



Council Committee Memorandum

TO: Joint Council Committee
FROM: Tim Murray, City Administrator
MEETING DATE: September 4, 2018
SUBJECT: Parking Permit Program

Discussion:

At the July 31, 2018 Joint Committee meeting, the Council reviewed a number of recommendations made by the Downtown Parking Committee (DPC). These included changes to time limits, locations of specialty spaces, etc. and provided direction to staff on final changes to bring back for adoption. The DPC was also thanked for all their time and effort put in to bring forth those final recommendations. That item is scheduled for the September 11, 2018 Council meeting. At the joint committee meeting, members of the Council also made the request to have staff bring back a residential parking permit program for consideration (see attached meeting notes). While this had been considered by the DPC, that program was not included in their final recommendations brought forward at that time.

The City had a parking permit program in place from 1983 to 1993, which allowed the parking of cars in any municipal parking lot in excess of the time restrictions for that lot. The City discontinued the permit program as part of actions taken in 1993, which revised parking restrictions in the downtown. The authority of the Council to issue permits still exists, in Sec. 15-60 of the City Code of Ordinances:

Sec. 15-60. - Parking permits.

The council may authorize parking permits to a property owner to allow a motor vehicle to be exempt from the daily parking restrictions as may be imposed by sections 15-56 through 15-59, inclusive; provided, however, that said parking permit does not exempt any person owner or motor vehicle from any temporary traffic restrictions as may be imposed pursuant to section 15-43. The council, by resolution, shall established and designate the area of application, fees, method of allotment and distribution of the parking permits.

(Ord. No. 83-16, § 1, 9-27-83)

Based on discussions with the DPC and the direction from the Council at the 7/31 committee meeting, it appears there is support for consideration

of a new parking permit program. As a first step in reinstating this program, I would recommend the Council consider the following parameters and then evaluate whether or not any changes or additions are warranted at some point in the future:

- Property owners could obtain one permit per legal apartment (they would then be responsible to issue the permit to the tenant)—no additional permits would be allowed.
- Obtaining a permit is voluntary.
- A property owner would be eligible to obtain one permit per legal apartment whether or not they have their own dedicated parking.
- There would be no cost to obtain a permit (a replacement charge for a lost permit should be considered).
- The permit would be valid for a fixed period of time (one year or two years for example).
- If a residential tenant's lease expires or is terminated before the expiration of the permit, then the property owner shall be responsible for obtaining the permit from the former tenant and providing it to the new tenant.
- The permit would not be specific to any lot, or any stall within a lot.

As part of the consideration in bringing back a parking permit program, the Downtown Parking Committee had generally supported making a recommendation to amend the ordinance that requires any new apartment development in the downtown area to have their own off-site parking stall within 400 feet of the unit (as required under Sec. 11-430 of Appendix B of the City Code of Ordinances). In order to support the addition of new apartments, a property owner would be both allowed and required to obtain a parking permit (again, one per apartment) in lieu of having or obtaining their own stall. If they do have their own parking, however, they would not have to apply for a permit. Should the City Council also support this change, an amendment to the ordinance would be required to add an option for this:

Sec. 11-430. - Residential uses.

Residential uses are permitted in the Central Business District, secondary to ground floor commercial uses, with the maximum number of units based on the lesser of the calculations shown below. In addition to area requirements, all residential uses must provide at least one private parking space per unit within four hundred feet of the main entrance to the building-, or alternately, obtain one permit through the City's parking permit program for each new apartment unit being added that does not have a private parking space secured.

- (1) The area of the parcel divided by two thousand (2,000), times the number of floors in the building above ground-floor; or
- (2) The number of units that satisfy area requirements as follows:
 - (a) Efficiency and one-bedroom units, 600 square feet

(b) Two-bedroom units, 700 square feet

(c) Three-bedroom units and above, 900 square feet

(Ord. No. 99-20, § 1, 11-23-99)

Please be advised that if the Council is supportive of this change, the actual details of what the permits would physically be and the information they would include, which department would process the permit applications and issue the permits, etc. would still need to be finalized. Below is one example of a permit that would hang from the rearview mirror in a car:



Attachments:

- 2018-07-31 Joint Committee Notes



Joint Committee Meeting – Notes

PUBLIC MEETING ROOM

TUESDAY, JULY 31, 2018

6:06 PM

Call to Order

The meeting was called to order by Mayor Voracek at 6:57 PM. Council Members Elizabeth Cap, Kay Duchene, Royal Ross, John Rowan, Steve Underdahl and Janna Viscomi were in attendance. Also in attendance were City Administrator Tim Murray, Assistant to the City Administrator Heather Slechta, City Planner David Wanberg, Community and Economic Development Director Deanna Kuennen, Economic Development Coordinator Samantha Markman, Librarian Delane James, Finance Director Karla McCall Human Resources Manager Kevin Bushard, Public Works Director Travis Block, Fire Chief Dustin Dienst and City Engineer Mark DuChene.

Downtown Parking Committee Recommendations

City Planner David Wanberg explained that in late 2016, the City Council appointed a Downtown Parking Committee to develop recommendations to enhance parking in downtown Faribault. On April 17, 2018, the Downtown Parking Committee presented its key recommendations to the Joint Council Committee. The Joint Council Committee provided feedback and directed the Downtown Parking Committee to solicit public input on the recommendations. In early June, the City mailed roughly 200 brochures of the Downtown Parking Committee's recommendations to all property owners and residential units in the downtown. In addition, City Staff and Chamber of Commerce/Main Street Staff also hand delivered brochures to businesses and others in the downtown. On June 20, the Downtown Parking Committee held a community open house at the Paradise Center for the Arts to engage in conversation with those interested in downtown parking issues. Around 40 people attended the open house and approximately ten people called or sent an email message to City Staff expressing their thoughts on downtown parking. The Downtown Parking Committee met on July 19 to review public comments and refine the Committee's recommendations as needed. The attached report provides an overview of the Committee's key recommendations and a summary of public input related to the recommendations.

Wanberg provided the Council with an overview of the key recommendations of the Downtown Parking Committee.

The consensus of the Council was that the Committee did a good job. There was much discussion regarding the courtesy parking that businesses would be able to request. Council Member Cap was against courtesy parking, however was in favor of keeping the 15 minute parking in front of Subway. Council Member Viscomi request that Staff look into a parking permit for rental properties. Cap felt that landlords should have to provide parking to tenants.

Council member Viscomi requested that parking be regulated Monday-Saturday from 8:00 am – 7:00 pm.

Wanberg will take the recommendations from the Council and bring back formal requests to a future meeting.

Budget Work Session #1 – General Fund Overview

City Administrator Tim Murray explained that the Council will have series of budget work sessions scheduled over the next few months that will ultimately be used to first, set the preliminary tax levy in late September, and second, set the final tax levy as well as approve the overall 2019 budget and adopt the 5-year Capital Improvement Plan in December.