Parking Management Plan

City of Hagerstown

Hagerstown, Maryland

Final Report

June, 2012

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RICH & ASSOCIATES

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June 1, 2012

Mr. Eric Deike
Manager of Public Works
City of Hagerstown
51 W. Memorial Blvd
Hagerstown, MD. 21740

Dear Eric:

We respectfully submit our Final Report of the Parking Management Plan performed in downtown Hagerstown. This report contains our assessment of the available parking supply compared to existing and projected demand for parking in the Central Business District. The study evaluates the parking conditions and offers solutions to address identified deficiencies which we feel will improve the parking situation in downtown Hagerstown and insure the long-term viability and solvency of the parking system.

The study has demonstrated that much of the concern regarding parking is perceptual and that sufficient capacity exists to accommodate current demand given existing economic conditions. The study has also shown that assuming improved economic conditions within the existing occupied square footage that the blocks south of Washington Street when considered in total would have a projected 300 space deficiency.

While we do not believe that a parking garage is necessary at this time, the City should begin the planning for such a facility to signal to the private sector that parking can be addressed in a timely fashion to address parking needs in the future. As such we have prepared economic forecasts demonstrating the financial implications on the parking system both with and without development of a third parking garage downtown.

We would very much like to thank you, members of the Steering Committee and City officials including the Mayor and members of the City Council for your invaluable assistance in the completion of this analysis. We would also like to thank those key stakeholders who took the time out of their busy days to collectively meet with us during the initial data collection phase in December and provided such valuable guidance and insight. We would also like to thank the members of the community who came out for the preliminary report presentation for their opinions and guidance regarding this analysis. Without the assistance of all concerned, our task would have been much more difficult.

We hope that you will feel free to contact us should questions arise regarding the data contained in this analysis or if we can be of assistance as you move forward on changes to the parking system. From the very beginning it has been our pleasure working with you and the City of Hagerstown.

Sincerely,
Rich and Associates, Inc.

David W. Burr
Project Manager

Acknowledgements

Rich and Associates would like to thank the following City staff for their invaluable assistance in the preparation of this report

Parking Study Steering Committee

City Staff

Mr. Eric Deike, Manager of Public Works (Project Manager)

Mr. Bruce Zimmerman, City Administrator

Mr. Jason Rodgers, Parking System Supervisor

Mr. Rodney Tissue, City Engineer

Ms. Kathleen Maher AICP, Planning Director

Ms. Christy Blake, Downtown Business Recruitment & Retention Manager

We would also like to thank the following City officials who gave graciously of their time during our data collection phase to speak with us regarding particular parking issues.

Mayor Robert E. Bruchey II

Council Members

Mr. William Breichner

Mr. Martin Brubaker

Mr. Forrest Easton

Ms. Ashley Haywood

Mr. Lewis Metzner

SECTION 1 – EXECUTIVE SUMMARY

SECTION 2 – CURRENT DEMAND ANALYSIS

SECTION 5 – ECONOMICS

SECTION 6 – CONCLUSIONS / RECOMMENDATIONS

SECTION 7 – APPENDIX

SECTION 1 – EXECUTIVE SUMMARY

SECTION 1 - EXECUTIVE SUMMARY

INTRODUCTION

Rich and Associates have been commissioned by the City of Hagerstown to prepare a Parking Management Plan for the downtown business district. The intent of the study is to assess the current and future parking demand versus supply as well as to analyze and review parking operations and policies. The goal of the study is to insure that sufficient parking can be provided that will support the downtown businesses and encourage investment to support the economic and physical growth of downtown.

1.1 STUDY AREA

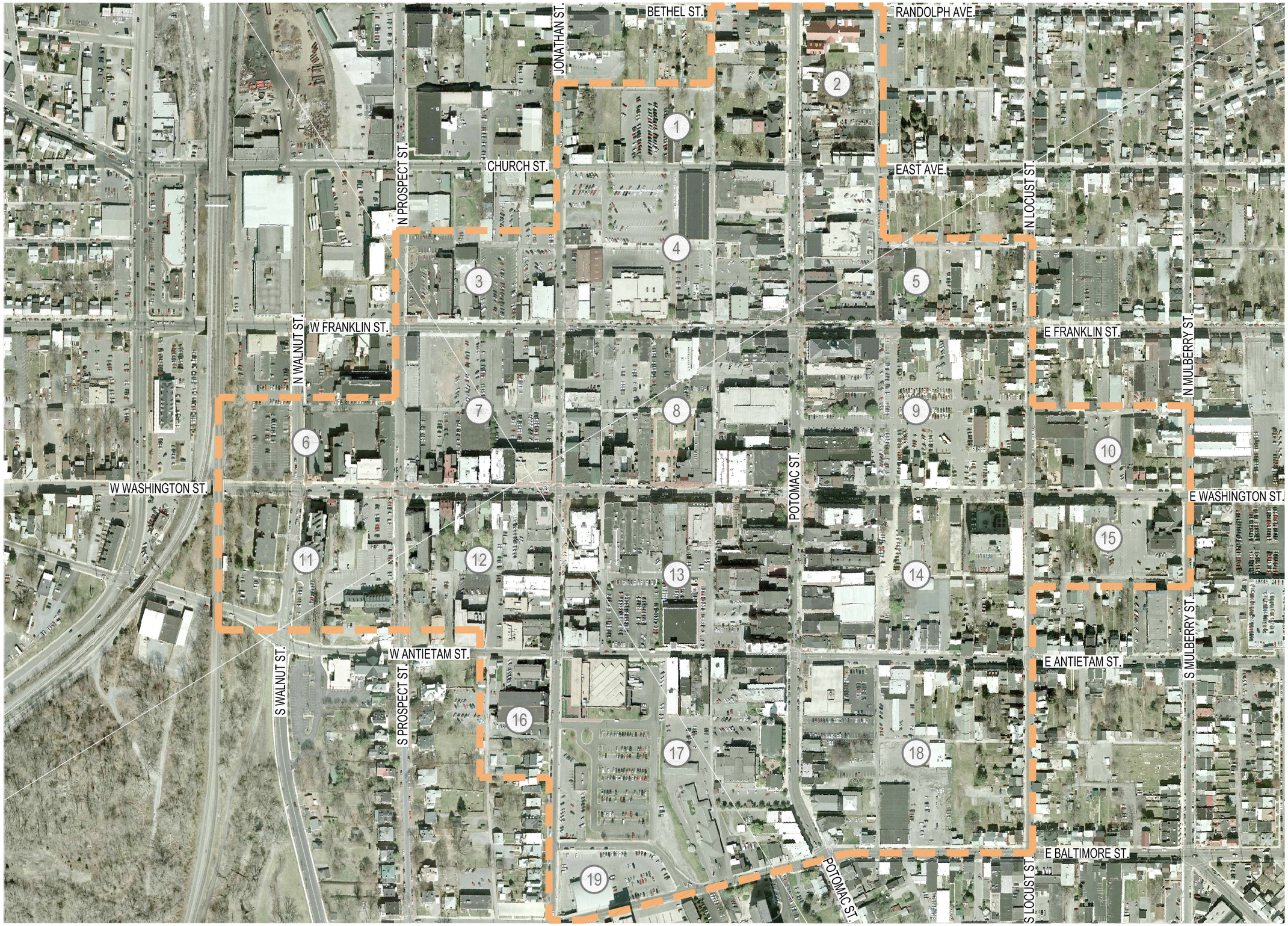
The defined downtown study area encompasses approximately 19 blocks extending from Bethel Street on the north to Baltimore Street on the south and from Walnut Street on the west to Mulberry Street as the eastern boundary. The study area is shown by **Map 1** on **page 1-2**

1.2 METHODOLOGY

In order to assess the parking needs for the downtown, Rich and Associates relied upon a proven methodology that collects the unique characteristics from the community so that the appropriate parking generation rates can be developed that will reflect the parking needs of Hagerstown. The fieldwork for the parking study was conducted in December 2011 and January 2012.

The City of Hagerstown provided:

- Inventory of all on-street and off-street parking supply noting quantity, locations and restrictions.
- Block-by-block business inventory that located each business in the downtown and classified each into one of the defined land uses (i.e. retail, office, commercial, government etc).



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LEGEND:

(#) BLOCK NUMBER

STUDY AREA

BLOCK FACE KEY PLAN:

A
D (#) B
C

Sheet Title:

PARKING STUDY AREA

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

MAP Number: MAP 1

Page Number: 1-2

In order to collect other necessary information Rich and Associates:

- Conducted on-line surveys of:
  - Business owners/managers regarding number of staff, visitors, business hours etc.
  - Downtown employees regarding their parking situation, employment classifications, and method of travel when coming downtown.
  - Frequent customers / visitors
  - Infrequent Customers asking why they avoid downtown Hagerstown
- With the assistance of City Staff, a turnover/occupancy analysis was performed on Thursday January 19, 2012 to provide a visual assessment and an understanding of the operation of downtown parking.
- Meetings and phone interviews with key stakeholders including members of City Council and the Mayor regarding particular parking issues or concerns. For the businesses discussions focused on information regarding particular parking challenges, growth plans or parking operational data.

Using this information Rich and Associates developed the unique parking generation factors that when applied to the appropriate square footage of each land use type results in the calculation of the number of peak hour parking spaces needed.

The data collected above, via the inventories and surveys, is supported by the turnover / occupancy study as noted which is conducted downtown so that the needs as calculated can be compared to the actually observed parking utilization.

The analysis allows Rich to quantify the parking requirements for each block within the defined study area calculating a net surplus or deficit of parking for individual blocks which was then carried over into the four defined quadrants of the downtown study area centered from the Public Square. The quadrant analysis recognizes that patrons will cross streets for available parking and that the parking intended to serve one block will often be on adjacent blocks. The net surplus or deficit of parking for each quadrant was then demonstrated for the existing conditions, factoring for a slightly improved economy and projected out two to four years assuming additional investment and re-occupancy of some of the currently vacant buildings downtown.

1.3 SUMMARY RESULTS

Parking serving downtown Hagerstown is a combination of on and off street parking. Most on-street spaces are metered and time limited. Within the downtown there are twenty-four 30-minute meters and 355 on-street meters that are limited to two hours plus 3 on-street handicap accessible spaces which are publicly available and 9 handicap spaces which are assigned to specific residents. The 4,135 off street parking spaces are split between the 1,498 publicly available spaces and the 2,637 privately controlled parking stalls. The nearly 60 percent of the

existing parking supply that is privately provided generally means that any patron parking there must move their vehicle at the conclusion of their visit. An industry recognized best practice is that a minimum of 50 percent of the parking supply be publicly controlled which helps to facilitate multi-purpose trips and a more pedestrian friendly environment. Additionally the analysis found that many of the privately provided spaces are accessed only from the alleys on each block and as such many of these lots are not easily found or considered desirable.

For some patrons of downtown Hagerstown there is a perception that there is not enough parking. This is likely due to the relatively high rate (18%) of violation of the two-hour limit for on-street parking which prevents these convenient spaces from being available for short visits. However, the overall analysis of the parking utilization has demonstrated that currently only about one-half (48 percent) of the downtown parking supply is occupied at peak time. The calculated parking needs which correlate with the observed conditions shows that there is a surplus of about 890± spaces even after discounting the private supply by about 50 percent for the reasons noted above.

Given the existing economy, the level of parking needed compared to the parking supply provided on individual blocks shows that most individual blocks would have surplus capacity. However, the southwest quadrant (south of West Washington Street and West of South Potomac Street) has three blocks that would have parking deficits and when this quadrant is considered in total it would have an overall shortage of 40± spaces.

As noted above, Rich and Associates are of the opinion that the reduced level of parking demand experienced at this time is likely due to the depressed economy. Therefore, an analysis was performed that increased the parking generation rates by about 25 percent which would result in a reduction of the parking surplus for the total study area from 890± spaces to about 430± spaces for the entire downtown. At this level of parking demand, both the southwest quadrant (-226 spaces) and southeast quadrants (-68 spaces) would have parking deficits that combined total about 295± spaces short while the two northern quadrants would have a combined surplus of nearly 725± spaces.

The analysis of parking needs was carried forward to factor for future parking needs under the assumption that about 20 percent of the existing 529,000 gsf of vacant building space downtown was re-occupied within the next two to four years. This would increase the overall parking needs and results in a projected net deficit for the two south quadrants of 500± spaces and a projected net surplus for the two northern quadrants of about 520± spaces or a net 20± space surplus for the downtown in total.

In addition to the parking demand and supply projections, the analysis has reviewed the existing parking enforcement policies, operational policies, economic issues and signage and maintenance of the parking system.

Table 1-A on the following page summarizes the findings and recommendations for these other issues.

Table 1-A Recommendation Summary

Finding	Recommendations
1. Parking Supply - Allocations of Spaces a. Insufficient proportion of publicly provided parking	a. Set up program where private businesses can register available spaces with City that they are willing to sell permits. City issues permits and collects portion of monthly fee.
2. Parking Demand vs. Supply a. Additional parking not needed at this time but could be needed in the future with improved economy and investment in existing vacant buildings.	a. Begin the process of planning for additional parking needs b. Signals to private sector that parking will be available when and if needed
3. Parking Enforcement a. Policy of not enforcing two-hour limit of on-street parking results in high rate of abuse. b. Potential for patrons to simply move vehicle to different space on same block. c. Manpower limitations limit enforcement d. Increased enforcement could cite some patrons who may have innocently overstayed limit.	a. Enforce two-hour limit. b. Enact anti-shuffling ordinance c. Have random enforcement schedule. Patrons wouldn't know what days focus for street. d. Implement "courtesy ticket" program. Vehicles that have not received parking citation within defined time period instead get "courtesy ticket" that has no fine attached. Thanks them for visiting downtown Hagerstown and directs them to off-street parking that provides spaces for longer term stays.
4. Operational Policies a. Parking control equipment for the parking garages provides appropriate revenue information but gate equipment programming is currently disabled to accurately report transient and permit parking due to the bypassing of this program for special events. b. Time Limit on-street	a. Restore ability for parking control equipment to differentiate between permit and transient access. Insures "guarantee" that permit parker will have access to parking space. When limit for transient parking is reached in garage, ticket dispenser shuts off preventing additional transient access. b. Maintain 2-hour on-street time limit. User reported provides adequate time to complete most downtown visits.

5. Economics a. Current on-street parking rates as well as rates in lots are less than parking garage rates for short-term parking b. Lack of funding repair and replacement fund for parking facilities.	a. Increase on-street parking rates to $0.75 per hour and reduce hourly rates in parking garages to $0.50 per hour. b. Set aside $50.00 per space per year for funding larger repairs of parking facilities.
6. Signs a. No consistent signage program to direct patrons to available parking and with appropriate information provided at individual parking areas such as rates and availability of longer-term parking at certain meters. b. Confusion for pedestrians due to one-way streets where specific destinations may be once exiting vehicle.	a. Implement signage program that provides appropriate information. Consider primary types of signs. i. Direction/Locational ii. Identification iii. Pedestrian Wayfinding iv. Vehicle Wayfinding b. Provide wayfinding signs in pedestrian scale kiosk rather than high up on poles.
7. Maintenance a. Most parking areas in relatively good condition. Few issues with insufficient lighting.	a. If not already performed, implement formal annual review of parking lot conditions so that necessary repairs and improvements can be budgeted.
8. Marketing a. Lack of clear parking data on website b. Need to have plan and process to convey information to public and businesses downtown c. How businesses can easily provide data on available parking d. Need for other than electronic provision of information	a. Place parking information more prominently on city's home page b. Provide information on available parking locations and rates c. Encourage businesses to link to this information d. Convey policies and information regarding parking through maps and flyers provided to area businesses
9. Valet Plan a. Policy for valet providers that may become necessary as parking becomes tighter.	a. Develop policy for valet providers for information they will need to provide including hours of operation, where valet vehicles will be parked etc. so that City can monitor valet service and insure not detrimental to other businesses.

SECTION 2 – CURRENT DEMAND ANALYSIS

SECTION 2 – CURRENT DEMAND ANALYSIS

INTRODUCTION

This section of the report will detail the results from the analysis of the parking for downtown Hagerstown. It will show the results of the parking supply and demand assessment and the turnover and occupancy counts leading to the individual block surplus / deficit determinations and the more appropriate zone analysis.

The City provided land use utilization data and parking space supply counts that were completed by City planning staff. In addition to this information, Rich and Associates met with key stakeholders in a general meeting as well as several individual meetings or phone conversations with other key stakeholders. Finally, turnover and occupancy counts were conducted in the downtown on Thursday January 19th between 8:00 am and 6:00 pm by Rich and Associates and City staff. Data from the occupancy study allowed Rich to see the utilization of downtown parking so that the model could be calibrated to accurately reflect the downtown parking needs.

2.1 PARKING SUPPLY

Parking supply servicing downtown employees, customers, and visitors is comprised of a combination of on-street and off-street parking. Using the parking supply information provided by the City, Rich has qualified the parking as public, private or residential parking. Rich's definition of private parking reflects the assumption that if parking is intended for use by a specific group, then it is private parking. This is compared to public parking which has no restriction on where someone may visit.

Table 2-A on the following page details the parking inventory available within the defined study area. Within the nineteen blocks of the study area, 4,526 spaces are provided including residential designated spaces. On this basis, only 41 percent of the parking supply is "publicly available" with 59 percent privately controlled. Discounting the residential supply, shows a ratio slightly better with about 46 percent public and 54 percent privately controlled. The nearly 1,900 public spaces (1,880) are further separated into on-street (382±) spaces and off-street spaces (1,498±). The parking supply is also shown on **Map 2** on page 2-4.

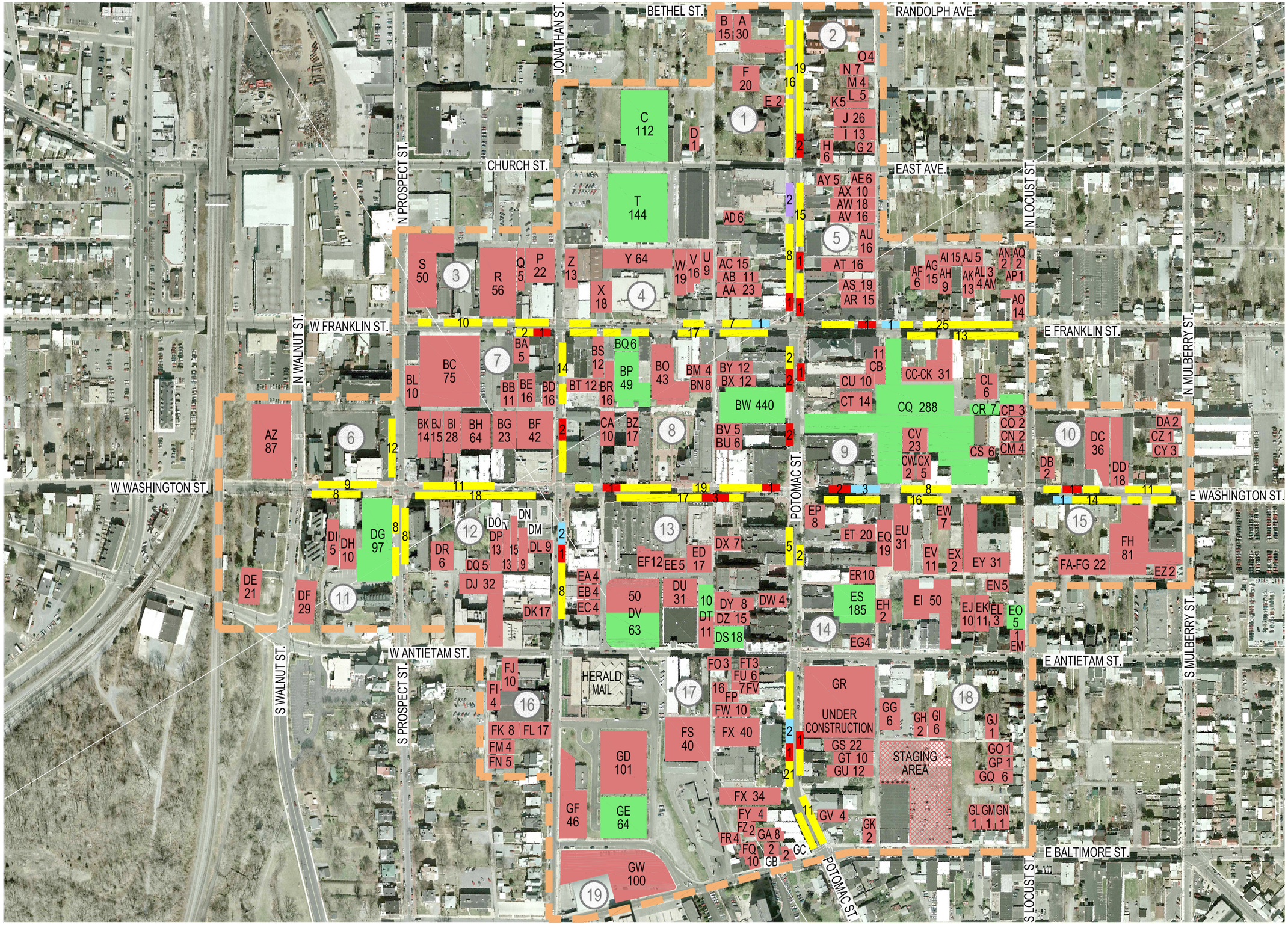
Table 2-B shows the parking supply separated by individual blocks for the study area. Details of the off-street parking are shown in the Appendix of the report.

