

City of Biddeford
Downtown Committee
March 11, 2020 6:00 PM Council Chambers
205 Main Street

- 1. Call to order**
- 2. Approval of the Minutes - *Minutes of January 22, 2020 Meeting***
 - 2.a. 20200122 Meeting Minutes of January 22, 2019 -Draft
[20200122 Meeting Minutes - Draft for Review Rev.](#)
- 3. Staff Update**
 - 3.a. Staff Update
[20200311 Staff Update](#)
- 4. Discussion/Review**
 - 4.a. Parking Postcard Review and Update
[20200311 Item 4.a. EMail from J Schlaver-DDC Requesting Review of Parking Postcard](#)
[20200311 Item 4.a Copy of Parking Postcard](#)
[20200311 Item 4.a. - Brief - Downtown Committee - Review of Parking Postcard](#)
 - 4.b. Discussion/Approval - Evaluate Parking Changes Adjacent to 12 Lincoln St (Mulligans)

[20200311 Item 4.b. Brief - Evaluate Parking Adjacent to 12 Lincoln Street \(Mulligans\)](#)
 - 4.c. Discussion/Approval - Amend Lincoln Street Parking
[20200311 Item 4.c. Brief - Downtown Committee - Amend Lincoln Street Parking](#)
 - 4.d. Discussion/Approval - Remove Loading Zone and Create Limited Parking - 41 Main Street
[20200311 Item 4.d. Brief - Downtown Committee - Amend Parking - Adjacent to 41 Main Street](#)
 - 4.e. Discussion/Approval - Amend Parking on Foss Street
[20200311 Item 4.e. Brief - Downtown Committee - Evaluate Foss Street Parking](#)
 - 4.f. Discussion/Approval - Review Parking Adjacent to 22 St. Mary's Street
[20200311 Item 4.f. Brief - Downtown Committee - St Mary's Street Limited Parking](#)
[20200311 Item 4.f - EMail from T. Keister RE St. Mary's Street Parking](#)
 - 4.g. Discussion /Approval - Evaluate Parking on Hazel Street
[20200311 Item 4.g. - EMail from T. Keister RE Hazel St Parking](#)
[20200311 Item 4.g. - Brief - Downtown Committee - Evaluate Parking on Hazel St.](#)
 - 4.h. Discussion/Approval - Review Graham Street Parking
[20200311 Item 4.h. - Brief - Downtown Committee - Evaluate Parking on Graham Street](#)
 - 4.i. Discussion/Approval - Consideration of Overselling Permits in the Green Lot
[20200311 Item 4.i Draft Order DC2020.xxx - Overselling of Permits](#)
[20200311 Item 4.i. - Brief - Downtown Committee - Consider Overselling Permits in the Green Lot](#)
- 5. Adjourn**

**Downtown Committee Meeting
January 22, 2020**

Committee Chair, Councilor Norman Belanger called the meeting to order at 5:00 p.m.

The Committee, and all who were present, recited the Pledge of Allegiance.

Election of Chair: Motion by Councilor Clearwater nominating Norman Belanger as chair.
Seconded by Julian Schlaver. Vote: Unanimous.

Roll Call: no roll call taken.

*Note: those present included Norman Belanger, Amy Clearwater, and Julian Schlaver.
Member Schlaver will have voting authority at this meeting due to the absence of regular voting members.

Staff that was present:
Brad Favreau

Approval of Minutes: October 8, 2019
Motion by Member Schlaver, seconded by Councilor Clearwater to accept the minutes as printed.
Vote: Unanimous.

Staff Update:
Deferred until the next Downtown Committee Meeting.

Discussion/Approval:
1. Event Parking -Winterfest

DC2020.1 - Request by the Winterfest Committee to waive parking fees for the Yellow Lot commencing at 0700 on Thursday, January 30th and ending at 6:00 pm on Sunday, February 2.

Motion by Councilor Clearwater, seconded by Member Schlaver to provide free parking for the dates and times so referenced.

Discussion: Councilor Clearwater indicated that parking fee waivers have been discussed in the past and relate specifically to city-related events. Noting also that Winterfest is a city-related event. Whereas this event also disrupts on-street parking it is believed that a waiver is justified.

Vote: Unanimous

Motion by Councilor Clearwater, seconded by Member Schlaver to adjourn.
Vote: Unanimous. Time: 5:12 p.m.

Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item: Staff Update

Submitted by: Brian S. Phinney, COO

Item Description: Pearl Street Redesign

By Order 2019.129, the City Council authorized review and planning for the redesign of Pearl Street.

The project is underway. The City has received preliminary design plans and staff review was conducted on March 6. A review meeting will be conducted on March 11 with affected developers to obtain feedback. Once comments are received the design plans will be finalized.

Item Description: Traffic Evaluation – Lincoln, Elm, Pearl “Triangle”

By Order 2019.128, the City Council authorized an evaluation of the long-term transportation planning and traffic movement for the triangle of property bounded by Lincoln, Pearl, and Elm Streets. Preliminary scenarios include roundabouts, realignment of Pearl Street intersection at Elm Street, traffic options for the segment of Lincoln Street from Elm to Pearl, and slip lane options for right turning traffic from Lincoln westbound onto Main Street.

Preliminary plans are under review at the staff level.

From: Julian Schlaver <julian@angelrox.com>
Sent: Thursday, February 13, 2020 10:55 AM
To: Belanger, Norman <Norman.Belanger@Biddefordmaine.org>
Subject: Parking Postcard

Good Morning Councilor,

On Behalf of the DDC and HOB I am writing you to provide an update on the Parking Postcard that was created and distributed toward the end of 2019. The DDC worked with Danica from the City's Communications team to develop the Postcard and a Rack Card version. HOB has taken the responsibility of distributing the cards as well as storing the remaining supply. The downtown establishments that have volunteered to make the cards available were visited within the past month to check supplies and were re-stocked. A balance of approximately 200 cards remains. We project that supplies should last through March. Our recommendation is that the Downtown Parking Committee, of which you are the chair, discuss next steps at some point prior to April 2020 if the Committee feels that the parking postcard should be revisited or reprinted.

Thank you for your continued service,

Sincerely,

Julian Schlaver
Chairperson of the Downtown Development Commission



PARKING IN BIDDEFORD IS EASY!

On-street parking is **FREE** city-wide -
just check for time restrictions!

