

City of Biddeford
City Council - Special Meeting
June 26, 2018 6:00 PM Council Chambers

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Adjustment(s) to Agenda**
- 4. Orders of the Day**
 - 4.1. Committee of the Whole: Parking Management Ordinance Amendments (with possible action)
 - [6-26-2018 Parking Management MEMO.pdf](#)
 - [6-26-2018 Parking Management Prog-Authority Granted.docx](#)
 - [6-26-2018 Parking Management Prog-Authority to Implement Fees.docx](#)
 - [6-26-2018 Parking Study Area-Phase 1-MAP.png](#)
 - [6-26-2018 Parking Study Area-Phase 2-MAP.png](#)
- 5. Adjourn**

City of Biddeford, Maine

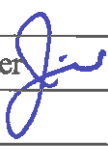


The Office of
City Manager

James A. Bennett

Email: jbennett@biddefordmaine.org

MEMORANDUM

TO:	Honorable Mayor Casavant Honorable City Council
FROM:	James A. Bennett, City Manager 
DATE:	June 25, 2018
RE:	Parking Management Plan Ordinances Workshop

On Tuesday evening, staff will be going over the suggested ordinance changes in order to implement the parking management plan. This memo is designed to give you the general overview and approach to the issue. Detailed changes to the ordinance is based upon the suggested approach and is provided within the package.

Decision Making Authority

In crafting the suggested ordinance, one should begin with understanding the decisions that need to be made (not only today but in the future) regarding parking. Here are the assumptions that staff has used in developing the recommendations:

- Changes to certain parking regulations should be able to be made in an efficient way because of the impacts on businesses/residents. Others should be more deliberative and involve plenty of notice and opportunity for the public to express opinions. The three suggested areas that a more stream lined process would be:
 - Changes from one time limited space to a different time limited space; i.e. changing from a 2-hour limit to a 1-hour limit.
 - Creation or elimination of handicap parking (although handicap parking locations are recommended to meet the ADA standards including the curb cuts in the sidewalk by the spot).
 - Change or eliminate other parking minor restrictions (such as loading zones).
- Ordinances shall provide the framework and legal structure to permit the parking regulations; most details are left at the Council level.

Specific Ordinance Recommendations

It is staff's recommendation that the Council change the existing ordinances essentially in two areas. The changes would capture:

- The ordinance provides the authority to charge for parking within the City. It would empower the Council to establish such rates and other regulations that it deems appropriate. Any changes to the rates, locations that are being charged, and/or any other regulations (such as a resident permit system) would require a public hearing and two readings of the Council.
- It would establish that the City Council can delegate (or retain) limited authority to another body (or staff committee) to make changes in time limits, handicap parking and/or other minor parking

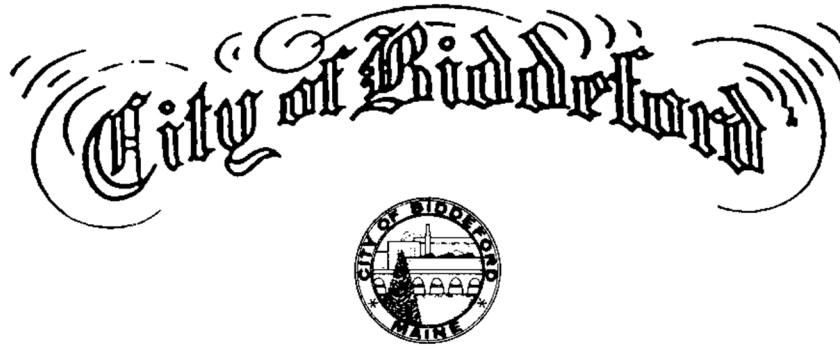
regulations. Such changes would not require the public hearing and two readings. The Council would be able to modify the delegated authority and the rules around the authority as it deems appropriate.

Parking Management Plan Details

There are a number of details that will need to be voted on by the Council in order to implement the parking management plan. It is suggested that the Council work through those details on a parallel track as the ordinances are being adopted. While there is a recommendation that some minor issues will be resolved in a nimbler way for the future, it is suggested that the Council make all initial decisions prior to delegation. All of the background and details regarding these are also included in the package as well.

The specific decisions that will be made during the parallel track are:

1. The specific short time limits for on street parking by specific location (no charge).
2. Time frames for parking regulations i.e. 7AM to 6 PM, days of week, etc.
3. All parking decisions regarding city owned parking lots; which spaces are long term vs short term, costs, time limits, etc.
4. Location of any increase in handicap parking
5. Other parking decisions



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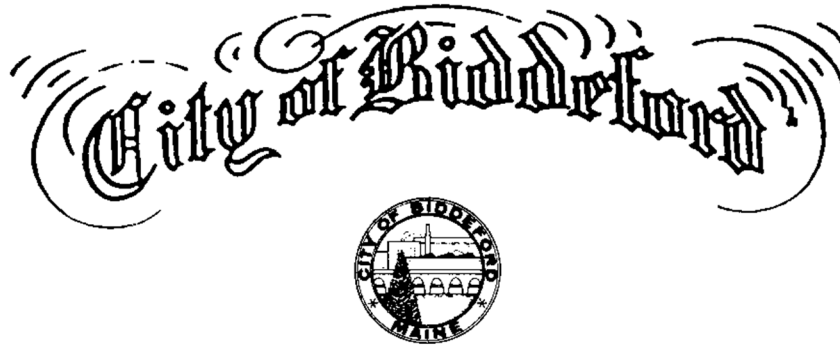
IN BOARD OF CITY COUNCIL...JUNE 26 2018

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article I, In General, **New Section 42-8-Parking Authority**, to read as follows:

The City Council may establish rules, regulations and/or other restrictions for parking; or the City Council may delegate authority by Council Order. Any rules, regulations and/or other restrictions so promulgated shall have the full force and effect of an ordinance, subject to the following restrictions:

- 1) Creation, elimination or relocation of Disability Parking spots under Sec. 42-100.
- 2) Creation, elimination or otherwise amending of Limited Parking under Sections 42-56, 42-60, 42-92.1, 42.94 to include: Timed Parking; Loading Zones, Drop Off Zones, Taxi or Bus Parking, etc.
- 3) Creation, elimination or otherwise amending Limited Parking zones within the municipal surface parking lots identified under Section 42-62, e.g., Time Parking and the charging of a fee for its use.

Any changes to the parking regulations identified herein shall require only one vote by the parking authority to become effective.



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IN BOARD OF CITY COUNCIL...JUNE 26 2018

BE IT ORDAINED, by the City Council 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**, to add the following:

The City Council has the right to regulate the use of all municipal parking lots through the implementation of parking fees, permits and rates.

