

City of Biddeford
Downtown Committee
November 21, 2019 5:30 PM Council Chambers
205 Main Street

- 1. Call to order**
- 2. Approval of the Minutes**
- 3. Staff Update**
 - 3.a. Staff Update
[20191121 Staff Update](#)
- 4. Discussion/Review**
 - 4.a. DC2019.15) Amend Chapter 42/Sec. 42-92 Limited Parking/15-min Parking at or near 299 Main St.
[DC2019.15 - Amend Sec 42-92 Limited Parking/ 299 Main St/ 15 min parking](#)
[Item 4.a. - Downtown Committee Briefing Memo - 299 Main Street 15-min Parking](#)
 - 4.b. DC2019.16) Amend Chapter 42/Sec. 42-62 Identification and use of Municipal Parking Lots/Creation of Temporary Lincoln Street Parking Lot
[DC2019.16 Designation of Lincoln Street Parking Lot](#)
[Item 4b Downtown Committee Briefing Memo-Lincoln St Lot Designation](#)
 - 4.c. DC2019.17) Amend Chapter 42/Sec. 42-92 Limited Parking/No Parking Even Numbered Side of Pearl St, Lincoln to Elm
[DC2019.17 Pearl Street Limited Parking](#)
[Item 4c Downtown Committee Briefing Memo-Pearl St Limited Parking](#)
 - 4.d. DC2019.18) Amend Chapter 42/Sec. 42-92 No Parking/Pearl Street Odd Numbered Side Lincoln to Elm
[DC2019.18 No Parking-Pearl St](#)
[Item 4d Downtown Committee Briefing Memo-Pearl St No Parking](#)
- 5. Adjourn**

Downtown Committee

Meeting Date: November 21, 2019
Meeting Time: 5:30 p.m.
Agenda Item: Staff Update

Item Description: Winter Parking - Use of Sullivan Street Lot for Snow Emergency Paring Lot

Last winter the City entered into an agreement with Biddeford Housing Authority for the use of a portion of the St. Andre's Senior Housing parking lot on Sullivan Street to add additional off-street parking capacity during snow emergency parking bans. Biddeford Housing Authority offered use of the lot at no cost with the stipulation that the City not charge users of the lot, that the City clear and maintain the lot, and that any damage to the lot be repaired in the spring. The Public Works Department intends to utilize the lot again this year under the same terms unless otherwise directed.

The current free snow emergency parking ban lots are: Community Center (Myrtle St., side only), Clifford Park, East Biddeford Little League Lot (Hill St), Public Access Lot (15 Columbus Way).

The pay-per-use lots include: Purple Lot (Foss St.), Brown Lot (Water St at wastewater facility), Maroon Lot (Water St at Gas House), and Red Lot (Washington St.).

Item Description: Pearl Street Master Planning

The Pearl/Lincoln Street parking plan associated with LHL Holdings (Lincoln Mill) and future redevelopment has been implemented pending approval of three orders on the November 21st Agenda. Public awareness information will be finalized and published after the meeting on the 21st to make the public aware of the parking and associated limitations.

The orders create a formal Lincoln Street Parking Lot at the former Maine Energy Recovery Company site time-limited to 2-hour parking, 2-hour parking on the even numbered side of Pearl Street, and identifies the odd numbered side as no parking to maintain proper road widths, see Figure 1.

The creation of the surface lot is intended to be temporary as discussed in greater detail in the order.

The connection between Pearl Street and Saco Falls Way also creates parking along the Bugby Brown building. The parking is formed by the need to allow enough clearance around the building to accommodate the turning radius of a tractor-trailer. These spaces are not specifically identified in any of the orders due to ongoing discussions with the owners of the Bugby Brown building. It is the City's understanding that the property line for the city-owned lot between Lincoln Street and the building actually abuts the building. This understanding

dates back to the survey and title work obtained as part of the Maine Energy Recovery Company real estate transaction. The owners of the Bugby Brown building believe that they have deeded access along the building and would like to retain the spaces for their dedicated use. Due to the turning radius requirements mentioned above, the number of spaces along the building are reduced and the owners would also like to have dedicated spaces equivalent to those lost by the creation of the turning radius clearances.

As it stands, the City has asked the owners to provide a copy of the access easement for review and evaluation. If the deeded access document exists and establishes access rights, staff intends to work with the owners to provide an equivalent number of spaces. If the document cannot be located or it does not establish rights to the spaces, staff intends to retain the spaces as available public parking rather than dedicated for the sole use of the owners.

Aside from the spaces under review, the owners would also like to purchase dedicated parking spaces in the existing leased lot on the 3 Lincoln Street site and transition to the parking garage once it opens.