- Free two-hour parking or four-hour parking is available on all downtown streets.
- Staying a while? Park 2+ blocks away from Main Street and enjoy.

Short- and long-term paid parking is available in downtown lots at a rate of
\$2/hour.

Park in the Franklin Street Lot or the Alfred Street Lot (next to the Police Station) to get your first two hours of parking **FREE**—no parallel parking! Just enter your license plate number at the kiosk.



Download the WayToPark App for free on the App Store or Google Play store to buy and extend parking while on-the-go!

For updates, visit
www.biddefordmaine.org/visitorparking

Printed in November 2019

DOWNTOWN PARKING LOT MAP

On-Street Parking is always free!

Find **FREE** perpendicular on-street parking on
Franklin Street



Franklin Street Lot
Alfred Street Lot

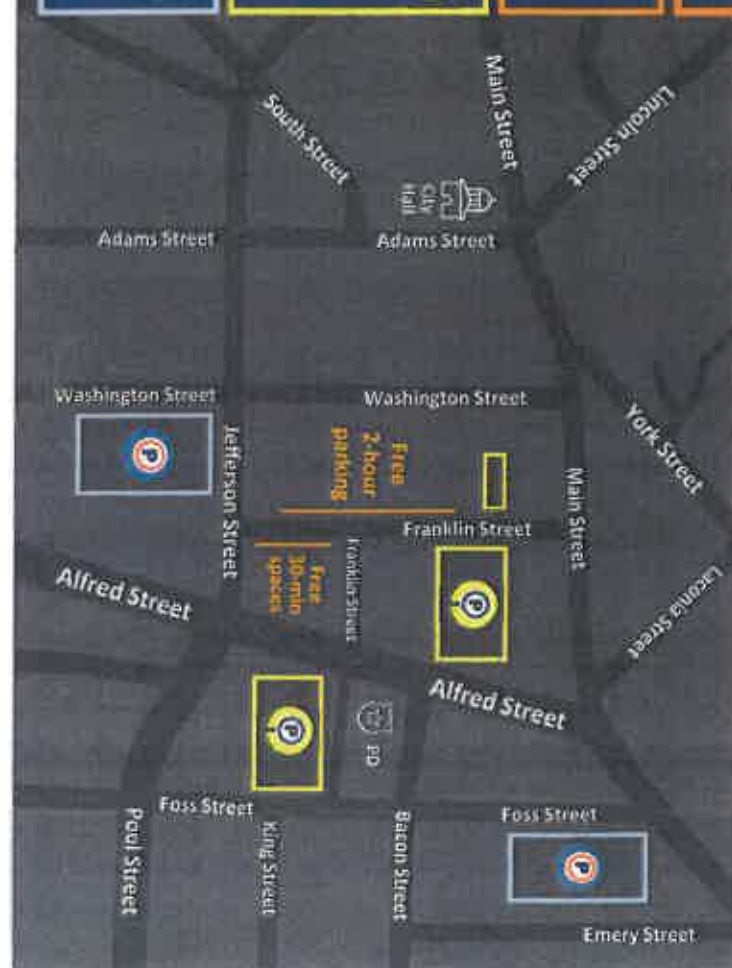


First two hours of parking **FREE**, \$2/hour for
additional time
Must enter license plate number at kiosk to redeem
free parking



Foss Street Lot
Washington Street Lot

Use kiosks to pay for parking
\$2 per hour



Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: 4.a.

Item Description: Discussion/Review – Consider Update to Parking Postcard

Submitted by: Brian S. Phinney, COO

Supporting Information/Documentation:

Email from J. Schlaver, DDC

Copy of Parking Postcard

Key Terms:

N/A

Executive Summary:

See detailed review.

Detailed Review:

The Downtown Development Commission, in conjunction with Heart of Biddeford inventoried the remaining level of parking postcards created and distributed last fall. The current inventory is estimated at 200 postcards. The DDC requests review by the Downtown Committee prior to April to determine if the current card should be updated and or if more cards should be printed.

The 2019 printing occurred through the supporting commission.

Funding Source:

N/A

Staff Recommendation

Staff continues to see value in the creation of a simple handout to disseminate accurate information about parking. There have been no significant changes in downtown parking since the initial printing. Staff recommends printing the current version at the discretion of the Downtown Development Commission based on experience from last fall.



Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: 4.b.

Item Description: Discussion/Approval – Evaluate parking changes adjacent to 12 Lincoln Street (mulligans) and sightlines at Pearl and Lincoln Streets.

Submitted by: Roger P. Beaupre, Chief of Police

Supporting Information/Documentation:

E-mail message chain...Complaint 1

From: Norton, Kendi <Kendi.Norton@Biddefordmaine.org>

Sent: Wednesday, January 22, 2020 2:08 PM

To: Phinney, Brian <Brian.Phinney@Biddefordmaine.org>

Subject: Parking complaint re: Corner of Lincoln St. & Pearl St.

Brian,

I took a call from Kymeth-eren Doyle. She lives at Saco Falls. She called to make the City aware that it is hard to see to make a left hand turn out of Saco Falls or to go straight across to Pearl Street as visibility is low due to construction in the area and cars parked up along Lincoln St & Pearl St. intersection.

Email message chain...Complaint 2

From: Casavant, Alan <Alan.Casavant@Biddefordmaine.org>

Sent: Saturday, February 1, 2020 7:39 PM

To: Beaupre, Roger P. <roger.beaupre@biddefordmaine.org>; Phinney, Brian <Brian.Phinney@Biddefordmaine.org>

Subject: Mulligan's

I received a call, yesterday, from Joe Delois, the owner of Mulligans. Some people were ticketed because they parked in two spots that exist to the right of the building (while facing the building), in front of the old warehouse. From what Joe said, a new no parking sign was installed onto the 25 mph sign. While that would suggest that those who parked there should have seen the new sign, they may not have either. What is interesting to me is that there is no sidewalk there, and people have parked there for a long time, so what harm is there is allowing people to continue to park there.

Key Terms:

N/A

Executive Summary:

The City received two complaints at or near the Pearl and Lincoln intersection. The first complaint concerns limited sightlines turning from Pearl to Lincoln toward Main Street. The second concerns parking restrictions adjacent to Mulligan's.

