



CITY COUNCIL AGENDA REPORT

Meeting Date: June 6, 2024

From: Karen Kinser, Deputy Director of Public Works

Subject: Resolution to initiate test Parking Permit Program on Thomas

Community Goal/Result

- (1) Safe Community
- (2) Community Building

Purpose: To initiate a test residential parking permit program (RPPP) on Thomas Ave. lasting six months, and to later receive feedback from staff on the effectiveness of the program.

Recommendation: Adopt the resolution to initiate a test RPPP on Thomas Ave based upon results of outreach to residents.

Background

On April 18th, Council reviewed neighbor feedback regarding a potential trial program on Tulare St. and/or Thomas Ave. via a returned letter sent to households and other feedback received from staff's follow up door-knocking campaign. The letter sent to households is attached for reference.

Council had further directed staff to revise Brisbane Municipal Code Section 10.26, which allows for neighbors to initiate an RPPP. Also on April 18, Council approved the code revision to reduce the number of households needed to initiate a program on their street to a simple majority, versus the prior 70%.

Discussion

Of the votes received by the Council meeting date for Thomas Ave., there were 19 in favor and 5 opposed to conducting a 6-month test program. On Tulare St., there were 14 in favor and 14 opposed.

The communication received from those opposing was from households that had more cars than licensed drivers, from a household that objected to the \$20 fee, and one household who thought the guest permit allowance should be more robust. Others did not indicate their reason for opposition.

Consultant IPS Group can set up the RPPP parameters and associated web services, including collection of permit application information for a onetime cost of \$5,000. This cost would not recur if the Council later decided to or residents, through the petition process in BMC 10.26, initiated a program with the same parameters at another location.

Fiscal Impact

Beyond the \$5,000 database setup cost, installation of signs needed to indicate parking restrictions on Thomas Ave. will be approximately \$3,600. Residents will be required to pay for

each permit applied for and obtained based on IPS's fee schedule. Staff will send a letter to all affected households detailing costs and methods of payment available to them.

Enforcement will not incur additional costs, as Brisbane Police can respond to complaints with existing staff per the parameters above. Revenue from citations was not estimated nor included.

Attachments

1. Resolution Establishing a Trial Residential Parking Permit Program on Thomas Ave.
2. Letter sent to households on Tulare St and Thomas Ave on March 20, 2024.



Karen Kinser, Deputy Director of Public Works



Tomas Santoyo-Velazquez, Assistant Engineer



Randy Breault, Director of Public Works/City Engineer



Clay Holstine, City Manager

RESOLUTION NO. 2024-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE
ESTABLISHING A TRIAL RESIDENTIAL PARKING PERMIT PROGRAM
ON THOMAS AVENUE**

WHEREAS, the Council-appointed citizen advisory Complete Streets Safety Committee heard concerns from residents regarding a lack of available street parking due to storage of excess vehicles on the street as well as use of the street for airport parking by non-residents; and

WHEREAS, the Complete Streets Safety Committee reviewed other cities' programs and made a recommendation to the City Council regarding guidelines for a program for either targeted streets or all public streets in Central Brisbane; and

WHEREAS, Council determined it wished to investigate the community's interest in a trial program and directed staff to send a survey letter to residents of Thomas Avenue and Tulare Street; and

WHEREAS, after reviewing the responses to the trial parking program survey Council determined to establish a trial residential parking permit program on Thomas Avenue; and

WHEREAS, the City Council's authority to impose residential parking restrictions by resolution is codified in Brisbane Municipal Code Section 10.26.045.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRISBANE
RESOLVES AS FOLLOWS:**

1. A trial residential parking permit program in compliance with Chapter 10.26 of the Brisbane Municipal Code shall be in effect on Thomas Avenue from August 1, 2024 to January 31, 2025.
2. The following guidelines and restrictions will be enforced:
 - a. One permit may be issued per each licensed driver for one vehicle, when both driver and vehicle are registered to the address on Thomas Avenue.
 - b. The fee per permit will be based upon consultant IPS's fee schedule.

- c. Guest permits will be made available. The number of single overnight guest permits per household will be ten (10). The fee per guest permit will be based upon consultant IPS's fee schedule.
- d. Parking will be restricted to permit holders Sunday through Thursday starting at 10 PM and ending at 6 AM the next day.
- e. Parking complaints for nonpermitted vehicles may be made anonymously by phone or through the city website at any time, but enforcement will only be conducted during program hours, and upon receipt of a resident complaint via phone or website.
- f. The City Engineer is directed to post signage as required by Brisbane Municipal Code Section 10.26.070.

Terry O'Connell, Mayor

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PASSED AND ADOPTED at a regular meeting of the City Council of the City of Brisbane held on the sixth day of June, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Ingrid Padilla, City Clerk



City of Brisbane
 50 Park Place
 Brisbane, CA 94005-1310
 (415) 508-2100
 (415) 467-4989 Fax

Attachment 2

DATE March 20, 2024

Subject: Residential Parking Program

Dear Residents of Tulare Street and Thomas Avenue,

A number of factors create challenging parking in our community; narrow streets, an economy forcing multiple generations to live under one roof, the occasional “airport parker”, businesses run out of the home and associated with multiple vehicles and pending legislation (State Assembly Bill 413) that will remove parking at intersections to provide better sight distance for pedestrians.

In an effort to reduce the parking challenges and make spaces more equitably available, the Council is asking you if you are willing to have a pilot residential parking permit program implemented on your street. Please reply by April 5th, 2024.

As currently envisioned the program’s parameters are:

1. One permit will be issued per licensed driver for one vehicle, when both driver and vehicle are registered to the address.
2. The fee per permit will be \$20.
3. Guest permits will be made available. If the pilot program is established for 6 months, the number of single overnight guest permits per household will be ten (10).
4. Parking will be restricted to permit holders starting at 10 PM and ending at 6 AM the next day on Sunday through Thursday.
5. Parking complaints for nonpermitted vehicles may be made anonymously by phone or through the city website at any time, but enforcement will only be conducted during program hours, and upon receipt of a resident complaint via phone or website.
6. The program will require 17 signs on Tulare and 7 on Thomas, spaced to provide visibility from any location on the street.

Are you in favor of a test program? Yes No

Name and Street Address (one vote per household): _____

If you would like more details or wish to comment on the proposed program, please contact Deputy Public Works Director Karen Kinser at (415) 508-2133 or kkinser@brisbaneca.org. Please return this letter in the included envelope or reply by email to Karen Kinser, including your household address and your vote.

Very truly yours,
 Terry O’Connell
 Mayor, Brisbane City Council