

CITY OF BLOOMINGTON  
PARKING COMMISSION  
REGULAR MEETING PACKET  
DECEMBER 2018

Thursday, December 13, 2018  
Hooker Conference Room  
5:30 PM — 7:00 PM

Next Regular Meeting: January 24 Hooker Room, City Hall, 5:30 — 7:00 PM

## **Packet Related Material**

Meeting Agenda

Proposed changes to Title 15 Ordinance 18-XX (Staff)

**Parking Resolution 18-03** – *To Amend the Commission's ByLaws*

- Strikeout version of ByLaws as adopted 3/27/18

**Parking Resolution 18-05** – *Evolve Parking Plan*

- Report from Beth Rosenbarger/Liz Carter
- Map of area

**Parking Resolution 18-07** – *Schedule of 2019 Meetings*

- Recap of meeting day/time, location, and duration survey

**Parking Resolution 18-08** – *To Recommend Guidelines for Neighborhood Zones*

First Christian Church Parking Survey Results

Holiday Invite

# MEMO

From: Jim Blickensdorf  
To: Parking Commissioners  
Date: December 5, 2018  
Re: **December Meeting Agenda**

## **I. Discussion of Resolutions for Second Reading and Discussion**

### **Parking Resolution 18-03 – To Amend the Commission's By-Laws**

Resolution 18-02 proposes the following changes to our by-laws:

- Corrects I.8, Failure to Appoint, to conform with state law.
- Clarifies the phrase "serving Members" by changing the language to "duly appointed Members."
- Replaces "she/he" with "they"
- Proposes that resolutions be adopted in one reading, except for by-law changes which still require two reading

### **Parking Resolution 18-05 – Evolve Parking Plan**

P&T seeks the commission's input on on-street parking adjacent to and required by the Evolve development located at 17th & Dunn. The developer has asked for time-controlled parking enforcement, loading zones, and dedicated spaces for their leasing office.

The Commission should thoughtfully consider the developers request in the context of the draft Transportation plan, Desman study, and the framework we've established which values sharability and turnover of spaces. The commission recognizes parking as an important public asset that should be allocated equitably to support the economic and social health the whole community. The city's Comprehensive Plan promotes alternate modes and transit, and the commission's authorizing legislation requires the commission to work towards that goal.

Allocating public, on-street parking spaces to a for-profit entity would establish a dangerous precedent. The developer controls substantial off-street parking, and could choose to allocate spaces in their garage for prospective tenants. Resolution 18-05 recognizes the need for parking controls in the area of 18th and North Dunn, and proposes high-security, covered

bicycle parking in the angled parking in lieu of reserved spaces for the developer's leasing office.

A letter from staff seeking guidance and site plans for the Evolve development are attached.

### **Parking Resolution 18-07 – Schedule of 2019 Meetings**

I've included the raw data from the online survey, with the exception of emails/phone numbers. The commission roster will be distributed at the meeting. 77% of respondents indicated a preference for the status quo, limiting meetings to no-more-than 90 minutes, and holding work sessions only as/if required.

The schedule of 2019 meetings is attached and may be amended during our discussion.

### **Parking Resolution 18-08 – To Specify Guidelines to Create or Extend Neighborhood Zone Boundaries**

No formal process to create or extend the boundaries of a NZ exist in the city code. We are well aware of the costs of signing, enforcing and educating residents. The attached guidelines are best-practices from representative cities and will serve as a starting point for our discussion, as we formalize the process.

## **II. Discussion of Topics Not the Subject of Resolutions**

Cm Volan and I met with First Christian Church following the September regular meeting to discuss concerns about church parking throughout the week, on Sundays, and the impact of the Graduate Hotel. Scott Cripe and Pastor Helen Hempfling have surveyed parishioners and will present the findings. A discussion of options for downtown churches may follow.

## **III. End-of-Year Reception**

I'd like to recognize and celebrate the hard work and many hours of time each commissioner has put in over the past year. I'm inviting you +1 to Grazie for light apps and drinks following our December meeting. Special prize awarded to the commissioner with the ugliest holiday sweater.

