

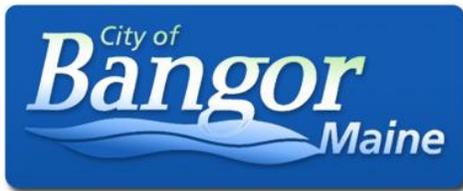
# **BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE**

Tuesday, May 5, 2015 5:15 PM  
City Council Chambers

## **AGENDA**

1. **PUBLIC HEARING** – Amount of Federal Community Development Block Grant Funds expected to be available for the Period July 1, 2015 through June 30, 2016 and the Eligible Uses of Community Development Funds (see attached Memo)
2. Metered Parking in Atler Lot (see attached Memo)
3. Metered Parking Downtown (see attached Memo & Map)
4. Creation of a Task Force Regarding Broadband Communications Services in Bangor (see attached Memo)
5. Rural Residential & Agricultural (RR&A) District Discussion (see attached Memo)
6. **Executive Session** – Economic Development – Lease Negotiations – 1 M.R.S.A. § 405(6)(C) (Confidential Memo provided separately)
7. Committee Action on Above Item

# MEMORANDUM



TO: Business & Economic Development Committee  
FROM: Tanya Emery, Director of Community & Economic Develop.  
DATE: April 29, 2015

## 2<sup>nd</sup> Public Hearing for use of CDBG Funds

The Committee will hold a second Public Hearing at its May 5<sup>th</sup> Business & Economic Development Committee meeting on the proposed uses of next year's Community Development Block Grant funds made available through the U.S. Department of Housing and Urban Development.

There are three types of activities that are eligible for Community Development funding: (1) activities that benefit low or moderate income persons (a minimum of 70% of funds), (2) activities that aid in the prevention or elimination of slums or blight, or (3) activities that meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs (typically used for disaster emergency relief).

This year's Community Development Block Grant (CDBG) amount is expected to be \$778,778. For the purposes of this Memo, we have assumed a projected program income of \$250,000 from the repayment of outstanding Residential Property Rehabilitation loans. This would result in \$1,028,778 being available for Community Development activities for the period July 1, 2015 to June 30, 2016.

The Community Development brochure provided to the Committee at a prior meeting provides information on the types of activities eligible for funding under the Community Development Program, the neighborhoods of the City eligible for Community Development assistance (areas where at least 51% of the residents meet the U.S. Department of Housing and Urban Development definition of low or moderate income persons), and details the citizen participation process adopted by the City Council. Activities that take place in low and moderate income neighborhoods are eligible for Community Development funding, as the activities are considered to principally benefit the low and moderate income residents. Activities in other neighborhoods of the City are not eligible for Community Development funding unless they are designed to principally benefit low and moderate persons.

The following are the proposed uses of funds recommended by staff for the Committee's consideration and recommendation to the City Council at its May 11th meeting:

**BUSINESS DEVELOPMENT ASSISTANCE & FACADE GRANTS: \$100,000**

The City's Community Development Business Development Loan Program provides financial assistance to businesses creating new jobs principally for low and moderate income persons (or retaining jobs that would be lost without the financial assistance) when the financing is necessary and appropriate. Loans can also be made to businesses for the removal of architectural and physical barriers for persons with disabilities.

The Facade Grant Program assists businesses in the downtown, the West Side Village strategy area, and now all LMI neighborhoods in the City with a 1:1 matching requirement.

**RESIDENTIAL PROPERTY REHABILITATION & HOMEOWNERSHIP ASSISTANCE: \$240,000**

The City has provided property rehabilitation loans for over 36 years to low and moderate income homeowners and to owners who rent to low and moderate income persons. It has had a tremendous impact on the quality of housing in the City's older residential neighborhoods and provides an economical form of affordable housing. The Housing Rehabilitation Coordinator administers the Loan Program which involves property inspections, preparation of specifications for the property improvements financed, processing loan applications for consideration by the Business & Economic Development Committee, assisting owners in contracting for the work, monitoring the work to ensure that it is performed correctly, and coordinating payments to the contractor. The priority area for this funding will be the West Side Village neighborhood but will be used city wide as funding permits.

