

**Downtown Committee Meeting
November 26, 2018**

Committee Chair, Councilor Belanger called the meeting to order at 6:30 p.m.

Roll Call: Members present were Councilors Norman Belanger, Michael Ready, Marc Lessard and Amy Clearwater; and Mayor Casavant

Absent: Councilor John McCurry, Jr.

Also present were City Staff:
City Manager, James Bennett
Deputy Police Chief, JoAnne Fisk
Public Works Director, Jeff Demers
City Clerk, Carmen Morris

NOTE: In the absence of Councilor McCurry, Councilor Clearwater (who serves on this committee as the DDC Rep and does not typically vote) will have voting authority. .

Staff Update: Downtown Map

City Manager, Jim Bennett gave an overview of the proposed changes in the Downtown (yellow) Parking Lot and the Franklin and Federal Streets (green) Parking Lots.

Discussion/Review:

1. Amendments/Ch. 42, Sec. 62 – Identification of Lots

BE IT ORDAINED, by the Downtown Committee of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article III, Parking Stopping and Standing, Section 42-62 Identification and Use of Municipal Parking Lots, is amended by adding or deleting to read as follows:

Identification and use of municipal parking lots.

The following is a list of the municipal parking lots along with a description of their location and authorized use. For the purposes of this chapter, all municipal parking lots are considered as public ways as defined in M.R.S.A. Title § 29-A. No vehicle shall remain parked in a municipal public parking lot for more than 48 consecutive hours. A vehicle parked in violation of this section may be towed at the owner's expense.

Alfred Street Parking Lot, also known as the Blue Lot, refers to the City municipal parking lot that is adjacent to the 39 Alfred Street Police Station, and is bordered by Alfred Street, Foss Street, and the property line at 1 Pool Street and further described as Map 38, Lot 404.

Rows 2, 3 and 4, shall be reserved for permit parking ~~with a maximum of 65% of spaces available for monthly (Monday-Friday) permits, a minimum 5% of spaces for monthly (24/7) permits and the remainder available for short term,~~ monthly (nights and weekend) permits, with the remainder available for short-term parking on a rolling basis. Row 1, which is adjacent to,

and is parallel to the police station, is reserved for police parking only. The first two spaces in Row 1 are reserved for, and shall be posted and clearly marked as, handicap parking..

City Hall Parking Lot, shall be designated as the ways and parking spaces bordered by City Hall from Adams Street thence southerly along City Hall, thence westerly along the rear of City Hall and City Theater, thence westerly along properties identified as Map 38, Lots 134 and 134-1, thence easterly along property identified as Map 38, Lot 194, thence easterly along South Street to the Civil War Memorial traffic island, thence easterly on the northerly edge of the Civil War Memorial traffic island, thence northerly on the westerly edge of the Civil War Memorial traffic island, thence northerly along Adams Street to City Hall.

(1) No vehicle shall be parked in the area designated as the City Hall parking lot between the hours of 8:00 a.m. and 5:00 p.m., unless such vehicle displays an official parking pass issued by the City Clerk, and displayed in a manner determined by the Clerk.

(2) The City Clerk may issue official parking passes to municipal officials and employees.

(3) Two spaces shall be posted and clearly marked and reserved for disability parking. One of the spaces shall be van accessible.

(4) The area of the City Hall parking lot that is immediately adjacent to the Civil War Memorial, and is bordered by South Street shall have one space marked and reserved for the City Clerk; one space marked and reserved for the City Manager; one space marked and reserved for the Mayor; with the remaining parking spaces reserved for use by municipal vehicles only between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday.

[Amended 5-21-2013 by Ord. No. 2013.39]

(5) The area of the City Hall parking lot that is immediately adjacent to the City Hall building, and that is bordered by Adams Street shall be designated and marked as follows: two spaces reserved for use by municipal vehicles only between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday, with the remaining spaces as one-hour parking for use by the general public to conduct business at City Hall.

(6) The three parking stalls in the area of the City Hall parking lot that is closest to the rear entrance to City Hall building, and to City Theater shall be limited to one-hour parking and reserved for City business only between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday.

Clifford Park Parking Lot, is a City public parking lot that is located on Pool Street, and is further identified as Map 39, Lot 334, with a physical address of 130 Pool Street.

One space shall be posted and clearly marked as reserved for disability parking.

No vehicle shall remain parked in this parking lot longer than 24 consecutive hours.

