

**Downtown Committee Meeting
March 18, 2019**

Committee Chair, Councilor Norman Belanger called the meeting to order at 5:30 p.m.

Roll Call: Mayor Casavant, Councilors Norman Belanger, Michael Ready, Marc Lessard, Amy Clearwater (arrived at 5:39 p.m.), DDC Member Julian Schlaver

Staff that was present:

Chief Operating Officer, Brian Phinney

Police Chief, Roger Beaupre

Public Works Director, Jeff Demers

Economic Development Coordinator, Brad Favreau

City Clerk, Carmen Morris

Approval of Minutes: **January 10, 2019**

Motion by Councilor Ready, seconded by Mayor Casavant to approve the minutes as written.

Vote: Unanimous.

Staff Update:

Chief Operating Officer, Brian Phinney updated the Committee on the following items:

- The Yellow Lot will go from 1-hour free parking to 2-hour free parking, effective March 20, 2019.
- The Kiosk Gift Cards have been ordered and have not yet been received. Once available, the public will be notified of the gift cards as an option for payment at the kiosks.
- Two parking spaces have been posted in the Blue Lot as time-limited for Police Business Only.
- Solar lights have been installed on three of the kiosks, with the remainder of them being installed on or before March 22nd.

Councilor Ready asked how items were being addressed internally, and if Staff was being involved in these issues. Mr. Phinney confirmed that pertinent Staff is involved in dealing with items that come out of this Committee and other issues that may arise.

Discussion/Review:

1. Preliminary Discussion Concerning Layout of Yellow/Green Lots

Mr. Phinney explained that as a result of Staff concerns, as well as public concerns with signage, lot identification and awareness of timed and permit restrictions, a proposed re-configuration of the Yellow and Green Lots has been worked on. Staff recommendation focuses on reducing the number of entrances and exits into these lots and to provide more simplified signage. The proposal calls for two entrances and exits – one off of Jefferson Street and one off of Main Street. Franklin Street off of Main Street would be made into a two-way street.

The second key concept that Staff worked on was to create separate and distinct lots to the extent possible, first by physical separation and then by use. It is being proposed that the Yellow Lot be swapped with the smaller Green Lot to allow for better visibility and access to the Yellow Lot.

This would allow for the current Yellow Lot to be converted to permit only parking. All current 30-minute spaces would be located at the curb area adjacent to Louis Pizza property.

Mayor Casavant expressed that it is his hope that with this re-configuration, more timed spaces are created, rather than permitted spaces.

Councilor Lessard suggested keeping the Yellow Lot timed parking, and also making the Green Lot that is behind the old courthouse timed parking. The larger Green Lot could be for permit parking. With these changes, any parking directly off of Franklin Street would be timed parking, or 30-minute parking.

Councilor Clearwater asked about the costs of doing this proposed re-configuration. It was explained that since this is only in the preliminary stages, no costs/expenses have been estimated yet. Once those are determined, they will be brought back to this Committee for consideration. She suggested that the Committee may need to look at the current parking issues and sold permits and determine if the current system is working to best maximize the use of all the City parking lots.

Councilor Belanger agrees with what has been discussed and feels that maximizing the use of the City lots is what is most important.

The Committee did not take any formal action.

2. ADA Spaces in Lots – Consider Increasing the Number of ADA-Compliant Spaces Beyond the Minimum

Data was presented on what ADA spaces are currently in the City lots, and what spaces need to be changed and/or added to bring each lot into ADA compliancy. Staff plans to install any additional ADA spaces, including the required van-accessible spaces this Spring. The Police Chief and Public Works Director will work together to determine exactly where the ADA accessible spaces will be placed within the parking lots.

The Committee did not take any formal action.

3. ADA Accessible Spaces on Streets – Consider Increasing the Number of On-Street ADA-Compliant Spaces

Mr. Phinney explained that there is no specific requirement as to the number of on-street ADA accessible spaces. As a general guidance, 2% of available spaces should be made available within a designated area. At this time, Staff has no recommendation to make any changes, unless a particular need were to arise.

Councilor Clearwater asked about the 2% that was referenced, and what that is 2% of. Mr. Phinney reiterated that the 2% is a general guideline, and that there really is no specific requirement for ADA-compliant spaces on-street. He noted that Staff is comfortable that the City is within the appropriate guidelines for on-street ADA compliant spaces.

The Committee did not take any formal action.

4. Request for Personal Parking Pass for Blue (Alfred Street) Lot/Consideration of Adding Disability Parking in the Vicinity of Blue Lot/Foss Street/King Street

Police Chief, Roger Beaupre explained that there are currently two ADA spaces located on the Alfred Street side of the Blue Lot, of which both are going to be changed to van accessible parking. In addition, another ADA space will be located on the Foss Street side of the Lot, which Staff feels would address this particular request. He went on to further explain that including an ADA-compliant parking space on King Street would not make sense since this is a residential area.

It was then clarified that folks who park in the ADA spaces within the City parking lots are required to use the kiosks in order to pay for parking there. Mayor Casavant brought up his concern that not everyone has a credit card and can use the kiosks since they are not set up to take cash. He questioned how this issue is being handled. Mr. Phinney explained one solution will be the use of the Kiosk Gift Cards, once they are available.

The Committee did not take any formal action.

5. Request for Six (6) Public Time-Limited Spaces on St. Mary's Street to Include One Handicapped Accessible Space

The owner of the Hamburger Stand has made a request for three spaces on each side of St. Mary's Street, from Elm Street. Currently, there are residents in that area who park in these spaces all day, which leaves little to no parking for customers of this establishment; as well as lack of available disability parking in the area.

Chief Beaupre proposed the following ordinance amendment:

BE IT ORDAINED, by the City Council 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**, is amended by adding or ~~deleting~~ to read as follows:

St. Mary's Street, even-numbered (northerly) side, beginning at a point 20 feet west of the intersection with Elm Street, then westerly for a distance of 62 feet, 30 minutes on Monday through Wednesday between the hours of 11:00 a.m. and 2:00 p.m., and between the hours of 11:00 a.m. to 7:00 p.m. Thursday through Sunday.

BE IT ORDAINED, by the City Council 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**, is amended by adding or ~~deleting~~ to read as follows:

St. Mary's Street, odd-numbered (southerly) side, beginning at a point 68 feet west of the intersection with Elm Street, thence easterly for a distance of 29 feet, 30 minutes on Monday through Wednesday between the hours of 11:00 a.m. and 2:00 p.m., and between the hours of 11:00 a.m. to 7:00 p.m. Thursday through Sunday.

NOTE: *St. Mary's Street is 32 feet wide, as measured from curb to curb, making two-way travel rather tight. There was mention in the request by Hamburger Stand that the latter proposed Limited Parking (southerly side) be restricted to Disability Parking, but it would be better suited*

as a 30 minute zone, with the owner of The Hamburger Stand encouraged to dedicate one Disability Parking spot on the property itself.

Motion by Councilor Ready, seconded by Councilor Clearwater to open discussion to the public.
Vote: Unanimous.

There were a couple of folks who addressed their concerns to the Committee, one being the owner of the Hamburger Stand.

Motion by Mayor Casavant, seconded by Councilor Belanger to recommend the proposed ordinance language for limited parking on St. Mary's Street.

Motion by Councilor Ready, seconded by Councilor Clearwater to table this item until the next Downtown Committee meeting so that clarification can be gained on parking in this area.

Vote: 5/1; Mayor Casavant opposed.

Motion to table carries.

Motion by Councilor Ready, seconded by Councilor Clearwater to adjourn.

Vote: Unanimous.

Time: 6:34 p.m.