CITY OF BLOOMINGTON

PARKING COMMISSION

REGULAR MEETING AGENDA

**December 13, 2018, 5:30 PM — 7:00 PM**

Hooker Room, City Hall

- I. Call to Order
- II. Reports from Commissioners & City Offices
- III. Public Comment
- IV. Discussion of Resolutions for Second Reading and Discussion
  - A. **Parking Resolution 18-03** – *To Amend the Commission's By-Laws*
  - B. **Parking Resolution 18-05** – *Evolve Parking Plan*
  - C. **Parking Resolution 18-07** – *Schedule of 2019 Meetings*
  - D. **Parking Resolution 18-08** – *To Specify Guidelines to Create or Extend Neighborhood Zone Boundaries*
- V. Discussion of Topics Not the Subject of Resolutions
  - A. First Christian Church Parking Survey
- VI. Member Announcements
- VII. Commission Schedule
- VIII. Adjournment

Auxiliary aids for people with disabilities are available upon request with advance notice.  
Please call **(812) 349-3429** or e-mail [human.rights@bloomington.in.gov](mailto:human.rights@bloomington.in.gov).

**Next Regular Meeting:** December 13, 5:30 PM;  
Deadline for regular meeting packet material is January 14

CITY OF BLOOMINGTON  
PARKING COMMISSION

**Parking Resolution 18-02**

**To Report to Council Recommendations on the  
Fourth Street Garage and Trade's District Garage**

**WHEREAS**, the City of Bloomington Common Council in November of 2016 adopted Ordinance 16-22 ("Ordinance") amending Title 2 of the Bloomington Municipal Code; and

**WHEREAS**, the ordinance created the Bloomington Parking Commission, whose primary purpose is to develop, implement, maintain and promote a comprehensive policy on parking that takes in account the entirety of, and furthers the objectives of, the city's comprehensive plan; and

**WHEREAS**, the Ordinance also directs the Commission to coordinate parking activities, to carry on educational activities in parking matters, to supervise the preparation and publication of parking reports, to receive comments and concerns having to do with parking matters, and to recommend to the common council and to appropriate city officials ways and means for achieving the city's comprehensive plan objectives through the administration of parking policies and enforcement of parking regulations; and

**WHEREAS**, the Commission has estimated the total cost of ownership which includes principle, interest and operating expense;

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission hereby authorize and direct members of the Executive Committee to report to the Common Council

1. The sentiment of the commission and results of the discussion, generally.
2. A recommendation on the Fourth Street Garage.
3. A recommendation on the construction of a Trade's District Garage.

#

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which a quorum was present and voted.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_

Chair, Parking Commission

Jim Blickensdorf, Council Appointee

X \_\_\_\_\_

Secretary, Parking Commission

Stephen Volan, Council Member

###

CITY OF BLOOMINGTON  
PARKING COMMISSION

**Parking Resolution 18-03**  
**To Amend the Commission's ByLaws**

**WHEREAS**, the City of Bloomington Common Council in November of 2016 adopted Ordinance 16-22 ("Ordinance") amending Title 2 of the Bloomington Municipal Code; and

**WHEREAS**, Ordinance 16-22 requires the Commission to adopt rules and regulations for the conduct of its business; and

**WHEREAS**, On March 27, 2017, the Commission adopted by-laws governing the conduct of its business; and

**WHEREAS**, the Commission desires to amend its by-laws to clarify provisions and streamline the adoption of resolutions;

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission hereby amend the Bylaws of the Bloomington Parking Commission, a copy of which is attached hereto as Exhibit A.

#

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which two-thirds of the Members were present and voting.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_

Chair, Parking Commission

Jim Blickensdorf, Council Appointee

X \_\_\_\_\_

Secretary, Parking Commission

Stephen Volan, Council Member

###

**EXHIBIT "A"**  
**BY-LAWS AS AMENDED**

CITY OF BLOOMINGTON  
PARKING COMMISSION

**Parking Resolution 18-04**

**To Recommend the Trades District Parking Plan**

**WHEREAS**, the City of Bloomington Common Council in November of 2016 adopted Ordinance 16-22 ("Ordinance") amending Title 2 of the Bloomington Municipal Code; and

