



TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor, Mayor Pro Tem, and Members of the Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: October 8, 2024
SUBJECT: Modification of Fee-In-Lieu for Parking in the Downtown Zoning District

BACKGROUND

Beginning in 2021, the Board discussed the implementation of a fee-in-lieu of parking in Elizabeth. In January 2022, the Land Use Development Code was amended to address parking within the Downtown (DT) zoning district. [Ord. No. 22-01.] The purpose was to require developers [and property owners] to either (1) set aside specific parking as part of the development of lots in the DT district, or (2) allow funds to be collected by the Town for development of larger parking lots within the district.¹ The fee was set at \$5,000 per parking space to be used to offset the costs of land acquisition, surveying, planning, design, construction long term maintenance, and improvements of downtown parking lots.

Since 2021 the Downtown Zoning District has been changing, including the start of construction of the Streetscape Project and the design of The Depot parking area. These projects are to be completed before June of 2025 and open to the public for parking. The costs associated with the fee-in-lieu should be reconsidered.

ANALYSIS

To date, no party has paid the fee-in-lieu to the Town of Elizabeth. Consequently, considering a change now is appropriate. Further, no parties who may be impacted in the future would object to a reduction in the fee to be charged. The Board of Trustees may want to consider a one-time nominal fee of between \$100-\$250 per parking space to cover more routine crack sealing and striping. The Town's Capital Improvement and Capital Street Funds would then be responsible for long-term maintenance.

STAFF RECOMMENDATION

This memorandum is for informational purposes and to initiate a discussion of the changes.

BUDGET CONSIDERATIONS

N/A

¹ Parking concerns within the Downtown area were first identified in the 2009 Community Revitalization Partnership Report, and further discussed in the 2015 Downtown Strategic Plan. These studies assisted in furtherance of the Main Street Streetscape Project which likewise addresses long-term parking revisions within the Downtown Zoning District.