Finally, through discussions with the owner of the majority of the Gooch Street parcel, space is available for the majority of expected contractor parking that exceeds available space on the LHL property. The City also owns property on the easterly end of Gooch Street that could be used for contractor parking when the garage project is underway, see Figure 2. Use of the private property for contractor parking is available through a contractual arrangement between the owner and the developer. The City property will be reserved for temporary parking to ensure the City's lease obligations are met if space is limited once more than one project is underway.

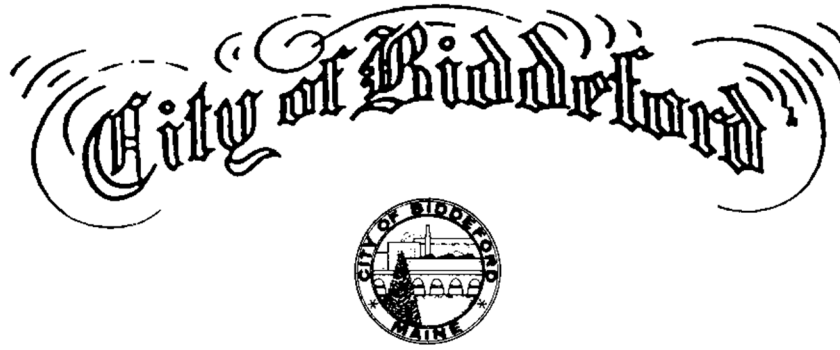
Staff has begun preliminary master planning for Pearl Street to include but not be limited to utilities (sewer water, electric), road width, project timing, Pearl Street extension considerations, etc. The requested allocation for design work is in the Council packet of November 19. An update on the order will be provided at the November 21st meeting of the Downtown Committee.

Figure 1 – Aerial View of Pearl Street Area



Figure 2 – Contractor Parking and Travel Routes





DC2019.15

IN BOARD OF CITY COUNCIL....NOVEMBER 21, 2019

BE IT ORDERED, by the Downtown Committee of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV Specific Street Regulations, **Section 42-92 Limited Parking**, be amended by adding or ~~deleting~~ to read as follows:

Main Street, odd-numbered side, one parking space 299 Main Street, 15-minutes, 9:00 a.m. to 9:00 p.m.

Downtown Committee

Meeting Date: November 21, 2019
Meeting Time: 5:30 p.m.
Agenda Item No: 4.a.
Item Description: Request for one (1) 15-minute parking spaces in front of 299 Main Street

Authority:

Order 2018.141 - Rules of the Council, Appendix A, Sec. A-5 Rule 5: Committees, (h)(5)-
Downtown Committee

Order 2018.75 – Chapter 42, Motor Vehicles and Traffic, Article 1, Sec. 42-8 – Parking
Authority

Authority specifically lists Sec. 42-92 Limited Parking

Staff Review:

The owner of 299 Main Street requests a modification of the Sec. 42-92 from 2-hour parking to 15-minute parking for one space in front of the facility to assist with parking turnover due to the nature of the businesses located at the site.

Staff Recommendation:

Main Street is currently designated at 2-hour parking from 8:00 a.m. until 5:00 p.m., except Sundays and holidays, unless otherwise posted. 299 Main Street is currently comprised of three street-level businesses – Yeto's Restaurant, Biddeford Smoke Shop, and J & J Antiques.

Staff is neutral regarding the request given the nature of the businesses at 299 Main Street and reasonable need for some level of regular turnover. An order has been prepared to reflect the requested change.

Supporting Documentation:

Figure 1 - Aerial View of Proximity around 299 Main Street

Figure 2 – Street View, 299 Main St

Figure 3 – Street View, West Along Main St

Figure 4 – Street View, East Along Main St

Figure 1 - Aerial View of Proximity around 299 Main Street



Figure 2 – Street View, 299 Main St.

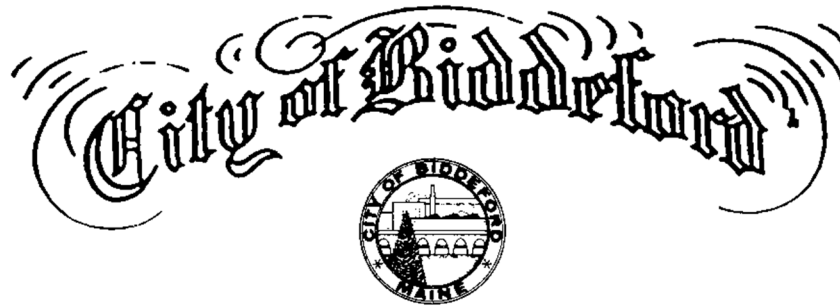


Figure 3 – Street View, West Along Main St



Figure 4 – Street View, East Along Main St





DC2019.16 **IN BOARD OF CITY COUNCIL...NOVEMBER 21, 2019**
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, be amended by adding or deleting to read as follows:

Lincoln Street Parking Lot, a parcel of land, located at the northeast section of the intersection with Pearl Street, and further described as the former Maine Energy Executive Parking Lot at 3-11 Lincoln Street, having the dimensions of seventy four (74) feet $\pm$ in width (measured west to east) and one hundred eighty (180) feet $\pm$ in length (measured south to north).