The Homeownership Assistance Programs were created to address the issue of homeownership in our West Side Village strategy area. Funds would assist homeowners within the strategy area with down payment and/or closing costs assistance. This is an excellent way to assist with the increase of single family homeowners.

**NEIGHBORHOOD STABILIZATION: \$100,000**

This activity would allow for continued purchase of foreclosed, vacant and abandoned properties for rehabilitation with added energy efficiencies. These properties would be sold to first time homebuyers. This prevents deterioration of neighborhoods and also improves homeownership opportunities.



**SOCIAL SERVICES/NON-PROFIT FUNDING: \$75,000**

This activity reestablishes the non-profit funding program available to service organizations to address priority issues within the City to improve the lives and self-sufficiency of low and moderate income persons and removal of slum and blight.

**PROPERTY DISPOSITION: \$3,023**

This activity includes actions necessary for disposition of City development parcels to include surveys, title work, preparation of documents, property management and maintenance, and environmental remediation.

**NEIGHBORHOOD PUBLIC IMPROVEMENTS: \$225,000**

Neighborhood Streets and Sidewalks: Improvements to City infrastructure are eligible for Community Development funding in eligible neighborhoods, in the central business district, and the waterfront where redevelopment efforts are ongoing. The West Side Village strategy area will be the priority area for these funds.

**PROPERTY ACQUISITION, RELOCATION AND DEMOLITION: \$80,000**

This activity would be for the city-wide acquisition for rehabilitation and/or demolition and clearance of substandard, derelict, abandoned, condemned, improperly developed, and/or vacant structures.

**PROGRAM ADMINISTRATION: \$205,755**

Program administration performs oversight, management, monitoring, and coordination of CDBG-funded activities, and consists of salaries and benefits, postage, advertising, publications, materials and office supplies, office rent, provision of program information to the public and City services provided to the Community Development Program by other departments and divisions. Staffing involves portions of the following personnel: Community & Economic Development Director, Community & Economic Development Officer, Administrative Assistant, Account Clerk, and Downtown Coordinator.

Following the public hearing for the 5-Year Consolidated Housing & Community Development Plan and Annual Action Plan, the Committee's favorable recommendation to the City Council for submission to the U.S. Department of Housing & Urban Development (HUD) of these proposed uses of funds is recommended. The Committee and City Council may amend and adjust the amounts proposed for each activity during the funding year without HUD approval. However, approval from HUD must be sought for new activities not included in the City's proposed uses of funds submitted.



# MEMORANDUM



TO: Business & Economic Development Committee  
FROM: Caitlin Brooke, Downtown Coordinator/Business  
Development Specialist  
DATE: May 5, 2015

## Metered Parking in the Adler Lot

Currently, the 22 space off-street parking lot known as the Adler Lot, located across from the Federal Building, allows for 2 hours of free parking, from 8 a.m. to 5 p.m., Monday through Friday. The Adler Lot's location, which is outside of the Downtown Parking District, makes it difficult to enforce under the existing system. The result is that the patrons of the Social Security Administration, who are often elderly or disabled, are forced to walk longer distances than they should have to because the lot is full with the same cars all day.

Staff recommends implementing pay by space meters in the Adler Lot to facilitate proper use of the area as a short-term parking lot for patrons of the Margaret Chase Smith Federal Building, and not a long-term all day parking option.

# MEMORANDUM



TO: Business & Economic Development Committee  
FROM: Caitlin Brooke, Downtown Coordinator/Business  
Development Specialist  
DATE: May 5, 2015