Table 2-A
Parking Supply Summary

	PUBLIC	PRIVATE		
Classification	[redacted]	**Non-Residential**	**Residential**	**TOTAL**
On-Street Parking				
2-Hour Meters	355	0	0	**355**
30-minute Meters	24	0	0	**24**
Handicap Spaces	3	0	9	**12**
Total On-street	**382**	**0**	**9**	**391**
Off-Street				
Lots (Non-Handicap)	846	2,211	426	**3,482**
Lots Handicap	27	NA	NA	**28**
Garages	625	0	0	**625**
Total Off-Street	**1,498**	**2,211**	**426**	**4,135**
Total Spaces	**1,880**	**2,211**	**435**	**4,526**
Public vs. Private	**1,880**	**2,656**		**4,526**
Pct	**41.5%**	**48.9%**	**9.6%**	**100.0%**

Table 2-B
Hagerstown Parking Supply Summary by Block

Hagerstown Parking Supply																						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	TOTAL	% of Total	
Public On-Street																						
2 Hour Meter	16	19	10	16	40	21	13	52	21	11	16	26	30	18	14	0	21	11	0	**355**		
30-Minute Meter	0	2	0	1	3	0	1	8	3	0	0	0	4	0	0	0	1	1	0	**24**		
Handicap	0	0	0	2	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	**3**		
Total On-Street Public	**16**	**21**	**10**	**19**	**43**	**21**	**14**	**60**	**24**	**11**	**16**	**26**	**35**	**18**	**14**	**0**	**22**	**12**	**0**	**382**	**20.3%**	of public
Off-Street Public																						
Lots	108	0	0	138	0	0	0	53	285	0	97	0	86	5	0	10	64	0	0	**846**		
Handicap	4	0	0	6	0	0	0	2	10	0	0	0	5	0	0	0	0	0	0	**27**		
Garage	0	0	0	0	0	0	0	440	0	0	0	0	0	185	0	0	0	0	0	**625**		
Total Off-Street Public	**112**	**0**	**0**	**144**	**0**	**0**	**0**	**495**	**295**	**0**	**97**	**0**	**91**	**190**	**0**	**10**	**64**	**0**	**0**	**1,498**	**79.7%**	of public
Sub-Total Public	**128**	**21**	**10**	**163**	**43**	**21**	**14**	**555**	**319**	**11**	**113**	**26**	**126**	**208**	**14**	**10**	**86**	**12**	**0**	**1,880**	**46.0%**	**41.5%**
Private	53	0	133	168	104	87	314	157	96	58	15	113	172	170	81	25	326	39	100	**2,211**		
Sub-Total Private	**53**	**0**	**133**	**168**	**104**	**87**	**314**	**157**	**96**	**58**	**15**	**113**	**172**	**170**	**81**	**25**	**326**	**39**	**100**	**2,211**	**54.0%**	**48.9%**
Sub-total (without Residential)	**181**	**21**	**143**	**331**	**147**	**108**	**328**	**712**	**415**	**69**	**128**	**139**	**298**	**378**	**95**	**35**	**412**	**51**	**100**	**4,091**	**100.0%**	
Residential On-Street (Hcp)	0	0	0	1	1	0	0	0	3	0	0	0	0	0	1	1	2	0	0	**9**		
Residential Spaces	15	72	0	26	88	0	0	0	23	4	50	6	0	55	24	13	12	38	0	**426**		
Total Residential	15	72	0	27	89	0	0	0	26	4	50	6	0	55	25	14	14	38	0	**435**		**9.6%**
Total Parking Supply	**196**	**93**	**143**	**358**	**236**	**108**	**328**	**712**	**441**	**73**	**178**	**145**	**298**	**433**	**120**	**49**	**426**	**89**	**100**	**4,526**		**100.0%**



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LEGEND:

(#) BLOCK NUMBER

STUDY AREA

OFF STREET PARKING

- PUBLIC
- PRIVATE

ON STREET PARKING

- 2 HR.
- 30 MIN.
- PUBLIC B.F.
- RESERVED B.F.

BLOCK FACE KEY PLAN:

A
D (#) B
C

NOTES:

B.F. = BARRIER FREE

REFER TO APPENDIX FOR MAP PARKING LETTER DESCRIPTION

Sheet Title:

PARKING SUPPLY

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

MAP Number: MAP 2

Page Number: 2-4

2.2 PARKING TURNOVER AND OCCUPANCY STUDY

The requested and proposed scope of work had Rich and Associates conduct a turnover/occupancy analysis. The turnover analysis involved recording license plates in most of the metered and handicap on-street spaces along Potomac, Franklin, Washington and Jonathan. This not only gives an indication of both the occupancy of the parking spaces, but also how many different vehicles are using the spaces throughout the course of the day in addition to how long cars are remaining in the designated short-term spaces. The occupancy analysis involving the balance of the on street and off-street parking supply simply recorded the utilization of the spaces on a periodic basis. The selected day was a Thursday in mid-January 2012. The analysis began at 8:00 am and continued every two hours with the last circuit beginning at 4:00 pm. The summary occupancy study results are shown by **Table 2-C** on page **2-7.**

2.2.1 Summary Occupancy Results

The overall peak occupancy occurred during the 10:00 am to 12:00 noon circuit when 1,642 spaces were occupied of the 3,425 directly observed spaces equating to a 48 percent occupancy rate. There were 1,091 spaces which were not observed as part of the turnover and occupancy analysis. If it is assumed that these 1,091 spaces would be occupied at the same 48 percent rate then it would be expected that about 522 additional spaces would be occupied. The addition of the 1,642 directly observed occupied spaces, plus the projected 522 spaces that are assumed would also be occupied if the entire parking supply had been surveyed, gives a projected total of 2,164 spaces occupied (48 percent) at peak time of the total downtown supply of 4,526 spaces available.

Figure A

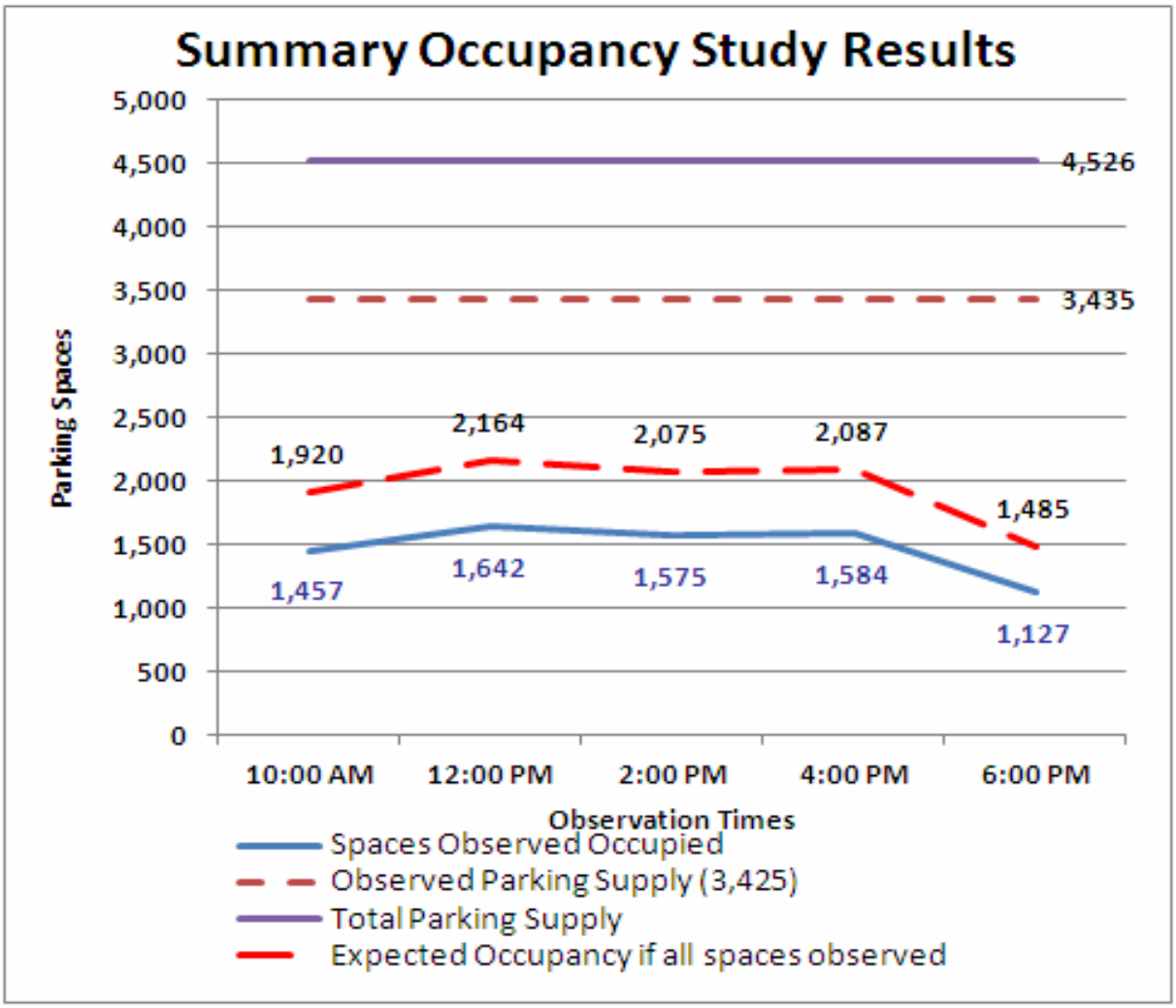
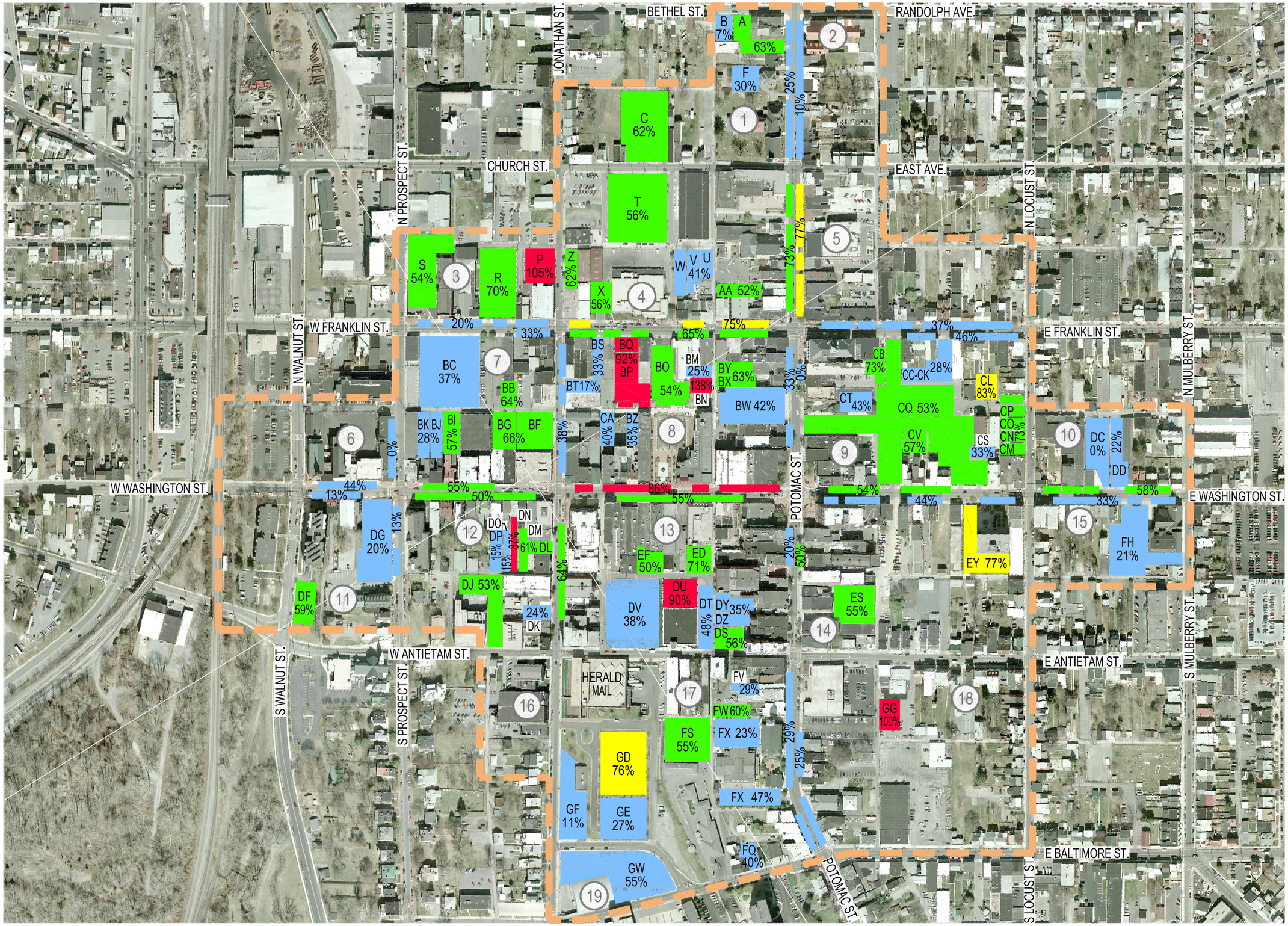

Summary Occupancy Study Results
5,000
4,500
4,000
3,500
3,000
2,500
2,000
1,500
1,000
500
0
Parking Spaces
4,526
3,435
1,920
2,164
2,075
2,087
1,485
1,457
1,642
1,575
1,584
1,127
10:00 AM
12:00 PM
2:00 PM
4:00 PM
6:00 PM
Observation Times
Spaces Observed Occupied
Observed Parking Supply (3,425)
Total Parking Supply
Expected Occupancy if all spaces observed

Table 2-C
Summary Occupancy Results

	8:00 AM TO 10:00 AM	10:00 AM TO 12:00 PM	12:00 PM TO 2:00 PM	2:00 PM TO 4:00 PM	4:00 PM TO 6:00 PM
Public On-Street Supply (Total)	382	382	382	382	382
On-Street Supply (**Observed**)	382	382	382	382	382
Occupancy On-Street	156	166	165	172	135
On-Street Spaces Not Observed	**0**	**0**	**0**	**0**	**0**
Public Off-Street Supply (Total)	1,498	1,498	1,498	1,498	1,498
Off-Street Public Supply (**Observed**)	1,476	1,476	1,476	1,476	1,476
Occupancy - Public Off Street	600	669	680	629	341
Off-Street Public Supply (Not Observed)	**22**	**22**	**22**	**22**	**22**
Total Public Parking Supply	**1,880**	**1,880**	**1,880**	**1,880**	**1,880**
Total Public Parking Supply (Observed)	1,858	1,858	1,858	1,858	1,858
Public Space Occupied Spaces	756	835	845	801	476
Percentage Public Occupancy	41%	45%	45%	43%	26%
Total Public Spaces Not Observed	**22**	**22**	**22**	**22**	**22**
Private Non-Residential Supply (Total)	**2,211**	**2,211**	**2,211**	**2,211**	**2,211**
Private Non-Residential Supply (Observed)	1,484	1,484	1,484	1,484	1,484
Private Occupancy	657	765	680	736	602
Percentage Private Occupancy	44%	52%	46%	50%	41%
Private Non-Residential Not Observed	**727**	**727**	**727**	**727**	**727**
Private Residential Supply (Total off street)	**426**	**426**	**426**	**426**	**426**
Private Residential Supply (Total off street)	**9**	**9**	**9**	**9**	**9**
Total Residential Supply	**435**	**435**	**435**	**435**	**435**
Private Residential Supply (Observed)	84	84	84	84	84
Private Residential Supply (Occupied)	44	42	50	47	49
Percentage Residential Occupancy	52%	50%	60%	56%	58%
Private Residential Not Observed	**351**	**351**	**351**	**351**	**351**
Total Parking Supply	**4,526**	**4,526**	**4,526**	**4,526**	**4,526**
Observed Parking Supply (3,425)	**3,435**	**3,435**	**3,435**	**3,435**	**3,435**
Spaces Observed Occupied	**1,457**	**1,642**	**1,575**	**1,584**	**1,127**
Percentage Observed Occupied	**42%**	**48%**	**46%**	**46%**	**33%**
Spaces Not Directly Observed	**1,091**	**1,091**	**1,091**	**1,091**	**1,091**
Occupancy of Observed Spaces	42%	48%	46%	46%	33%
Assumed Occupied Spaces (not directly obvsd)	463	522	500	503	358
Expected Occupancy if all spaces observed	**1,920**	**2,164**	**2,075**	**2,087**	**1,485**
Pct Occupancy	**42%**	**48%**	**46%**	**46%**	**33%**

The occupancy for the on street and off street parking areas ***during the peak hour*** for Thursday is shown by **Map 3** on the following page. Parking areas (either on street or off street) that were from 85% to 100% occupied during the peak hour are shown in red, those achieving from 75% to 84% occupancy are in yellow, those from 50% to 74% are in green, and below 50% occupancy are in blue.



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LEGEND:

(#) BLOCK NUMBER

STUDY AREA

PARKING OCCUPANCY

- 85% through 100%
- 75% through 84%
- 50% through 74%
- 0 through 49%

BLOCK FACE KEY PLAN:

A
D (#) B
C

Sheet Title:

PEAK HOUR OCCUPANCY

Thursday Jan. 19, 2012
10:00am - 12:00pm

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

NORTH

MAP Number: MAP 3

Page Number: 2-9

2.2.2 Summary Turnover Results

Several other results were determined from the turnover/occupancy studies performed on the selected survey date. The average turnover of on-street spaces was also calculated. The Thursday results had an average turnover of 1.56 for the on-street spaces. The turnover is determined by dividing the number of different vehicles observed parked on a block face by the total number of spaces. Therefore, if 30 different cars are recorded over the course of the survey day in 10 spaces, the average turnover is 3.0.

The average turnover must be considered with some caution because it is possible for a block face to have a low turnover for two reasons.

1. A low number of cars using the spaces can result in a low turnover or;
2. Vehicles staying for extended periods of time, so fewer different cars are recorded.

One way to overcome this shortcoming is instead to calculate the turnover index for a block face. This index considers not only the turnover rate but also the occupancy rate for a block. On the survey date, **Table 2-D**, page **2-12** shows that only six of 30 block faces had turnover indexes indicating that vehicles were not abusing the two hour limit. This is further demonstrated by the 3X – 5 X Violation column which shows the percentage of spaces on each block face that had cars observed three, four or five times in the same space.

The total percentage of spaces or cars in violation is shown at the bottom of the table. With most on-street spaces limited to two hours, and the observations conducted every two hours, a vehicle in any space should theoretically only be observed one time. However, it is possible for a vehicle to arrive just prior to the surveyors' observation and could be leaving very shortly after the next observation and therefore only overstaying the limit by a very small margin. For this reason, vehicles are counted as in violation only if seen in the same space three or more times. Under this criterion, eight percent of cars were found in violation. It is reasonable to assume that some of the 61 cars counted two times were in fact staying much longer than two hours and if they were counted, as many as 18 percent of cars were in violation. In reality, the number is likely somewhere between eight and 18 percent. A best practice is to have a violation rate no more than five percent.

Map 4 on page **2-13** shows the results of the Turnover Index Calculation. Blocks that appeared to have violations are shown in red, while blocks that complied for the most part, are in green.