After review and consideration, the sightline is limited when turning from Pearl Street onto Lincoln Street toward Main Street. The sightline is blocked, in part, by the need to creep into the intersection to see past the edge of the building and is further impacted by vehicles parked in the spaces referenced in the second complaint. It should be noted that complaint 1 is asking for a review of the negative impact parked vehicles have on sightlines and complaint 2 is concerned with the loss of those spaces as parking.

A limited review of the intersection by a Biddeford Police Department traffic specialist confirms:

- A limited sightline regardless of parking along the Mulligan's facility
- The potential for increased accidents due to the proximity of parked vehicles
- The absence of the parking spaces requires patrons to walk between 120 and 400 feet for access to the nearest off-street parking.

Based on this evaluation there are four options:

1. Leave as is (no parking adjacent to building)
2. Establish Disability Parking in close proximity to the front entrance to Mulligan's
3. Establish 2-hr parking adjacent to Mulligans 08:00-5:00 Monday-Saturday except holidays
4. Establish unrestricted parking adjacent to Mulligans 08:00-5:00 Monday-Saturday except holidays

Detailed Review:

A complaint through City Hall by a person claiming that sight distance is limited when turning south on Lincoln Street from Pearl Street. In our review of the traffic pattern, it was noted that vehicles parked adjacent to the Mulligan's building are in fact obstructing the sight distance as you look down Lincoln Street towards Main Street. We also noted that the Mulligan side of Lincoln Street is No Parking from Elm Street to Main Street, which was established by ordinance as a result of the re-construction of Lincoln Street. There is ample parking in the newly created lot across from Mulligan's. Bottom line is the street was not adequately posted, and DPW was asked to remedy the situation.

As a result of the complaint above, we conducted further review of this street, and that review is outlined in Detailed Review below.

Lincoln Street was reconstructed and sidewalks added and/or refurbished, thus making street widths more narrow. Lincoln Street in front of Mulligan's is 30 feet wide, and a mere 22 feet 6 inches at the bump-outs, or pedestrian crosswalk. The current empty building to the north of Mulligan's, (#10 Lincoln Street – MAP 40-71-1) borders Lincoln Street and Pearl Street, runs parallel to Lincoln Street and the physical structure measures 48 feet in length. The city did not construct a sidewalk along the Lincoln Street side of this building, but the area could nonetheless be used as a pedestrian walkway. City property abuts the 10 Lincoln Street property, making the width at 41 feet 6 inches. Allowing parking along that building would require pedestrians to walk into the street.

Area specifics/restrictions:

- Parking stalls are 8 feet wide by 21 feet in length.
- There is no parking within 20 feet of any intersection (section 42-7 of the Code of Ordinances).
- Minus the 20 feet from Pearl Street, there is 38 feet that remains along building #10, as measured to the driveway entrance between #10 Lincoln and Mulligan's
- There is ample free off street parking available within 120 feet of the front door to Mulligan's.
- There is additional free off street parking within 400 feet of the front door to Mulligan's.

A traffic specialist from the Biddeford Police Department performed a targeted review of the intersection at Pearl and Lincoln. The findings are as follows.

Traffic Specialist Victor E. Parker
Maine Certified Crash Reconstructionist

"I was tasked to evaluate the potential safety risk of adding two parking spots on Lincoln Street in the southbound direction. The parking spots in question are six feet off of the abandoned building, near Pearl Street, which would still allow for safe passage of pedestrians.

After conducting measurements and running vehicles through a series of simulated events, I have determined the following:

- 1.) Vehicles making a right turn off of Pearl Street onto Lincoln Street would have an obstructed view of northbound traffic. Even without the new parking spots, vehicles still need to pull approximately four feet forward of the abandoned building to see partially down Lincoln Street.*

- 2.) *Clearing the parked vehicle(s) making a right without entering the northbound lane. Two potential hazards are rear-end sideswipes and head-on sideswipes. Vehicles making the right turn will have a higher probability of striking parked vehicles from behind and or hitting a vehicle in the northbound lane head-on.*
- 3.) *Patrons of Mulligan's would only need to walk approximately one hundred-twenty feet to the Saco Falls Way parking lot and approximately four hundred feet to the Pearl Street parking lot."*

Funding Source:

DPW sign account

Staff Recommendation:

Option 1 – Leave as No Parking zone, as established by section 42-90. No change required.

Option 2 – Establish Disability Parking, which is in close proximity to the front entrance to Mulligan's. The order would read is follows:

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 42-100 Disability Parking**, be amended by adding or deleting to read as follows:

Lincoln Street, even-numbered side, beginning at a point 20 feet south from the intersection with Pearl Street, thence southerly for two Disability Parking

Option 3 – Establish Limited Parking Zone. The order would read as follows:

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**, be amended by adding or deleting to read as follows:

Lincoln Street, even-numbered side, beginning at a point 20 feet south from the southwest corner of the intersection with Peal Street, thence southerly for a distance of 38 feet, two hours from 8:00 a.m. to 5:00 p.m., Monday through Saturday, except Holidays.

Option 4 – Establish No Restrictions to Parking. The order would read as follows:

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 42-90 No Parking**, be amended by adding or deleting to read as follows:

Lincoln Street, even-numbered side, from Elm Street to Pearl Street beginning at a point 20 feet south from the southwest corner of the intersection with Pearl Street, thence southerly for a distance of 38 feet, two hours from 8:00 a.m. to 5:00 p.m., Monday through Saturday, except Holidays.

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 42-90 No Parking**, be amended by adding or deleting to read as follows:

Lincoln Street, even-numbered beginning at a point 58 feet south from the southwest corner of the intersection with Pearl Street, thence southerly to the intersection with Main Street.

NOTE: This would make Lincoln Street (Mulligan's side) as No Parking with the exception of the two parking spaces in front of 10 Lincoln Street. This would be without restriction as to time or other designation.



Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: 4.c.

Item Description: Discussion/Approval – Amend Lincoln Street Parking

Submitted by: Roger P. Beaupre, Chief of Police

Supporting Information/Documentation:

Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, section 42-90, No Parking; section 42-92, Limited Parking.

Key Terms:

N/A

Executive Summary:

In conducting a review of the existing Code of Ordinances, as it relates to Parking, and more specifically, Lincoln Street. The current posting of this street does not reflect the language contained within the Code, and does not accurately represent the intended action taken by either the City Council and/or Downtown Committee.

Detailed Review:

Current Language contained within the Code of Ordinances, Chapter 42 section 42-92, Limited Parking.

