

# **Downtown Parking Advisory Committee**

Friday, March 25, 2016 9:00 AM

City Council Chambers

## **AGENDA**

1. Welcome & Introductions
2. Setting Quarterly Meeting Dates
3. Discussion of Visibility Concerns on Court St. & Hammond St.
4. Update on Parking Feasibility Study
5. Discussion of Handicap Spaces
  - A) Park St.
  - B) Harlow St.
  - C) Main St.
6. Discussion of Loading Zone around Main St. & Water St.
7. Discussion of Improvements to the Court System Lot on Exchange St.
8. Discussion of City Staff Ability to Address Minor Requests Related to DBPC
9. Other

# MEMORANDUM



TO: Downtown Parking Advisory Committee  
FROM: Tyler Collins, Community & Economic Development Officer  
DATE: March 17, 2016

## Setting Dates for DPAC Quarterly Meetings

Section 23-37 of Article V of the Bangor City codes regulates when the Downtown Parking Advisory Committee (DPAC) shall meet:

The Committee shall meet as follows:

- (1) Quarterly, at a regularly established time and date, provided that there is business to be conducted; and
- (2) When requested to meet by the Committee Chair or by the City Council.

City staff recommends the following dates for 2016 and seeks approval or input regarding these dates:

- June 24, 2016
- September 23, 2016
- December 16, 2016

# MEMORANDUM

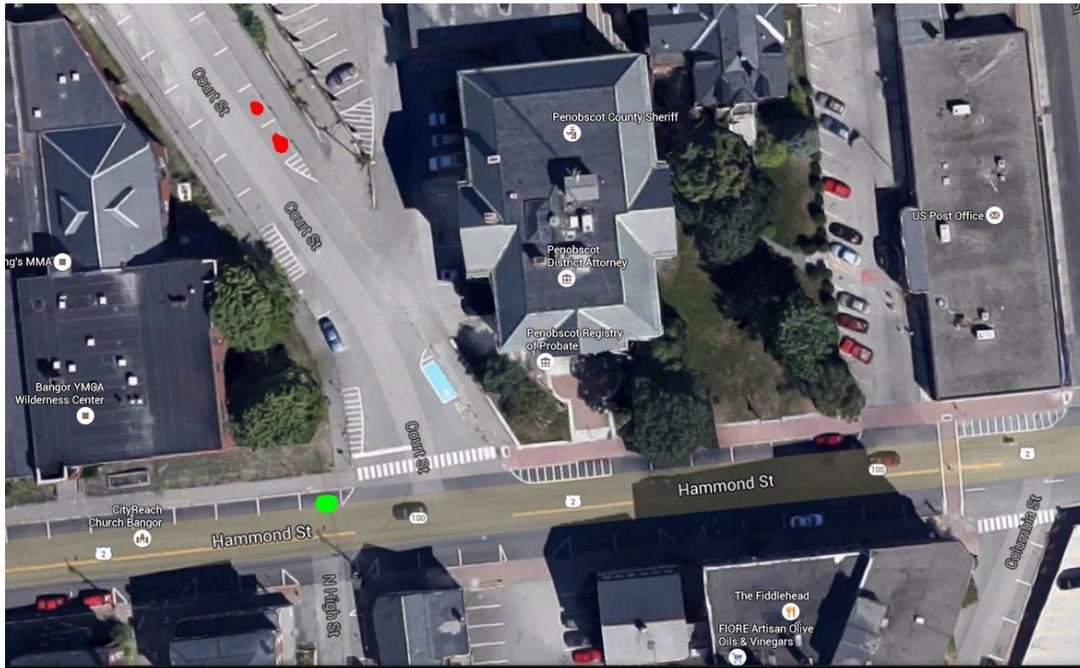


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## Discussion of Visibility Concerns on Court St. & Hammond St.

City Staff has been made aware of a parking situation which results in poor visibility for drivers exiting the joint lower parking lot onto Court Street. When cars are parked in the spaces indicated in red below, the view of drivers is hindered as they attempt to exit the parking lot onto Court Street.

Additionally, the parking space indicated in green below on Hammond Street doesn't meet City of Bangor Code (§ 291-38). City Engineer recommends eliminating this space.



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## Update on Parking Feasibility Study

At its January 25<sup>th</sup> meeting, City Council approved an increase in monthly parking permit rates for Pickering Square, Lower Kenduskeag, Court Street, Bangor House, and Merrill Bank Street. Funds from the increase will cover the increase in operating costs over the last seven years. Additional parking revenues are proposed to be used to fund a feasibility study that would examine current parking conditions, identify and evaluate potential sites for parking expansion or development in the Downtown Parking Management District, and prepare cost estimates at a very general level to accompany the findings and conclusions.

Staff are prepared to craft a Request for Proposals to be published to select a firm to conduct the feasibility study and will keep the committee apprised of our progress.

# MEMORANDUM



TO: Downtown Parking Advisory Committee  
FROM: Tyler Collins, Community & Economic Development Officer  
DATE: March 17, 2016

## Discussion of Handicap Spaces

The City has received a request from a business on Park St. to add handicap parking space to better serve their patrons. See red area in map below.



