



PARKING ADVISORY COMMITTEE MEETING AGENDA
Tuesday, May 12, 2015, 5:00 PM
City Municipal Center, 616 NE 4th Avenue

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES

- A. Approval of the Minutes from the October 2, 2014, Parking Advisory Committee Meeting

 [October 2, 2014, Parking Advisory Committee Meeting Minutes](#)

IV. SPECIAL PRESENTATION

- A. Presentation from the Downtown Camas Association
Details: Presentation on the parking efforts of the Downtown Camas Association
Presenter: Mark Klein, Downtown Camas Association

 [Downtown Camas Association Presentation](#)

IV. AGENDA ITEMS



- A. Timed Parking Waiver Program
Details: Presentation of how a timed parking waiver program works for the City of Ellensburg.
Presenter: Carrie Schulstad, Downtown Camas Association

 [Ellensburg Timed Parking Waiver Example](#)

- B. Parking Signage and Parking Map Discussion
Details: City Staff has been reviewing the current parking map and parking signage in the downtown core area. City Staff will present an update of the findings of this effort and discuss next steps.
Presenters: Steve Wall, Public Works Director and Curleigh Carothers, Engineering Manager

 [City of Camas Downtown Parking Map](#)

- C. Parking Time Limit Request from Kevin Taylor, Birch Street Lounge, 311 NE Birch Street
Details: Requests the removal of a 10-minute parking space located in front of the prior Caffe Piccolo location be replaced with a 2-hour parking limit sign.
Presenter: Phil Bourquin, Community Development Director

- D. Parking Time Limit Request of Jodie Vaughan, Caffe Piccolo, Corner of NE Cedar and NE 4th Avenue
Details: Requests that the loading zone be removed at NE Cedar Street and NE 4th Avenue and 10-minute parking be added. Previously, there was a 10-minute spot in front of the prior store location on Birch Street which allowed "grab and go" customers a parking spot.
Presenter: Phil Bourquin, Community Development Director
- E. Parking Time Limit Request of Heather Sinjem, Farmers Insurance, 217 NE 3rd Avenue
Details: Requests to replace two 30-minute parking spaces with 10-minute parking.
Presenter: Phil Bourquin, Community Development Director
- F. Parking Time Limits Request from Rand Thornsley, Liberty Theatre
Details: Request for a 3-hour time limitation on the streets of Adams, Birch, Cedar, Dallas and Franklin between Third and Fifth Avenue.
Presenter: Phil Bourquin, Community Development Director
 [Request from Rand Thornsley](#)
- G. Parking Advisory Committee Rules of Procedure
 [Parking Advisory Committee Rules of Procedure](#)

VII. ADJOURNMENT

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that persons with special needs have opportunities to participate. For more information, please call (360) 834-6864.



**Special Parking Advisory Committee
Meeting Minutes – Draft**
Thursday, October 2, 2014
Camas City Hall, 616 NE 4th Avenue

I. Call To Order

The meeting was called to order at 5:00 p.m.

II. Roll Call

Committee Members Present: Ami Bennett, Gene Dietzen, Debi Johnson, Geoerl Niles, Jennifer Senescu, Al Steinmann and Jodi Vaughan

Staff: Phil Bourquin and Jan Coppola

III. Election of Chair and Vice Chair and a Discussion on the Roles and Responsibilities of the Committee

Phil Bourquin, Community Development Director, gave brief introductions and asked each of the Committee Members to briefly outline their expectations of the committee. He elaborated on the City's needs and the expectations of the Parking Advisory Committee and gave an overview of the roles, responsibilities and the process for the Committee referencing Camas Municipal Code (CMC) 2.88 and 10.08. Mr. Bourquin added that the duties of the Committee are to gather information, provide advice and make recommendations to City Council and Staff. He encouraged the Committee Members to review the meeting materials which included: the meeting agenda; Ordinances No. 2704 and 2705; the "Parking Advisory Committee Rules of Procedure"; and the "Open Public Meetings Act".

Discussion ensued regarding the primary purpose of the committee and how parking requests will be handled. Mr. Bourquin suggested adding a spot for other items to the meeting agenda.