Community Center Parking Lots, refers to the City public parking lots at the J. Richard Martin Community Center, located at 189 Alfred Street as identified on Map 34, Lot 228, and further described as the parking lot which is adjacent and parallel to the Community Center, and Myrtle Street on the east side; and, the parking lot which is adjacent and parallel to the Community Center, and Clark Street on the west side.

Two spaces which shall be posted and clearly marked as handicap parking, located on the Clark Street side, at or near the handicap ramp, which is located at the northwest corner of the Community Center building.

Two spaces which shall be posted and clearly marked as handicap parking, located on the Myrtle Street side, at or near the rear of the Community Center building on the southeast corner.

Two spaces which shall be posted and clearly marked as ten-minute limited parking from 6:00 a.m. to 6:30 p.m., Monday through Friday for YMCA Daycare, one located on left side of the main entrance to the Daycare 10 feet from the concrete curb and one located on right side of the main entrance to the Daycare.

Downtown Parking Lot, also known as the Yellow Lot, refers to the City public parking lot located at 17 — 21 Franklin Street and further described as Map 38, Lots 389 and 390.

The lot shall be reserved for hourly permit-only ~~parking with a maximum of 65% of spaces available for monthly (Monday-Friday) permits, a minimum 5% of spaces for monthly (24/7) permits and the remainder available for short term, and monthly (nights and weekend) permit parking on a rolling basis with the first hour of any 24-hour day at no charge;~~

Two spaces which shall be posted and clearly marked as handicap parking.

Federal Street Parking Lot, also known as the Green Lot, is located on the corner of Franklin Street and Federal Street behind 25 — 27 Washington Street, and is exclusive of a strip of land located between 5 — 13 Washington Street and 25 — 27 Washington Street, and further described as Map 38, Lot 353-1.

The lot shall be reserved for long-term permit-only parking ~~with a maximum of 65% of spaces available for monthly (Monday-Friday) permits, a minimum 5% of spaces for monthly (24/7) permits, and the remainder available for short term, and monthly (nights and weekend) permits parking, with the remainder available for short-term parking on a rolling basis, except that eight (8) spaces located adjacent to 5 Washington Street and further described as Map 38, Lot 352, shall be available as dedicated parking spaces.~~

Foss Street Parking Lot, also known as the Purple Lot, refers to the City public parking lot located at the formerly known street address numbers 5, 7, and 15 to 21 Foss Street, and as further described on City Tax Map 39, Lots 80 and 84.

The lot shall be designated for long-term permit-only parking ~~with a maximum of 65% of spaces available for monthly (Monday-Friday) permits, a minimum 5% of spaces for monthly (24/7) permits, and the remainder available for short term, and monthly (nights and weekend) permits, with the remainder available for short-term parking on a rolling basis.~~

No vehicle shall remain parked in this parking lot longer than 24 consecutive hours without a valid permit.

Franklin Street Parking Lot, also known as the Green Lot refers to the City public parking lot located at the corner of Franklin Street, Washington Street and Federal Street, parallel to Jefferson Street, and further described as Map 38, Lots 354, 355 and 360.

The lot shall be designated as permit-only parking ~~with a maximum of 65% of spaces~~ available for monthly (Monday-Friday) permits, ~~a minimum 5% of spaces for~~ monthly (24/7) permits and the remainder available for short-term, and monthly (nights and weekend) permits, with the remainder available for short-term parking on a rolling basis, except that up to four (4) spaces located adjacent to 42 Franklin Street and further described Map 38, Lot 364, shall be available as dedicated parking spaces.

Ten spaces shall be posted and clearly marked as reserved for use by courthouse employees.

No vehicle shall remain parked in this parking lot longer than 24 consecutive hours without a valid permit.

Gas House Parking Lot, also known as the Maroon Lot, is a City public parking lot that is located on Water Street, and is situated between Mechanic's Park and the Waste Water Treatment Facility, and further described as Map 41, Lot 16.

The lot shall be designated as permit-only parking ~~with a maximum of 65% of spaces~~ available for monthly (Monday-Friday) permits, ~~a minimum 5% of spaces for~~ monthly (24/7) permits, ~~and the remainder available for short term, and~~ monthly (nights and weekend) permits, parking with the remainder available for short-term parking on a rolling basis. One space shall be posted and clearly marked as reserved for disability parking.

