be returned to guests when they are ready to leave.

**Runners** are trained to clear the queue line by parking cars in available parking stalls or staging cars when all available spaces become full. Runners will also be responsible for retrieving guest cars for departure.

Valet attendants have the first and last impression on guests. At Streamline Valet Inc. all attendants are trained on customer service to ensure all guests are treated with care and respect on their way in and out of the property.

## **VALET DUTIES AND RESPONSIBILITIES**

Including but Not Limited to:

- Providing Exceptional Service to all Guests
- Safely Unloading Guests/Contents
- Issuing Valet Tickets and Documenting Number of Guests per Night
- Safely Parking and Securing all Valet Vehicles
- Securing all Vehicle Keys in Valet Lock Box
- Collecting Valet Service Fee From Guests
- Safely Delivering Guest Vehicle



## **UNIFORMS AND APPEARANCE**

The standard uniform for Streamline Valet Parking Attendants is a navy polo shirt (containing our Streamline logo), tucked into black non-denim pants. Our attendants are required to wear a black dress belt and wear predominately black running shoes. Uniforms are always to be clean, neat, and in overall good shape.

Valet attendants will maintain a neat, clean-cut and clean-shaven, professional appearance at all times. Valet attendants will not be permitted to have goatees or wear earrings if they are males. Excessive jewelry, tattoos and body piercing is strictly prohibited. In addition, Valet Attendants will always be required to conduct themselves in a professional manner.

Streamline Valet takes service and appearance very seriously. Please see the following page for an excerpt from our Employee Handbook, which every employee receives when they are hired:

## Expectations

As a Valet Parking Attendant, you will be expected to provide the highest level of service to our clients and guests. When a guest or client allows you to take control of their vehicle, they are in essence letting you into their home while they are gone. It is of the utmost importance to be physically and socially presentable, and to do the right thing at all times. This includes smiling, being attentive and having good approachable posture, running fast and driving slow, being safe and courteous at all times, and again, always doing the right thing. The details below provide a road map to what is expected of you. If you have any questions please ask your training supervisor.

### **Appearance**

Your appearance should resemble that of someone that would serve you at a fine dining restaurant. Your uniform should be clean, complete, and you should be well groomed.

#### ***Uniform requirements:***

- Clean Streamline Valet polo shirt\*
- Clean black pants – no denim allowed at any time\*\*
- Black belt
- Running shoes – predominately black
- Name Tag

#### ***Grooming standards:***

- Clean shaven or well-trimmed beard
- Hair combed and styled or long hair pulled back
- No visible tattoos or piercings\*\*\*

\* Private party attire is white, long sleeve button up shirt and black tie.

\*\* Certain shift allow black shorts, management will advise when this is the case.

\*\*\* Piercings must be removed unless management approves, any tattoos should be covered.



## **EQUIPMENT**

Streamline Valet will provide all necessary signs; a locked, moveable commercial grade key-podium; cones; claim checks, and all other tools of the trade. All of these items will be kept in good shape.

## **CANCELLATION**

This can be cancelled at any time, by any party, for any reason, by giving Streamline Valet Inc. 24 hour notice.

## **ADDITIONAL INFORMATION**

Any request for additional information should be directed to:

**Tim Earlywine, Founder and President**

[tim@streamlinevalet.net](mailto:tim@streamlinevalet.net)

Cell: 949.235.2620