



STAFF REPORT

RESOLUTION FOR THE ADOPTION OF PARKING POLICIES

Honorable Mayor and Council Members:

Summary

Over the past nine months the City Council has reviewed, discussed, and provided staff direction on time parking, residential permit parking, and parking on curves. This report provides a comprehensive parking policy for the City of Belmont incorporating Council's previous direction. Staff recommends Council adopt the resolution in Attachment A approving the comprehensive parking policy

Background

City Council reviewed and discussed time parking restrictions and residential permit parking at their July 27, 2004 meeting. Council agreed with the staff's recommendations for time parking restrictions. The Council agreed with the requirements recommended by staff for establishing residential permit parking. However, Council also requested further investigation as to establishing a trial residential permit parking area. The Chula Vista area near the Carlmont High School was determined to be the most appropriate location to explore a residential permit parking area.

The staff returned to Council on September 28, 2004 to further discuss the trial implementation of a residential permit parking area adjacent to Carlmont High School. The survey results of the residents in the area found that no street in the area meet the minimum requirements for establishing a residential permit parking area. In fact, there was no street that 50% of the affected residents supported residential permit parking. Council chose not to implement a residential permit-parking program.

City Council reviewed and discussed the issue of parking on curves at their October 26, 2004 meeting. Council directed staff to continue to respond to these types of concerns through the Parking and Traffic Safety Committee. Specific direction was provided to assess the parking on curves along Belmont Canyon Road and North Road.

Discussion

Staff has accumulated all of the Council's comments and direction on the issues of time parking restrictions, residential permit parking, and parking on curves. The comments were incorporated into the comprehensive parking policy for the City of Belmont found in Attachment A. If the policy is adopted, the Municipal Code will be revised to reflect any changes as part of the City Attorney updating the Municipal Code.

Staff is currently evaluating the parking along North Road and Belmont Canyon Road. The Parking and Traffic Safety Committee will review the locations where on-street parking are proposed to be removed to increase sight distance or to eliminate locations where parked vehicles cause vehicle drivers to cross over a double yellow line. All of the affected property owners will be advised of the Parking and Traffic Safety Committee meeting. The recommendations of the Committee will be forwarded to Council at the February 22, 2005 Council meeting.

The Parking and Traffic Safety Committee will also be reviewing changes to the time restricted parking in front of 1910 Ralston Avenue and the residential portion of Academy. The recommendations will be forwarded to Council for action at the February 22nd Council meeting.

Fiscal Impact

There is no fiscal impact as the result of adopting the parking policies at this time.

Public Contact

There were three City Council meetings and several Parking and Traffic Safety Meetings during the nine months at which these issues were discussed.

Recommendation

It is recommended City Council adopt the attached resolution establishing a comprehensive parking policy.

Alternatives

1. Refer back to staff for further information or changes to the policies
2. Take no action

Attachments

- A. Resolution
- B. Exhibit 1

Respectfully submitted,

Raymond E. Davis III, PE, PTOE
Director of Public Works

Daniel Rich
Interim City Manager

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT
FOR THE ADOPTION OF PARKING POLICIES**

WHEREAS, over the past nine months the City Council has reviewed, discussed, and provided staff direction on time parking, residential permit parking, and parking on curves; and,

WHEREAS, the City Council has reviewed and discussed time parking restrictions and residential permit parking at their July 27, 2004 council meeting and agreed with staff's recommendations and agreed with the requirements recommended by staff for establishing residential permit parking; and,

WHEREAS, staff returned to Council on September 28, 2004 to further discuss the trial implementation of a residential permit parking area adjacent to Carlmont High School; and,

WHEREAS, the City Council reviewed and discussed the issue of parking on curves at their October 26, 2004 meeting and council directed staff to continue to respond to these types of concerns through the Parking and Traffic Safety Committee; and,

WHEREAS, staff accumulated all of the City Council's comments and direction on the issues of time parking restrictions, residential permit parking, and parking on curves and have incorporated this information into a comprehensive parking policy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Belmont adopt the resolution establishing a comprehensive parking policy as shown in Exhibit 1.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on January 25, 2005 by the following vote:

AYES, COUNCILMEMBERS: _____

NOES, COUNCILMEMBERS: _____

ABSTAIN, COUNCILMEMBERS: _____

ABSENT, COUNCILMEMBERS: _____

CLERK of the City of Belmont

APPROVED:

MAYOR of the City of Belmont

Parking Policies of the City of Belmont

The following outlines the policies for on-street parking within the public right-of-way throughout the City of Belmont. The policies cover three main areas:

- Timed Restricted Parking in Commercial Areas
- Residential Permit Parking
- Parking on Curves without Adequate Sight Distance

Time Restricted Parking in Commercial Areas:

The purpose of time restricted parking in commercial areas or areas immediately adjacent to commercially zoned property are to create parking turnover in the area, or to prohibit all day parking from employees of area businesses. A short term parking restriction that is for 2 hours or less is 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.