After a lengthy discussion, it was moved and seconded to nominate Geoerl Niles as Chair and Gene Dietzen as Vice Chair through 2015. The motion carried unanimously by a show of hands.

Mr. Bourquin discussed the Rules of Procedure for conducting business before the committee.

IV. Consideration of a 10-minute Parking Space Along NE Fourth Avenue between NE Birch Street and NE Cedar Street

Mr. Bourquin briefly outlined the request made by John Marble for the creation of a 10-minute parking space and added that the City Engineer has determined that there are no issues with this request.

The Committee Members thoroughly discussed the feasibility of the request noting that having an additional diagonal 10-minute parking spot does not seem to make sense at this time. Discussion ensued about having the markings for the existing 10-minute spots and the loading zones highlighted and the enforcement aspects of the 10-minutes spots.

Decision

After a lengthy discussion, Committee Member Niles moved and Committee Member Senescu seconded to deny the request for the creation of a 10-minute parking space along NE Fourth Avenue between NE Birch and NE Cedar Streets.

Mr. Bourquin asked if there were any further deliberations or discussion of the motion. The committee members unanimously agreed to amend the motion requesting that the City look at ways to enhance the appearance of the existing 10-minute parking spots and the two loading zones that are located in the downtown core. The motion carried unanimously by a show of hands.

Mr. Bourquin noted that the City will notify Mr. Marble that the Parking Advisory Committee has voted unanimously to deny the request and the Committee's enhancement request will be brought to the City Engineer for review. He also acknowledged the following requests made by the Committee:

1. To add a place holder on the agenda for other items;
2. to locate a parking map of the downtown core, have the link to the map placed on the City's website and to bring a printed copy of the map to the next meeting;
3. to have the Committee Member's names printed on the back of the name plates;
4. to look into the loading zone definitions and report back to the Committee;
5. and to make the traffic impact fee update available on the City's website.

Mr. Bourquin added that the regularly scheduled meeting dates for the Parking Advisory Committee are the second Tuesday of each January, May and September, if there is pending business before the Committee. Special meetings may be scheduled as needed.

V. Adjournment

Mr. Bourquin adjourned the Parking Advisory Committee Meeting at 5:57 p.m.

Parking in Downtown Camas

DCA

M. KLEIN

APRIL 2015



“There isn't enough parking!”

We've all experienced it. It's Friday evening, you drive around in circles looking for a parking space and your patience is wearing thin because your dinner reservation is in 5 minutes – and it's raining – and you have your mother-in-law sitting in the back seat telling you how to drive.

Or, it's 3 in the afternoon and your 8 yr. old's birthday party with 25 other kids begins in 30 minutes and you need to pick up 2 dozen decorated cupcakes. You pull up to the storefront and all the spaces are taken – so you have to drive around looking for a spot – but you only need 2 minutes to run in and pick up the cupcakes that will probably end up on the floor anyway. (You're not having fun.)

What are the issues?

THE GLASS IS HALF-FULL:

Damas is growing – more citizens.

Damas is less of a secret – more visitors.

The downtown is filling up – more retail, more bars, more restaurants.

The local press is picking up on it.

Overall community wealth is trending up.

Downtown more appealing to a larger cross section of the population.

There are over 520 parking spaces within a 26 block area. 79% are 2 hour until 6PM.

All the parking is free!

THE GLASS IS HALF-EMPTY:

No central parking structure/lot.

Employees tend to use the nearest spaces.

There's an age-old negative perception of the parking situation.

Potential retail tenants see the “lack of parking” as a primary obstacle to moving in.

Customers tend to draw comparisons to Mall parking – close to many stores.

Tenants want longer parking spaces available near their stores.

City Hall vs CDA – Cooperative or Competing Roles?

CITY HALL

- Tends to make decisions based on the long term.
- Moves at a glacial speed – by design.
- Far broader scope.
- Has ultimate authority over changes to parking arrangements.
- Is accountable to the citizens of Camas.
- Would bear the financial burden of a parking structure. It would be a net cost.
- Is intensely aware of the parking challenges.
- Working closely behind the scenes with prospective developers.
- Likely that there will be positive re-zoning actions in near term.

