



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council  
From: Allyson Watson Brunette, Principal Planner  
Date: September 10, 2021  
Re: Downtown Parking Ordinance and Permitting

The attached report, "Downtown Parking Assessment (2018)" was completed by the Planning and Community Development department in 2018 in conjunction with the Engineering, Streets and Police Departments. A summary of the existing ordinance and permit structure is pages 4-6. Recommendations are included on pages 9-10.

Implementation of these recommendations were stalled due to a number of intersecting challenges in 2018 including:

1. A desire to gain more input from the business community in the downtown area on how this permit change would be received.
2. An inability at the time to facilitate online payment for parking permits to increase convenience for permit holders.
3. Uncertainty about who should "own" the downtown parking permitting process (Clerks office or Police Department).

As a result, downtown overnight parking permits have not been issued regularly or consistently in at least five years. We are not implementing our ordinance as it is written and there is confusion between various City departments and the general public on what the rules are and how/if they are enforced.

The only element of the 2018 plan that has been implemented has been the Overnight Grace Parking permit for taverns that operate in the downtown area and rely on public parking for their patrons. New overnight grace parking permits are issued in December of each year to liquor license holders in the downtown area.

With the substantial change in Council since the time that this report was last discussed, staff felt it was timely to revisit the issue and gain new guidance and input from Council.