The City has received a request from a business on the corner of Harlow to add handicap parking space to better serve their patrons. See red area in map below.



The 2 parking spaces located in front of 31 Main St. (see map below) are currently identified as handicap spaces. However, the official City parking map does not identify either of these spaces as handicap. Staff seeks recommendation to officially designate these spaces.



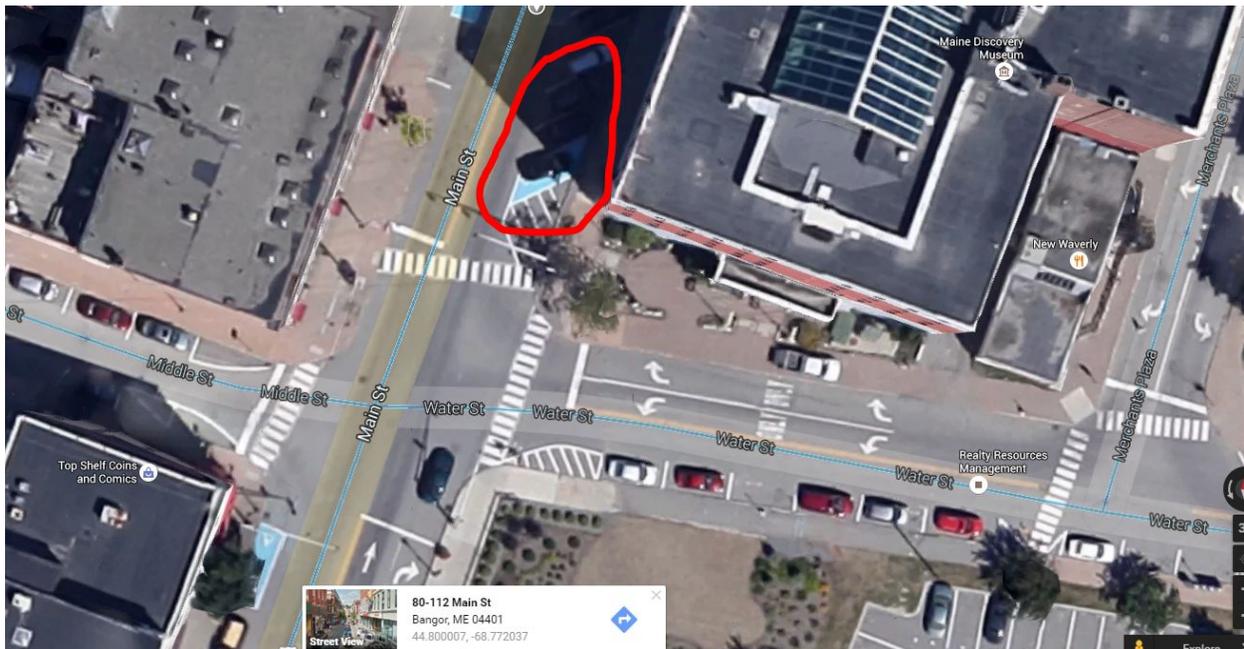
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## Discussion of adding a Loading Zone around Main St. and Water St.

City Staff was contacted by a business at 6 Water St. that would like to have a loading zone space located somewhere in the vicinity (see map below).