DCA

- Mission is to create and promote a vibrant social, cultural and economic center of the community.....
- Far more nimble.
- Scope is narrow - ~10 sq. block downtown area.
- Can play advisory (non-authoritative) role to city on parking matters.
- Is generally accountable to prospective tenants and the citizens and visitors to the downtown.
- Strength of the DCA is in it's platform to promote the downtown.

Propose a 3 Point Strategy

Tenants and their employees:

- Lay out a communication piece helping them to better understand parking in the downtown area.
 - ✓ Include maps, facts, employee spaces, etc. Provide their employees with solutions for much easier parking while avoiding “store front” parking.
 - ✓ Specific spaces where they are authorized to park, for example.

Citizens and Visitors

- Talk it up! Continue promoting what the downtown has to offer.
- “If you build it, they will come!” If the food and drink is good, parking will get easier!
- Work with city hall to constantly improve the signage.

City Hall

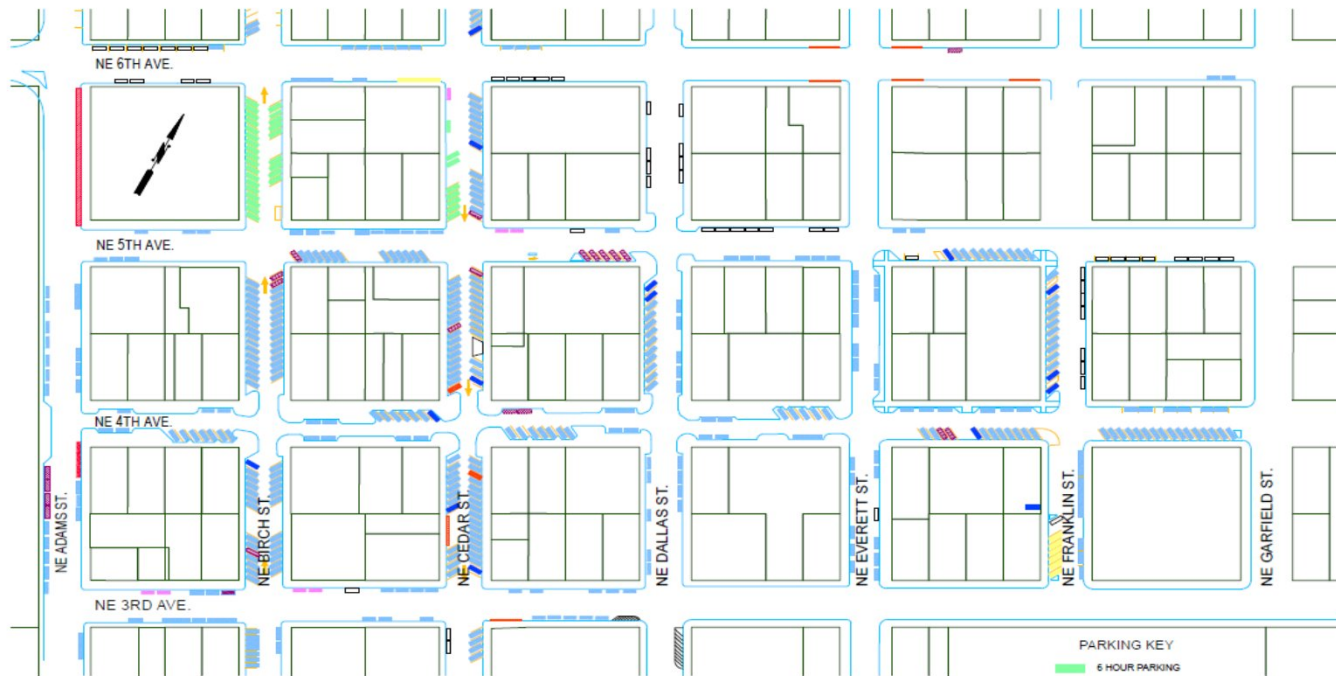
- Ask to be kept in the loop on any new parking solutions. In return, communicate the trending parking issues. Fix the easy ones; put the tougher ones on the list.
- Create an overflow area(s) complete with appropriate signage.
- Parking Committee to create an action plan for signage updates.