One additional caveat regarding the violation rate shown is that if a vehicle moved to a new space (even if only one space removed from its initial location) it would be counted as a new vehicle and therefore not counted as a violation. In this regard, there were three vehicles that either moved a few spaces on the same block face, crossed the

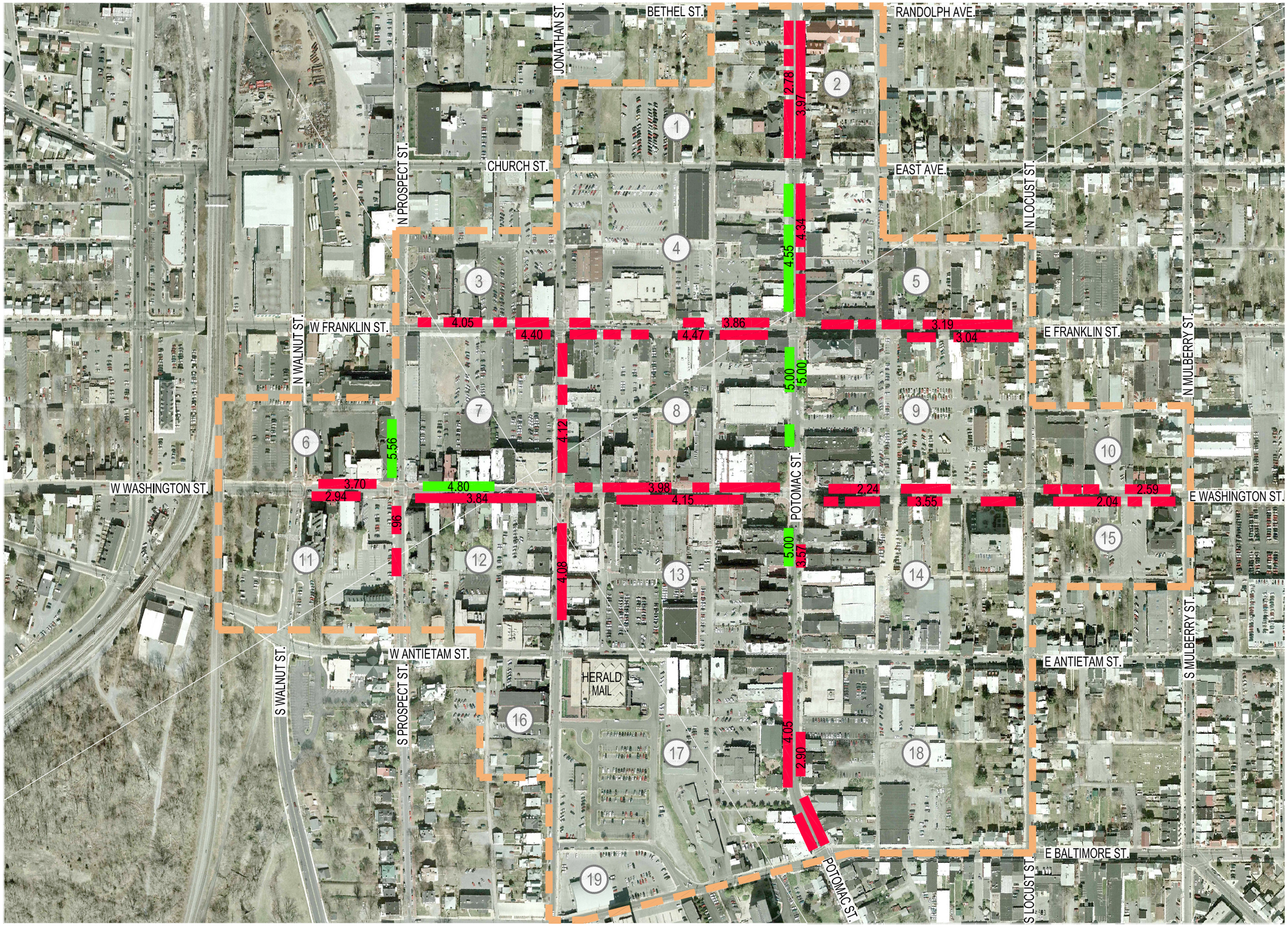
street and parked on the opposite block face or parked on a block face around the corner.

The key point of the table is the number of vehicles that were observed parked in the same space three or more times, which indicates a vehicle overstaying the limit. Results for the Thursday survey date show that throughout the course of the day, of the 597 different vehicles parked in the 383 observed spaces, about 49 cars or 8% of the cars parking in the two-hour spaces were absolutely in violation. If those that were counted twice were included, the number of violating cars increases to 110 or about 18 percent of cars.

Table 2-D
Thursday (January 19, 2012) Summary Turnover Results (2-Hour Spaces)

City of Hagerstown
On-Street Turnover Summary

Location	Spaces	Cars	1X	2X	3X	4X	5X	3X - 5X Violation	Turnover	Occupancy	T.O. Index
										4.5	
1B	16	16	10	3		2	1	18.8%	1.00	36%	2.78
2D	21	15	12	2	1			4.8%	0.71	18%	3.97
3C	10	17	16				1	10.0%	1.70	42%	4.05
4B	11	32	29	3				0.0%	2.91	64%	4.55
4C	8	21	18		3			37.5%	2.63	68%	3.86
5C	27	31	21	5	3	2		18.5%	1.15	36%	3.19
5D	17	45	40	3	2			11.8%	2.65	61%	4.34
6B	12	2	2					0.0%	0.17	3%	5.56
6C	9	11	9	1		1		11.1%	1.22	33%	3.70
7A	3	7	6	1				0.0%	2.33	53%	4.40
7C	11	19	18	1				0.0%	1.73	36%	4.80
8A	17	41	37	3	1			5.9%	2.41	54%	4.47
8B	6	15	15					0.0%	2.50	50%	5.00
8C	21	51	43	6		1	1	9.5%	2.43	61%	3.98
8D	16	31	26	4		1		6.3%	1.94	47%	4.12
9A	13	15	9	3	2	1		23.1%	1.15	38%	3.04
9C	13	14	8	2	1		3	30.8%	1.08	48%	2.24
9D	1	2	2					0.0%	2.00	40%	5.00
10C	12	14	8	2	2	1	1	33.3%	1.17	45%	2.59
11A	8	4	3			1		12.5%	0.50	17%	2.94
11B	8	1					1	12.5%	0.13	13%	0.96
12A	18	29	20	9				0.0%	1.61	42%	3.84
13A	20	44	37	5	2			10.0%	2.20	53%	4.15
13B	5	11	11					0.0%	2.20	44%	5.00
13D	11	26	24		1		1	18.2%	2.36	58%	4.08
14A	16	25	20	1	3	1		25.0%	1.56	44%	3.55
14D	2	5	4		1			50.0%	2.50	70%	3.57
15A	15	11	6		2		3	33.3%	0.73	36%	2.04
17B	24	34	28	5		1		4.2%	1.42	35%	4.05
18D	12	8	5	2			1	8.3%	0.67	23%	2.90
	383	597	487	61	24	12	13				
	PCT OF Spaces in Violation					12.8%	28.7%	49			
	PCT OF Cars in Violation					8.2%	18.4%	49			
	Average Turnover			1.56							



PARKING STUDY FOR THE CITY OF HAGERSTOWN

HAGERSTOWN, MARYLAND

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LEGEND:

- (#) BLOCK NUMBER
- STUDY AREA
- TURNOVER VIOLATIONS
- BLOCK FACE WITHOUT HIGH ABUSE
- # T.O. INDEX No.

BLOCK FACE KEY PLAN:

A
D (#) B
C

Sheet Title:

ON-STREET PARKING VIOLATIONS

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

MAP Number: MAP 4

Page Number: 2-13

2.2.3 Validation of Survey Date Data

In order to insure that the selected survey data for the turnover / occupancy study counts was reasonably representative of the downtown, Rich and Associates compared the data to historical counts conducted in the two parking garages. The peak occupancy in the North Potomac Street Deck on Thursday, January 19th was 183 spaces while in the A & E Deck the peak occupancy on this date was 108 spaces occupied. These results compare favorably with data collected for the final three months of 2011, which showed that the North Potomac Street Deck averaged 187 occupied spaces for each weekday. While the average in the A & E deck was 95 spaces, there were many Thursdays in the September – December 2011 period that were 108 spaces and above (slightly). Again this data suggests that the January 2012 survey reasonably represented the level of activity in the downtown.

Figure B

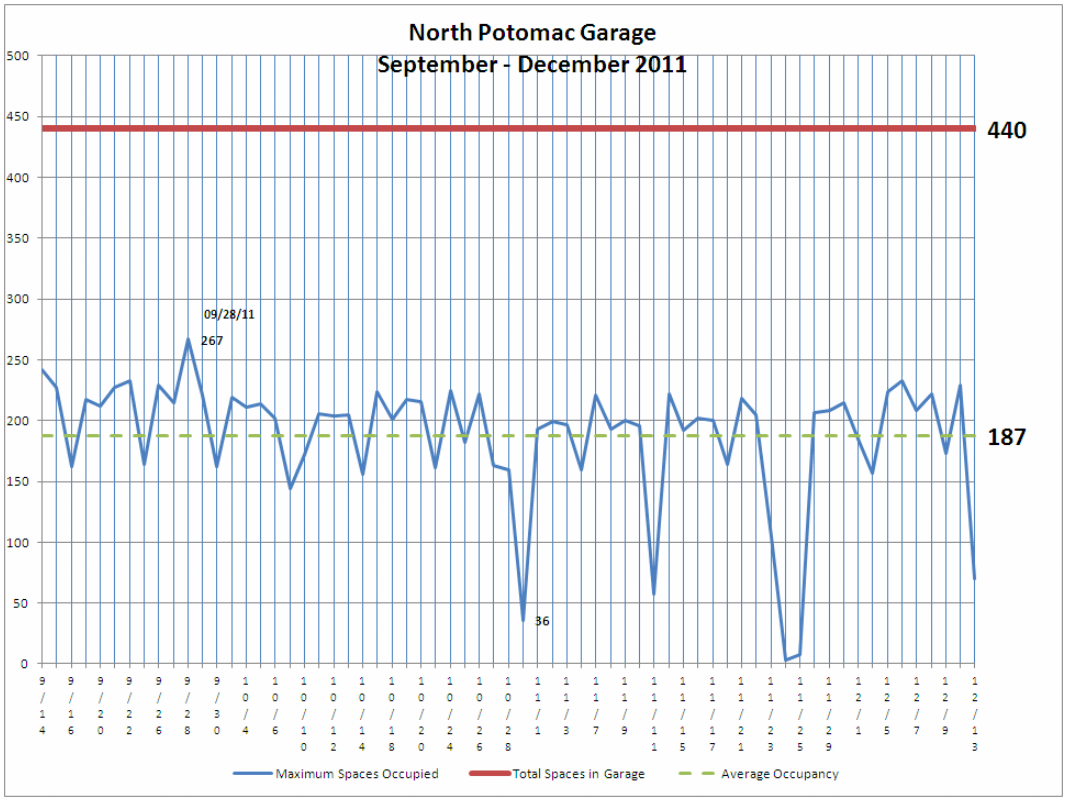
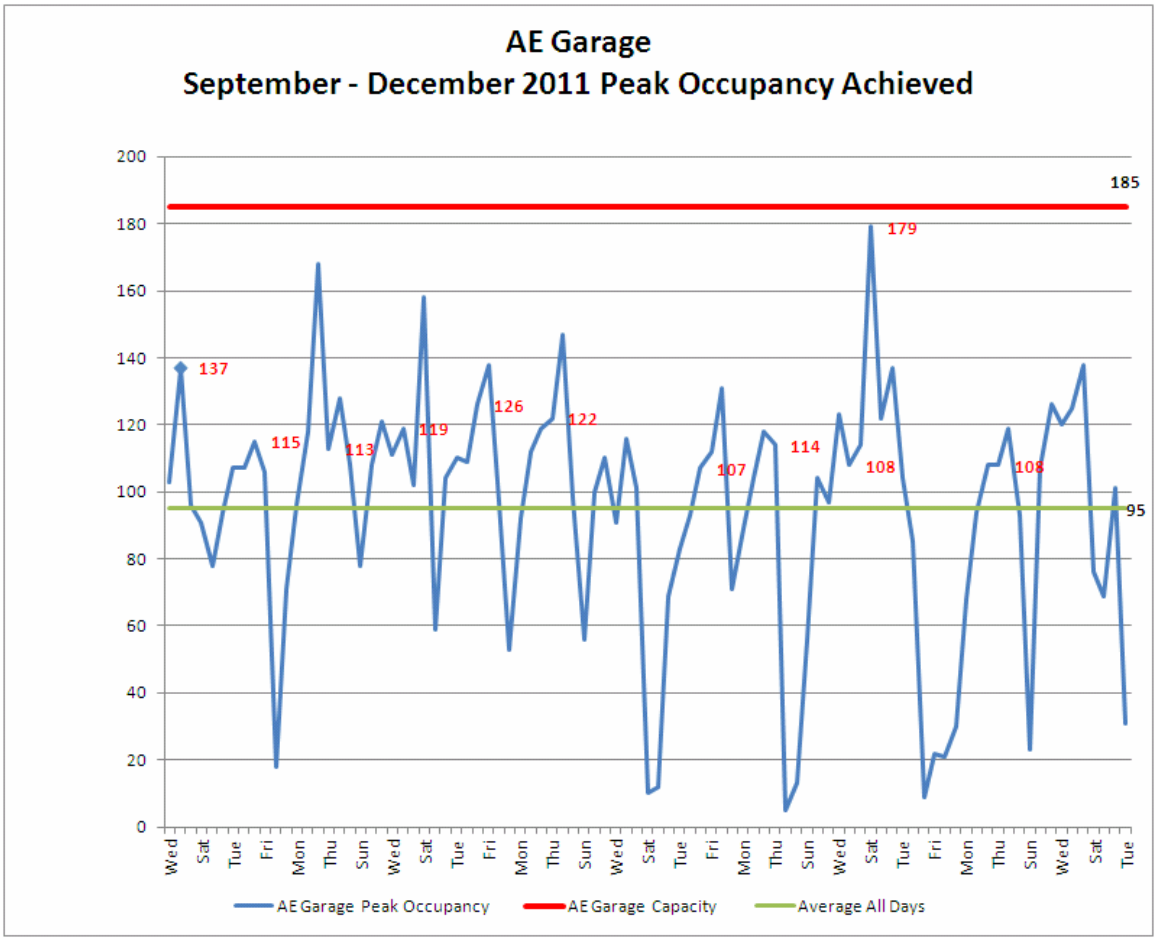


Figure C


AE Garage
September - December 2011 Peak Occupancy Achieved
200
180
160
140
120
100
80
60
40
20
0
185
95
137
115
113
119
126
122
107
114
108
179
108
Wed
Sat
Tue
Fri
Mon
Thu
Sun
Wed
Sat
Tue
Fri
Mon
Thu
Sun
Wed
Sat
Tue
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Tue
Fri
Mon
Thu
Sun
Wed
Sat
Tue
AE Garage Peak Occupancy
AE Garage Capacity
Average All Days

2.3 CURRENT PARKING DEMAND – "TYPICAL DAY"

To no one's surprise, downtown is comprised of various land uses. The number of parking spaces needed by each type of land use typically fluctuates throughout the day. As demand for one type of land use increases, the parking spaces required by a different land use may be decreasing. The amount of parking needed by each land use category is demonstrated by the individual shaded areas in the graph below. The overall peak parking need at any given time is the summation of the parking needed by individual land uses at that time.

Rich has calculated the parking requirements for each land use, adjusting the parking generation factors to correlate to the conditions as observed during the turnover/occupancy analysis. The total for all land uses (which is the sum of each area at a point in time) intersects very closely with the dotted line at the top which represents the "observed" parking needs at this same time. The peak observed occupancy at 11:00 am was 2,164 spaces. The sum of the calculated parking demand determined from the various land uses at this same time totals about 2,153 spaces. The closeness of the calculated parking needs at this peak time as well as with the observed values at other times throughout the day, suggests that the parking values derived from the model are accurately portraying the downtown parking needs.

Figure D

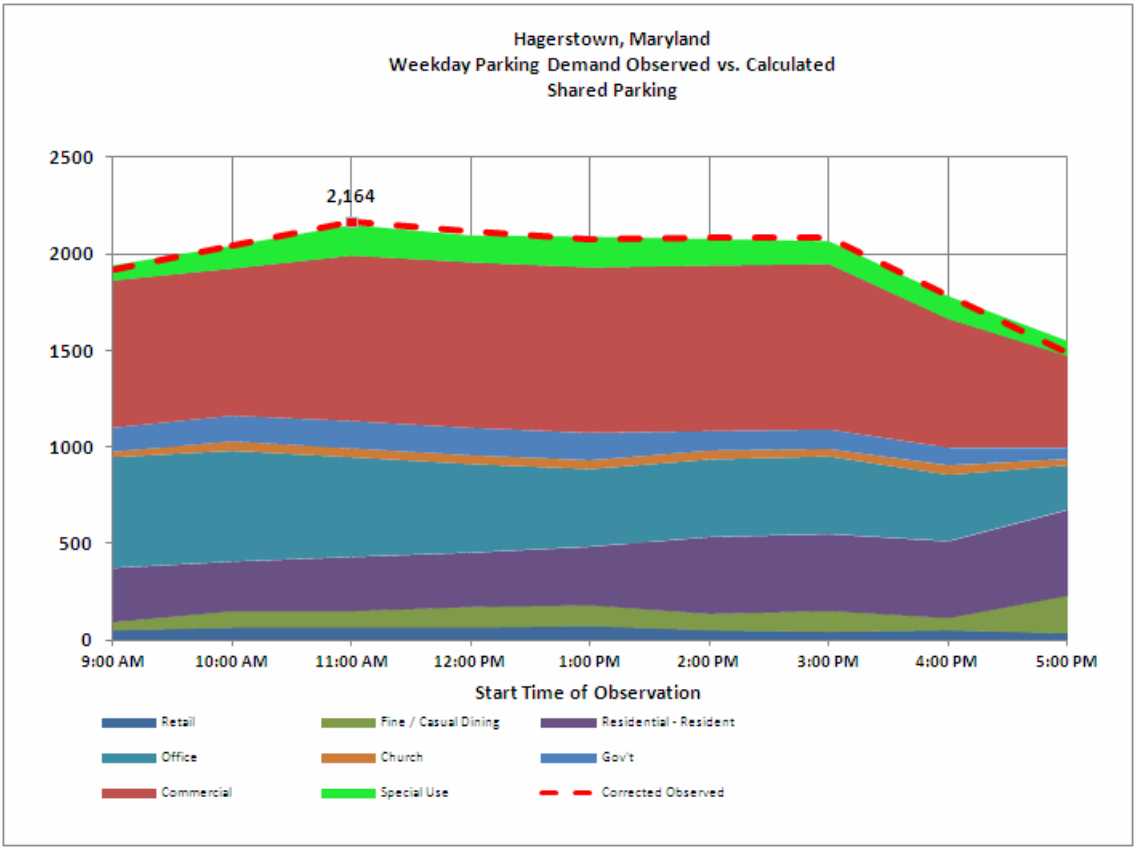


Table 2-E - Parking Demand Using Parking Generation Rates

Land Use (Demand Classification)	Square Footage (GSF)	Peak Hour Parking Generation Factors (per 1,000 gsf)		GSF ÷ 1000	Peak Hour Spaces Required	
		Existing Economic Conditions	Improved Economic Conditions		Existing Economic Conditions	Improved Economic Conditions
Retail	50,911	1.28	1.60	50.91	65	81
Office	542,804	0.95	1.19	542.80	513	646
Restaurant	30,178	2.88	3.60	30.18	87	109
Government	132,767	1.06	1.33	132.77	141	177
Commercial	350,601	2.46	3.08	350.60	861	1,080
Church	241,291	0.19	0.24	241.29	46	58
Special[1]	472,450	0.34	0.43	472.45	159	203
Sub-Total	**1,821,002**	**1.03**	**1.29**	**1,821.00**	**1,872**	**2,354**
	(Dwelling Units)	Parking Demand per Dwelling Unit		(Dwelling Units)		
Residential	1,231	0.23	0.29	1,231	281	360
Total Parking Demand					**2,153**	**2,714**
Observed Parking Occupancy					**2,164**	**2,164**
Difference between calculated and observed parking demand					**11**	**550**
Existing Vacant Space						
Vacant Building SF	640,434					
Vacant (Dwelling Units)	178					

(1) Special uses are individual land uses that don't fit with the existing categories such as St. Mary School, Post Office, Firehouse, warehouses etc.

2.3.1 Parking Generation Rates

Application of the peak hour parking generation factors to the square footage of each land use given the existing economic conditions is shown above. These values when applied to the occupied building square footage results in a calculated peak parking need of 2,153 spaces which correlates well with the "observed" 2,164 spaces occupied at peak time. Given the existing depressed economy, Rich and Associates have also projected the parking demands as they may exists assuming better economic conditions. Using the assumed higher factors results in the calculated parking demand increasing to 2,714 spaces or 550± more than the conditions observed at the time of the fieldwork.

2.3.2 Parking Demand by Block- Existing Conditions

The next step in the process was to apply the square footage on each block, by land use type, to the appropriate parking generation factors as shown in **Table 2-E** above. This parking demand was then compared against the available parking spaces on each block to derive a net surplus or deficit of parking ***on that block***.

This type of analysis helps identify, for the City, areas of the downtown that are currently or may become a concern as to the availability of parking.

In evaluating the surplus or deficit for individual blocks, certain assumptions must be considered:

1) Parking demand was based on the square footage of each building provided by the City, and applied to Rich's classification as to building use.
2) Parking demand on one block is not affected by demand or supply on adjacent blocks.
3) The parking generation factors assume a "shared use" concept, whereby much of the parking may be used by multiple groups, owing to the different times of the day that various groups exhibit their period of peak need.
4) As most business owners do not allow non-customers or staff to use "extra" spaces in their lots, surplus private spaces are excluded from the surplus / deficit calculations.
5) In calculating the net surplus or deficit on each block, only about 50 percent of the private supply was used. This proportion of private supply included was consistent with the observed utilization of the private supply as shown in the occupancy study. This is thought to be due in part because many private parking areas are adjacent to alleys and/or small unimproved areas that may not be easily found or necessarily desirable by some users because of their relatively "hidden" location.