## Metered Parking Downtown

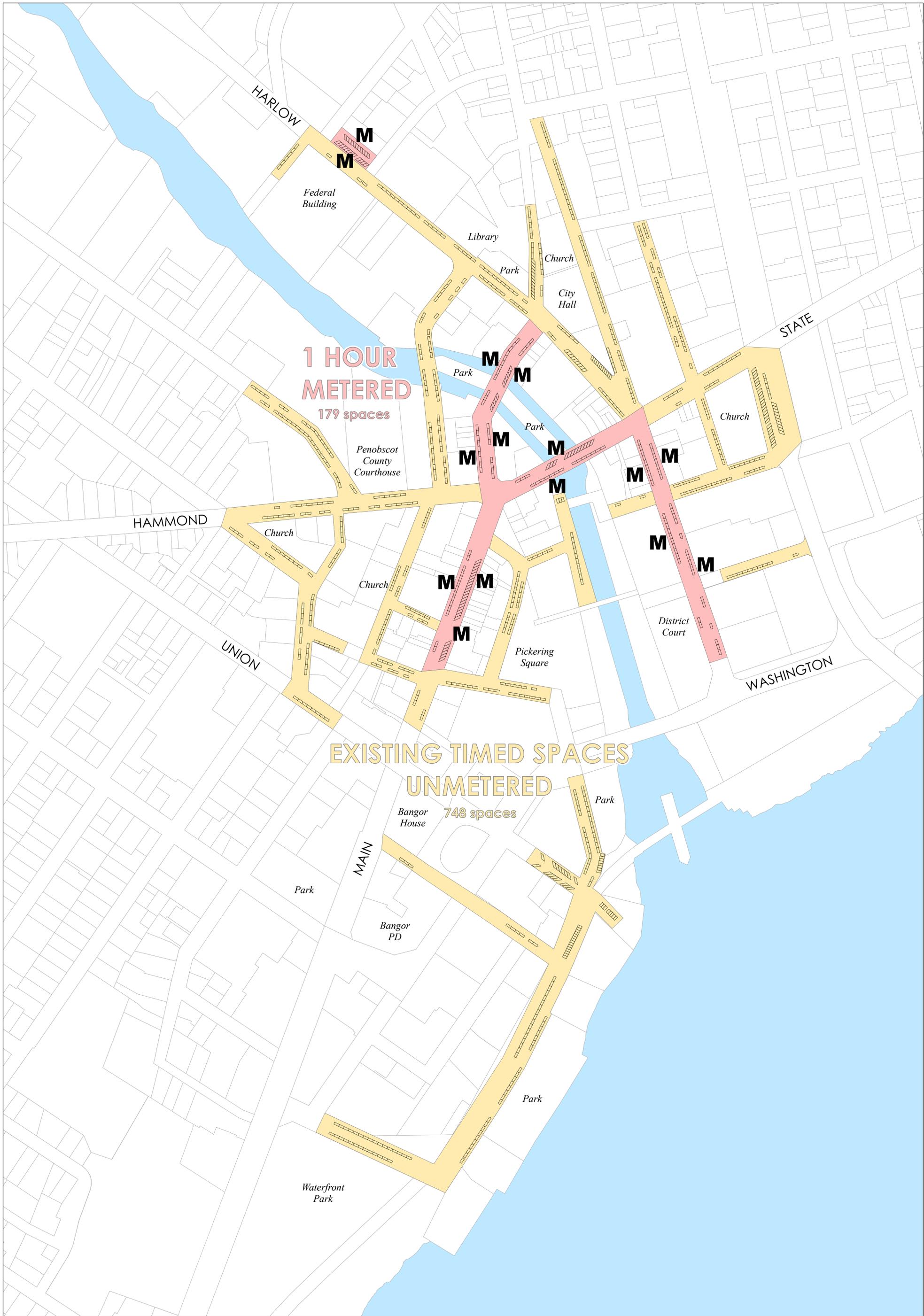
Over the past months, the Downtown Parking Advisory Committee (DPAC) has undergone a comprehensive review of the available options to address car shuffling in downtown. At its April 24 meeting, Councilor Sprague presented an alternate proposal to correct the car shuffling problem. After review and discussion, the DPAC reaffirmed its recommendation that the City implement metered parking on certain streets in the core of Downtown: Main Street, Central Street, Hammond/State Street, and Exchange Street.

Using kiosk-like machines, the City would implement a pay by space system on Main Street, Central Street, Hammond/State Street, and Exchange Street. Please see the attached map for more detail; an "M" represents an approximate location of where a kiosk could be placed. The spaces would be metered at \$1 per hour, and there would be no limit on how long someone can park there as long as the meter was current.

Staff recommendation is that enforcement of the meters would take place for 9 hours a day, from 8 a.m. to 5 p.m. Weekends and major holidays would not be enforced. Additionally, staff recommends that the meters be able to accommodate quarter hour increments to allow for quick in and out trips.