Parking Slots:

There are over 520 parking slots in downtown area (excluding 2nd street area)

- 2 hour = 79%
- 6 hour = 7%
- No Limit = 6%
- Handicap = 3%
- 30 Min = 2%
- 10 Min = 2%
- 1 Hr, Loading, = 1%

Where to park and how long you can stay:



CITY OF CAMAS DOWNTOWN PARKING MAP

This map is based on the most recent parking survey available. Be advised that changes to parking may have occurred that are not reflected in this edition of the map.

NOT TO SCALE
141230-002.JE

END

City of Ellensburg Time Parking Waiver

8.14.160 Timed parking waivers.

A. Waiver Authorized.

1. Purpose. The city council recognizes some businesses, service providers and professions serve customers or clients over extended periods of time during a day. Such customers or clients may drive to the business but be unable to find available, convenient parking spaces which allow parking for adequate periods of time. Additionally, it is recognized that some retail businesses engage in the delivery of perishable consumer commodities which require frequent use and movement of a delivery vehicle in areas of limited parking during the course of a business day. To accommodate these customers and such retail delivery vehicles, a timed parking waiver is authorized to allow for parking in excess of the time otherwise permitted. A parking waiver may only be used by customers and clients of a business, or a qualified retail delivery vehicle; it may not otherwise be used by a business's owner or employees.

2. Definition. As used in this section, "retail delivery vehicle" or "qualified retail delivery vehicle" means a vehicle owned or leased by a retail business located in the C-C zone, the primary purpose of which is the delivery at retail of perishable consumer commodities, the exterior of which is visibly marked with the name of the business, in, at a minimum, one-inch lettering.

B. Application Form. Applications for waivers shall be made to the finance department on forms which shall include:

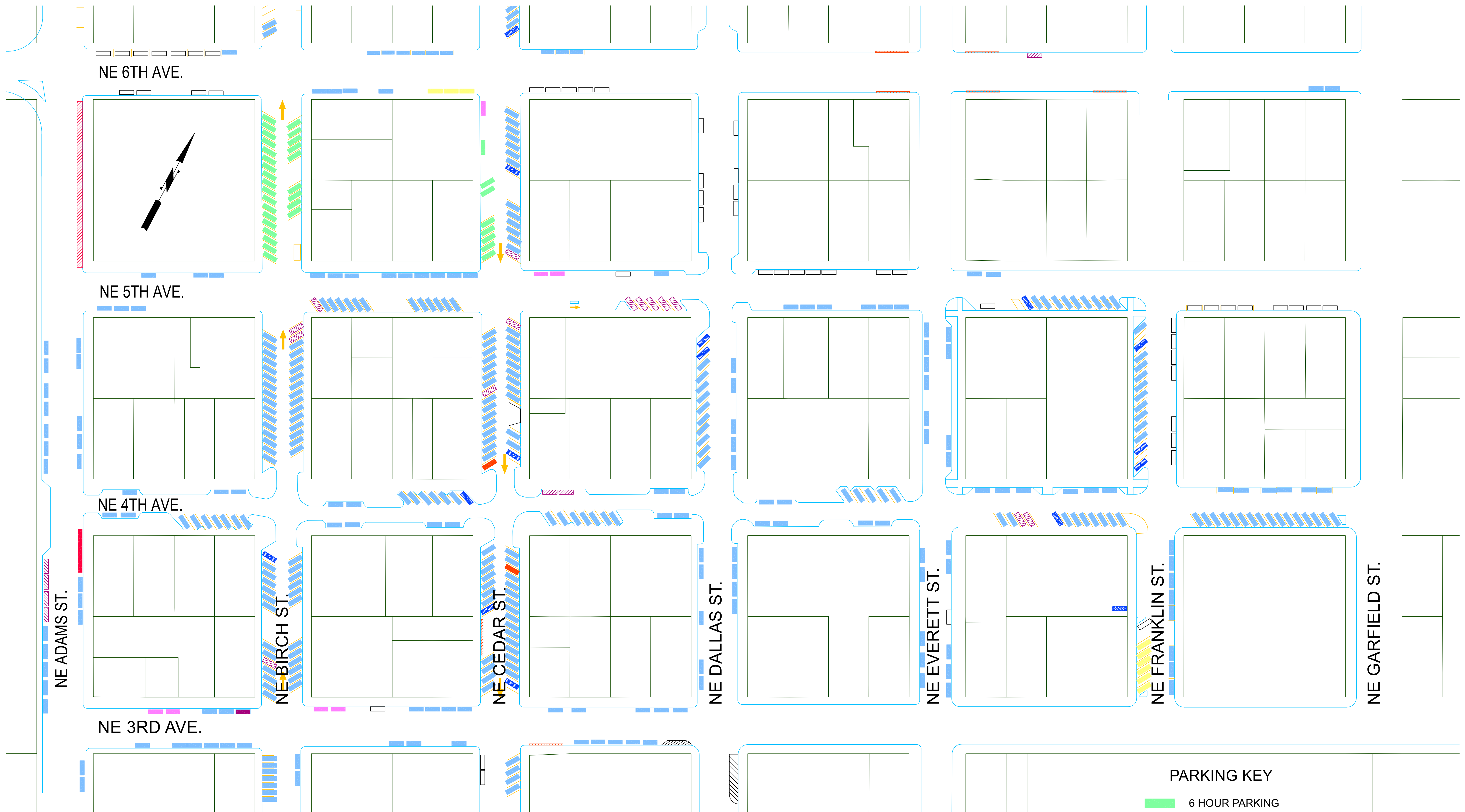
1. The name, address and telephone number of the business;
2. An indication the business possesses a current city business license; and
3. A declaration that those to whom the waivers will be reissued are expected to require parking for a period longer than allowed by the timed parking zones in the immediate vicinity of their business or a declaration that the timed parking waiver will be placed in a marked qualified retail delivery vehicle for that business.