Table 2-F - Parking Demand vs. Net Parking Supply by Block

Without Discounting Private Supply			
Block	Total Demand	Net Factored Supply	Surplus / (Deficit)
1	42	170	**128**
2	17	93	**76**
3	58	77	**19**
4	100	274	**174**
5	117	184	**67**
6	21	65	**44**
7	113	171	**58**
8	234	634	**400**
9	223	393	**170**
10	37	44	**7**
11	49	171	**122**
12	140	89	**(51)**
13	329	212	**(117)**
14	332	348	**16**
15	25	80	**55**
16	60	37	**(23)**
17	198	263	**65**
18	53	70	**17**
19	13	100	**87**
Total	**2,161**	**3,475**	**1,314**

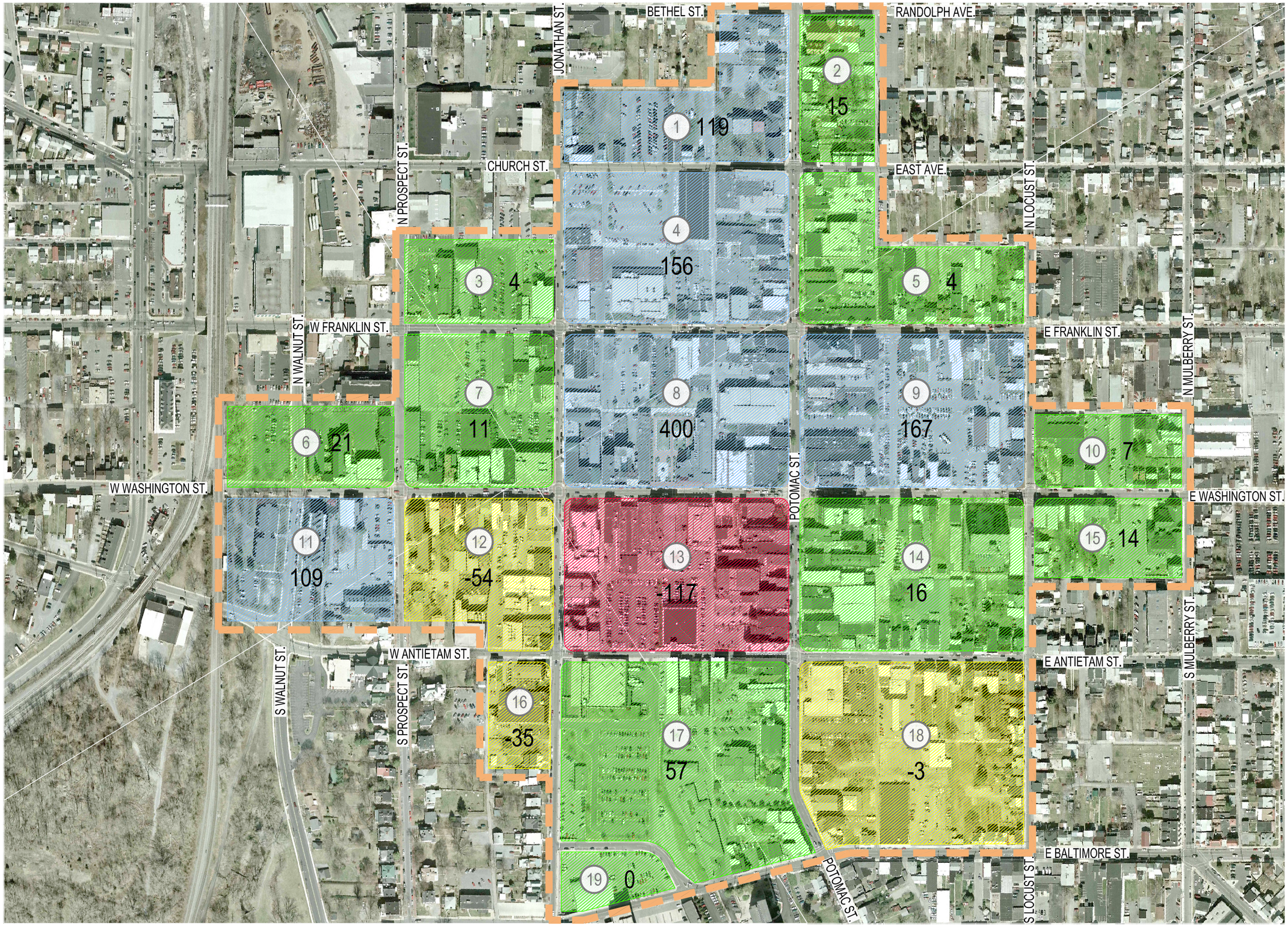
With Discounting Private Supply			
Block	Net Demand	Net Parking Supply	Net Surplus / (Deficit)
1	42	161	**119**
2	17	32	**15**
3	58	62	**4**
4	100	256	**156**
5	117	121	**4**
6	21	42	**21**
7	113	124	**11**
8	234	634	**400**
9	223	390	**167**
10	37	44	**7**
11	49	158	**109**
12	140	86	**(54)**
13	329	212	**(117)**
14	332	348	**16**
15	25	39	**14**
16	60	25	**(35)**
17	198	255	**57**
18	53	50	**(3)**
19	13	13	**0**
Total	**2,161**	**3,052**	**891**

As **Table 2-F** demonstrates, the demand can be evaluated two different ways. The set of columns on the left calculate the net parking supply[1] against the total parking demand without eliminating surplus privately controlled spaces. In other words, this assumes that the total parking demand on each block is compared against the viable private parking supply plus the available public parking supply on that block. This type of analysis assumes that a private business owner with surplus spaces would allow other businesses customers or staff to use those spaces, resulting in a more effective use of the available parking supply and a net surplus of 1,314 spaces for the downtown study area.

[1] *Using 50 percent of the private supply classified as "viable".*

In reality, few businesses would permit their parking to be used by others as they would be afraid that their customers or staff may not be able to find parking. Therefore the analysis on the right effectively eliminates any surplus privately controlled spaces on each block from consideration. This means that, for example, if a business has ten spaces and the calculated demand is only four spaces, the six surplus spaces are eliminated from the available parking supply. As the table shows, the 1,314 space surplus calculated on the basis of using all viable private parking supply has been reduced to 891± spaces on this basis given the existing parking generation rates.

This is also demonstrated by Map 5 on the following page.



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LEGEND:

- (#) BLOCK NUMBER
- STUDY AREA

SURPLUS OF PARKING

- +100
- 0 through 99

DEFICIT OF PARKING

- -99 through -1
- -100 +

BLOCK FACE KEY PLAN:

A
D (#) B
C

Sheet Title:

SURPLUS / DEFICIT EXISTING CONDITION NET PARKING SUPPLY

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

MAP Number: MAP 5

Page Number: 2-21

2.4 CURRENT PARKING DEMAND – "FORECAST IMPROVED ECONOMY"

Most members of the Hagerstown community are likely to agree that the level of economic activity in the downtown is certainly lower than what would be expected with an improved economy. Because of this, Rich and Associates have projected the parking demand assuming the same occupied square footage as exist currently, but factoring this by improved parking generation rates (as shown in Table 2-E) in order to demonstrate the level of parking demand that could be expected with improved economic conditions. For example, Table 2-E showed the retail component as 1.28 spaces required per 1,000 gsf as the existing condition. Under improved economic conditions, this would be expected to be about 1.60 spaces per 1,000 gsf (25% higher).

Table 2-G below shows the higher parking demand determined by factoring for higher parking generation rates. Similar to as was shown in Table 2-F, these new generation rates show parking demand increasing from 2,161 spaces required given existing conditions to 2,712[2] spaces needed assuming improved economic conditions compared with and without discounting the "surplus" private spaces on each block. As previously noted, many private businesses fortunate enough to have parking are unlikely to make any surplus spaces available to the general public for fear of inconveniencing their own customers. On this basis, the 891± space surplus that exist given existing economic conditions (shown in Table 2-F) would be reduced to 429± spaces under improved economic conditions.

[2] *Difference to 2,714 spaces shown in Table 2-E is due to rounding errors*

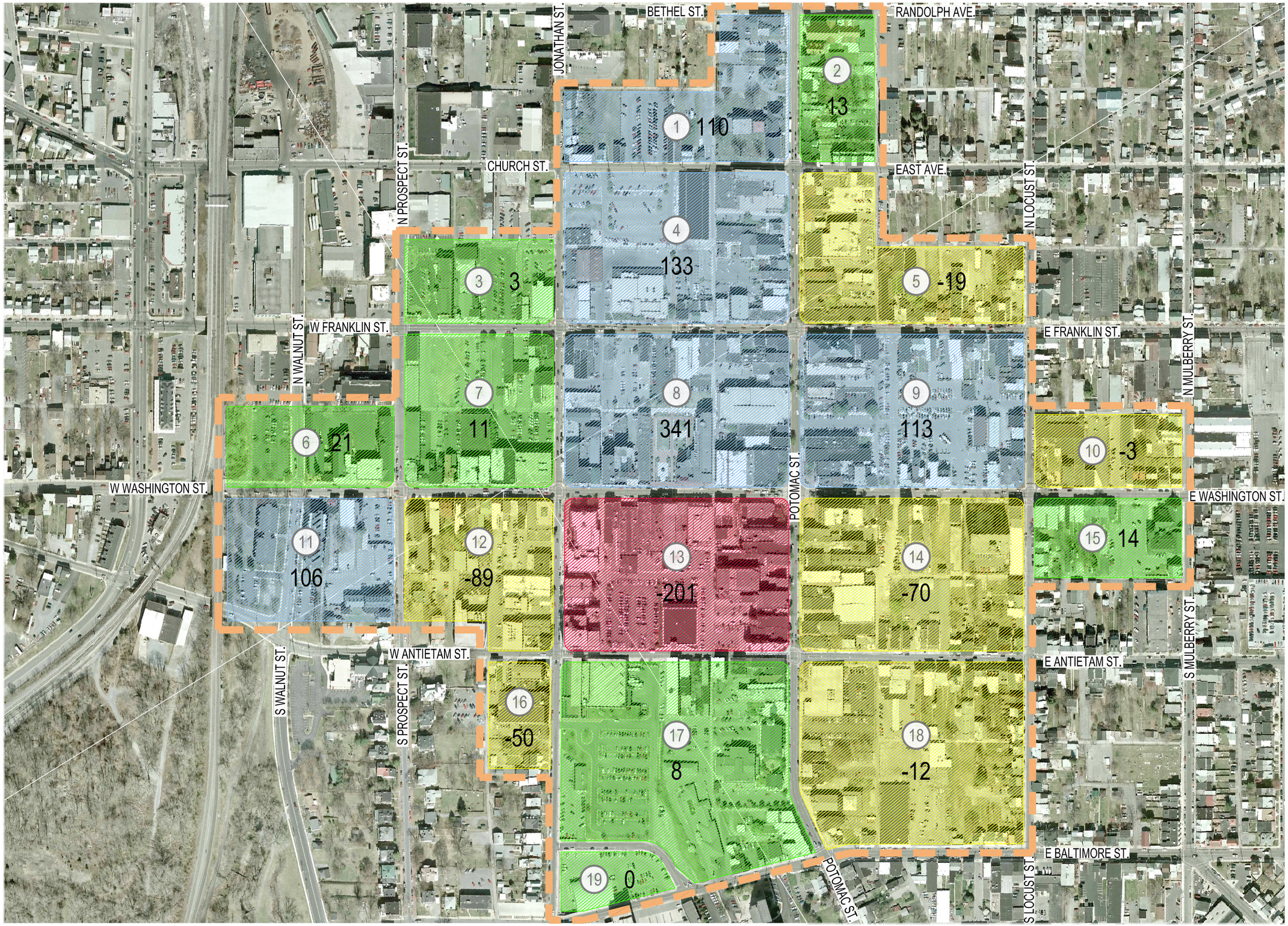
Table 2-G - Parking Demand vs. Net Parking Supply by Block (Improved Economy)

Without Discounting Private Supply

Block	Total Demand	Total Supply	Surplus / (Deficit)
1	53	170	117
2	21	93	72
3	72	77	5
4	125	274	149
5	147	184	37
6	26	65	39
7	141	171	30
8	293	634	341
9	280	393	113
10	47	44	(3)
11	61	171	110
12	176	89	(87)
13	413	212	(201)
14	418	348	(70)
15	31	80	49
16	76	37	(39)
17	249	263	14
18	66	70	4
19	17	100	83
Total	2,712	3,475	763

With Discounting Private Supply

Block	Net Demand	Net Parking Supply	Net Surplus / (Deficit)
1	53	163	110
2	21	34	13
3	72	75	3
4	125	258	133
5	147	128	(19)
6	26	47	21
7	141	152	11
8	293	634	341
9	280	393	113
10	47	44	(3)
11	61	167	106
12	176	87	(89)
13	413	212	(201)
14	418	348	(70)
15	31	45	14
16	76	26	(50)
17	249	257	8
18	66	54	(12)
19	17	17	0
Total	2,712	3,141	429



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LEGEND:

- (#) BLOCK NUMBER
- STUDY AREA

SURPLUS OF PARKING
- +100
- 0 through 99

DEFICIT OF PARKING
- -99 through -1
- -100 +

BLOCK FACE KEY PLAN:

A
D (#) B
C

Sheet Title:

SURPLUS / DEFICIT EXISTING CONDITION NET PARKING SUPPLY

ASSUMING IMPROVED ECONOMIC CONDITIONS

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

MAP Number: MAP 6

Page Number: 2-24

2.5 Future Parking Demand – Assuming Improved Economy

The analysis to this point has either shown the parking in the downtown as it existed at the time of the field data collection, or extrapolated the data to demonstrate the level of parking activity as it may exist if economic conditions were more favorable. This was shown in the context of the same building square footage occupied as exist currently but simply assuming higher levels of economic activity such that the parking generation rates would be about 25 percent higher than found at the time of the fieldwork.

Data provided by the City showed that of the vacant 640,000 gross square feet (gsf) in the downtown, there was about 31,000 gross square feet that was located in buildings that were in poor condition. These buildings had structural deficiencies that made it likely that they would either have to be torn down or would require significant expense to make them structurally sound and rehabilitated for use. Therefore, Rich and Associates are discounting these 31,000 gsf from the 640,000 vacant square feet in the downtown. The vacant square footage also included the 80,000 square foot library currently under construction downtown. It is anticipated that this would be fully operational by the time of these future projections, so the 80,000 square feet are also subtracted from the future vacant square footage.

Using the higher parking generation rates, about 20 percent of the net vacant net 529,000 gross square feet (640,000 – 31,000 – 80,000 library = 529,000 x 20% = 105,800 gsf) are assumed as re-occupied within the next two to four years. In evaluating the surplus or deficit for individual blocks, certain assumptions must be considered:

1) Parking demand was based on the square footage of each building as provided by the City applied to Rich's classification as to building use.
2) Parking demand on one block is not affected by demand or supply on adjacent blocks.
3) The parking generation factors assume a "shared use" concept whereby much of the parking may be used by multiple groups owing to the different times of the day that various groups exhibit their period of peak need.
4) In calculating the net surplus or deficit on each block only about 50 percent of the private supply was used. This proportion of private supply included was consistent with the observed utilization of the private supply as shown in the occupancy study. This is thought to be due in part because many private parking areas are adjacent alleys and/or small unimproved areas that may not be easily found or necessarily desirable by some users because of their relatively "hidden" location.
5) As most business owners do not allow non-customers or staff to use "extra" spaces in their lots, surplus private spaces are excluded from the surplus / deficit calculations.
6) The vacant square footage that is re-occupied all had the "commercial" parking generation rate (3.08) applied when calculating the parking demand.

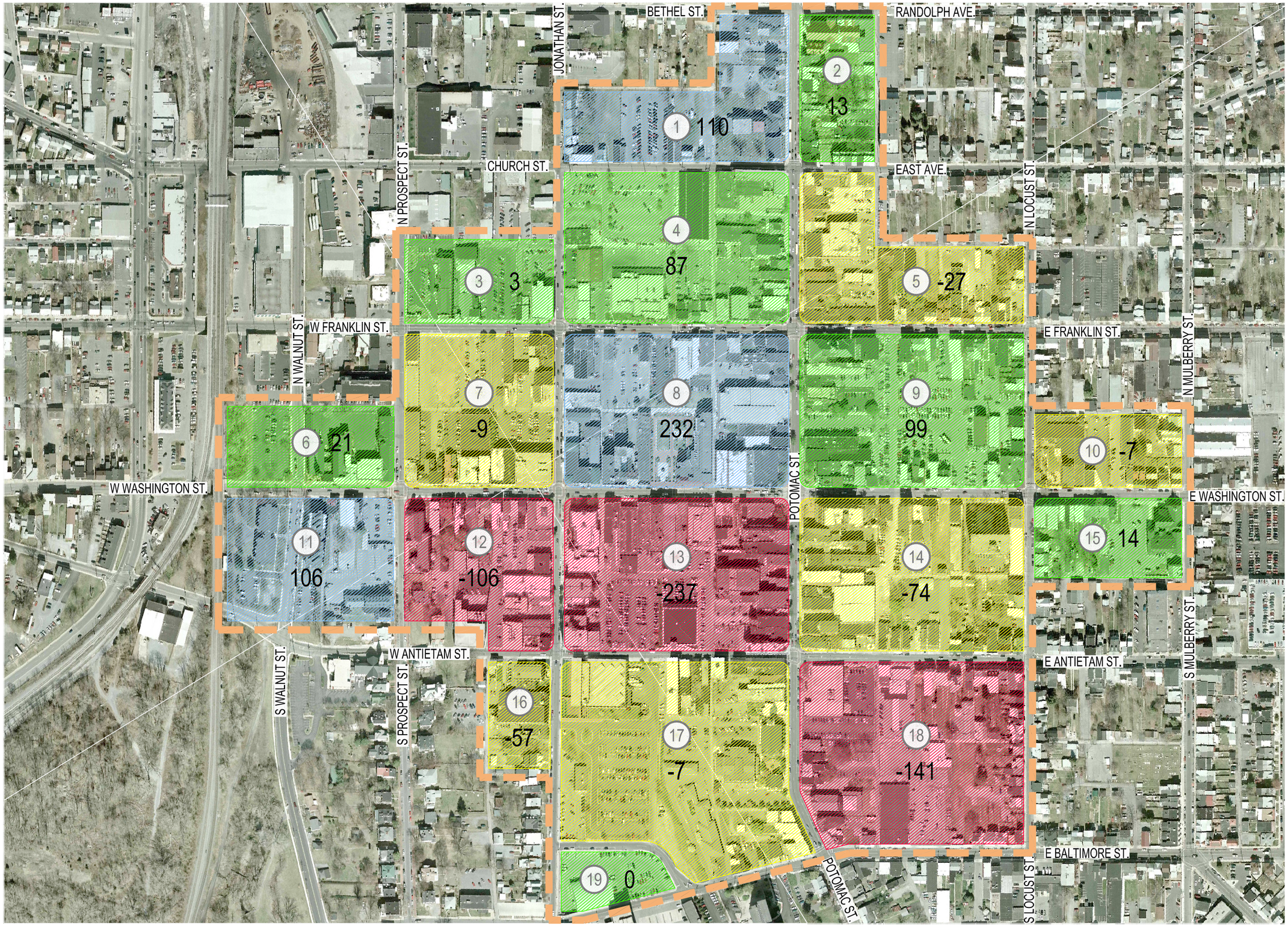
Table 2-H - Parking Demand vs. Net Parking Supply by Block (Projected Conditions 2 – 4 Years)

Without Discounting Surplus Private Supply			
Block	Total Demand	Total Supply	Surplus / (Deficit)
1	54	170	116
2	21	93	72
3	72	77	5
4	171	274	103
5	154	184	30
6	26	65	39
7	180	171	(9)
8	402	634	232
9	294	393	99
10	51	44	(7)
11	61	171	110
12	193	89	(104)
13	449	212	(237)
14	422	348	(74)
15	31	80	49
16	83	37	(46)
17	264	263	(1)
18	337	211*	(126)
19	17	100	83
Total	3,282	3,616	334

With Discounting Surplus Private Supply			
Block	Net Demand	Net Parking Supply	Net Surplus / (Deficit)
1	54	164	110
2	21	34	13
3	72	75	3
4	171	258	87
5	154	127	(27)
6	26	47	21
7	180	171	(9)
8	402	634	232
9	294	393	99
10	51	44	(7)
11	61	167	106
12	193	87	(106)
13	449	212	(237)
14	422	348	(74)
15	31	45	14
16	83	26	(57)
17	264	257	(7)
18	337	196*	(141)
19	17	17	0
Total	3,282	3,302	20

* Includes 141 spaces associated with opening of new Library

Table 2-H above demonstrates the anticipated parking needs compared against the net parking supply two to four years in the future. This table demonstrates the parking needs assuming both an improved economy with the higher parking generation rates expected (as was shown in Table 2-G). It also includes the parking demand associated with the opening of the new library on block 18 and the added supply constructed with this facility. The table also reflects that about 20 percent of the net 529,000 gsf of vacant buildings re-occupied as commercial space. This increases the number of parking spaces required by about 570± spaces from 2,712 to the 3,282 shown above resulting in the net parking surplus within the downtown study area being reduced from 763 spaces to 334 spaces. However, again if the surplus private spaces are not included (under the assumption that private businesses generally would not make spaces available to the general public) the "true" surplus for the downtown in the future could be reduced to only a **net** 20± spaces.