No vehicle shall remain parked in this parking lot longer than 24 consecutive hours without a valid permit.

Washington Street Parking Lot, also known as the Red Lot, refers to the City public parking lot located at 75 Washington Street and is more specifically identified as Map 38, Lot 312.

The lot shall be designated as permit-only parking ~~with a maximum of 65% of spaces~~ available for monthly (Monday-Friday) permits, ~~a minimum 5% of spaces for~~ monthly (24/7) permits, ~~and the remainder available for short term~~ monthly (nights and weekend) permits, with the remainder available for short-term parking on a rolling basis.

No vehicle shall remain parked in this parking lot longer than 24 consecutive hours without a valid permit.

Wastewater Treatment Facility Parking Lot, also known as the Brown Lot, refers to the City public parking lot located at the intersection of Water Street and Pike Street, and is more specifically identified as Map 41, Lot 1.

The lot shall be designated as permit-only parking ~~with a maximum of 65% of spaces available for monthly (Monday-Friday) permits, a minimum 5% of spaces for monthly (24/7) permits, and the remainder available for short-term monthly (nights and weekend) permits, with the remainder available for short-term~~ parking on a rolling basis.

No vehicle shall remain parked in this parking lot longer than 24 consecutive hours without a valid permit.

Parking spaces marked and dedicated to short-term parking of 30 minutes or less shall be so marked and shall not require a permit within the designated permit-only parking lots.

For permit-only lots, a permit may be obtained through self-service kiosks, a mobile app when available or through the city clerk's office. The form of permit to be displayed shall be the license plate referenced on the valid vehicle registration, appropriately recorded during the permitting process, and properly attached to the vehicle.

Motion by Councilor Clearwater, seconded by Councilor Ready to grant the proposed amendments as presented.

For the record: Councilor Lessard would like to get a ruling that this Committee is not going to go over capacity of what the statutory authority is of this Committee. Councilor Belanger believes that these changes are within the statutory authority of this Committee; however, he has no problem with the full Council taking a look at these adjustments. Councilor Ready agreed with Councilor Belanger that this Committee is within its authority to make these changes. He further thinks that it would be a good idea to notify the full Council of the changes made, but not necessarily have Council take action. Mayor Casavant agreed with both Councilors Ready and Belanger..

Vote on amendments: Unanimous.

2. Monthly permit cost for Dedicated Spaces in the Downtown Lot

BE IT ORDERED, by the City Council of the City of Biddeford that the following fee structure be adopted for the municipal lots designated as Alfred Street Parking Lot, Downtown Parking Lot, Franklin Street Parking Lot, Federal Street Parking Lot, Foss Street Parking Lot, Gas House Parking Lot, Washington Street Parking Lot, and Wastewater Parking Lot to be programmed into parking permit kiosks as follows:

<u>Implementation</u>	<u>05/01/19</u>	<u>11/01/18</u>
Short-term hourly rate:	\$ 2.00/hour	\$ 1.00/hour
Long-term (Mon-Fri. 7:00 a.m. to 6:00 p.m.):	\$ 50.00/month	\$30.00/month
Long-term (6:00 p.m. to 7:00 a.m. – all day Sat/Sun):	\$ 35.00/month	\$20.00/month

Long-term (24/7):	\$ 65.00/month	\$40.00/month
Winter Parking Ban	\$ 5.00/storm	\$ 2.00/storm
Dedicated Parking Space	\$100.00/month	\$75.00/month

Motion by Councilor Lessard, seconded by Councilor Ready to approve and recommend to the full Council.
Vote: Unanimous.

3. Amendment/Ch. 42, Sec. 100 – Disability Parking

Except as otherwise established elsewhere in this Chapter ~~Any a vehicle displaying the required a disability plate or placards issued, in accordance with 29-A M.R.S.A. § 521, is exempt from the two or four hour time limitations imposed under section 42-92 for Downtown Streets. may park in a public way on any street without time limits.~~ All other posted parking restrictions shall apply,

Motion by Councilor Ready, seconded by Councilor Clearwater that on-street parking times be doubled for any vehicle displaying a disability plate or placard issued in accordance with 29-A M.R.S.A. § 521; and to recommend this ordinance amendment to the Policy Committee.
Vote: Unanimous.

Motion by Councilor Ready, seconded by Councilor Clearwater to adjourn.
Vote: Unanimous. Time: 7:38 p.m.

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