C. Waiver Issuance and Reissuance. The finance department is authorized to issue up to three timed parking waivers to each business, service provider and professional who fulfills the requirements of this section. One of the waivers may be for a qualified retail delivery vehicle. Payment of \$15.00 is required for each yearly waiver requested. Upon receipt of payment, the finance department shall issue the parking waiver identifying the business, calendar year during which the waiver is valid, and other information deemed appropriate by the finance director/treasurer. There shall be no proration or refund of waiver fees in any circumstance, or for any reason, where the use is for less than a full calendar year. The reissuance of the waiver to customers or clients shall be the responsibility of the requesting business.

D. Waiver Term and Use Limitation. A timed parking waiver shall be valid only during the calendar year for which it has been issued. The waiver allows a customer, client, or qualified retail delivery vehicle to park for a period in excess of the timed parking limitation for the space in which the vehicle is parked and is to be used exclusively for the customer, client or qualified retail delivery vehicle operator while he or she conducts business or obtains service from the reissuing business. The waiver only waives parking time limits; all other parking regulations will apply.

E. Waiver Location. Timed parking waivers should be displayed near the middle of the vehicle's dashboard, clearly visible from outside the vehicle.

F. Penalties. Any person who uses a waiver in violation of the purpose or requirements of this section shall have the penalty provided by ECC [8.26.020](#), upon a finding of committed, doubled. In addition, any business which obtains a waiver for a purpose not permitted by this section shall, following an administrative hearing and upon proof by a preponderance of evidence, have its future privilege to obtain waivers revoked by the director of finance. The decision of the finance director/treasurer to revoke a business's privilege to obtain waivers may be appealed, in writing, to the city council within 10 days of the director's decision. [Ord. 4587 § 1, 2011; Ord. 4231, 1999; Ord. 4199, 1999.]