**WHEREAS**, the ordinance created the Bloomington Parking Commission, whose powers and duties include, but are not limited to reviewing the performance of all meters, lots, garages, and neighborhood zones in the city's parking inventory, and reviewing the performance of all divisions of City departments devoted specifically to parking management; and

**WHEREAS**, the Commission's duties include making recommendations on parking policy, including but not limited to: pricing, hours of operation, addition or removal of parking spaces, and changes when necessary to city code, enforcement procedures, or any other aspect of parking management policy; and

**WHEREAS**, the City of Bloomington Redevelopment Commission has established an area known as the Bloomington Trade's District bounded by West 10th and West 11th Street and North Rogers Street and North Morton Street; and

**WHEREAS**, the Economic and Sustainable Development and Planning and Transportation departments and Commission desire to regulate on-street parking on 10th Street between North Rogers Street and North Morton Street, Madison Street between West 10th Street and West 11th street and "Trades Street" between North Rogers Street and Madison Street; and

**WHEREAS**, the Planning and Transportation department has presented a plan for on-street metered parking which includes seven multi-space meter kiosks, seven single-single-space meters for ADA spaces, and signage, installation and miscellaneous expenses estimated to total \$65,170;

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission recommend as follows:

1. **A Request for an Additional Appropriation** for the estimated equipment and installation costs of \$65,170 from the city's Parking Meter Fund.
2. **To amend BMC §15.40.010, Locations,** designating the on-street multi-space meter spaces in the area bounded by the Trade's District as "Lot 25."
3. **To amend Title 15, Schedule "U"** to reflect the placement of on-street meters in the manner specified in Ordinance 18-11.
4. **To amend Title 15, Schedule "W"** to include Lot 25.
5. **To amend BMC §15.32.100, Loading Zones,** to include one drop-off / loading parking space approved by the Parking Services Director.
6. **To amend BMC §15.32.150, Accessible Parking for Persons with Disabilities, Schedule "S"** to include seven accessible parking spaces as approved by the Parking Services Director.

#

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which two-thirds of the Members were present and voting.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_  
Chair, Parking Commission  
Jim Blickensdorf, Council Appointee

X \_\_\_\_\_  
Secretary, Parking Commission  
Stephen Volan, Council Member

###

CITY OF BLOOMINGTON  
PARKING COMMISSION

**Parking Resolution 18-05**  
**To Recommend an Evolve Parking Plan**

**WHEREAS**, the City of Bloomington Common Council in November of 2016 adopted Ordinance 16-22 ("Ordinance") amending Title 2 of the Bloomington Municipal Code;

**WHEREAS**, the ordinance created the Bloomington Parking Commission, whose powers and duties include, but are not limited to reviewing the performance of all meters, lots, garages, and neighborhood zones in the city's parking inventory, and reviewing the performance of all divisions of City departments devoted specifically to parking management;

**WHEREAS**, the Commission's duties include making recommendations on parking policy, including but not limited to: pricing, hours of operation, addition or removal of parking spaces, and changes when necessary to city code, enforcement procedures, or any other aspect of parking management policy;

**WHEREAS**, Evolve Bloomington, a student housing project, specified plans for on-street parking in their application to the Plan Commission to be located on West 18th ;

**WHEREAS**, the City of Bloomington Planning and Transportation department's draft Transportation plan encourages adoption of a "complete streets" policy that encourages multiple modes of travel;

**WHEREAS**, shared streets, which allow for bicyclists, pedestrians and motorists to operated in a shared space, are ideal in locations with high pedestrian activity and dense commercial or mixed-use land uses;

**WHEREAS**, the City of Bloomington Parking Commission has consistently recognized the value of on-street parking to be related to the sharability and the rate of turnover of on-street parking spaces;

#

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission recommend as follows:

1. **Installation of single-space meters** between 1401 and 1599 North Grant Street.
2. **Installation of single-space meters** between 201 East 18th Street and North Dunn Street, with the exception of the area proposed
3. **To amend Title 15, Schedule "U"** to reflect the placement of on-street meters in the manner specified in Ordinance 18-11.
4. **To amend BMC §15.32.100, Loading Zones,** to include one drop-off / loading parking space approved by the Parking Services Director.
5. **To amend BMC §15.32.150, Accessible Parking for Persons with Disabilities, Schedule "S"** to include three accessible parking spaces as approved by the Parking Services Director.
6. **Installation of high-security, covered bicycle parking** on the south-east corner of East 18th and North Dunn Street in the angled parking area depicted in Nile Bolton Associates sheets L1.00 and L1.03.
7. **A Request for an Additional Appropriation** for the estimated equipment and installation costs from the city's Parking Meter Fund.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which two-thirds of the Members were present and voting.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_  
Chair, Parking Commission  
Jim Blickensdorf, Council Appointee

X \_\_\_\_\_  
Secretary, Parking Commission  
Stephen Volan, Council Member

###

CITY OF BLOOMINGTON  
PARKING COMMISSION

**Parking Resolution 18-06**

**To Recommend a West 6th Street Parking Plan**

**WHEREAS**, the City of Bloomington Common Council in November of 2016 adopted Ordinance 16-22 ("Ordinance") amending Title 2 of the Bloomington Municipal Code; and

**WHEREAS**, the Commission's duties include making recommendations on parking policy, including but not limited to: pricing, hours of operation, addition or removal of parking spaces, and changes when necessary to city code, enforcement procedures, or any other aspect of parking management policy; and

**WHEREAS**, Ms. Benham has petitioned the City of Bloomington Planning and Transportation department to restore on-street parking on West 6th Street from the 2nd alley East of Oak Street to Elm Street and from the 2nd alley East of Pine Street to Oak Street ; and

**WHEREAS**, Ms. Benham does not have off-street parking; and

**WHEREAS**, this area of West 6th Street is not regulated as a neighborhood zone or designated as a bicycle pathway; and

**WHEREAS**, the city's Traffic engineer has stated that eliminating the areas of "no parking" would resolve confusion, restore parking to the neighborhood, and have no adverse effect on traffic calming;

#

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission recommend as follows:

1. **To amend BMC §15.32.080, No Parking Zones**, to delete the references to West 6th Street from the 2nd alley East of Oak Street to Elm Street and from the 2nd alley East of Pine Street to Oak Street Street.
2. **To remove any existing no-parking signs and pavement / curb marking.**

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which two-thirds of the Members were present and voting.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_

Chair, Parking Commission

Jim Blickensdorf, Council Appointee

###

X \_\_\_\_\_

Secretary, Parking Commission

Stephen Volan, Council Member

CITY OF BLOOMINGTON  
PARKING COMMISSION

**Parking Resolution 18-07**  
**Schedule of 2019 meetings**

**WHEREAS**, the Commission's by-laws require monthly meetings; and

**WHEREAS**, members have indicated preferences for time of day, location of meeting and duration of the meeting, described in Exhibit "A" ;

#

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission adopt the 2019 meeting schedule attached hereto as Exhibit "A".

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which two-thirds of the Members were present and voting.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_  
Chair, Parking Commission  
Jim Blickensdorf, Council Appointee

X \_\_\_\_\_  
Secretary, Parking Commission  
Stephen Volan, Council Member

###

**EXHIBIT "A"**  
**CITY OF BLOOMINGTON PARKING COMMISSION**  
**2019 MEETING SCHEDULE**

| <b>MONTH</b>     | <b>WORK SESSION<br/>(IF NEEDED)</b> | <b>REGULAR MEETING</b> |
|------------------|-------------------------------------|------------------------|
| <b>JANUARY</b>   | January 10                          | January 24             |
| <b>FEBRUARY</b>  | N/A                                 | February 28 (2 Hours)  |
| <b>MARCH</b>     | (Spring Break)                      | March 28               |
| <b>APRIL</b>     | April 11                            | April 25               |
| <b>MAY</b>       | May 9                               | May 23                 |
| <b>JUNE</b>      | June 13                             | June 27                |
| <b>JULY</b>      | July 11                             | July 25                |
| <b>AUGUST</b>    | August 8                            | August 22              |
| <b>SEPTEMBER</b> | September 12                        | September 26           |
| <b>NOVEMBER</b>  | November 10                         | November 17            |
| <b>DECEMBER</b>  | N/A                                 | December 14            |