1. Lincoln Street, odd-numbered side, beginning at a point 20 feet south from the intersection with Stone Street, thence southerly for two two-hour parking spaces, from 8:00 a.m. to 5:00 p.m., Monday through Saturday, except holidays
2. Lincoln Street, odd-numbered side, from Main Street to Pearl Street, two hours, Monday through Saturday from 8:00 a.m. to 5:00 p.m.; unless otherwise posted [Added 9-18-2018 by Ord. No. 2018.106]

Item 1:

This is currently posted as “No Parking”, and was intended to be a No Parking zone. It is improperly worded within the current Code.

Item 2:

This is currently posted as four (4) parking, but the current Code reflects a two hour limit rather than the four. I recall that the Downtown Committee had changed the two hours to four hours in 2018, but current language within the Code has not been changed or updated to reflect the Committee's action.

Current Language contained within the Code of Ordinances, Chapter 42 section 42-90, No Parking.

3. Lincoln Street, even-numbered side, from Elm Street to the southern corner of the intersection of Saco Falls Way and Lincoln Street
[Amended 9-18-2018 by Ord. No. 2018.105]
4. Lincoln Street, odd-numbered side, from Main Street to Elm Street (U.S. Route 1)

Item 3:

This should be changed to the odd-numbered side, from Elm Street to Pearl Street.

Item 4:

This should be changed to the even-numbered side, from Main Street to Elm Street (U.S. Route 1)

Confusion explained:

Although the easterly side of Lincoln Street (Lincoln Mill side) is addressed as the odd numbered side of the street, and the westerly side (Mulligan side) is addressed as the even numbered side, confusion arose during some of the original research. The Mulligan website lists its address as 23 Lincoln Street, it is listed as 12 Lincoln on the city's Tax Maps. Additionally, the TAX ID lists the owner of Mulligan's as 23 Lincoln LLC.

Funding Source:

DPW sign account

Staff Recommendation:

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**, be amended by adding or deleting to read as follows:

~~Lincoln Street, odd-numbered side, beginning at a point 20 feet south from the intersection with Stone Street, thence southerly for two two-hour parking spaces, from 8:00 a.m. to 5:00 p.m., Monday through Saturday, except holidays~~

Lincoln Street, odd-numbered side, from Main Street to Pearl Street, ~~two~~ four hours, Monday through Saturday from 8:00 a.m. to 5:00 p.m.; unless otherwise posted

NOTE: This deletes the conflicting language and changes the two hours to four hours. (This was previously approved and may be supported by previous meeting notes)

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 42-90 No Parking**, be amended by adding or deleting to read as follows:

Lincoln Street, ~~even-numbered~~ odd-numbered side, from Elm Street to the southern corner of the intersection of with Saco Falls Way and Lincoln Street
[Amended 9-18-2018 by Ord. No. 2018.105]

Lincoln Street, ~~odd-numbered~~ even-numbered side, from Main Street to Elm Street (U.S. Route 1)

NOTE: This changes the sides of the street to reflect the intended action.



Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: 4.d.

Item Description: Discussion/Approval - Remove Loading Zone and Create Limited Parking - 41 Main Street

Submitted by: Roger P. Beaupre, Chief of Police

Supporting Information/Documentation:

N/A

Key Terms:

N/A

Executive Summary:

Under the existing Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, section 42-93, there is an established Loading zone on the odd numbered side for two (2) parking stalls adjacent to 41 Main Street. This loading zone was created under Ordinance 2013.93, reserving these parking spots as a Loading Zone between the hours of 8:00 a.m. and 6:00 p.m., seven (7) days per week. At this time the loading zone should be removed and the space reclassified as short-term parking.

Detailed Review:

Two parking stalls in front of 41 Main Street are dedicated to, and for the use of, a Loading Zone. The owner operates both a U-Haul rental, and a Mini-Storage within that building. There is a parking lot that is accessed from Emery Street, and runs along the west side of the building. At this juncture, it is important to have a clear understanding the definition of "Loading Zone" as established under section 42-1 of the Code of Ordinances.

LOADING ZONE

A parking area reserved exclusively for use in the active loading or unloading of a vehicle that is displaying commercial, apportioned, other commercial vehicle registration plates, or with a permit issued by the Chief of Police for that purpose.

[Amended 10-2-2018 by Ord. No. 2018.112]

It is also important to note that the time limits for use of these Loading Zones is established by the governing time limits established for the street. In other words, Main Street is a two (2) hour parking zone, and since there is no language to establish otherwise, this Loading Zone time limit is also two

(2) hours, but the restrictions imposed under the Loading Zone definition would apply, i.e., display of commercial registration plate, or permit.

The Loading Zone in front of 41 Main Street is used occasionally, and as such reserves two valuable parking spaces for the exclusive use of one business. Reclassification of these two parking spots as 20 or 30 minute parking spots would short term multiple use, i.e., access to the coffee shop etc. In any event, supporting ordinance language is attached hereto.

Funding Source:

DPW sign account

Staff Recommendation:

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 42-93 Loading Zone**, be amended by adding or ~~deleting~~ to read as follows:

~~Main Street, odd-numbered side, beginning at a point 20 feet east from the southeast corner of the intersection with Emery Street, thence easterly for a distance of 44 feet, (two parking spaces) between the hours of 8:00 a.m. and 6:00 p.m.~~

NOTE: This would eliminate the dedication of a Loading Zone and its exclusive use by One Stop Mini-Storage.

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**, be amended by adding or ~~deleting~~ to read as follows:

Main Street, odd-numbered side, beginning at a point 20 feet east from the southeast corner of the intersection with Emery Street, thence easterly for a distance of 44 feet, (two parking spaces) between the hours of 8:00 a.m. and 5:00 p.m., 20 Minutes

NOTE: This would allow for a more universal usage of these parking spots, while retaining some time limitations to allow for rotation of parking stalls.



Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: 4.e.

Item Description: Discussion/Approval - Amend Parking on Foss Street

Submitted by: Roger P. Beaupre, Chief of Police

Supporting Information/Documentation:

Under the existing Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, section 42-90, there is No Parking on Foss Street, odd numbered side, from King Street to Main Street.

Key Terms:

N/A

Executive Summary:

Under the existing Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, section 42-90, there is No Parking on Foss Street, odd numbered side, from King Street to Main Street. Parking is permitted on the odd numbered side of Foss Street from Pool Street to King Street. Since there is no appreciable difference in the width of Foss Street, it would therefore seem appropriate to allow parking on the odd numbered side of Foss Street from King Street to Main Street.