# MEMORANDUM

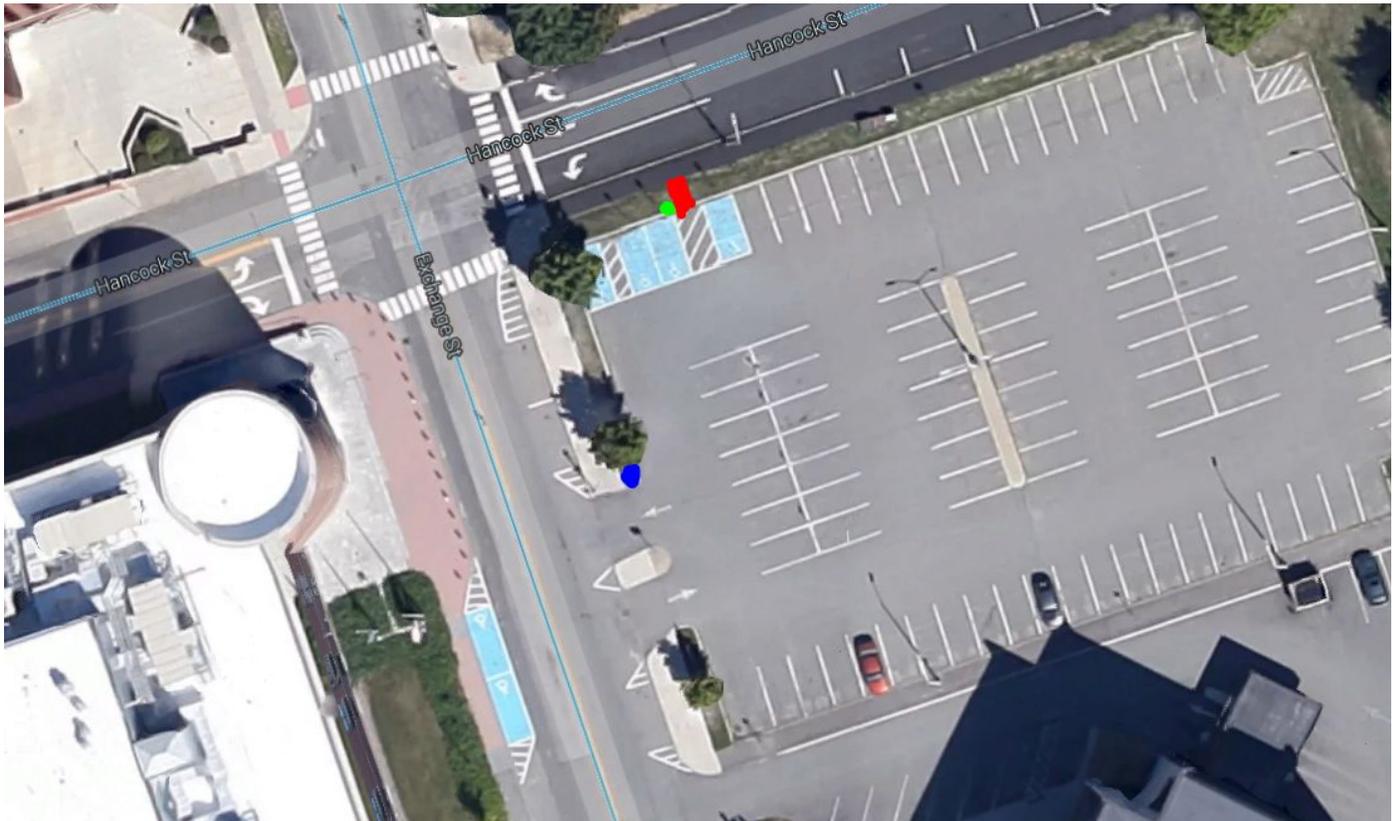


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## Discussion of improvements to the Court System Lot on Exchange St.

The City Engineer would like to make some improvements to the Court System Lot on Exchange St. (see map below). To improve safety and practicality, it is proposed that a paved path be installed at the location in red. This provides immediate access to the sidewalk and to the crosswalks located at that intersection which has not been available in the past.

Additionally, it is recommended that the ticket kiosk be relocated from the location indicated by a blue dot, to the area of the newly created path, in the vicinity of the green dot.



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TO: Downtown Parking Advisory Committee  
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## Discussion on City Staff Addressing Minor Requests Related to DPAC

City Staff would like to get the opinion of this committee as to how minor requests should be addressed going forward. If relatively minor requests are received, should City Staff do its due diligence by engaging specialist within the City (Code, Engineering, Public Works, Legal, etc.) and resolve the issue or should we continue to wait for a committee meeting to discuss? We would also like to get some ideas of types of issues that should be brought before this committee.

Attached is Article V of the Bangor City Code which discusses the role of the Downtown Bangor Parking Advisory.

## Chapter 23. Boards, Committees and Commissions

### Article V. Downtown Parking Advisory Committee

#### § 23-35. Establishment; membership; term.

[Amended 10-14-2015 by Ord. No. 15-330]

- A. There is hereby established a Downtown Parking Advisory Committee for the City of Bangor.
- B. The Committee shall consist of seven members:
  - (1) A City Councilor, who shall serve as Committee Chair, appointed by the Council Chair;
  - (2) A person who resides within the Downtown Parking Management District, appointed by the Personnel Committee of the City Council;
  - (3) A resident of the City of Bangor, with preference given to one who resides outside of the Downtown Parking Management District, appointed by the Personnel Committee of the City Council;
  - (4) The owner or manager of a business within the Downtown Parking Management District, appointed by the Personnel Committee of the City Council;
  - (5) A person who owns property in the City of Bangor, appointed by the Personnel Committee of the City Council; and
  - (6) Two members of the Downtown Bangor Partnership Board of Directors, appointed by the Board.
- C. The term of each member shall be for two years, or until the member's successor has been appointed; excepting that, for the initial terms only, two of the members appointed by the Personnel Committee and one of the members appointed by the Downtown Bangor Partnership Board of Directors shall be appointed for a one-year term. Any vacancy shall be filled in the same manner for the unexpired term.

#### § 23-36. Authority.

The Downtown Parking Advisory Committee is hereby authorized to review the City's parking resources, prices and fees, and policies as they relate to on-street and off-street parking in the Downtown Parking Management Area and make recommendations regarding the same to the City Council and its appropriate committees.

#### § 23-37. Meetings; quorum.

- A. The Committee shall meet as follows:
  - (1) Quarterly, at a regularly established time and date, provided that there is business to be conducted; and
  - (2) When requested to meet by the Committee Chair or by the City Council.
- B. A quorum shall consist of at least three Committee members; at least one shall be the Committee Chair.

