

**DOWNTOWN PARKING COMMISSION
MINUTES
January 22, 2003**

Present

John Herrington, Chair
Lita Verts
Wayne Yarnall
Susan Christie

Staff

Lee Shoemaker, Public Works
Steve Rogers, Public Works

Ex-Officio

Rob Gándara

Visitors

Joan Wessell, Downtown Corvallis
Association
Mike Blair

Absent

Jean Bonifas
Jeff Katz
Dick McClain
Bob Blackledge
Richard Mehlhaf

SUMMARY OF DISCUSSION

| Agenda Item | Information Only | Held for Further Review | Recommendations |
|---|------------------|-------------------------|--|
| Commission Reports | X | | |
| Revision to Municipal Code - Courtesy Parking Permits | | | Recommend allowing Courtesy Parking Permits for Benton County business trips |
| Parking Work Program | | | Endorse Parking Work Program |
| Parking Education and Enforcement | X | | |
| Parking for Persons with Disabilities on Monroe Avenue | | X | |
| Parking Requests at Adams Avenue and 4 th Street | | X | |
| Adams Avenue and First Street Parking | | | Install new parking meter on south side of Adams and motorcycle parking on north side of Adams |

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|---|---|---|--|
| Alpine Bakery Request for 15-Minute Parking Space | | X | |
| Visitor Comments | X | | |
| Other Business | X | | |

CONTENT OF DISCUSSION

I. Call Meeting to Order/Approve December 18, 2002 Minutes

John Herrington called the meeting to order. John noted that the meeting he attended with the new City Council was held in December rather than January. The minutes were approved unanimously as corrected.

II. Commission Reports

Chair Reports/Updates

Susan Christie reported that the Bicycle and Pedestrian Advisory Commission reviewed potential sites for a covered bike shelter in downtown Corvallis. She said there was some concern from businesses about the loss of one parking space on 2nd Street. From her perspective, the bike shelter will add parking for about 15-16 people in contrast to automobile parking spaces which provide parking for one or two people. She said 2nd Street was a popular location for bicyclists and we haven't done enough to talk with local businesses about bicyclists being good customers. Steve Rogers reported that the location for the bicycle shelter will be on the west side of 2nd Street between the two entrances of the City parking lot. Steve has been working with the Downtown Corvallis Association to find additional automobile parking spaces in the area. Public Works staff have redesigned striping to gain four new spaces. There are also three loading zone parking spaces that can be converted into general purpose parking. This proposal will come back to the Parking Commission for discussion and recommendation.

Wayne Yarnall stated that the Riverfront project added several new accessible parking spaces, but one was lost on Madison Avenue between First and Second Streets. He said the core area needs more accessible parking.

John Herrington provided information on parking enforcement in the Free Customer Parking Zone. Increased parking enforcement is continuing with more citations being issued to employees parking in the Free Customer Zone and letters sent to businesses that have neglected to report employee license information. Rob Gándara asked if a time limit on parking in the Free Customer Parking area has been considered. John Herrington said that issue has been discussed considerably.

III. Discussion/Possible Action

Revision to Municipal Code - Courtesy Parking Permits

Steve Rogers reported that Benton County requested that the City Municipal Code be amended to allow Courtesy Parking Permits to be issued to County employees conducting County business. Currently, the City issues permits to those conducting City business. Benton County wants to reduce parking and mileage costs by encouraging the use of pool cars and carpooling for business trips. The permits would allow County staff to park in metered spaces while conducting County business. The Parking Commission endorsed the proposed code change to allow Courtesy Parking Permits for Benton County business. Wayne Yarnall added that Benton County Emergency Services volunteers do not pay at the meters when on County business.

2003 Parking Work Program

Lee Shoemaker presented the proposed parking work program for calendar year 2003. The estimated time allocated on the spreadsheet would be staff time. The tasks were arranged into categories of similar work areas. The major program categories are: policy driven programs, proposals and requests, review and past actions, parking monitoring, and Parking Commission support. Lee referred the Parking Commission to the estimates of staff time allocated to each category and the approximate timeline to bring each task for their consideration. Identified tasks that staff will not get to this calendar year are listed at the end of the spreadsheet. Responding to a question from Susan Christie, Lee reported that his available time for the parking program is ½ FTE.