Detailed Review:

The width of Foss Street, as measured from curb to curb, is an average of twenty-seven (27) feet. Since this is a secondary street, the typical travel lane that is established by the M.U.T.C.D. (Manual for Uniform Traffic Control Devices) as a minimum of ten (10) feet per travel lane. An on street parking stall is typically eight (8) feet in width, and twenty-two (22) feet in length. The amount of vehicular traffic using Foss Street is intermittent, and typically light. In this analysis, several comparable factors need to be considered: Emery Street measures at twenty-seven (27) feet in width, and parking is allowed on one side; the upper portion of Foss Street (Pool to King) also measures at twenty-seven (27) feet and parking is allowed on one side. Allowing parking on one side of the street has not negatively impacted on two way traffic movement on the streets used in this illustration, and there appears to be a valid argument in extending and allowing parking on the lower portion of Foss Street. One consideration, however, is whether or not Foss Street should be timed (ex. 2 hours) parking from Bacon Street to Main Street, which would make it consistent with Main Street and parking within the Foss Street Lot. In any event, supporting ordinance language is attached hereto.

Funding Source:

DPW sign account

Staff Recommendation:

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 42-90 No Parking**, be amended by adding or ~~deleting~~ to read as follows:

~~Foss Street, odd-numbered side, from King Street to Main Street~~

Foss Street, odd numbered side, No Parking within three (3) feet of either side of the entrance (within the curb cut) to the Foss Street Public Parking Lot.

NOTE: This deletes existing language of No Parking from King Street to Main Street, but establishes and maintains a “buffer” to the Foss Street Parking Lot entrance/exit.

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**, be amended by adding or ~~deleting~~ to read as follows:

Foss Street, odd numbered side, from Main Street to Bacon Street, two (2) hours, Monday through Saturday between the hours of 8:00 a.m. to 5:00 p.m., excluding Holidays.

NOTE: This establishes a two (2) hour parking limit for consistency with Main Street and Foss Street Parking Lot.



Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: 4.f.

Item Description: Discussion/Approval - Review Parking on Adjacent to 22 St. Mary's Street

Submitted by: Roger P. Beaupre, Chief of Police

Supporting Information/Documentation:

Under the existing Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, section 42-92, there is Limited Parking on St. Mary's Street, even numbered side, near the intersection with Hazel Street, that creates No Parking between the hours of 7:00 a.m. and 7:00 p.m.

Key Terms:

N/A

Executive Summary:

Under the existing Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, section 42-92, there is Limited Parking on St. Mary's Street, even numbered side, near the intersection with Hazel Street, that established No Parking between the hours of 7:00 a.m. and 7:00 p.m. This ordinance was created to address traffic congestion that was the result of a long term CSO project on nearby Elm Street during 2014. Since construction is complete, there is no compelling reason to retain this restriction.

Detailed Review:

See above.

Funding Source:

DPW sign account

Staff Recommendation:

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**, be amended by adding or ~~deleting~~ to read as follows:

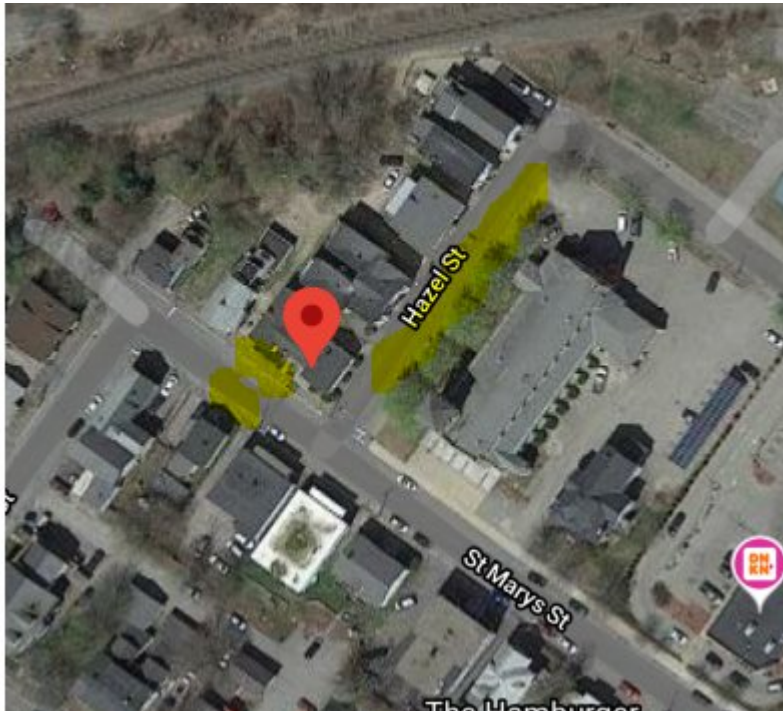
~~St. Mary's Street, even numbered side, beginning at a point 20 feet west from the intersection with Hazel Street, thence northwesterly to end of street, no parking between the hours of 7:00 a.m. and 7:00 p.m.~~

[Amended 11-18-2014 by Ord. No. 2014.119]

From: Keister, Timothy <TKeister@spragueenergy.com>
Sent: Thursday, February 20, 2020 8:02 AM
To: Phinney, Brian <Brian.Phinney@Biddefordmaine.org>
Cc: 'timothyjkeister@gmail.com' <timothyjkeister@gmail.com>
Subject: Amending Parking Restrictions on St. Mary's St and Hazel St.