BE IT FURTHER ORDERED, that the lot may transition to a paid lot during construction to satisfy ongoing obligations for paid surface lot spaces at the 3 Lincoln Street site. For clarity, the transition to a paid lot means that current leased space may move to this lot on a temporary basis. If or when that should occur the lot will be open to only those individuals covered by a current lease agreement.

BE IT FURTHER ORDERED, that the lot be temporary in nature with elimination of the lot coinciding with opening of the public garage at the 3 Lincoln Street site unless otherwise directed under a separate Order.

Note: This lot is intended to be used for general parking during the construction of Lot 71-2, with time limits established under section 42-92 of this Chapter.

Downtown Committee

Meeting Date: November 21, 2019
Meeting Time: 5:30 p.m.
Agenda Item No: 4b
Item Description: Identification and Use of Municipal Lots – Designation of Lincoln St Lot

Authority:

Order 2018.141 - Rules of the Council, Appendix A, Sec. A-5 Rule 5: Committees, (h)(5)-Downtown Committee

Order 2018.75 – Chapter 42, Motor Vehicles and Traffic, Article 1, Sec. 42-8 – Parking Authority

Authority specifically lists Sec. 42-62 Identification and Use of Municipal Lots

Staff Review:

In order to accommodate the significant construction that will be occurring in the area around Pearl Street over the next two to three years, a municipal lot has been created in the area of the former Maine Energy Recovery Company executive lot along Lincoln Street (See Figure 1).

This order officially designates the lot as municipal, and once designated, parking can be enforced by the Biddeford Police Department as two-hour limited parking. Note that this lot is not a snow ban lot, meaning it will be closed when a snow ban parking is in effect allowing DPW to clear the lot throughout a storm, to the extent possible, with the intent of having the lot open in the morning or as soon as the parking ban is lifted.

In addition, the site of the parking garage covers the majority of the existing leased Lofts at Saco Falls parking lot. The City has an obligation to provide parking under the lease agreement while the parking garage is being constructed. The phasing of the project is such that a new lot will need to be created in order to relocate parking so that garage construction may begin. During this interim period, the newly created Lincoln Street Parking Lot will be used to satisfy a portion of the leased space requirements. Once the lot is relocated, leased spaces will move to the new lot and the 3 Lincoln Street lot will return to free public spaces.

All of the surface lot leased spaces will move to the garage once the garage opens and the temporary lots will be closed.

Staff Recommendation:

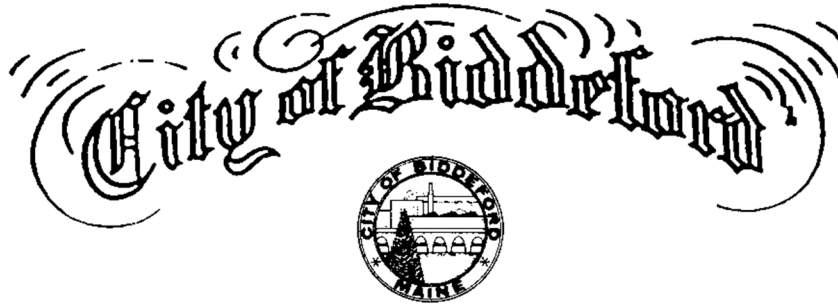
Staff recommends approving designation of the Lincoln Street Lot (former Maine Energy Recovery Company executive lot) as a public lot so that the City may enforce parking restrictions.

Supporting Documentation:

Figure 1 – Aerial View of Pearl St

Figure 1 – Aerial View of Pearl Street





DC2019.17

IN BOARD OF CITY COUNCIL...November 21, 2019

BE IT ORDAINED, by the Downtown Committee of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV Specific Street Regulations, **Section 42-92 Limited Parking**, be amended by adding or deleting to read as follows:

Pearl Street, even numbered side, from the intersection with Lincoln Street, thence westerly to the intersection with Elm Street, two (2) hours, from 8:00 a.m. to 5:00 a.m., excluding Sundays and Holidays.