PARKING STUDY FOR THE CITY OF HAGERSTOWN

HAGERSTOWN, MARYLAND

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Southfield, Michigan 48033
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Lutz, Florida
Tel: 813.949.9860
www.RichAssoc.com

LEGEND:

- (#) BLOCK NUMBER
- STUDY AREA

SURPLUS OF PARKING

- +100
- 0 through 99

DEFICIT OF PARKING

- -99 through -1
- -100 +

BLOCK FACE KEY PLAN:

A
D (#) B
C

Sheet Title:

SURPLUS / DEFICIT FUTURE CONDITION (2 - 4yrs.)

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

MAP Number: MAP 7

Page Number: 2-27

2.6 Future Parking Demand – Alternative Assuming Improved Economy

Rich and Associates have also evaluated the potential parking needs in the future in a slightly different way. Where Table 2-H above calculated the individual block parking demand, assuming an average of 20 percent of the vacant space was re-occupied; Section 3.4 shows for individual quadrants the potential additional parking demand within that quadrant, given varying levels of re-occupancy. This condition could occur if a single large building (or a series of smaller properties) were re-occupied. This will be explained in more detail in Section 3.4

SECTION 3 – ZONE BASIS PARKING DEMAND

SECTION 3 – ZONE BASIS PARKING DEMAND

3.1 ZONE ANALYSIS - EXISTING CONDITIONS

The discussion to this point regarding the parking demand versus the parking supply has focused on the net difference on individual blocks and for the total study area. While comparing the surplus or deficit on an individual block basis can provide an indication of where parking may be a problem, the more appropriate analysis is to consider parking surpluses or deficits on a zone basis. This means that, as appropriate, adjacent blocks are combined together into a zone and the surplus or deficit of the zone as a whole is considered. This is done for several reasons:

1) Focusing on individual blocks discounts the more likely condition where the parking intended to serve a particular block or development may be across the street on an adjacent block. A good example of this is the Central Parking Lot with its 295 spaces on block 9 that can support much more than just the parking demand on that block. The Potomac Street Garage across the street on block 8 is another example of a parking facility that can provide parking supply to service patrons on nearby blocks within a reasonable walking distance.

2) Alternatively, focusing on the supply versus demand for the entire study area discounts the acceptable walking distance that employees or visitors are willing to walk. While an analysis can show that overall, the study area has a surplus, much of this may be on the periphery of the study area, or in large collections of parking that are several blocks away from the parking demand.

For these reasons, a zone analysis is an appropriate method to consider when assessing the adequacy of a downtown-parking situation and corrective measures that may be needed.

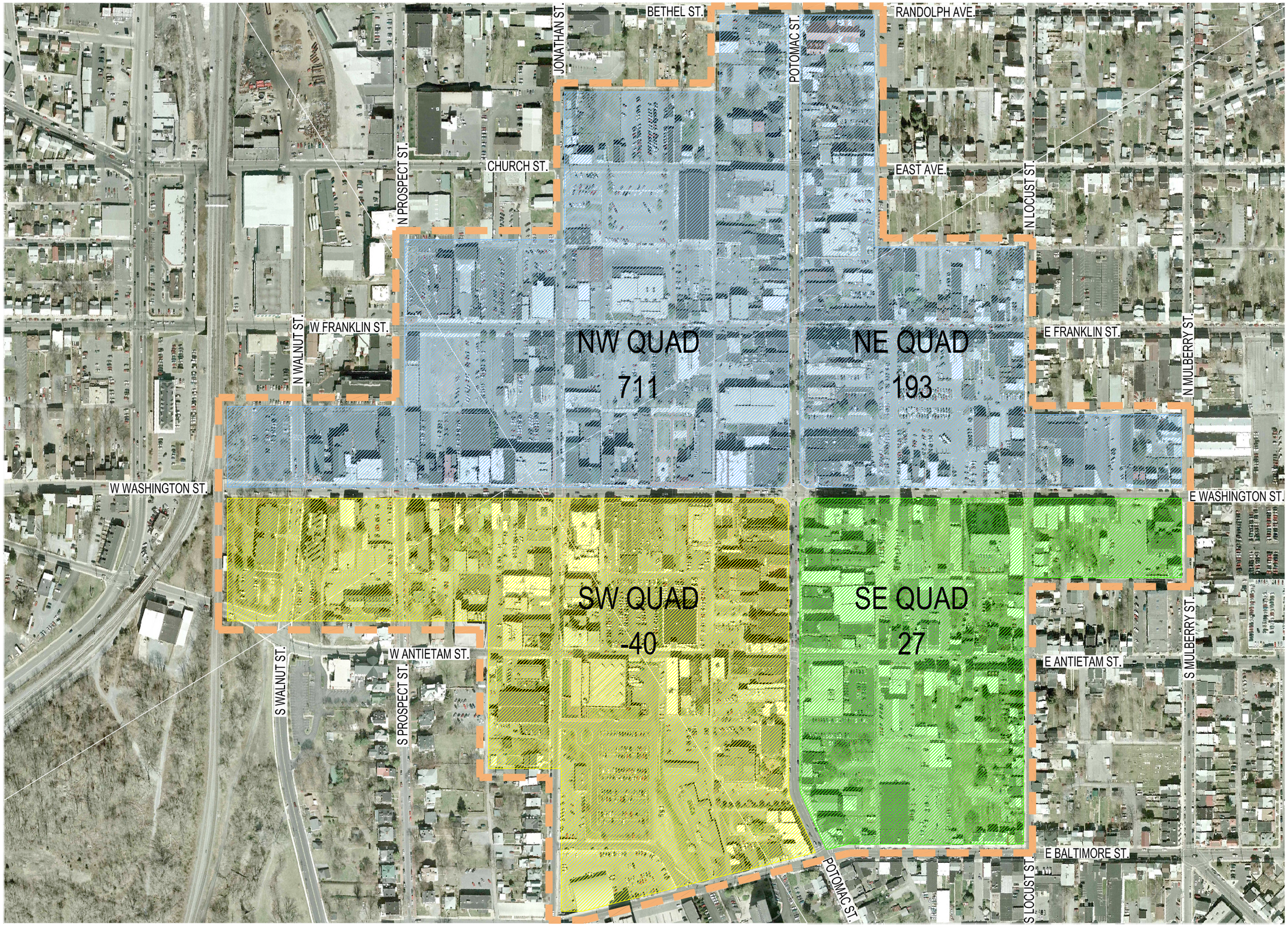
In the zone analysis, Rich and Associates have calculated the parking needs not only for the existing condition, but assuming improved parking generation rates have also projected the parking needs as they may exist in future years. The future years projections assumed the improved parking generation rates but also re-occupancy of some of the existing vacant building space. The downtown study area is separated into quadrants using Potomac Street and Washington Streets as dividing lines.

Table 3-A on the following page demonstrates the parking needs on the zone analysis basis as they exist currently with the depressed economy and lower parking generation rates. As was shown on the individual block basis in Section 2, the tables demonstrate the condition both with and without discounting any available "surplus" private capacity on each block and zone. As the table shows, when the demand for parking within each zone is compared against the net available parking supply with each zone all four quadrants have surplus parking capacity if all viable private parking supply is included. However, when surplus privately controlled parking is excluded, the southwest quadrant would have about a 40± space deficit of parking.

The columns showing without discounting private supply show the two northern quadrants have large surpluses while the southern quadrants (south of Washington Street) have significantly smaller surpluses. These columns also show that while the southwest quadrant has an overall surplus, it is also the only quadrant that has some blocks with deficits that must be met by surplus parking elsewhere in the quadrant. If surplus private spaces are excluded, again the southwest quadrant has a deficit that must be met elsewhere in another quadrant. Again, these results reflect the current depressed economy.

Table 3-A Existing Condition Zone Analysis

Without Discounting Private Supply				With Discounting Private Supply			
Block	Total Demand	Net Factored Supply	Surplus / (Deficit)	Block	Net Demand	Net Parking Supply	Net Surplus / (Deficit)
NE QUAD				NE QUAD			
2	17	93	76	2	17	32	15
5	117	184	67	5	117	121	4
9	223	393	170	9	223	390	167
10	37	44	7	10	37	44	7
TOTAL	394	714	320	TOTAL	394	587	193
NW QUAD				NW QUAD			
1	42	170	128	1	42	161	119
3	58	77	19	3	58	62	4
4	100	274	174	4	100	256	156
6	21	65	44	6	21	42	21
7	113	171	58	7	113	124	11
8	234	634	400	8	234	634	400
TOTAL	568	1,391	823	TOTAL	568	1,279	711
SE QUAD				SE QUAD			
14	332	348	16	14	332	348	16
15	25	80	55	15	25	39	14
18	53	70	17	18	53	50	(3)
TOTAL	410	498	88	TOTAL	410	437	27
SW QUAD				SW QUAD			
11	49	171	122	11	49	158	109
12	140	89	(51)	12	140	86	(54)
13	329	212	(117)	13	329	212	(117)
16	60	37	(23)	16	60	25	(35)
17	198	263	65	17	198	255	57
19	13	100	87	19	13	13	0
Total	789	872	83	Total	789	749	(40)



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LEGEND:

(#) BLOCK NUMBER

STUDY AREA

SURPLUS OF PARKING

+100

0 through 99

DEFICIT OF PARKING

-99 through -1

-100 +

BLOCK FACE KEY PLAN:

A
D (#) B
C

Sheet Title:

EXISTING CONDITION ZONE ANALYSIS

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

MAP Number: MAP 8

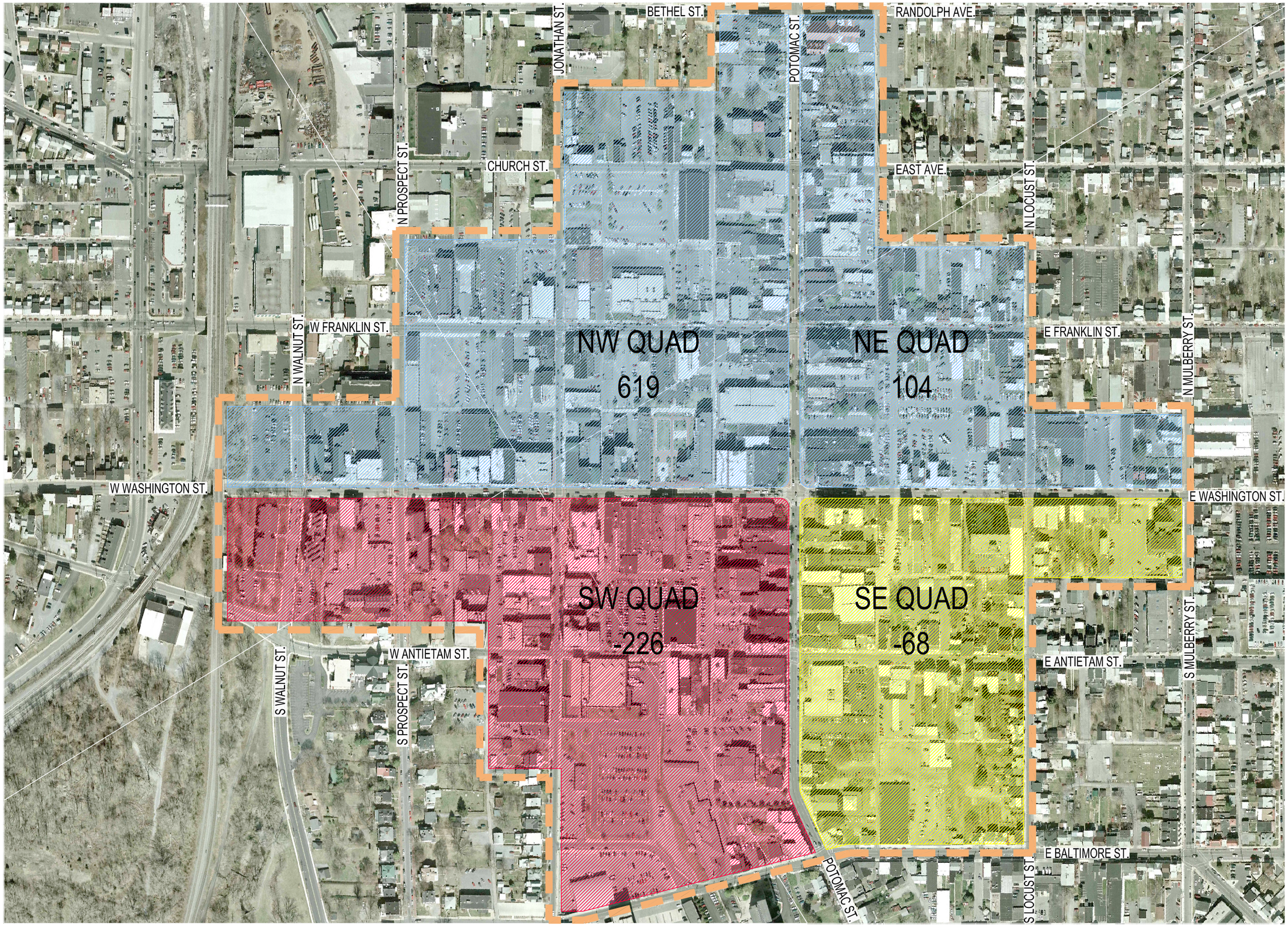
Page Number: 3-3

3.2 ZONE ANALYSIS WITH IMPROVED ECONOMIC CONDITIONS

Table 3-B demonstrates the zone analysis assuming the same level of building occupancy but with improved economic conditions such that the parking generation rates are slightly higher than experienced at the time of the field data collection. Again, both conditions are shown; with and without discounting surplus privately controlled spaces. As the table shows, the southwest quadrant would have significant deficits under both conditions, although if the surplus private supply is discounted the southern quadrants combined would have nearly a 300± space deficit.

Table 3-B – Improved Economic Conditions Zone Analysis

Without Discounting Private Supply					With Discounting Private Supply			
Block	Total Demand	Total Supply	Surplus / (Deficit)		Block	Net Demand	Net Parking Supply	Net Surplus / (Deficit)
NE QUAD					NE QUAD			
2	21	93	72		2	21	34	13
5	147	184	37		5	147	128	(19)
9	280	393	113		9	280	393	113
10	47	44	(3)		10	47	44	(3)
TOTAL	495	714	219		TOTAL	495	599	104
NW QUAD					NW QUAD			
1	53	170	117		1	53	163	110
3	72	77	5		3	72	75	3
4	125	274	149		4	125	258	133
6	26	65	39		6	26	47	21
7	141	171	30		7	141	152	11
8	293	634	341		8	293	634	341
TOTAL	710	1,391	681		TOTAL	710	1,329	619
SE QUAD					SE QUAD			
14	418	348	(70)		14	418	348	(70)
15	31	80	49		15	31	45	14
18	66	70	4		18	66	54	(12)
TOTAL	515	498	(17)		TOTAL	515	447	(68)
SW QUAD					SW QUAD			
11	61	171	110		11	61	167	106
12	176	89	(87)		12	176	87	(89)
13	413	212	(201)		13	413	212	(201)
16	76	37	(39)		16	76	26	(50)
17	249	263	14		17	249	257	8
19	17	100	83		19	17	17	0
Total	992	872	(120)		Total	992	766	(226)



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LEGEND:

(#) BLOCK NUMBER

STUDY AREA

SURPLUS OF PARKING

+100

0 through 99

DEFICIT OF PARKING

-99 through -1

-100 +

BLOCK FACE KEY PLAN:

A
D (#) B
C

Sheet Title:

IMPROVED ECONOMIC CONDITIONS ZONE ANALYSIS

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

NORTH

MAP Number: MAP 9

Page Number: 3-5

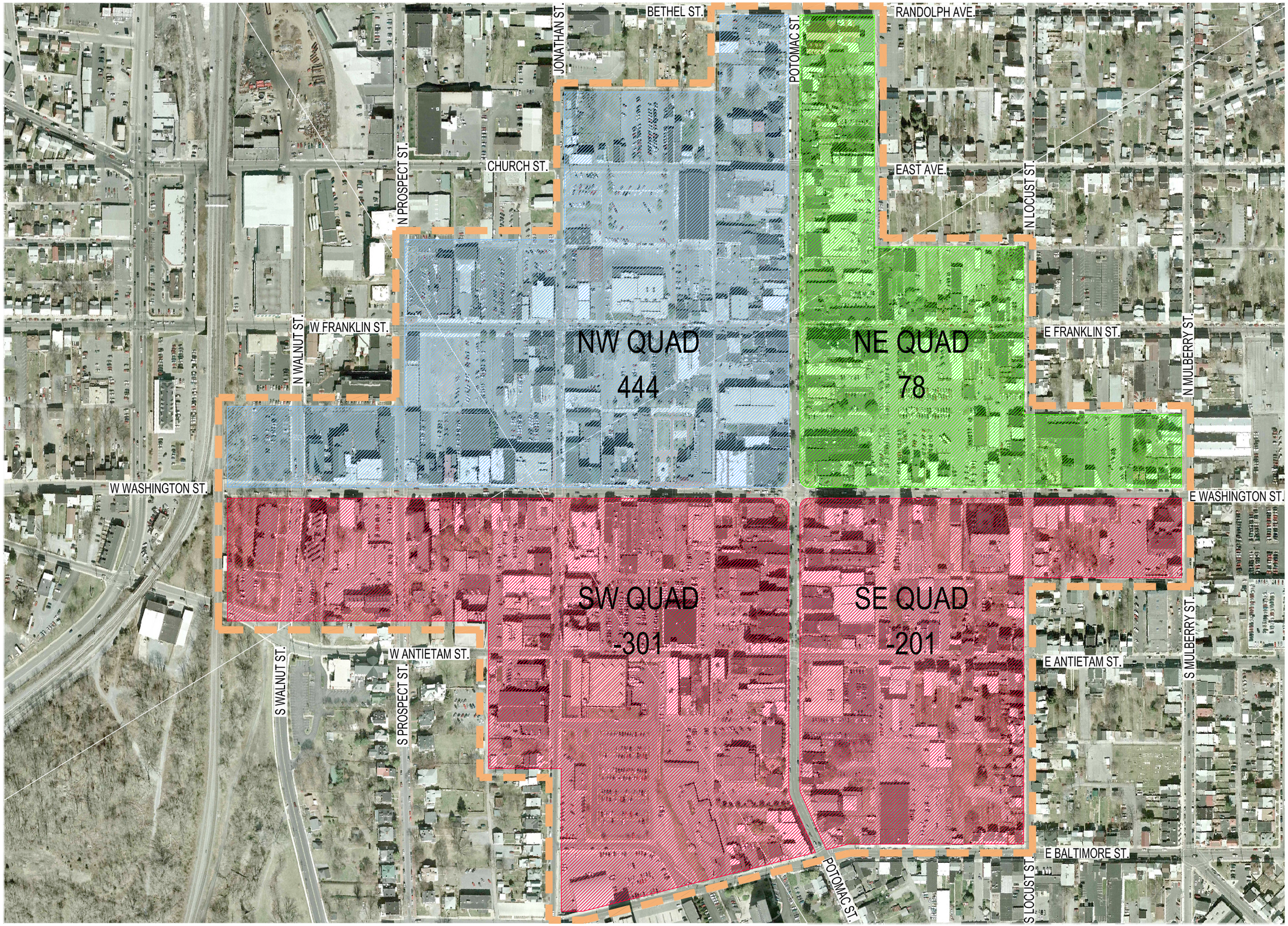
3.3 FUTURE ZONE ANALYSIS WITH IMPROVED ECONOMIC CONDITIONS

The future analysis has been prepared showing the impact on parking need with 20 percent of the existing vacant building square footage re-occupied as commercial space plus the occupancy of the 80,000 square foot new library. With the additional parking demand created by the library (offset only partially by the 141 spaces associated with the library) plus the re-occupancy of existing vacant space, Section 2.5 (Table 2-H) showed that the overall parking study area could have only a net 20 space surplus after discounting the surplus privately controlled spaces. If instead, private business owners, particularly those with larger more visible parking areas were to make some of these available to employees via a permit system, then the net surplus could be more than 330± spaces.