PARKING KEY

- █ 6 HOUR PARKING
- █ 2 HOUR PARKING
- █ 1 HOUR PARKING
- █ 30 MIN PARKING
- █ 10 MIN PARKING
- █ HANDICAP PARKING ONLY
- █ LOADING ZONE
- █ NO PARKING
- █ NO SIGNS POSTED (72 HR)

CITY OF CAMAS DOWNTOWN PARKING MAP

This map is based on the most recent parking survey available. Be advised that changes to parking may have occurred that are not reflected in this edition of the map.

Jan Coppola

From: Phil Bourquin
Sent: Tuesday, May 12, 2015 2:20 PM
To: Jan Coppola
Subject: FW: Request for changes in parking time limits

From: LibertyTheatre@aol.com [<mailto:LibertyTheatre@aol.com>]

Sent: Wednesday, May 06, 2015 4:35 PM

To: Phil Bourquin

Subject: Request for changes in parking time limits

May 6, 2015

Mr. Phil Bourquin
Community Development Director
City of Camas
615 NE 4th Ave
Camas WA 98607

Re: Parking commission meeting, request for changes on downtown parking time limits.

Dear Phil:

Thanks for taking the time to stop by and discuss this issue with me. I am hoping based on that conversation and the details presented here that we can expedite some needed changes before the summer season arrives.

Once school is out the Liberty starts operating a full 7-day a week matinee schedule, with the theatre opening around the noon hour. Our customers are concerned about getting parking tickets because there are very few places where a visitor can park for longer than 2 hours during the weekday. Most movies run a minimum of two hours, many closer to the 2-1/2 hour mark.

This has been a problem for our customers ever since we took over the Liberty operation in 2011. We feel there are benefits to an extended parking limit in the downtown core that would not only benefit the Liberty but also our neighboring businesses.

While I was not here when the 2-hour limit was initiated, I do believe that there has been a significant change in the types of businesses that operate in the downtown area. The businesses we have today cater to people going to eat, the movies, shopping and personal services like spas and beauty salons. Visitors wishing to take advantage of more than one of these options in one visit could easily run out of time in a 2 hour limit. It is not in the business community's best interest to rush these people back to their cars, or not allow them enough time to enjoy all of what downtown has to offer. We are now a hospitality destination; and with that we need to provide parking that is adequate for our visitors to enjoy what we offer.

With this, I would like to propose that the time limit changes be moved to a minimum of 3 hours on Adams, Birch, Cedar, Dallas and Franklin between Third and Fifth Avenue and that all of Fifth Avenue from Adams to Garfield. This would still leave the present 2-hour parking limit along Fourth Avenue in hopes that the main street would have faster turnover for in-and-out visitors but allow accessible parking for those that need to visit downtown for a longer period of time. Keep in mind, the longer our visitors are here, they are likely spending

more money with our local merchants rather than at the mall or big box stores which offer acres of unlimited free parking.

I would further like to address the parking signage downtown. The current signage shows enforcement hours from 9 AM to 6 PM and doesn't state what days of the week this is enforced. Many of our customers ask us about those signs on the weekend. I feel it is imperative that the signage needs to be brought up to date to reflect the current enforcement, and hopefully the new time limits.

I respectfully request that the city officials and the parking commission expedite the consideration of this request that is bound to have benefits for all downtown merchants this summer.

Sincerely yours,

Rand Thornsley
Managing Director
Liberty Theatre of Camas and Washougal
360.844-5103

- **Chair – Opens the public meeting:** (explains that this is a public meeting not a hearing)
- **Initial Presentation:**
 - Staff
- **Chair – Provides the opportunity for public comments**
- **Chair – Clarifies that there are not any further public/staff comments**
- **Chair asks the Committee if there are questions for staff or from other persons that spoke**
 - Committee Member proposes a motion
 - Another Committee Member seconds the motions, and then the Chair states the motion to the assembly
- **Chair calls for deliberation and/or to modify or approve the request**
 - Discussion must be confined to the motion before the committee
 - If no further discussion, Chair **calls for a vote** on the motion and restates the motion
- **Chair closes the meeting** upon a motion being passed by a majority of the Parking Advisory Committee.

(Note: The duties of the committee are to gather information, provide advice and make recommendations to City Council and Staff. The recommendations with all of the information from the meeting are sent forward to the City Council who then makes a decision.