Pearl Street, beginning at a point 40 feet easterly with the intersection with Lincoln Street, thence proceeding southeasterly and diagonally to the intersection with Salmon Falls Way, two (2) hours. Exception: Sundays and holidays

Downtown Committee

Meeting Date: November 21, 2019
Meeting Time: 5:30 p.m.
Agenda Item No: 4.c.
Item Description: Amend Sec 42-92 Limited Parking to include Pearl Street

Authority:

Order 2018.141 - Rules of the Council, Appendix A, Sec. A-5 Rule 5: Committees, (h)(5)-Downtown Committee

Order 2018.75 – Chapter 42, Motor Vehicles and Traffic, Article 1, Sec. 42-8 – Parking Authority

Authority specifically lists Sec. 42-92 Limited Parking

Staff Review:

As part of the parking management plan for the Pearl/Lincoln Street associated with construction of Lincoln Mill, Riverdam Mill, and the parking garage, this order formally establishes limited parking (2 hr) for sections of Pearl Street.

Specifically, as has been discussed in the past, parking on Pearl St., is allowed because it is not otherwise posted as “no parking”. In order for the Police Department to be able to enforce parking and to ensure parking is time-limited to facilitate turnover parking, the even numbered side of Pearl Street from Elm to Lincoln will be posted as 2-hr parking as well as the newly created on-street parking from Lincoln toward Saco Falls Way.

Note: Order DC2019.18 establishes no parking on the odd numbered side of Pearl St., to ensure travel lane widths are observed.

Staff Recommendation:

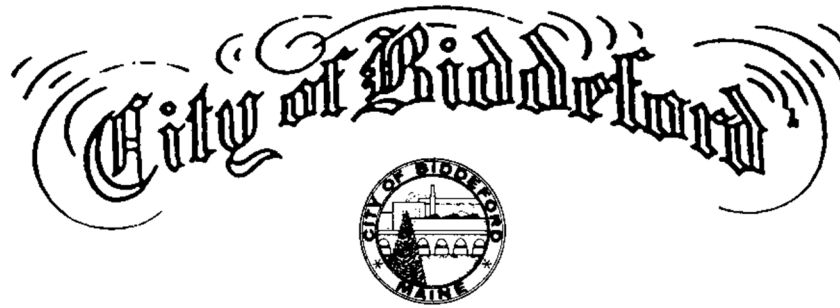
Staff recommends approval of the order to facilitate enforcement and safe travel clearances.

Supporting Documentation:

Figure 1 - Aerial View of Pearl Street Parking

Figure 1 - Aerial View of Pearl Street Parking





DC2019.18 **IN BOARD OF CITY COUNCIL...November 21, 2019**
BE IT ORDAINED, by the Downtown Committee of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV Specific Street Regulations, **Section 42-90 No Parking**, be amended by adding or deleting to read as follows:

Pearl Street, odd numbered side, from the intersection with Lincoln Street, thence westerly to the intersection with Elm Street.

NOTE:

Pearl Street is, on average, 31 feet in width. Taking into consideration that there are two (2) eleven (11) foot travel lanes, and seven (7) feet is necessary for parking on one side, there is insufficient street width to allow parking on both sides.

Downtown Committee

Meeting Date: November 21, 2019
Meeting Time: 5:30 p.m.
Agenda Item No: 4.d.
Item Description: Amend Sec 42-90 No Parking, Pearl Street

Authority:

Order 2018.141 - Rules of the Council, Appendix A, Sec. A-5 Rule 5: Committees, (h)(5)-Downtown Committee

Order 2018.75 – Chapter 42, Motor Vehicles and Traffic, Article 1, Sec. 42-8 – Parking Authority

Authority specifically lists Sec. 42-90 No Parking

Staff Review:

As part of the parking management plan for the Pearl/Lincoln Street associated with construction of Lincoln Mill, Riverdam Mill, and the parking garage, this order formally prohibits parking along the odd numbered side of Pearl St., from Elm to Lincoln.

Specifically, as has been discussed in the past, parking on Pearl St., is allowed because it is not otherwise posted as “no parking”. In order for the Police Department to be able to enforce parking and to ensure parking is time-limited to facilitate turnover parking, the even side of Pearl Street from Elm to Lincoln is established as 2-hr parking under Order DC2019.17. In reviewing the road width, the Police Department determined that there was insufficient width to accommodate parking on both sides of the street. This order prohibits parking on the odd numbered side in order to maintain proper travel lane widths and clearances.

Staff Recommendation:

Staff recommends approval of the order to facilitate safe travel clearances and lane widths.

Supporting Documentation:

Figure 1 - Aerial View of Pearl Street Parking

Figure 1 - Aerial View of Pearl Street Parking