The Downtown Parking Advisory Committee gravitated towards metered parking for its ability to address car shuffling and to generate revenue. That additional revenue could be reserved for an additional parking garage, which would be necessary if Downtown continues to grow. A new parking facility could cost \$10m-\$12m in total. While the likely revenue from metered parking would not pay the entire debt service on a new parking facility, it would be a considerable contribution.

City staff supports this concept and would like to hear the preliminary thoughts of the Business & Economic Development Committee before it finalizes cost estimates and other considerations.



# 1-HOUR METERED PARKING

1" = 150'  
3/10/15  
by SCG



## MEMORANDUM

To: Business & Economic Development Committee  
Catherine Conlow, City Manager  
From: Stephen A. Bolduc, Economic Development Officer  
Date: May 5, 2015  
Subject: Creation of a Task Force regarding Broadband Communications Services in Bangor

The Bangor City Council recognizes the importance of communication services to its citizens and businesses in the City. Current, state-of-the-art broadband services are a benefit to enriching the lives of the citizens and enabling business to effectively operate and compete in a world-wide marketplace.

Robust communication service technology is a critical component of infrastructure similar to water service, sanitary sewer service, roadways and airports. Having the necessary infrastructure is important in allowing local business to compete and to allow new business to develop. It will play an important role in transitioning the regional economy to a new economic development strategy and vision.

In order to investigate and inform the citizens and businesses in Bangor, a task force will be appointed by the Bangor City Council comprised of citizens, business owners and stakeholders that will, among other questions, consider and address the following items. The task force will expire when its work is completed but not later than October 31, 2015.

- Identify opportunities to enhance the city's communications technology infrastructure
- Investigate the expansion of broadband to residences and businesses
- Investigate the expansion of broadband with bandwidth, synchronicity, reliability and security adequate to serve businesses, education and residences
- Define the desired level of Broadband service for Bangor
- Identify the current and desired transmission speeds: bandwidth and latency
- Identify the FCC Speed Tiers available and in what locations
- Identify the transmission technologies available and in what locations
- Identify the broadband service providers available and in what locations
- Compare Bangor's communication's services to Maine and the United States
- Determine the percentage of Bangor homes that subscribe to broadband
- Determine the percentage of Bangor homes that have broadband available
- Determine the percentage of Bangor businesses that have broadband available

- Determine the percentage of Bangor businesses that subscribe to Broadband
- Determine the barriers to Broadband subscription
- Examine City Ordinances regarding broadband installation
- Establish clear and consistent telecommunication policy objectives
- Gather experiences and issues of Bangor citizens and businesses.

## Memorandum

To: Business and Economic Development Committee  
From: Paul Nicklas, Assistant City Solicitor  
Date: May 5, 2015  
Re: Standards for Landscaping in RR&A

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The purpose of this memorandum is to outline 1) existing standards on landscaping businesses in the Rural Residence and Agricultural District, 2) new standards proposed by the ordinance amendment presently under consideration by the Council, and 3) other standards that could be imposed.

Under existing ordinances and rules, the following standards apply to a landscaping business in RR&A:

- Minimum lot area of 1½ acres.
- Maximum lot coverage (buildings) of 15%.
- Maximum impervious surface amount of 20%.
- Building setbacks of 40 feet (front), 20 feet (side), and 30 feet (rear).
- Parking setbacks of 20 feet (front) and 10 feet (side and rear).
- Any parking lot of 5 spaces or more, or any outdoor storage area, must be screened with a C buffer yard (at least 20 feet of vegetation).
- Plumbing code requirements for business operations.

The ordinance presently under consideration would add the following standards:

- Definition of landscaping services.
- One parking space for every 1½ employees, plus customer parking if necessary.
- Facilities and storage areas must be 150 feet from residential buildings on other parcels.
- An A buffer yard (at least 6 feet of vegetation). If facilities or storage is within 50 feet of a property line, a C buffer yard (at least 20 feet of vegetation) is required.
- Notice of pending applications for building permits and certificates of occupancy for landscaping businesses must be sent to neighbors.

Other standards that could be added could include the following:

- Definitions or restrictions regarding snowplowing
- Restrictions on hours of operation
- Larger minimum lot size
- Maximum number of employees
- Different standards based on lot size
- Maximum square footage of storage area
- Amendments to the above standards