Parking Education and Enforcement Update

Lee stated that Parking Enforcement staff are continuing their early morning patrols, enforcement is continuing at an increased level, and courtesy notices are being distributed. Parking Enforcement staff were currently processing the license plate information provided by downtown employers.

Parking for Persons with Disabilities on Monroe Avenue

Lee referred to the parking surveys he conducted on Monroe Avenue at 4th Street and Monroe Avenue at 1st Street. The survey results indicated that people parking in the ADA spaces leave their vehicles in those spaces for long periods of time. The owners of the vehicles parking at Monroe and 4th live at the Benton Plaza.

Wayne Yarnall said that it is difficult for disabled visitors coming to this area to find parking in ADA spaces. Lee stated that people with ADA permits can park in any space as long as it is not signed 30 minutes or less. Wayne stated the addition of 30-minute signed parking spaces has eliminated those spots for persons with disabilities from parking there for longer than 30 minutes. Responding to a question, Lee said that the ADA spaces on Monroe near the Benton Plaza were in

the Free Customer Parking Zone.

Commission Herrington suggested that this item come back to the Parking Commission at a future meeting. Wayne Yarnall informed the Parking Commission that the U.S. Access Board is considering changing ADA on-street parking requirements that may require more ADA spaces. Steve Rogers added that the proposed new requirements was for new construction and not for existing streets.

Parking Requests at Adams Avenue and 4th Street Update

Lee Shoemaker reported that he met with the owners of Sivetz Coffee and Tommy's 4th Street Bar and Grill. He discussed the idea of converting a few 10-hour meters to 2-hour meters with them. Lee thought the owners were agreeable to this change and he will bring this back for Parking Commission approval at the next meeting.

Mr. Sivetz said he was experiencing some problems with people parking longer than allowed at the three 30-minute spaces near his business. Lee will notify affected property owners when this issue will be considered by the Parking Commission.

Adams Avenue and First Street Parking Spaces

Lee referred to the aerial photograph in the packet. At the request of a business owner, staff is proposing the addition of one parallel 10-hour metered parking space on the south side of Adams Avenue at First Street. In addition, staff is proposing that the north side of Adams Avenue at First Street be striped for motorcycle parking. Wayne Yarnall asked if staff considered adding an accessible parking space instead of the parking meter. Lee said he had not. Wayne said this area could use an ADA space.

John Herrington recommended adding the meter and the motorcycle parking and revisit the issue of an ADA space at a future date. Wayne added that an accessible van could use the metered space. The Parking Commission approved adding a 10-hour parking meter on the south side of Adams Avenue at First Street and motorcycle parking on the north side of Adams Avenue at First Street.

Alpine Bakery Request for Two 15 Minute Parking Spaces

Lee presented a request by the owners of Alpine Bakery for two 15-minute parking spaces. Currently, there are 2-hour parking spaces on this block. The owners reported that the customers at Alpine Bakery need short duration parking for quick trips into the bakery. Lee said that the Parking Commission and the Riverfront Commission approved the current 2-hour parking control.

Joan Wessell from the Downtown Corvallis Association said this was a reasonable request. The Parking Commission directed staff to come back with a report and a recommendation on the request and that the proposal be reviewed by the Riverfront Commission.

IV. Other Business

Steve Rogers reported on the upcoming construction projects in the downtown area and mentioned that plans for an extensive public involvement effort with the local businesses and the general public.

Rob Gándara suggested that the OSU Master Plan and related parking issues be discussed at the next meeting. Steve Rogers stated that this may not be an issue for the Downtown Parking Commission. Joan Wessell stated a concern about stretching the resources of the current staff and Parking Commission. Rob Gándara said he would discuss this issue with the City Manager.

The meeting was adjourned at 6:00 p.m.

The next Parking Commission meeting will be on Wednesday, February 26, 2003 at 5:00 p.m. in the City Hall Meeting Room “D”.