Factors for consideration for the implementation of Timed Parking Restrictions:

1. The time restriction needs to reflect the demands in the area by the adjacent businesses.
2. The time restriction has to be able to be enforced in a cost effective and efficient manner.

Criteria for Time Restricted Parking:

1. The time restriction must be for a reasonable period of time for the adjacent land uses.
2. The time restriction must be consistent with other parking restrictions in the area.
3. The adjacent business shall be able to approve the time parking restriction.
4. Short term parking less than one hour may only be installed immediately adjacent to the business requesting the parking restriction unless receiving permission from the adjacent business owner.
5. The installation of new (or removal of) time parking restrictions along an entire block. shall be by a petition representing a minimum of two-thirds of the business owners affected by the parking restriction.

Process for Requesting Time Restricted Parking:

1. Business or property owner submits a petition requesting time parking to the Parking and Traffic Safety Committee to the Public Works Department.
2. Public Works staff investigates the request and schedules a hearing by the parking and Traffic Safety Committee.
3. All affected properties within 300 feet of the request will be notified of the requested time parking restriction and advised as to the time and place of the Parking and Traffic Safety Committee will the matter will be heard.

4. The Parking and Traffic Safety Committee will hear the matter and make a recommendation to City Council if the requested time restricted parking is found to be appropriate. The applicant of any denied request is advised that they may appeal the decision of the Parking and Traffic Safety Committee to City Council.
5. Staff prepares a staff report recommending implementation of the requested time restricted parking and advises all properties within 300 feet and attendees of the Parking and Traffic Safety Committee when the matter will be heard by Council.
6. City Council adopts a resolution establishing a time restricted parking area.
7. Staff will advise the applicant of Council's decision and the installation of time restrictions will be scheduled.

Residential Permit Parking

The purpose of residential permit parking is to prohibit non-residential parking in a residential neighborhood unless the vehicle displays a permit.

Criteria for Residential Permit Parking:

1. Two-thirds of the affected residents must support the establishment of a residential permit program.
2. Non-residents are using more than fifty (50) percent of the available on-street parking along a contiguous block.
3. There is not adequate off-street parking for the residents.
4. The residential permit parking program will only be in effect during the hours that the area is impacted by non-residential parking.
5. The permit fees shall pay for the cost of implementation, administration and enforcement of a residential permit program.

Process for Residential Permit Parking:

1. A petition representing a minimum of two-thirds (2/3) of the affected residential properties sign a petition requesting the establishment of residential permit parking is submitted to the Parking and Traffic Safety Committee.
2. Public Works staff validates the petition and undertakes the necessary parking survey to determine the percentage of non-resident parkers and the availability of off-street parking.
3. The Parking and Traffic Safety Committee advises all of the area residents and notify all properties within 500 feet when the Committee will review the request.
4. The Parking and Traffic Safety Committee holds a hearing and then makes a recommendation to City Council to establish a residential permit parking area.

Restricted Parking on Curves

The purpose of restricting parking on curves is to insure there is sufficient safe stopping distance for vehicles traveling along a roadway or to insure that vehicles do not have to cross over a double yellow line (CVC violation) to pass a parked vehicle.

Criteria for restricting parking on curves:

1. The safe stopping distance for a vehicle traveling at 25 mph is less than 150 feet.
2. On-street parking forces vehicle drivers to travel across double yellow lines.
3. There have been 3 collisions within the last 5 years at a location.

Process for Requesting Parking Restrictions on Curves:

1. Resident or property owner submits a Parking and Traffic Safety Committee request to Public Works.
2. Public Works staff investigates the request and schedules a hearing by the Parking and Traffic Safety Committee.
3. All affected residents within 300 feet of the subject location will be notified of the requested parking restriction and advised as to the time and place of the Parking and Traffic Safety Committee that the matter will be heard.
4. The Parking and Traffic Safety Committee will hear the matter and make a recommendation to City Council if the requested parking restriction is found to be appropriate. The applicant of any denied request is advised that they may appeal the decision of the Parking and Traffic Safety Committee to City Council.
5. Staff prepares a staff report recommending implementation to City Council and advises all properties within 300 feet and attendees of the Parking and Traffic Safety Committee when the matter will be heard by Council.
6. City Council adopts a resolution establishing the boundaries for no parking.
7. Staff advises the applicant of the Council's decision and when the subject restrictions will be scheduled to be installed.

Removal of Parking Restrictions

The request for the removal of timed parking restrictions, residential permit parking restrictions and parking on curves shall follow the same procedures that are required for the implementation of the parking restrictions.

