



## Takoma Park City Council Meeting – November 14, 2018 Agenda Item 9

### **Work Session**

Review of Scope of Work for Parking Management Plan

### **Recommended Council Action**

Review and provide direction to staff

### **Context with Key Issues**

City of Takoma Park parking regulations have not been comprehensively reviewed for decades, though parking needs and technology have changed over time. City-owned streets are a community asset of public land and are to be managed for the needs of residents, businesses, and visitors to achieve the City's equity, economic development, environmental protection, fiscal responsibility and community livability goals.

Takoma Park is undertaking a study of parking issues across the City that includes meters, handicap parking, commercial vehicle parking, Residential Parking Permit (RPP) zones, enforcement, City Code and regulations, and parking "hot spots." It is a comprehensive and interdepartmental effort aimed at modernizing and streamlining existing programs while preparing for changes that affect how and where people are going in Takoma Park. The Parking Management Plan is a City-wide effort, with a particular focus on the Old Takoma commercial area and the RPP zones, as there are increasing parking pressures in this part of the City.

The City's parking programs involve staff from the Police, Housing and Community Development, Finance, and Public Works departments, includes contracts with vendors for technology and services, generates revenues, and incurs regular costs.

The project, which began in 2015, will produce an assessment of existing city-wide parking programs, informed by a survey of residents and business owners, recommendations from a MWCOG-funded project in FY16, and additional research and public outreach. The Parking Management Study will be used to develop goals for fair, equitable, and consolidated parking management and may include recommendation for changes to City Code, Administrative Regulations, practices, procedures and enforcement.

### **Council Priority**

A Livable Community for All; Fiscally Sustainable Government; Environmentally Sustainable Community; Engaged, Responsive & Service-oriented Government; Community Development for an Improved and Equitable Quality of Life.

### **Environmental Considerations**

The City's sustainability goals include encouraging and promoting the use of transit and active transportation that reduces dependency on automobiles for traveling to and through Takoma Park. The City devotes 4.5 acres to on-street parking, including 1,200 parking spaces in the Residential Parking Permit zones.

### **Fiscal Considerations**

The City's existing on-street parking programs entail various costs associated with administration, maintenance, and enforcement. These costs include staff time, vehicles, and various contracts. Meanwhile, residential parking permit fees, meter fees, land leases to businesses, and tickets for violations generate revenue for the City.

### **Racial Equity Considerations**

The Council's review of the scope of the Parking Management Plan does not have a racial equity impact. However, aspects of parking management may highlight inequities in terms of access to parking. Such issues will be considered when reviewing data and developing the final report and recommendations for Council.

### **Attachments and Links**

- Parking Management Study Project Page  
<https://takomaparkmd.gov/initiatives/project-directory/parking-study/>
- Scope of Work

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## **Scope of Work: Parking Management Plan**

### **Introduction**

Takoma Park is undertaking a study of parking issues across the City that includes meters, handicap parking, commercial vehicle parking, residential parking permit (RPP) zones, enforcement, City Code and regulations, and parking “hot spots.” It is a comprehensive and interdepartmental effort aimed at modernizing and streamlining existing programs while preparing for ongoing developments and technological changes that affect how and where people are going in Takoma Park. The Parking Management Plan is a City-wide effort, with a particular focus on the Old Takoma commercial area and the RPP zones, due to increasing parking pressures in parts of the City.

The project will produce an assessment of existing city-wide parking programs, informed by a survey of residents and business owners, recommendations from a MWCOG-funded project in FY16, and additional research and public outreach. The Parking Management Study will be used to develop goals for fair and consolidated parking management and may include recommendations for changes to City codes, administrative regulations, practices, procedures, and enforcement.

### **Background/Context**

The City received a Technical Assistance grant from the Metropolitan Washington Council of Governments (FY 2016 for \$40,000) to examine parking in the Old Takoma area and near Montgomery College. That aspect of the project is completed and the information, including maps, is on the City website. City staff has coordinated efforts across applicable departments and built on the information from the COG study to examine City-wide issues.

### **Purpose of the Plan**

The City’s parking programs involve staff from the Police, Housing and Community Development, Finance, and Public Works departments, include contracts with vendors for technology and services, generate revenues, incur regular costs, and regulate a community asset on public land. This public asset should be well-managed to meet the needs of residents, businesses, and visitors. City of Takoma Park parking regulations have not been comprehensively reviewed for decades while parking needs and technology have changed as the community has changed. Parking in Takoma Park should be managed to achieve the City’s goals for economic development, environmental protection, fiscal responsibility and community livability. (Parking Management Project Charter, signed April 2016)

### **Issues**

- How should on-street space, with potential for multiple purposes, be managed and how should uses be prioritized?
- What are the City’s objectives for the City’s right-of-way network?
- How is on-street parking space being utilized now?
- How effectively do the parking meters manage demand?
- How effectively do the Residential Parking Permit zones manage parking needs?

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- What is the need for parking for the commercial areas and is it adequate?
- What is the need for handicap parking and is it adequate?
- How is parking enforcement managed?
- What are the equity issues in the current parking program?

### Goals

What goals should be set to improve the use of the public right-of-way regarding the following factors:

- racial equity considerations
- social equity and accessibility
- safe and convenient pedestrian and bicycle connectivity
- use of public transit
- sustainability considerations

### Community Outreach

- Stakeholders meeting (1/26/2016)
- Residential Parking Survey (10/31/2015)
- Business parking Survey (11/20/2015)
- Community meetings (10/4/2016; 10/6/2016)
- On-line Feedback (11/15/2016)
- Update Residential/Business Surveys
- Community Meetings about Residential Parking Permit zones
- Community meetings for feedback on possible recommendations

### Project Tasks/Deliverables

Progress to Date on the Parking Management Plan

Date	Milestone
6/1/15	Council Work Session – <a href="#">Follow Up Discussion of Parking Adjacent to Commercial Areas</a>
7/22/15	MWCOG Technical Assistance Grant Awarded
10/31/15	<a href="#">Residential Parking Survey closed - summary</a>
11/20/15	<a href="#">Business Parking Survey closed – summary</a>
1/22/16	Staff Memo on Parking Programs and Best Practices
1/26/16	MWCOG Project Kick-Off Meeting
3/17/16	ParkMobile Contract Signed
4/19/16	<a href="#">Parking Study Project Charter signed</a>

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6/1/16	<a href="#">Newsletter article on Parking Study</a>
6/7/16	<a href="#">Interactive maps posted online</a>
6/15/16	<a href="#">Ordinance Eliminating Area B Permits</a>
6/15/16	<a href="#">MWCOCG Presentation at City Council</a>
10/4/16; 10/6/16	Community Meetings ( <a href="#">meeting boards</a> )
11/16/16	<a href="#">Ordinance Amending Takoma Park Code 13.12.030(C) Related to Parking Meter Zones</a>
Fall 2016	Roll Out ParkMobile (pay by phone)
<i>Winter 2019</i>	<i>Update Residential/Business Surveys</i>
<i>Winter 2019</i>	<i>Community Meetings on Residential Parking Permit zones</i>
<i>Winter 2019</i>	<i>Community meetings for feedback on proposed recommendations</i>
<i>Spring 2019</i>	<i>Submit Final Report on Parking Study with Recommendations to City Manager</i>
<i>Spring 2019</i>	<i>City Council Meeting providing guidance on Final Report</i>
<i>Summer 2019</i>	<i>Submit Implementation Plan to City Manager</i>