**Location: Hooker Room, City Hall**

**Meeting Duration: All meetings scheduled for 90 Minutes or less except February.**

CITY OF BLOOMINGTON  
PARKING COMMISSION

**Parking Resolution 18-08**

**To Recommend Guidelines to Create or Extend a Neighborhood Zone**

**WHEREAS**, in November of 2016 the Common Council established the Bloomington Parking Commission whose primary purpose is to develop, implement, maintain, and promote a comprehensive policy on parking that furthers the objectives of the City's Comprehensive Plan; and

**WHEREAS**, the Commission's duties include making recommendations on parking policy, including but not limited to: pricing, hours of operation, addition or removal of parking spaces, and changes when necessary to city code, enforcement procedures, or any other aspect of parking management policy; and

**WHEREAS**, the Parking Commission compiles an annual report ("Parking Commission Report") on the financial status of the City's parking system; and

**WHEREAS**, in May 2018, the Parking Commission to voted to forward to the Common Council recommendations for improving parking; and

**WHEREAS**, based on both the Desman Study, the report of the Parking Commission Report, and the recommendation of the Parking Commission, and resident concerns, the Common Council adopted changes to the City's parking regulations; and

**WHEREAS**, the City of Bloomington Parking Commission recognizes that parking is an important public asset that should be allocated equitably to support the economic and social health of our community; and

**WHEREAS**, the Bloomington Parking Commission, whose powers and duties include, but are not limited to reviewing the costs of implementing, maintaining and enforcing the city's neighborhood zones; and

**WHEREAS**, the City has adopted ordinances to create parking controls in Residential Neighborhood Zones, municipal garages and lots, and on-street parking in the Downtown business district; and

**WHEREAS**, no regulations exist that outline the process , methodology, or requirements for creating Residential Neighborhood Zones; and

**WHEREAS**, the Parking Commission is authorized to recommend to the Common Council and to appropriate city officials methods for achieving the City's Comprehensive Plan objectives through the administration of parking policies and the enforcement of parking regulations;

#

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission recommend to the Office of the Mayor and Common Council recommended guidelines for the creation or extension of Neighborhood Zone boundaries attached hereto as Exhibit "A".

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which two-thirds of the Members were present and voting.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_

Chair, Parking Commission

Jim Blickensdorf, Council Appointee

X \_\_\_\_\_

Secretary, Parking Commission

Stephen Volan, Council Member

###

## EXHIBIT "A"

### CITY OF BLOOMINGTON PARKING COMMISSION

#### Recommended Guidelines to Create or Extend a Neighborhood Zone

- I. Qualifications:
  - A. Parking spaces in the area must be 75% occupied at least 4 days per week, 9 months per year
  - B. Area must contain be xx lineal feet or yy block faces
  - C. Parking Services Director and Parking Commission should agree that the new area would promote benefits including:
    1. Increased access for residents or to business
    2. Reduced traffic congestion
    3. Increased traffic/bike/ped safety
- II. Adverse effects that may prevent implementation
  - A. Lack of alternate modes
  - B. Availability of simpler, cheaper solutions
  - C. Existence of one or more employers with 25 or more employees that could not operate under the permit system
- III. Process:
  - A. Resident or Council Member prepares a petition or the Parking Commission to include:
    1. Parking problem
    2. Probable cause of the parking problem
    3. Proposed boundaries of the congested area
    4. Number of individual businesses in the congested area
    5. A petition with signatures representing at least 50% of the residents in the proposed area
    6. Cost-Benefit Analysis to include an estimate of permit fees/sign installation costs
- IV. Upon receipt of a petition:
  - A. Parking Services Director / Traffic Engineer may refine boundaries to arterial roadways, water features, hills, ridges, or political boundaries, as necessary to protect the impact area
  - B. Parking Services Director posts notice of public meeting to all addresses in the proposed area
  - C. Following the public meeting, the Parking Services Director may prepare and submit Title 15 amendments to the Common Council
- V. Renewal / Changes to the NZ boundaries
  - A. Program renews annually, unless
    1. Parking Services Director receives a petition representing 50% of the addresses within the designated NZ requesting termination of the program
    2. The designated NZ no longer meets the rules, procedures established by the Parking Services Director for Nfs