



## **STAFF REPORT**

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### **Discussion and Direction on Parking Policies for Time Restrictions and Residential Parking Permits.**

Honorable Mayor and City Council:

#### **Summary**

City Council has requested City staff undertake a comprehensive analysis of parking and prepare policies to address parking throughout the City. This report provides information on time restricted parking and residential permit parking and seeks direction from City Council on any policies Council may wish to implement.

City staff will return to Council after all of the parking issues have been discussed and direction given to staff with a comprehensive Parking Policy and Procedures Manual. The Parking Policy and Procedures Manual will outline in detail all the details from requesting specific parking restrictions, the petition process, staff review, Council approvals and implementation of approved restrictions.

#### **Background**

City Council assigned City Staff the task of reviewing parking throughout the City through the Council Priority process. There were three specific areas City Council requested Staff to review and make recommendations. They were:

1. Time Restriction Parking
2. Residential Permit Parking
3. Parking on Curves

This report provides information for discussion on Time Restriction Parking and Residential Permit Parking. The report on parking on curves is scheduled for the October 26<sup>th</sup> City Council meeting.

## **TIME RESTRICTION PARKING**

Time restricted parking is typically installed immediately adjacent to, or in the area of, commercial land-uses. The usual purpose of the time restriction is to create parking turnover in the commercial areas, or to prohibit all day parking by the employees of area businesses. A short-term time restriction that is 2 hours or less is generally designed to encourage parking turnover. A long term parking restriction of 4 hours or more is generally to discourage employees of area businesses from parking on-street all day.

The parking restrictions in Belmont have been implemented in the past at the request of businesses or residents. Exhibits A through D illustrate all of the current timed parking restrictions within the City. There are several areas where new businesses have moved into an area and have changed the parking dynamics of an area. In some cases, the previous parking restrictions have never been changed to reflect the changes in the commercial area. This frequently causes complaints from both the businesses and the customers.

There are several factors that need to be considered for a successful short term parking program. The time restriction needs to reflect the demands in the area by the adjacent businesses. Probably more importantly, the time restriction has to have the ability to be enforced in a cost effective and efficient manner. Timed parking restrictions are useless if there is no effective enforcement.

### **Time Restriction Parking Issues**

There are several issues relating to parking time restrictions that City staff needs Council direction. They are:

- 1) Should the adjacent property owner/business have priority in determining the time restriction immediately adjacent to their property?

In the past, area businesses have requested time restricted parking for a certain area. In several cases, the parking restrictions have encroached into areas fronted by other businesses. The adjacent business at the time of the request may have indicated at the time that the requested parking restriction was okay and would not adversely affect them. Years later, a new business moves in, and the subject restriction may affect the new business. An example is the 10-minute parking restriction adjacent to the cleaners in the 1900 block of Ralston. The 10-minute parking restriction encroaches 20 feet into the frontage (approximately one parking space) of the Vivace Restaurant. Vivace requires longer time periods to facilitate their customers.

Another example is the residents who live on Academy between Ralston Avenue and Belburn Drive. Four hour parking restrictions were implemented along this block as a result of a survey of area residents in 1996. The residents submitted a petition at the July 13<sup>th</sup> City Council meeting indicating at least two thirds of the residents on that segment oppose the four hour parking restrictions and want them to be removed.

Recommendations:

- 1) The property owner/business shall have the right of determining the parking restrictions immediately in front of their business.
- 2) Any timed parking restrictions implemented and or removed on a residential street shall have the support of two-thirds or more of the residents.

Should there be a uniform time limit for very short-term parking?

The existing short term parking restrictions adjacent to businesses like cleaners and sandwich shops range in time from 10 minutes to 30 minutes. The shorter time restriction encourages greater turnover of the on-street parking. These time restrictions are very difficult to enforce and require an inordinate amount of time. The parking enforcement personnel must chalk the tire and then return to the restricted time zone within the posted time period for the zone. The range of time restrictions in the City make it even more difficult for the enforcement personnel.

Recommendation:

1. There should be a uniform short term parking time restriction of 20 minutes.

**Fiscal Impact**

There is limited fiscal impact associated with time-restricted parking. All requests for new restrictions, or changes to old restrictions, can be funded within the existing Public Works Department's budget.

**RESIDENTIAL PERMIT PARKING**

Residential permit parking is a program where on-street parking is restricted either through a time restriction or a total prohibition, unless a vehicle owned by a resident or is a guest of the resident is exempted by permit from the posted restrictions.

There are four areas where the discussion of residential permit parking has been raised over the years. They are as follows (shown on Exhibits E through H):

1. The area near Carlmont High School
2. The area near Notre Dame High School
3. The area adjacent to Van's restaurant
4. East Side of Old County Road north of Masonic Way

The following provides a discussion of each of the following areas:

1) Residential area adjacent to Carmont High School: (Exhibit E)

The parking problems in the area adjacent to Carmont High School have been occurring for the last 25 years. City staff conducted an inventory of the number of spaces in the area and the number of spaces being used by students. The following table summarizes the results of the inventory and survey:

<b>STREET</b>	<b>BETWEEN</b>	<b>TOTAL SPACES</b>	<b># OCCUPIED BY NON RESIDENTS</b>	<b>% OCCUPIED BY NON RESIDENTS</b>
CHULA VISTA	ALAMEDA & FERNWOOD	67	48	72
EL VERANO	ALAMEDA & VALEZ/LADERA	15	13	87
EL VERANO	VALDEZ/LADERA & ALOMAR	11	8*	73
VALDEZ	EL VERANO & FERNWOOD	16	12*	75
LADERA	EL VERANO & ALOMAR	13	11*	85
VALERGA	ALAMEDA & WEST END	33	21	64

\*MOST STUDENTS PARK IN CLOSEST TO ALAMEDA THIRD OF THE STREET

The table indicates the streets most impacted by non-residential parking are Chula Vista, El Verano between Alameda and Valdez/Ladera, and Valerga and portions of the other streets. Approximately 113 on-street spaces in the area around Carmont High School are being used by non-residents. There are approximately 75 homes that may be impacted by a residential permit program. All of these homes have off-street parking.