This same analysis demonstrating the future conditions with the re-occupied buildings is shown by **Table 3-C** on the following page. However, this analysis rather than reflecting the total for the entire study area breaks it up into individual zones. Even assuming that private businesses would permit non-customers or staff to use surplus spaces, the analysis shows that with just an additional 106,000 gsf of building space re-occupied plus the library demand coupled with improved economic activity in the existing land uses, the southern quadrants would be nearly 350± spaces short. Under more likely conditions with continued restrictions on use of private parking, the deficit reaches as high 500± spaces in these same two quadrants.

Table 3-C – Future Zone Analysis

Without Discounting Surplus Private Supply				With Discounting Surplus Private Supply			
Block	Total Demand	Total Supply	Surplus / (Deficit)	Block	Net Demand	Net Parking Supply	Net Surplus / (Deficit)
NE QUAD				NE QUAD			
2	21	93	72	2	21	34	13
5	154	184	30	5	154	127	(27)
9	294	393	99	9	294	393	99
10	51	44	(7)	10	51	44	(7)
Total	520	714	194	Total	520	598	78
NW QUAD				NW QUAD			
1	54	170	116	1	54	164	110
3	72	77	5	3	72	75	3
4	171	274	103	4	171	258	87
6	26	65	39	6	26	47	21
7	180	171	(9)	7	180	171	(9)
8	402	634	232	8	402	634	232
Total	905	1,391	486	Total	905	1,349	444
SE QUAD				SE QUAD			
14	422	348	(74)	14	422	348	(74)
15	31	80	49	15	31	45	14
18	337	211	(126)	18	337	196	(141)
Total	790	639	(151)	Total	790	589	(201)
SW QUAD				SW QUAD			
11	61	171	110	11	61	167	106
12	193	89	(104)	12	193	87	(106)
13	449	212	(237)	13	449	212	(237)
16	83	37	(46)	16	83	26	(57)
17	264	263	(1)	17	264	257	(7)
19	17	100	83	19	17	17	0
Total	1,067	872	(195)	Total	1,067	766	(301)



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LEGEND:

(#) BLOCK NUMBER

STUDY AREA

SURPLUS OF PARKING

+100

0 through 99

DEFICIT OF PARKING

-99 through -1

-100 +

BLOCK FACE KEY PLAN:

A
D (#) B
C

Sheet Title:

FUTURE ZONE ANALYSIS

File No	1218
Scale	NTS
Date	06-01-2012
Checked By	DWB

MAP Number: MAP 10

Page Number: 3-8

3.4 FUTURE ZONE ANALYSIS IMPROVED ECONOMIC CONDITIONS (ALTERNATIVE)

The previous analysis shown in Section 3.3 and Table 3-C demonstrated future parking needs assuming the completion and occupancy of the new library under construction on block 18 plus the re-occupancy of about 106,000 square feet that is presently vacant. This 106,000 square feet represents 20 percent of the existing net vacant square footage within the downtown. Therefore the previous analysis simply assumed that with an average of 20 percent overall occupied it would be dispersed evenly throughout the study area.

As an alternative and to provide more useful information to the City, Rich and Associates have prepared the following series of tables demonstrating the vacant properties in each zone. **Table 3-D** following demonstrates the possibilities for the SE quadrant. The table is intended to provide maximum flexibility for the City in assessing the impact of development on parking needs for each quadrant.

For example, if someone were to approach the City about refurbishing and re-occupying the Massey Building, the table shows that an additional 87 spaces would be required in this quadrant. The 28,000 square feet in the Massey Building represents 59.4 percent of the total of 47,650 vacant square feet in this quadrant. As Table 3-C showed, the southeast quadrant is projected to have a parking deficit of 201 spaces, assuming the higher parking generation rates associated with an improved economy are applied to the ***existing*** land uses. Therefore just the Massey Building re-occupied would increase the quadrant deficit to 288 spaces (existing 201 space deficit plus 87 space additional demand = 288 space deficit).

Alternatively, rather than factor on an individual building basis only the table also demonstrates that, for example, if 30 percent of the vacant square footage in this quadrant were to be redeveloped (14,297 square feet), then an additional 44 parking spaces would be required at peak time (assuming 3.08 spaces per 1,000 square feet), which would increase the quadrant deficit to a net deficit of 245 spaces (201 existing plus 44 additional).

To see the blocks referenced by these tables, the reader should refer to Map #2 on page 2-4 of the report. Similar tables are shown for the other three quadrants.

Table 3-D
Southeast Quadrant Alternative Parking Requirements
With Re-occupancy of Vacant Space

										Percentage of Vacant Space Re-Occupied									
Zone	Block	Major Building Names	Description	SF	Major Building % of Quadrant Vacancy SF	# Spaces Required if Major Building Redeveloped @ 3.08 / 1,000 gsf	Other Vac Sf	Total Vacant SF		10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
SE	14		62 E. Antietam				3,000												
SE	14		8 - 14 Public Square				1,875												
SE	14		29 - 33 E. Washington				3,432												
SE	18	Old Massey Building	28 E. Baltimore	28,302	59.4%	87													
SE	18		51 E. Antietam				1,644												
SE	18		40 E. Baltimore				3,657												
SE	18		140 S. Potomac				4,248												
SE	18		154- 158 S. Potomac				1,500												
Total SE Quadrant				**28,302**			**19,356**	**47,658**											
									Re-Occupied Square Footage	4,766	9,532	14,297	19,063	23,829	28,595	33,361	38,126	42,892	47,658
									Additional Parking Demand from re-occupied bldgs	15	29	44	59	73	88	103	117	132	147
									Quadrant Surplus / Deficit Assuming Higher PGR	(201)	(201)	(201)	(201)	(201)	(201)	(201)	(201)	(201)	(201)
									Net Surplus / Deficit with Potential Development	(216)	(230)	(245)	(260)	(274)	(289)	(304)	(318)	(333)	(348)

Table 3-E
Southwest Quadrant Alternative Parking Requirements
With Re-occupancy of Vacant Space

										Percentage of Vacant Space Re-Occupied									
Zone	Block	Major Building Names	Description	SF	Major Building % of Quadrant Vacancy SF	# Spaces Required if Major Building Redeveloped @ 3.08 / 1,000 gsf	Other Vac Sf	Total Vacant SF		10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
SW	12		31-33 Summit Avenue	14,038	11.4%	43													
SW	12		111 W. Washington				3,676												
SW	12		115 - 117 W. Washington				2,297												
SW	12		125 - 129 W. Washington				7,887												
SW	13		Updegraff Building (structural issues)																
SW	13	Susquehanna Bank	55 - 65 W. Washington	16,200	13.2%	50													
SW	13		26 - 30 Summit	24,535	19.9%	76													
SW	13		62 - 64 W. Antietam				2,288												
SW	13		31 - 33 S. Potomac				2,393												
SW	13		43 - 45 S. Potomac (Hager Hotel)				4,384												
SW	13		55 - 57 S. Potomac (vacant storefront)				2,450												
SW	13		44 - 46 Summit				3,000												
SW	13		15 W. Washington (Brickyard Grill)				2,772												
SW	16		117 Summit	8,506	6.9%	26													
SW	16		113 Summit Avenue				3,178												
SW	17	Antietam Paper Co Building	37 W. Antietam	13,690	11.1%	42													
SW	17		19 - 23 W. Antietam				2,500												
SW	17		27 - 29 W. Antietam																
SW	17		31 W. Antietam																
SW	17		101-103 S. Potomac / 9 - 17 W. Antietam																
SW	17		105 - 107 S Potomac				1,328												
SW	17		115 - 117 S. Potomac				1,200												
SW	17		151 - 153 S. Potomac				4,978												
SW	17		165-167 S. Potomac				1,773												
Total SW Quadrant				**76,969**			**46,104**	**123,073**											
									Re-Occupied Square Footage	12,307	24,615	36,922	49,229	61,537	73,844	86,151	98,458	110,766	123,073
									Additional Parking Demand from re-occupied bldgs	38	76	114	152	190	227	265	303	341	379
									Quadrant Surplus / Deficit Assuming Higher PGR	(301)	(301)	(301)	(301)	(301)	(301)	(301)	(301)	(301)	(301)
									Net Surplus / Deficit with Potential Development	(339)	(377)	(415)	(453)	(491)	(528)	(566)	(604)	(642)	(680)

Table 3-F
Northeast Quadrant Alternative Parking Requirements
With Re-occupancy of Vacant Space

									Percentage of Vacant Space Re-Occupied									
Zone	Block	Major Building Names	Description	SF	Major Building % of Quadrant Vacancy SF	# Spaces Required if Major Building Redeveloped @ 3.08 / 1,000 gsf	Other Vac Sf	Total Vacant SF	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
NE	5		4 E. Franklin				2,275											
NE	5		24-26 E. Franklin				5,647											
NE	5		48-50 E. Franklin				800											
NE	5		52 - 54 1/2 E. Franklin				1,200											
NE	5		60 E. Franklin				1,050											
NE	5		110 - 116 N Potomac Street				1,466											
NE	9	The Roslyn	17-21 E. Franklin	11,200	26.5%	34												
NE	9		39 E. Franklin				3,030											
NE	9		51 - 53 E. Franklin				1,200											
NE	9		36 - 40 N Potomac (Rocky's)				1,308											
NE	9		10 - 12 E. Washington				3,939											
NE	9		14 - 16 E. Washington				1,220											
NE	9		18 - 22 E. Washington				924											
NE	10		21 - 23 N. Mulberry				1,755											
NE	10		110 - 114 E. Washington				1,296											
NE	10		116 E. Washington				4,025											
Total NE Quadrant				**11,200**			**31,135**	**42,335**										
								Re-Occupied Square Footage	4,234	8,467	12,701	16,934	21,168	25,401	29,635	33,868	38,102	42,335
								Additional Parking Demand from re-occupied bldgs	13	26	39	52	65	78	91	104	117	130
								Quadrant Surplus / Deficit Assuming Higher PGR	78	78	78	78	78	78	78	78	78	78
								Net Surplus / Deficit with Potential Redevelopment	**65**	**52**	**39**	**26**	**13**	**0**	**(13)**	**(26)**	**(39)**	**(52)**

Table 3-G
Northwest Quadrant Alternative Parking Requirements
With Re-occupancy of Vacant Space

										Percentage of Vacant Space Re-Occupied									
Zone	Block	Major Building Names	Description	SF	Major Building % of Quadrant Vacancy SF	# Spaces Required if Major Building Redeveloped @ 3.08 / 1,000 gsf	Other Vac Sf	Total Vacant SF		10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
NW	1		245-247 N. Potomac				860												
NW	4		16-18 West Frankin	11,000	3.5%	34													
NW	4	Old YMCA	135-147 N. Potomac	55,238	17.5%	170													
NW	4		2-14 W. Franklin Street				714												
NW	4		64-66 W. Franklin Street				4,800												
NW	4		105-107 N. Potomac				3,154												
NW	7	Old Home Federal Building	120 - 128 W. Washington	21,690	6.9%	67													
NW	7	Wareham Bldg	138 - 140 W. Washington	20,756	6.6%	64													
NW	7		147-151 W Franklin				6,150												
NW	7		51 N. Jonathan				7,200												
NW	7	Old Midtown Motel	170 W. Washington				7,468												
NW	8		65,67,69-71 W. Franklin, 48-60 N. Jonathan	13,246	4.2%	41													
NW	8	The Grand	20 W. Washington	24,150	7.6%	74													
NW	8		60-64 W. Washington	10,500	3.3%	32													
NW	8	Delta Building	66 - 70 W. Washington	8,000	2.5%	25													
NW	8	Earles Building	72 - 74 W. Washington	60,200	19.0%	185													
NW	8	Hamilton Plaza	90 - 96 W Washington / 10 - 16 N. Jonathan	30,138	9.5%	93													
NW	8		25-27 W. Franklin				3,759												
NW	8		33 W. Franklin				6,075												
NW	8		45-47 W. Franklin				4,537												
NW	8		55 - 57 W. Franklin				1,350												
NW	8		1 - 3 N. Potomac				3,700												
NW	8		5 - 9 N. Potomac				4,100												
NW	8		35 - 39 N Potomac				1,400												
NW	8		47 - 51 N. Potomac				1,440												
NW	8		53 - 55 N. Potomac				3,418												
NW	8		2 W. Washington				1,000												
Total NW Quadrant				**254,918**			**61,125**	**316,043**											
									Re-Occupied Square Footage	31,604	63,209	94,813	126,417	158,022	189,626	221,230	252,834	284,439	316,043
									Additional Parking Demand from re-occupied bldgs	97	195	292	389	487	584	681	779	876	973
									Quadrant Surplus / Deficit Assuming Higher PGR	**444**	**444**	**444**	**444**	**444**	**444**	**444**	**444**	**444**	**444**
									Net Surplus / Deficit with Potential Development	**347**	**249**	**152**	**55**	**(43)**	**(140)**	**(237)**	**(335)**	**(432)**	**(529)**

3.4.1 ZONE SUMMARY

The preceding tables simply allow the City to assess the impact on the parking in the various quadrants either arising from specific developments or projecting based on a percentage of vacant space within that quadrant being re-occupied. While re-occupancy rates may be very low in one quadrant, they could be significantly higher in another. Therefore, these series of tables provide more flexibility than the demand reflected in Table 3-C.

SECTION 4 – SURVEY RESULTS

SECTION 4 – SURVEY RESULTS

As part of the data collection process, an on-line survey was conducted in which business owners, managers and their staff along with downtown customers, visitors, students and infrequent visitors were asked to provide information and comments regarding downtown Hagerstown parking. These results are summarized on the following pages.

4.1 MANAGER SURVEY RESULTS

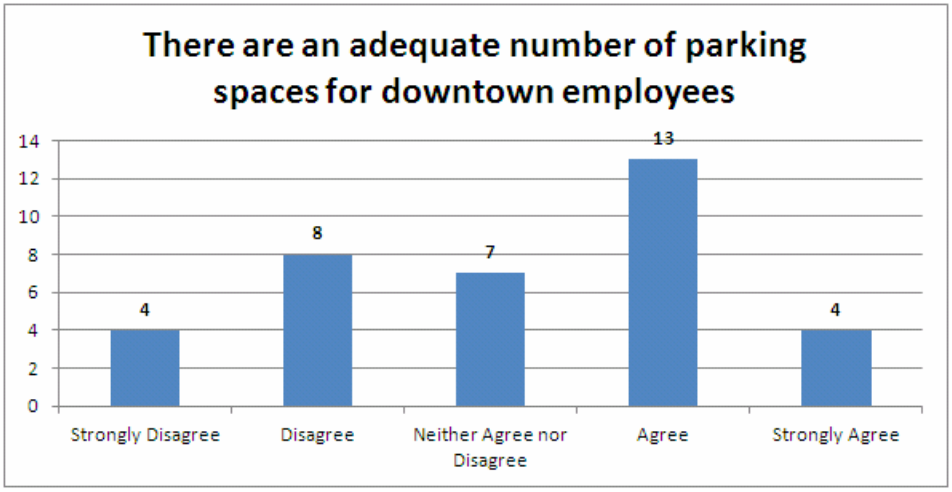
Some of the key questions asked of business owners / managers are shown below. Other questions asked of business owners and managers provided quantitative data (number of staff, hours of operation, number of customers etc) that were helpful in the determination of the parking generation rates.

Table 4-A – Manager Survey Results

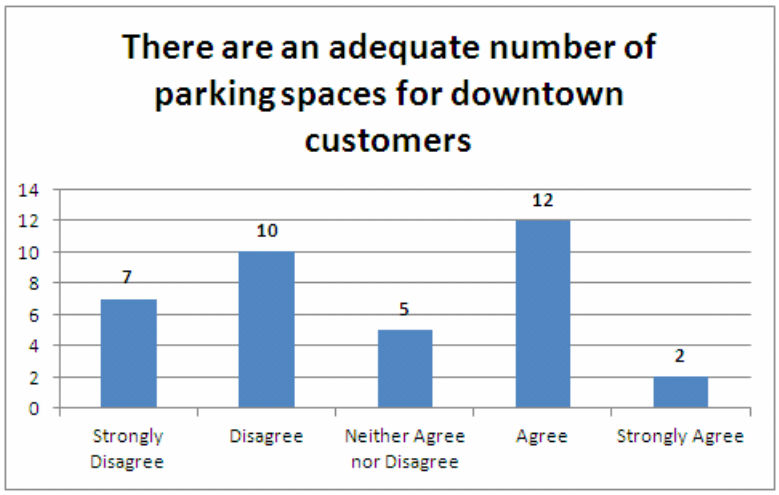
How many parking spaces do you own with your property or business?		
None	23	**69.7%**
1	1	**3.0%**
2	1	**3.0%**
3	0	**0.0%**
4	1	**3.0%**
5	1	**3.0%**
6 - 10	5	**15.2%**
Over 50	1	**3.0%**
TOTAL RESPONSES	**33**	**100.0%**
Where do your employees park?		
On-Street	4	**11.8%**
Our Own Lot	8	**23.5%**
Public Lot	5	**14.7%**
Private Lot (owned by Others)	9	**26.5%**
Public Garage	8	**23.5%**
TOTAL RESPONSES	**34**	**100.0%**
Do you have a policy that encourages employees to save the most convenient spaces for customers / visitors?		
No	22	**64.7%**
Yes	12	**35.3%**
TOTAL RESPONSES	**34**	**100.0%**

In addition to the questions provided on the previous page, the survey also asked the business owners / managers their opinion regarding certain parking related issues. The results of these surveys are shown below.

	Average Score	Strongly Disagree -2	Disagree -1	Neither Agree nor Disagree 0	Agree +1	Strongly Agree +2
There are an adequate number of parking spaces for downtown employees	0.14					



	Average Score	Strongly Disagree -2	Disagree -1	Neither Agree nor Disagree 0	Agree +1	Strongly Agree +2
There are an adequate number of parking spaces for downtown customers	-0.22					



	Average Score	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
Parking is reasonably close to my work location	0.74					

4.2 FREQUENT VISITOR SURVEY RESULTS

Frequent visitors to downtown Hagerstown were also asked a series of questions that were useful in developing the parking generation rates. There were additional questions that were intended to provide other parking related information and their opinions on downtown parking; these questions and responses are detailed in the following section.

The reasons for visiting downtown were ranked based on the average score which was derived by dividing the score by the number of responses. The score is the sum of the rankings. For example, if one person ranked dining as a 1, another person ranked it as a 2 and a third person ranked it as a 3 it would have score of 6 (1 + 2 + 3 = 6). This would result in an average score of 2 (6 ÷ 3 responses = 2). Because not every respondent ranked every choice, the number of responses for each choice varies as does the total score which required calculating the average score to get the ranking. Therefore, the higher the ranking (1, 2 or 3 for example) the lower the overall score and resulting determination of the primary reasons people are coming to downtown Hagerstown.

Table 4-B Visitor Survey Results

Please rank the following reasons why you would come downtown (1 thru 12, with 1 being most often)...Skip any reasons that would not apply to you.

Reason	Rank (on Avg Score)	# Responses	Score	Avg Score
Dining	1	54	167	**3.1**
Entertainment	2	53	224	**4.2**
Work	3	26	115	**4.4**
Special Events	4	49	240	**4.9**
Services	5	40	198	**5.0**
Shopping	6	49	262	**5.3**
Recreation / Exercise	7	26	145	**5.6**
Other	8	32	181	**5.7**
Medical Appointment	9	21	134	**6.4**
Church	10	24	167	**7.0**
School	11	19	152	**8.0**
Access to Transportation	12	14	134	**9.6**

How long do your visits downtown generally last?

	# Responses	Pct of Total
Less than 1 hour	7	**9.1%**
1 to 2 hours	37	**48.1%**
2 to 3 hours	27	**35.1%**
4 to 5 hours	5	**6.5%**
6 to 7 hours	1	**1.3%**
Total Responses	**77**	**100.0%**

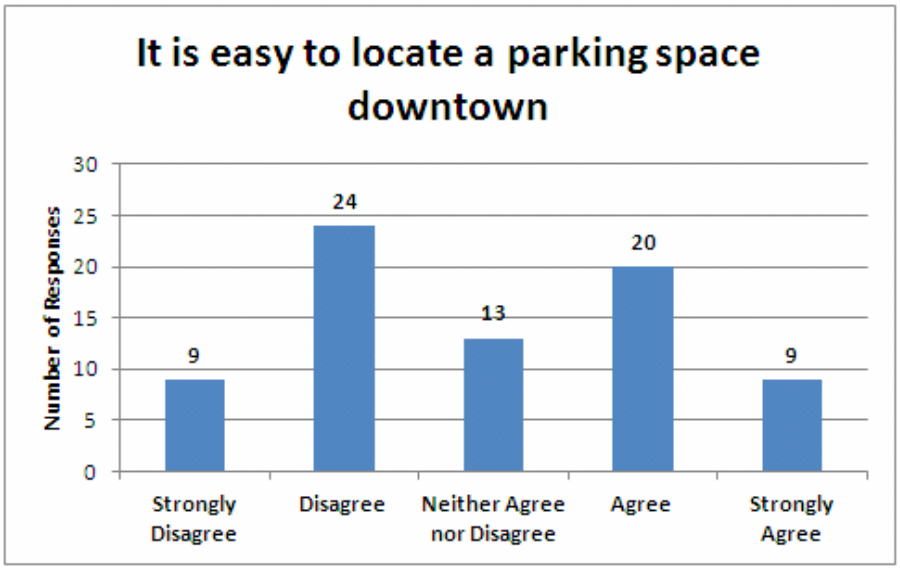
Average Duration of Stay: 2 hours 31 minutes

How many times do you visit businesses downtown in a typical week?