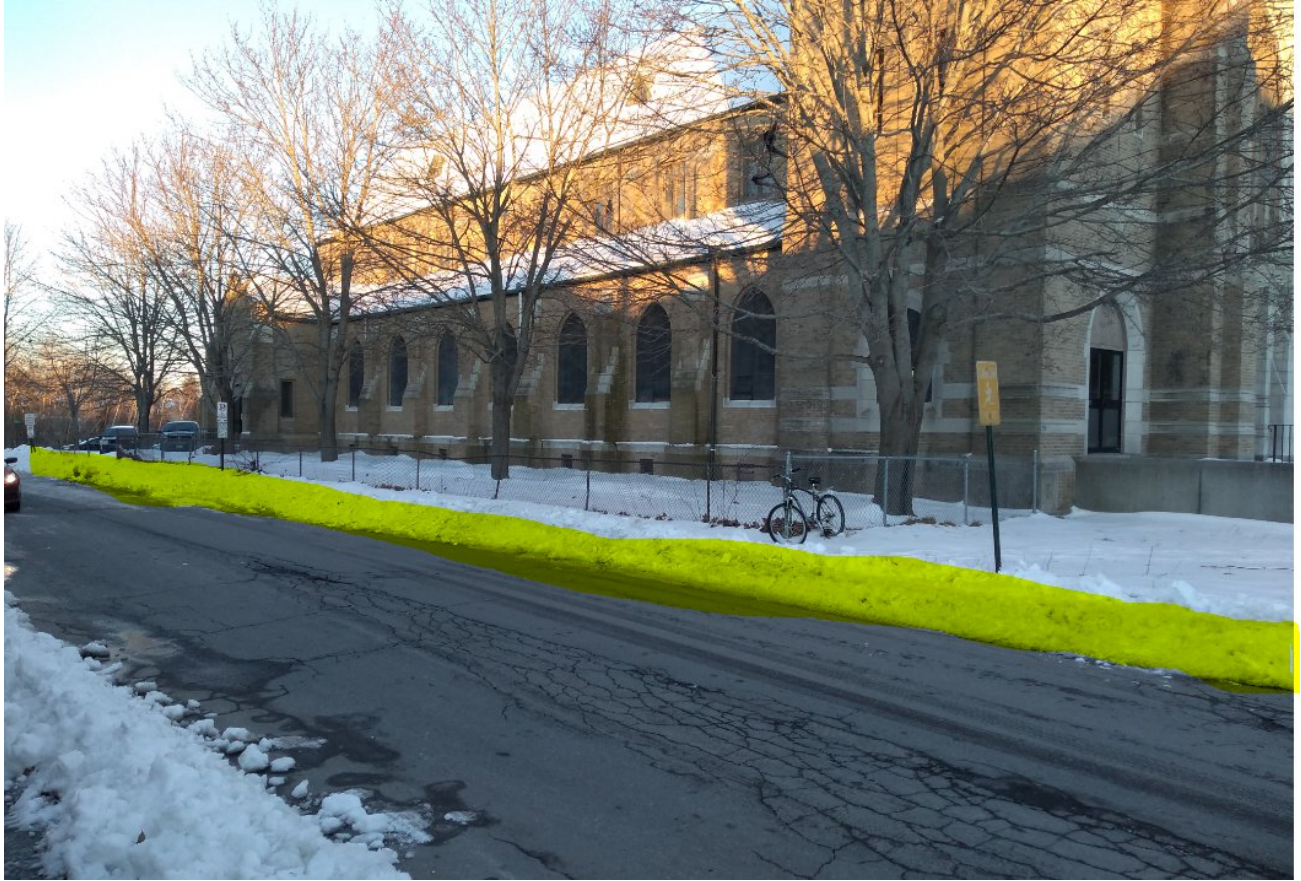
Good morning Brian,

I am requesting your help on amending the parking restrictions on the following streets in Biddeford. There is potential for 3 parking spots in front of 22 St. Mary's Street and multiple spots to be made available on Hazel Street bordering the church side of the road. Opening up available parking will attract more affluent renters with money to spend at local restaurants and businesses, something we are all looking for. I am hopeful that a compromise will be considered and we can work together to find solutions so everyone wins.









Kindest regards,

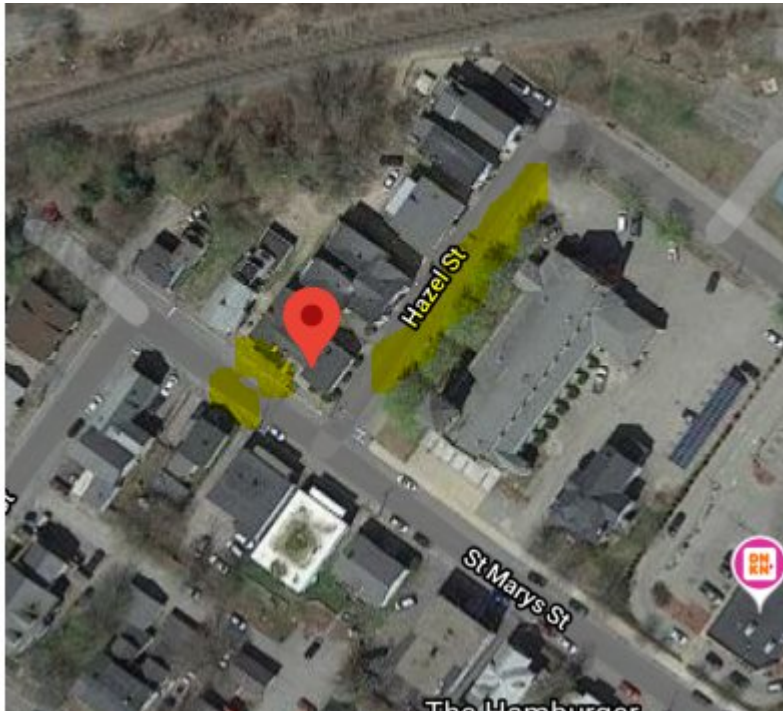
Timothy Keister
TimothyJKeister@Gmail.com
207.650.9264

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From: Keister, Timothy <TKeister@spragueenergy.com>
Sent: Thursday, February 20, 2020 8:02 AM
To: Phinney, Brian <Brian.Phinney@Biddefordmaine.org>
Cc: 'timothyjkeister@gmail.com' <timothyjkeister@gmail.com>
Subject: Amending Parking Restrictions on St. Mary's St and Hazel St.