The Police Department has indicated the hours of enforcement for residential permit parking in this area would be between 8 am and 4 pm.

2) Residential Area adjacent to Notre Dame High School: (Exhibit F)

City staff conducted a survey of the on-street parking impacted by non-residential parking in the area bounded by Ralston Avenue, Chevy Street, Belburn Drive and Notre Dame Avenue, and Robin Whipple Way between Belburn and Avon Street. There was limited, if any, indication that non-residential parking was occurring in this neighborhood. This may be attributed to the efforts of the Police Department working with the area residents and Notre Dame High School. There are approximately 50 homes that may be impacted by non-residential parking. All of these homes have off-street parking.

The Police Department has indicated the hours of enforcement for residential permit parking in this area would be between the hours of 8 am and 4 pm.

3) Residential Area adjacent to Van's Restaurant: (Exhibit G)

There have been complaints over the past few years from some of the residents in the area of the Van's restaurant about customers not being courteous, and blocking of driveways. The Police Department has been working with the residents and the owners of the restaurant. The City recently installed several signs in the area of the restaurant that read "Please be considerate of Neighbors, No Littering, No Loitering, No Loud Music". The signs appear to have been effective in reducing the number of complaints. There are seven or eight homes that may be impacted by non-residential parking. All of the homes have off-street parking.

The Police Department indicates the hours of enforcement for residential permit parking would be between the hours of 6 pm and 2 am.

4) Residential Area Along Old County Road: (Exhibit H)

There have been requests in the past for residential permit parking along the east side of Old County Road adjacent to the multi-family residential area to reduce the impact of non-residential parking in the area. All of the multi-family residences have off-street parking. There are approximately 800 dwelling units that may be impacted by non-residential parking. All of these dwelling units have off-street parking.

The Police Department has indicated enforcement would be required for residential permit parking between the hours of 8 am and 4 pm.

**Proposed Residential Permit Parking Requirements**

The following outlines the proposed key elements for a residential permit-parking program:

1. Two thirds of the affected residents must support the implementation of a residential permit program.
2. More than 50% of the available on-street parking along a contiguous block is being used by non-residents, and there is not adequate off-street parking for the residents.
3. The residential permit-parking program will only be in effect during the hours that the area is impacted by non-residential parking.
4. The permit fees shall pay for the cost of implementation, administration, and enforcement of a residential permit-parking program.
5. All request shall be reviewed and approved by the Traffic Safety Committee.

### **Fiscal Impact**

There is a cost associated with the development, implementation, administration and enforcement of a residential permit-parking program. This cost analysis assumes that residential permit parking would be implemented for all of the proposed zones. The costs may change depending if one or all of the zones are established.

The Police Department has indicated the estimated annual enforcement costs for a residential permit program is \$163,000. The enforcement costs includes the salary and benefits for two additional Community Service Officers (\$108,000), an additional enforcement vehicle (\$25,000), and the time to supervise the program (\$30,000).

The cost for development, implementation and administration of a residential permit program is estimated to be approximately \$40,000. The total cost of a residential parking program for all of the identified areas is thus approximately \$203,000 per year (in today's dollars).

There may be a total of 930 dwelling units affected by a permit-parking program covering all four areas described above. Assuming every affected dwelling unit would buy at least 2 permits, the cost per permit is estimated to be \$110. If fewer dwelling units are covered, revenues and costs may decline; the effect on the cost per permit cannot be estimated.

It should be noted the City of San Mateo has a residential permit parking program. The permit fee is being recommended to Council to be set at \$20 per permit for every two years. City staff estimates the permit fee would have to be \$35 per permit per year to cover the entire cost of their permit program. Thus, the City of San Mateo's General Fund is subsidizing the permit program approximately 72%. It should be noted that the enforcement personnel required for the San Mateo's permit program is in place and no additional enforcement personnel is required. This is not the case for the City of Belmont.

There is no estimate for the potential revenue generated from enforcement efforts. It is predicted that the revenue generated from parking citations will dramatically drop off, after the initial enforcement efforts have established the residential permit zone. Thus, staff has not "credited" the program with any revenue.

### **Pros and Cons of Residential Permit Parking:**

The implementation of a residential permit parking program does not solve all the parking problems that a neighborhood may experience. In fact, in many cases the number of complaints handled by City staff increases as a result of installing a permit program. The following outlines the Pros and Cons associated with residential permit parking:

Pros:

1. There is no non-residential parking in the neighborhood
2. Quality of life in a neighborhood may be improved

Cons:

1. Residents must purchase permits to park on-street.
2. Complaints from residents increase as the result of forgetting to display permits and receiving citations.
3. All visitors, family and friends need a permit to park on-street.
4. Complaints from residents regarding neighbors storing vehicles on street with permits.
5. Responding to complaints takes staff away from other projects and job responsibilities.

**Discussion and Direction:**

1. Does the City really need a residential permit parking program?
2. Is the City willing to subsidize the permit program with the General Fund to reduce the amount of permit fees?

**Recommendation:**

It is recommended City Council provide direction to City staff on the time restriction and residential permit parking programs so that staff can develop a comprehensive Parking Policy and Procedures Manual.

Respectfully submitted,

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