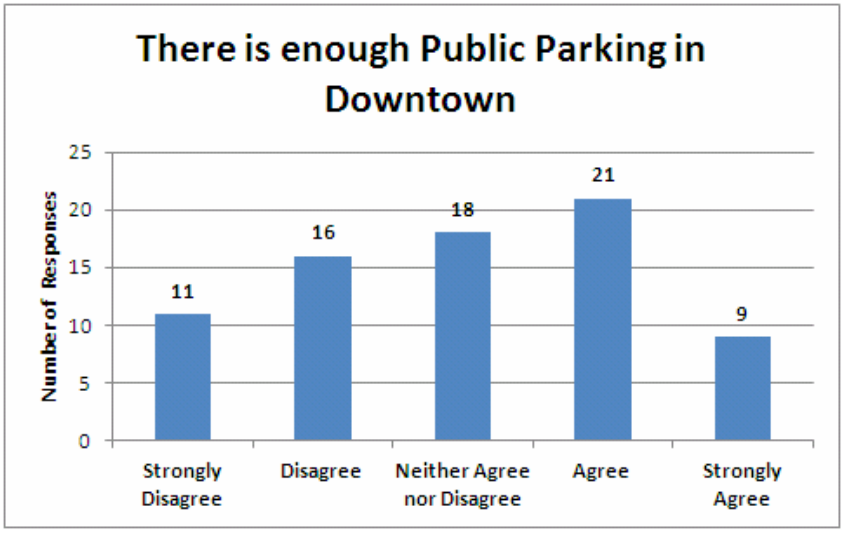
Number of Visits / Week	# Responses	Pct of Total
0	2	**2.6%**
1	22	**28.6%**
2	25	**32.5%**
3	13	**16.9%**
4	9	**11.7%**
5	1	**1.3%**
6 or More	3	**3.9%**
Total Responses	**75**	**97.4%**

Average Number of Visits per week: 2.3

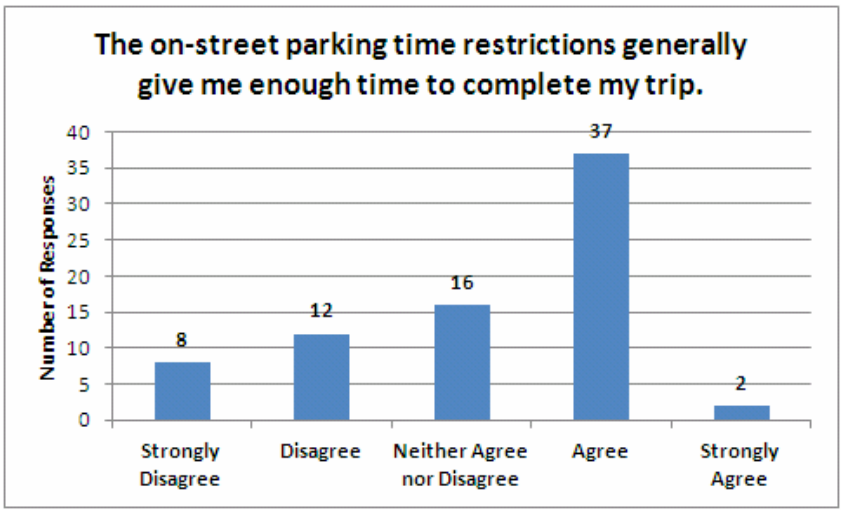
	Average Score	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
		-2	-1	0	+1	+2
It is easy to locate a parking space downtown	-0.10					



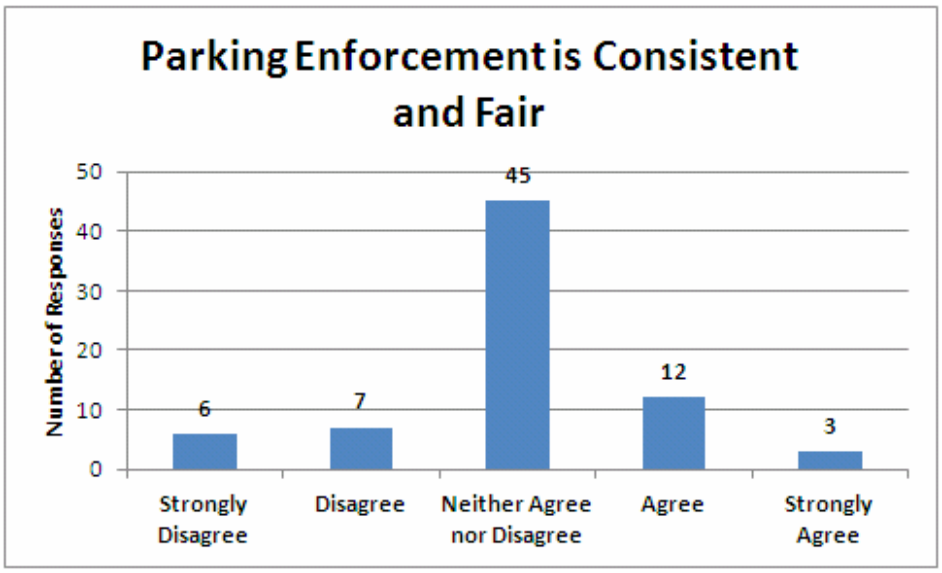
	Average Score	Strongly Disagree -2	Disagree -1	Neither Agree nor Disagree 0	Agree +1	Strongly Agree +2
There is enough public parking in the downtown.	0.00			●		



	Average Score	Strongly Disagree -2	Disagree -1	Neither Agree nor Disagree 0	Agree +1	Strongly Agree +2
The on-street parking time restrictions generally give me enough time to complete my trip.	0.20			●		



	Average Score	Strongly Disagree -2	Disagree -1	Neither Agree nor Disagree 0	Agree +1	Strongly Agree +2
Parking Enforcement is Consistent and Fair	0.00					

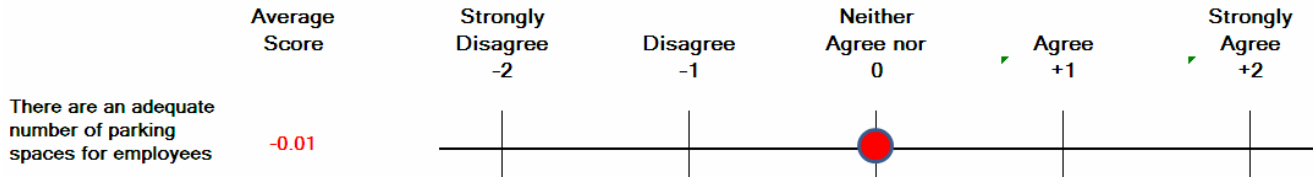


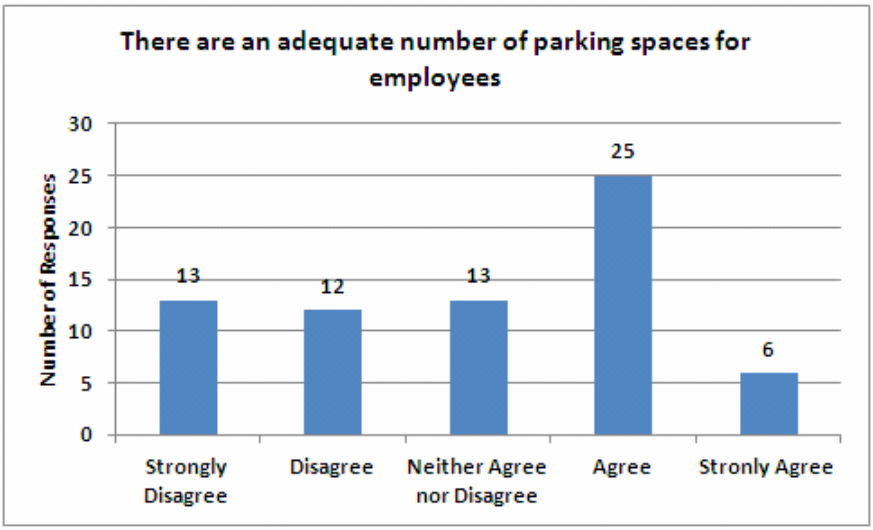
4.3 DOWNTOWN EMPLOYEE SURVEY RESULTS

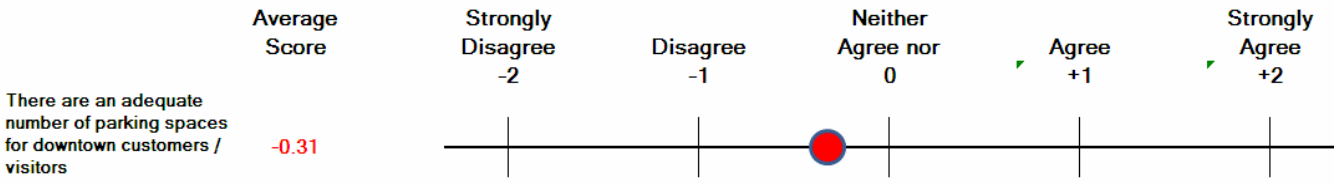
Employees working in downtown Hagerstown were also asked (via the on-line surveys) to provide various information regarding their parking experiences downtown. The results have been separated by employment classification as shown in **Table 4-C** below.

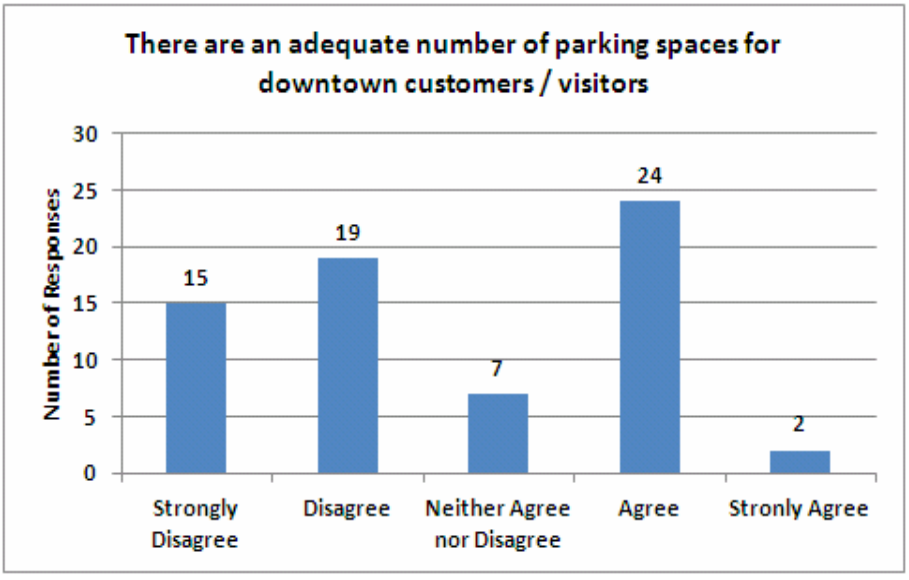
Table 4-C – Employee Survey Responses

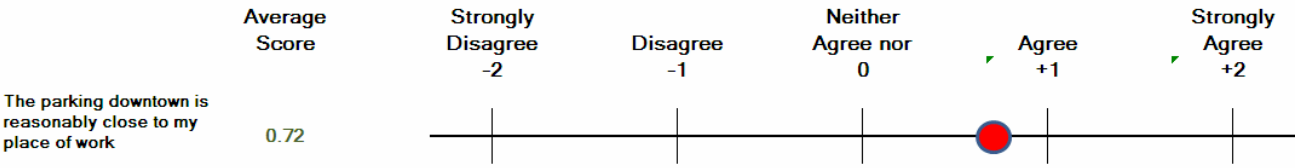
	Full-Time and Part-Time											
	Clerical		Government		Professional		Retail Sales		Service		Total	
	5	7.2%	37	53.6%	24	34.8%	1	1.4%	2	2.9%	69	100.0%
What is your employment Status?												
Full-Time	5	100.0%	33	89.2%	20	83.3%	1	100.0%	2	100.0%	61	88.4%
Part-Time	0	0.0%	4	10.8%	4	16.7%	0	0.0%	0	0.0%	8	11.6%
Total	5	100.0%	37	100.0%	24	100.0%	1	100.0%	2	100.0%	69	100.0%
How do you come downtown for work?												
Drive and Park	5	100.0%	36	97.3%	24	100.0%	1	100.0%	2	100.0%	68	98.6%
Ride with friend or spouse	0	0.0%	1	2.7%	0	0.0%	0	0.0%	0	0.0%	1	1.4%
Total	5	100.0%	37	100.0%	24	100.0%	1	100.0%	2	100.0%	69	100.0%
Where do you park?												
A & E Garage	0	0.0%	0	0.0%	2	8.3%	0	0.0%	0	0.0%	2	3.0%
North Potomac Street Garage	2	40.0%	8	23.5%	9	37.5%	0	0.0%	1	50.0%	20	30.3%
Privately Owned Lot	2	40.0%	13	38.2%	10	41.7%	0	0.0%	1	50.0%	26	39.4%
Public Lot	1	20.0%	9	26.5%	2	8.3%	1	100.0%	0	0.0%	13	19.7%
On-Street	0	0.0%	4	11.8%	1	4.2%	0	0.0%	0	0.0%	5	7.6%
Total	5	100.0%	34	100.0%	24	100.0%	1	100.0%	2	100.0%	66	100.0%
How far do you generally walk from your parking location to your workplace?												
50 Feet or Less	2	40.0%	8	22.9%	6	25.0%	0	0.0%	0	0.0%	16	23.9%
More than 50 Feet, less than 1 block	3	60.0%	15	42.9%	13	54.2%	0	0.0%	1	50.0%	32	47.8%
1 to 2 Blocks	0	0.0%	10	28.6%	4	16.7%	1	100.0%	0	0.0%	15	22.4%
More than 2 Blocks	0	0.0%	2	5.7%	1	4.2%	0	0.0%	1	50.0%	4	6.0%
Total	5	100.0%	35	100.0%	24	100.0%	1	100.0%	2	100.0%	67	100.0%
When you come downtown for work, who pays for your parking?												
I Pay for It	1	20.0%	10	29.4%	8	33.3%	1	100.0%	1	50.0%	21	31.8%
My Employer Pays	3	60.0%	17	50.0%	12	50.0%	0	0.0%	0	0.0%	32	48.5%
I park for free in employer owned lot	1	20.0%	7	20.6%	4	16.7%	0	0.0%	1	50.0%	13	19.7%
Total	5	100.0%	34	100.0%	24	100.0%	1	100.0%	2	100.0%	66	100.0%

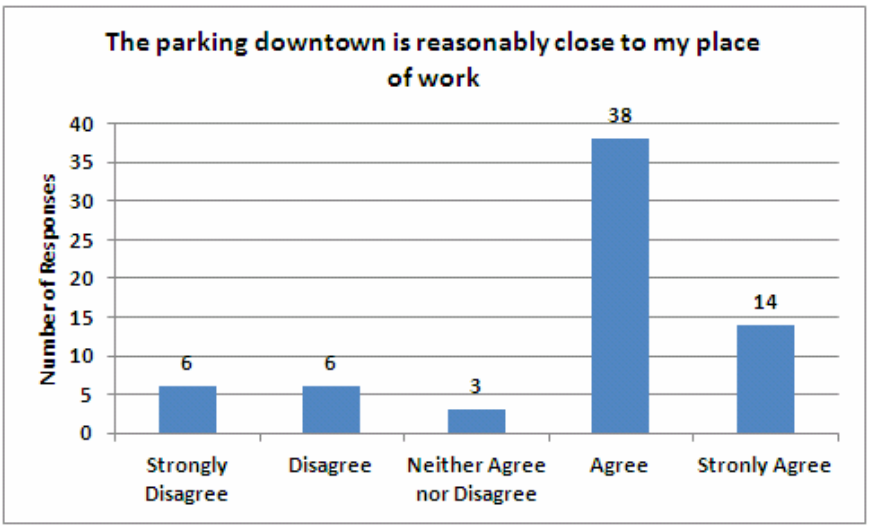

Average Score
Strongly Disagree -2
Disagree -1
Neither Agree nor 0
Agree +1
Strongly Agree +2
There are an adequate number of parking spaces for employees
-0.01


There are an adequate number of parking spaces for employees
Number of Responses
30
25
20
15
10
5
0
13
12
13
25
6
Strongly Disagree
Disagree
Neither Agree nor Disagree
Agree
Stronly Agree


Average Score
Strongly Disagree -2
Disagree -1
Neither Agree nor 0
Agree +1
Strongly Agree +2
There are an adequate number of parking spaces for downtown customers / visitors
-0.31

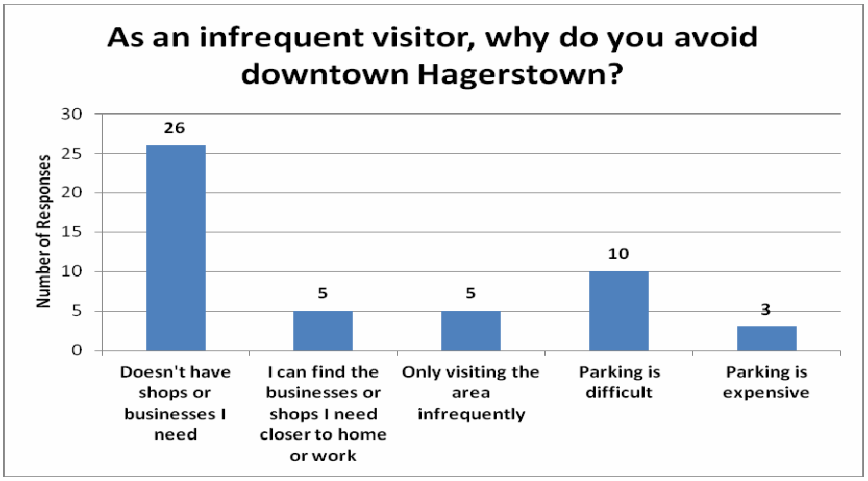

There are an adequate number of parking spaces for downtown customers / visitors
Number of Responses
30
25
20
15
10
5
0
15
19
7
24
2
Strongly Disagree
Disagree
Neither Agree nor Disagree
Agree
Stronly Agree





4.4 INFREQUENT VISITOR SURVEY RESULTS

There were also several respondents (to the on-line surveys) who indicated that they only visited downtown Hagerstown infrequently and their major reason was a lack of relevant businesses or shops. Only about one quarter of those that avoid downtown Hagerstown, do so because of parking issues.



SECTION 5 – ECONOMICS

SECTION 5 – ECONOMICS

5.1 INTRODUCTION

Among the critical tasks to be completed as part of the parking management plan was an assessment of the economics regarding the Hagerstown downtown parking system. This assessment was to include an evaluation of the parking finances to insure the long-term viability of the system. A second goal was to provide pro forma cost estimates for a type of parking facility that would most likely be considered for the center city of Hagerstown. The potential revenues and expenses for the Hagerstown parking system were projected under two scenarios; Table 5A assumed that no new parking structure was developed while an alternative scenario shown by Table 5C assumed a 500 space parking structure would be developed in the southwest quadrant in FY 2015 for opening in FY 2016. The project and finance costs and the resulting debt service associated with developing a parking garage of this size is demonstrated in Table 5B.

5.2 PRO FORMA REVENUES / EXPENSES – NO NEW GARAGE

The pro forma revenue and expense projections shown by **Table 5A** on page 5-3 demonstrate the anticipated revenue from the two existing parking garages as well as from the on-street meters and off-street parking lots. Fine revenue and miscellaneous revenue as reflected on the City's financial statements for the parking system is also shown developing to a total revenue amount for each year as shown by line 12. The operating expenses shown back out depreciation and separately show total debt service for the existing facilities.

Tables 5A (as does Table 5C) assumed that beginning in FY 2015 there would be a turnaround in the economy as described in the projection of parking demand in Section 2 of this report. The expected economic improvement assumed the re-hiring of staff to businesses already in the study area as well as re-occupancy of existing vacant space.

Lines 1 through 5 of Table 5A show proposed parking rates and fine rates for each year of the forecast. Beginning with FY 2013, we assumed that the parking rates for the on-street meters and the off-street hourly parking would change as recommended on page 6-13. This change was to reduce the off-street hourly rate from $1.00 per hour (except for the Antietam Lot which remained at $1.00 per hour) to $0.50 per hour and to increase the on-street meter rates to $0.75 per hour (from $0.50 per hour). The proposed rates are in line with benchmark data provided by the City of parking rates charged in similar communities.