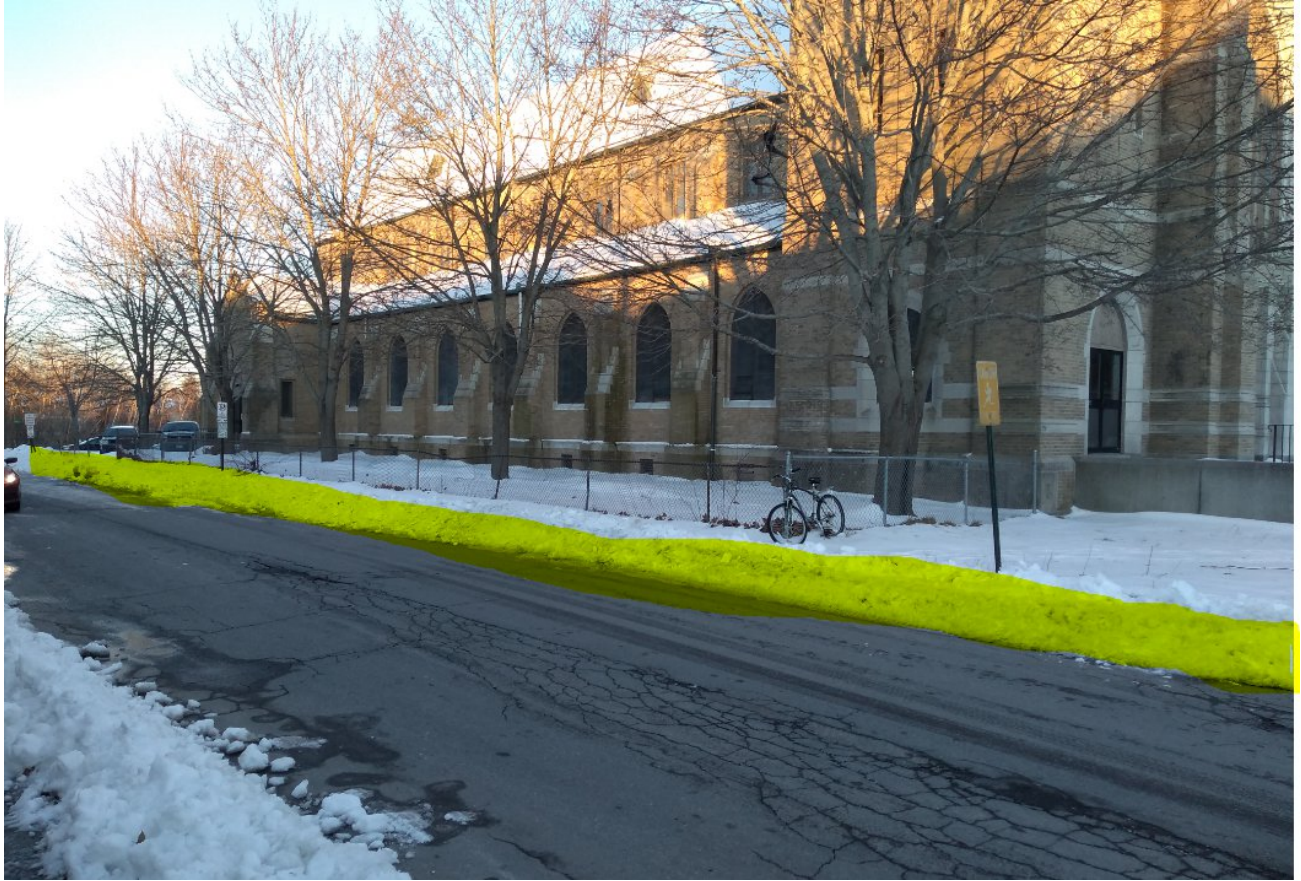
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Kindest regards,

Timothy Keister
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Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: 4.g.

Item Description: Discussion/Approval – Evaluate Parking on Hazel Street

Submitted by:

Supporting Information/Documentation:

Email request from T. Keister dated February 20, 2020

Key Terms:

N/A

Executive Summary:

The no parking restrictions on Hazel Street were enacted to address traffic flow concerns in the St. Mary's, Spruce, and Hazel area. Due to the continued existence of the underlying traffic issues no change is recommended to allow on-street parking for Hazel Street.

Detailed Review:

A citizen requested review of parking along Hazel Street, suggesting that parking could be allowed on the western side of the street. This request comes in conjunction with a request to provide on-street parking along Hazel Street.

Under the existing Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, section 42-88, Hazel Street was changed from a one-way Street to a two-way street on November 18, 2014 by ordinance 2014.116.

Because of the street width limited to just under 24 feet, Hazel Street was established as a one-way Street, in order to allow for parking on one side of the Street. Even though Spruce Street remained as a two way Street, it was "dead-ended" and traffic was prohibited from entering Hazel Street with a Do Not Enter sign placed at the end of Spruce Street. In or around 2014, the City of Biddeford undertook a construction project on Route 1 that took a couple of construction seasons. To accommodate traffic flow, this project required the re-routing of traffic, which resulted in Hazel Street being made a two-way street effective on June 16, 2014. This resulted in making Hazel Street No Parking on both sides. With this configuration, traffic movement could use Spruce Street as a through Street, thus avoiding the back-ups caused by the traffic light at Main Street and Elm Street. Traffic was backing up beyond St. Mary's Street (as it still does today) and opening up Spruce Street as a through Street has eased some of that congestion. Allowing parking on one side of Hazel Street would require returning Hazel Street to one-way, and the dead-ending of Spruce Street.

Specific Details:

- Hazel Street is twenty-four (24) feet is width (without snowbanks) and potentially only eighteen (18) feet during the winter with the plowing of snow in both directions.
- Manual for Traffic Control Devices (M.U.T.C.D.) establishes eleven (11) foot travel lanes.

- M.U.T.C.D. establishes eight (8) feet as parking stall width.
- Hazel Street was one-way prior to June 6, 2014 because of narrowness for two-way traffic.
- Street length is 215 feet. (Parking lot access off of Hazel Street)
- Potential useable parking is 186 feet (potentially 8 regular sized vehicles).

Funding Source:

N/A

Staff Recommendation

Changes that were made in 2014 to improve traffic flow should remain as enacted for Hazel Street.



Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: 4.h.

Item Description: Discussion/Approval – Evaluate Parking on Graham Street

Submitted by: Roger P. Beaupre, Chief of Police

Supporting Information/Documentation:

“From: chantal mccrossin <mccrossinchantal@yahoo.com>

Sent: Monday, January 27, 2020 12:06 PM

To: Clearwater, Amy

Subject: Parking Issue

Hi Amy,

My name is Chantal and I have lived on Graham Street for the past 6 years. As our city has grown and more people have come to the area, I have noticed increased traffic on our road. We currently allow for parking on both sides of the street but it has become increasingly difficult to maneuver between the cars parked on both sides while traffic is moving in both directions. As you head down towards Crescent street it gets much more tight and cars often need to pull over to allow others to get through on both Crescent and Graham. I'd like to propose that cars only be allowed to park on one side of the street (at least during higher volume times) to alleviate some of the congestion. I'm not sure how many people have had their cars hit by passing traffic but I know that our past tenants have had their cars hit at least twice due to the tight nature of the roadway because of the parking situation.

Thank you for your time,

Chantal”

Key Terms:

N/A

Executive Summary:

Making the assumption that the Downtown Committee would have jurisdiction to make parking changes on Graham Street, beginning from the intersection with Birch Street, thence northerly, an evaluation of Graham Street north of the intersection with Birch Street was done. Changes to the other portions of Graham Street would come under the domain of the Policy Committee.

Under this review, it was noted that some parts of the existing Code of Ordinances that address Graham Street parking is unclear, but easily addressed. While making one side of Graham Street would enhance traffic flow to some degree, it may have the opposite effect of increasing speed.

Detailed Review:

Existing City Ordinances along Crescent Street do not prohibit parking within the section under review (from Jefferson to Graham Streets). Graham Street, on the other hand, (area of review is from Crescent Street to Birch Street) has the following parking restrictions:

Graham Street, easterly (odd-numbered) side, for a distance of 20 feet northerly and 55 feet southerly from the entrance to the Ledgewood Apartments

Note: This is for sight distance, and to discourage parking too close to access areas.

Graham Street, even-numbered side, beginning at the point of 20 feet from the southwesterly corner of the intersection with Birch Street, thence southwesterly for a distance of 50 feet from 7:00 a.m. to 4:00 p.m. on school days.

Note: This is to allow for left turns of school buses

Graham Street, even-numbered side, from Birch Street to a distance of 40 feet

Note: Because of driveway proximity to the intersection with Birch Street, but clarifying language should be added to indicate northerly direction. Otherwise, it conflicts with the school day language above.

Graham Street, for 20 feet, on either side of the entry of the Ledgewood Apartments building, namely 9 Graham Street

Note: This is for the service entrance, which is at the rear of the building.

Factual Information:

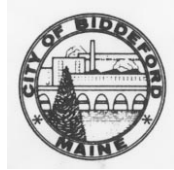
- Both Crescent Street and Graham Streets measure thirty-four (34) feet in width in the area of review.
- Jefferson Street measures twenty-nine (29) feet in width, and allows one side parking, from Jefferson Street Parking Lot entrance to Washington Street.
- South Street, from Jefferson to Green Street measures thirty-five (35) feet in width and allows for two sided parking.
- There are three (3) professional office buildings along the Crescent Street corridor, as well as the main entrance to a Church.
- During winter months, the width of all streets diminishes by approximately six (6) feet (three 3 feet on each side) when snow accumulates as a result of plowing. This impedes traffic flow until snow banks are removed. Email complaint is dated January 26, 2020 and may be attributed to accumulation of snow.
- Graham Street is a residential area where parking is at a premium.

Funding Source:

DPW sign account

Staff Recommendation:

Other than creating a new ordinance to restrict parking when snow banks are present, no change to existing ordinances is recommended.



2020.xxx BOARD OF DOWNTOWN COMMITTEE.. MARCH 11, 2020
BE IT ORDERED, that the Downtown Committee of the City of Biddeford does hereby authorize overselling of up to 24 additional permits within the Green Lot.

March 11, 2020
Motion by _____, seconded by _____ to grant the order.
Vote: _____.

Downtown Committee

Meeting Date: March 11, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: 4.i.

Item Description: Discussion/Approval – Consider Overselling Permits in the Green Lot

Submitted by: Brian S. Phinney, COO

Supporting Information/Documentation:

Table 4.1 – Green Lot Parking Count Survey

Draft Order 2020.xxx – Authorization to Oversell Permits in the Green Lot

Key Terms:

N/A

Executive Summary:

In order to address the optics of a partially vacant Green Lot and maintain a reasonable buffer, the Downtown Committee may wish to consider overselling permits in the lot. Based on current data it appears a reasonable oversell number is 24 additional permits.

Detailed Review:

The City offers for sale three types of permits for the Green Lot – 24/7, nights & weekends, and workday. For reference, the Green Lot is the permit-only lot created in 2019 by eliminating Federal Street and creating entrance and exit off Franklin Street. Available spaces total 110 of which 4 are disability spaces.

Since creation of the lot the casual observer may see available spaces in the lot and question why the City isn't selling permits to maximize capacity in the lot. In reality, all spaces are accounted for through the sale of permits. Due to the availability of permits covering various times, the users select the permit that best fits their needs. It appears that, for instance, 24/7 permits have been purchased to ensure that a vehicle may enter and exit at any time when in reality the user may be a workday user or a night & weekend user.

A recent audit of the parking lot for parking counts at 10 am, 2 pm, and 6 pm indicates that there may be a buffer within the permit sales model to allow "overselling" of permits, see Table 4.i. By overselling permits, on paper the number of permits will exceed available spaces. Within the physical lot, the parking habits of the permitted users may allow for overselling with reasonable assurance that a permit holder will be able to secure a space when entering the lot.

Selecting the number of oversell permits is a policy decision. It appears, based on the results of the limited parking survey that the sale of up to 24 additional 24/7 and workday permits (combined) may be reasonable and still provide sufficient buffer to reduce the chance of a permit holder not finding a space.

As a cautionary note, the parking audit was limited in scope. Overselling permits may place an additional burden on the City should the need to empty the lot occur. Under this

circumstance the City would generally be responsible for directing permit holders to a specific lot and or waive any fee or fine encountered as a result of the move for relocations other than force majeure events. Currently no single lot has the capacity to accommodate all permit holders from the Green Lot.

Funding Source:

N/A

Staff Recommendation

As a policy decision, the City appears to have the ability to oversell up to 24 24/7 or workday permits.

Table 4.i – Green Lot Parking Count Survey

Date	10:00	14:00	18:00
Thur., 02/20/20	No count	40	18
Fri., 02/21/20	48	46	33
Sat., 02/22/20	30	34	22
Sun., 02/23/20	20	16	18
Mon., 02/24/20	49	41	17
Tue., 02/25/20	53	49	16
Wed., 02/26/20	51	48	17
Thur., 02/27/20	46	43	13
Fri., 02/28/20	52	30	32

Note: Numbers reflect count of vehicles parked in the lot at the time of the count survey