The revenue projections assumed that beginning in FY 2013 there would be a small migration from on-street to off-street parking (assuming that the parking rates changes were made) and that enforcement of the on-street time limitations was implemented as discussed on page 6-9 of this report. It is Rich and Associates' opinion that the rate change in combination with stepped up enforcement will cause more parkers to choose off-street parking locations.

Fine revenue was projected based upon the existing rate of payment as exist today i.e. the number of people that pay their ticket within 10 days, within 30 days and then finally the existing percentage of write offs. We did assume changes to the enforcement as recommended would be implemented that would result in additional citations being written.

After the initial rate increase in FY 2013, beginning in FY 2016 the parking rates were again increased and then they were increased on a consistent basis every four years with the exception of the fine rates which were capped after FY 2024 at $25.00. With the proposed schedule of rate adjustments, total revenue increases from $881,000 in FY 2013 to just over one million dollars by FY 2015. The rate increase in FY 2016 increases the total revenue to just over $1.2 million. Within 10 years (FY 2022) total revenues are projected to have increased to more than $1.7 million and in FY 2032 total revenues are anticipated to exceed $2.5 million.

The operating expenses assumed that there were no long term additional operating costs based on the recommendations contained within this report. The operating expenses were increased by the five year average CPI rate of 2.5 percent. It is important to note that the operating expenses in these projections do not include depreciation. At the same time the projections do not assume that the City is funding a Repair and Replacement sinking fund for on-going capital repairs to the existing parking structures or the surface lots.

It is important for the City to maintain a fund to provide for the timely repair of the parking structures to maintain their useful life. A general rule of thumb is $50.00 per parking structure space per year going into a repair and replacement sinking fund.

Line 15 of Table 5A shows the existing debt service schedule that was provided by the City. After deducting operating expenses and debt service from revenue we arrive at projected net revenue (or loss) for each year shown by line 16.

The forecast for FY 2013 show a net loss of about $2,000 for the parking system. After this small loss in FY 2013, the proposed rate changes result in net revenues showing a surplus of $214,000 in FY 2014 which increases to nearly $577,000 after the rate increase in FY 2016. By 2022, the net revenue surpasses one million dollars and approaches two million dollars by 2032. The surpluses from year to year should be used to fund improvements to the parking system including the planning and construction of additional parking as it is needed.

Table 5A
City of Hagerstown, MD.
Projections of Future Revenue and Expenses
Existing System

		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Parking Rates										
1	Permits	$60.00	$60.00	$60.00	$70.00	$70.00	$70.00	$70.00	$80.00	$80.00	$80.00
2	Off Street Hourly (1)	$0.50	$0.50	$0.50	$0.75	$0.75	$0.75	$0.75	$1.00	$1.00	$1.00
3	On-Street Hourly	$0.75	$0.75	$0.75	$1.00	$1.00	$1.00	$1.00	$1.25	$1.25	$1.25
4	Event	$5.00	$5.00	$5.00	$5.25	$5.25	$5.25	$5.25	$5.50	$5.50	$5.50
5	Fine Rate	$10.00	$10.00	$10.00	$15.00	$15.00	$15.00	$15.00	$20.00	$20.00	$20.00
	Parking Revenue										
6	North Potomac Street Garage	$161,250	$161,250	$182,663	$214,575	$214,575	$235,879	$235,879	$271,149	$290,031	$290,031
7	Arts and Entertainment Center Garage	$202,450	$202,450	$227,143	$235,847	$235,847	$268,349	$268,349	$303,799	$303,799	$303,799
8	Off-Street Lots	$159,471	$159,471	$195,109	$292,663	$292,663	$358,849	$358,849	$478,466	$478,466	$478,466
9	On Street Meters 382	$168,319	$168,319	$168,319	$224,425	$224,425	$224,425	$224,425	$280,531	$280,531	$280,531
#	Fine Revenue	$159,797	$183,766	$197,549	$255,651	$268,434	$268,434	$268,434	$329,441	$345,913	$345,913
#	Miscellaneous Revenue	$30,000	$30,750	$31,519	$32,307	$33,114	$33,942	$34,791	$35,661	$36,552	$37,466
#	**Total Revenue**	**$881,286**	**$906,006**	**$1,002,300**	**$1,255,468**	**$1,269,058**	**$1,389,878**	**$1,390,726**	**$1,699,047**	**$1,735,293**	**$1,736,206**
	Operating Expenses										
#	Existing Operating Expenses(2)	$439,197	$450,177	$461,432	$472,967	$484,791	$496,911	$509,334	$522,067	$535,119	$548,497
#	**Total Operating Expenses**	**$439,197**	**$450,177**	**$461,432**	**$472,967**	**$484,791**	**$496,911**	**$509,334**	**$522,067**	**$535,119**	**$548,497**
#	**Existing Debt Service**	**$444,416**	**$241,676**	**$206,282**	**$205,626**	**$204,311**	**$202,885**	**$206,091**	**$203,841**	**$205,162**	**$51,193**
#	**Net Revenue**	**-$2,327**	**$214,153**	**$334,586**	**$576,874**	**$579,956**	**$690,081**	**$675,301**	**$973,139**	**$995,012**	**$1,136,516**

(1) Assumed that Antietam Lot remains at $1.00 and is increased by $0.25 each subsequent rate increase.
(2) Operating Expenses backs out depreciation and debt service

Table 5A (Con't)
City of Hagerstown, MD.
Projections of Future Revenue and Expenses
Existing System

		2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
	Parking Rates										
1	Permits	$80.00	$90.00	$90.00	$90.00	$90.00	$100.00	$100.00	$100.00	$100.00	$110.00
2	Off Street Hourly (1)	$1.00	$1.25	$1.25	$1.25	$1.25	$1.50	$1.50	$1.50	$1.50	$1.75
3	On-Street Hourly	$1.25	$1.50	$1.50	$1.50	$1.50	$1.75	$1.75	$1.75	$1.75	$2.00
4	Event	$5.50	$5.75	$5.75	$5.75	$5.75	$6.00	$6.00	$6.00	$6.00	$6.25
5	Fine Rate	$20.00	$25.00	$25.00	$25.00	$25.00	$25.00	$25.00	$25.00	$25.00	$25.00
	Parking Revenue										
6	North Potomac Street Garage	$290,031	$354,613	$354,613	$354,613	$354,613	$397,533	$397,533	$397,533	$397,533	$440,454
7	Arts and Entertainment Center Garage	$303,799	$339,250	$339,250	$339,250	$339,250	$374,700	$374,700	$374,700	$374,700	$410,150
8	Off-Street Lots	$478,466	$598,082	$598,082	$598,082	$598,082	$717,699	$717,699	$717,699	$717,699	$837,315
9	On Street Meters 382	$280,531	$336,638	$336,638	$336,638	$336,638	$392,744	$392,744	$392,744	$392,744	$448,850
#	Fine Revenue	$345,913	$409,971	$409,971	$409,971	$409,971	$409,971	$409,971	$409,971	$409,971	$409,971
#	Miscellaneous Revenue	$38,403	$39,363	$40,347	$41,355	$42,389	$43,449	$44,535	$45,649	$46,790	$47,960
#	**Total Revenue**	**$1,737,143**	**$2,077,916**	**$2,078,900**	**$2,079,909**	**$2,080,943**	**$2,336,096**	**$2,337,183**	**$2,338,296**	**$2,339,437**	**$2,594,700**
	Operating Expenses										
#	Existing Operating Expenses(2)	$562,209	$576,265	$590,671	$605,438	$620,574	$636,088	$651,991	$668,290	$684,998	$702,123
#	**Total Operating Expenses**	**$562,209**	**$576,265**	**$590,671**	**$605,438**	**$620,574**	**$636,088**	**$651,991**	**$668,290**	**$684,998**	**$702,123**
#	**Existing Debt Service**	**$51,199**	**$11,991**	**$11,836**	**$11,649**	**$11,476**	**$11,314**	**$11,126**	**$10,954**	**$10,737**	**$0**
#	**Net Revenue**	**$1,123,735**	**$1,489,661**	**$1,476,393**	**$1,462,822**	**$1,448,893**	**$1,688,694**	**$1,674,066**	**$1,659,051**	**$1,643,702**	**$1,892,578**

(1) Assumed that Antietam Lot remains at $1.00 and is increased by $0.25 each subsequent rate increase.
(2) Operating Expenses backs out depreciation and debt service

5.3 PRO FORMA REVENUES / EXPENSES – WITH NEW GARAGE

A second pro forma is provided as Table 5C. This shows the same rate forecast as was demonstrated in Table 5A but includes additional parking revenue generated by a new parking facility in one of the two south quadrants. A new parking facility located in this area could address the anticipated daytime deficiency in the south quadrants as well as serve as a convenient parking location for fans visiting the ballpark that is being considered for this area.

In order to project a debt service cost for the new parking structure, Rich and Associates prepared Project and Finance Costs for the proposed 500 space parking structure. The "bricks and mortar" construction costs were estimated at $20,000 per parking space and assumed 2012 dollars. This cost does not take into account the fact that there would be additional costs associated with occupied space in the parking structure if it were included as part of the program and design. Additionally, the costs assume a façade with the use of quarter brick in the panel.

The Project and Finance Costs assumed financing rates based on tax exempt financing using a five percent interest rate and a 20 year amortization period. We did not assume any equity such as surplus funds in the parking system and we also assumed a general obligation bond. We also did not include that any bond issue for this parking structure would need to take into account any bond covenants that exist from past financings still in place.

The estimated annual debt service for a 500 space parking structure is estimated to be $1,017,000. The following is a detailed explanation of the project and finance costs.

1. **Construction Costs**: The construction costs are based on a pre-cast design.
2. **Professional Fees**: These are the design fees and reimbursed expenses. It assumes a conventional design/bid scenario.
3. **Insurance**: The City would purchase a builder's risk policy but the other insurance would be part of the construction contract.
4. **Legal and Accounting**: The legal and accounting costs for the City for work done on the contracts and then work during the course of construction.
5. **Geotech and Survey**: Fees for a site survey including topography of the site and soil borings and geotechnical report on foundations.
6. **Land Costs and Demo:** No land costs or demo was included.
7. **Contingency**: Rich and Associates have used a 10% contingency for the design and the construction to cover cost issues.
8. **Project Costs to be Financed**: Project costs represent the construction hard and soft costs.
9. **Finance Term**: The term of the bond is 20 years. A longer amortization schedule is also

possible.

10. **Interest Rate**: Based on an un-rated bond issue with no insurance and rates as of the second quarter of 2012 we assumed 5.0 percent. The interest rate assumed a general obligation type bond issue.

11. **Term of Construction**: The construction period is estimated at 12 months. This depends on the time of year that the project is started and site availability for lay-down for example**.**

12. **Interest during Construction**: All bond proceeds are received up front and draws are made on these funds to pay for construction. This represents capitalized interest for the term of construction.

13. **Interest Income**: The bond proceeds are put into an interest bearing account and generate interest income that is used to offset costs.

14. **Legal and Accounting Fees**: These are the legal fees and accounting fees of the bond issuer.

15. **Debt Service Reserve**: No debt service reserve was assumed.

16. **Financing Fees**: These are the points paid to the bond underwriter.

17. **Cost of Issuance**: These are expenses such as printing of offering/official statements.

18. **Total Financing Costs**: Total soft costs for financing

19. **Addition of the Project Costs**: from line 8.

20. **Total Amount of Bonds**: Total of lines 20 and 21.

21. **Debt Service**: The annual principal and interest payment assuming a level payment each year.

Table 5B

CITY OF HAGERSTOWN
PROJECT AND FINANCE COSTS
POSSIBLE 500 SPACE PARKING STRUCTURE

1	Construction Cost	500 x $20,000	$10,000,000
2	Professional Fees (Architectural/Engineering & Reimbursed)		$550,000
3	Insurance		$35,000
4	Legal and Accounting		$35,000
5	Geotech and Survey		$25,000
6	Land Costs and Demo		$0
7	Contingency		$1,000,000
8	Project Cost to be Financed		$11,645,000

9	Financing Term	20 Years
10	Interest Rate	5 %
11	Term of Construction	12 Months

Financing Costs

12	Interest During Construction		$634,000
13	Interest Income	40% @ 1%	($51,000)
14	Legal & Accounting Fees	@ 1.00%	$127,000
15	Debt Service Reserve		None
16	Financing Fees (Points)	@ 2.00%	$253,000
17	Cost of Issuance	@ 0.50%	$63,000

18	*Total Financing Costs*	$1,026,000
19	+ Project Cost to Be Financed	$11,645,000
20	Total Amount of Bonds	$12,671,000
21	Debt Service	$1,017,000

The revenue projections (lines 7 through 14) for the scenario where a parking structure of 500 spaces is built and opened in FY2016 (Table 5C) assumed the same parking and occupancy and utilization figures as were shown with Table 5A with the exception of the proposed new parking structure. Again, the projections assumed that beginning in FY 2013 there would be a small migration from on-street to off-street parking (assuming that the parking rates changes were made) and that enforcement of the on-street time limitations was implemented as discussed on page 6-9 of this report.

In Table 5C it was assumed that the additional parking demand for the proposed parking structure would come from the new demand referenced above and those parkers deciding to use the proposed parking structure rather than a private lot due to its location and pricing. This new demand is still present in the scenario where a parking structure is not built (Table 5A); the difference is that this demand is going to private parking areas since in both cases we have assumed at least 85 percent occupancy in most of the City's existing parking locations. Finally, we projected event parking in the new parking structure assuming 46 events per year at the projected event rate in the table. This was thought to be conservative and there may be more events than anticipated.

As was shown with Table 5A, the operating expenses assumed that there were no long term additional operating costs based on the recommendations contained within this report and the operating expenses were increased by the five year average CPI rate of 2.5 percent. Similar to the existing conditions the operating costs for the proposed new parking structure shown in Table 5C assume that it would be unmanned but would have communication back to a central facility consistent with current operating policy.

It is important to note that the operating expenses in these projections do not include depreciation. Similar to the assumptions used for Table 5A, we do not assume that the City is funding a Repair and Replacement sinking fund for on-going capital repairs to the existing parking structures or the surface lots. It is important for the City to maintain a fund to provide for the timely repair of the parking structures to maintain their useful life.

The existing debt service schedule as provided by the City is shown by Line 18 in Table 5C. The new debt service of $1,017,000 calculated in Table 5B is shown by line 19. Revenues and expenses through FY 2015 are the same as were shown in Table 5A with a small net loss in FY 2013 and net surpluses in FY 2014 and FY 2015.

In the scenario where a parking structure is built and opened in FY 2016, there are projected losses in FY 2016 and FY 2017. One way to reduce the losses would be to apply equity to the new parking structure that would reduce the debt service.

The financial plan including the scenario of a new parking structure in FY 2016 has several advantages and disadvantages. For the overall plan without the construction of a parking structure there are several changes including the increase in on-street parking rates, decrease in off-street rates and changes to enhance enforcement of on-street parking that will help address parking allocation issues to ensure that on-street spaces are used primarily by short term parkers

and that employees and visitors/customers wanting to stay longer can park off-street. The disadvantage to these elements of the plan is that it may initially impact customers and visitors but this has been anticipated in the plan and is addressed by the marketing plan and the use of courtesy tickets.

The financial plan also increases parking rates on a regular basis beginning in FY 2016. The advantage to this is that it generates net revenue after expenses and debt service that can be used to improve the parking system, add additional publicly available parking spaces when needed (based on criteria discussed in this report) and most importantly provide funds to complete repair and replacement for the existing parking structures and capital repairs to the surface lots.

One strategy would be to set up a fund to assist in the funding of a new parking structure in the future. This fund can be used as equity (which is not shown in the current financial model) to reduce the total amount to be borrowed resulting in a lower annual debt service. Based on the amount of net revenue that is generated after funding a sinking fund for repair and replacement (assume $48,000 per year), the City can fine tune the rate increases and either accelerate or postpone some rate increases to control the net revenues.

The parking rate increases may impact employers, employees, visitors and customers. For the employers and employees, the rate increases can be offset by offering lower priced parking at more remote location, especially those areas that are not fully utilized. For the customers and visitors, the rate increase can be somewhat mitigated by the use of validations. Ultimately though, there will need to be a marketing plan that discusses why parking rates are being increased such as funding improvements such as signage, lot maintenance and parking structure maintenance and repair.

The type of financing for the proposed new parking structure assumes a general obligation bond and not a revenue bond. With the general obligation bond there are no debt service coverage tests as there would be in a revenue bond but the full faith and credit of the City backs the bond issue. We have assumed that even though a general obligation bond is used in our scenario, that the policy is for the parking system to be self supporting and that the revenues from parking need to be sufficient to pay for operating expenses, debt service and deposits into the repair and replacement sinking fund.

The advantages of this policy is that user fees go to pay for parking and that general fund dollars are not required. The downside to this is that parking rates must reflect the need to generate sufficient revenue to fund these activities and that parking rates must be sufficient to fund the operations and debt service. Based on our review of benchmarked cities in the region the proposed rates are reasonable.

Table 5C
City of Hagerstown, MD.
Projections of Future Revenue and Expenses
Existing System with New Parking Garage

		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Parking Rates										
1	Permits	$60.00	$60.00	$60.00	$70.00	$70.00	$70.00	$70.00	$80.00	$80.00	$80.00
2	Off Street Hourly (1)	$0.50	$0.50	$0.50	$0.75	$0.75	$0.75	$0.75	$1.00	$1.00	$1.00
3	On-Street Hourly	$0.75	$0.75	$0.75	$1.00	$1.00	$1.00	$1.00	$1.25	$1.25	$1.25
4	Event	$5.00	$5.00	$5.00	$5.25	$5.25	$5.25	$5.25	$5.50	$5.50	$5.50
5	Event New Structure				$5.25	$5.25	$5.25	$5.25	$5.50	$5.50	$5.50
6	Fine Rate	$10.00	$10.00	$10.00	$15.00	$15.00	$15.00	$15.00	$20.00	$20.00	$20.00
	Parking Revenue										
7	North Potomac Street Garage	$161,250	$161,250	$182,663	$214,575	$214,575	$235,879	$235,879	$271,149	$290,031	$290,031
8	Arts and Entertainment Center Garage	$202,450	$202,450	$227,143	$235,847	$235,847	$268,349	$268,349	$303,799	$303,799	$303,799
9	Off-Street Lots	$159,471	$159,471	$195,109	$292,663	$292,663	$358,849	$358,849	$478,466	$478,466	$478,466
#	On Street Meters 382	$168,319	$168,319	$168,319	$224,425	$224,425	$224,425	$224,425	$280,531	$280,531	$280,531
#	New Parking Structure	$0	$0	$0	$383,400	$452,250	$518,775	$562,875	$607,500	$607,500	$607,500
#	Fine Revenue	$159,797	$183,766	$197,549	$255,651	$268,434	$268,434	$268,434	$329,441	$345,913	$345,913
#	Miscellaneous Revenue	$30,000	$30,750	$31,519	$32,307	$33,114	$33,942	$34,791	$35,661	$36,552	$37,466
#	**Total Revenue**	**$881,286**	**$906,006**	**$1,002,300**	**$1,638,868**	**$1,721,308**	**$1,908,653**	**$1,953,601**	**$2,306,547**	**$2,342,793**	**$2,343,706**
	Operating Expenses										
#	Existing Operating Expenses(2)	$439,197	$450,177	$461,432	$472,967	$484,791	$496,911	$509,334	$522,067	$535,119	$548,497
#	New Operating Expenses	$0	$0	$0	$143,750	$147,344	$151,027	$154,803	$158,673	$162,640	$166,706
#	**Total Operating Expenses**	**$439,197**	**$450,177**	**$461,432**	**$616,717**	**$632,135**	**$647,939**	**$664,137**	**$680,740**	**$697,759**	**$715,203**
	Debt Service										
#	Existing Debt Service	$444,416	$241,676	$206,282	$205,626	$204,311	$202,885	$206,091	$203,841	$205,162	$51,193
#	Debt Service for New Structure	$0	$0	$0	$1,017,000	$1,017,000	$1,017,000	$1,017,000	$1,017,000	$1,017,000	$1,017,000
#	**Total Debt Service**	**$444,416**	**$241,676**	**$206,282**	**$1,222,626**	**$1,221,311**	**$1,219,885**	**$1,223,091**	**$1,220,841**	**$1,222,162**	**$1,068,193**
#	**Net Revenue**	**-$2,327**	**$214,153**	**$334,586**	**-$200,476**	**-$132,138**	**$40,829**	**$66,373**	**$404,966**	**$422,872**	**$560,310**

(1) Assumed that Antietam Lot remains at $1.00 and is increased by $0.25 each subsequent rate increase.
(2) Operating Expenses backs out depreciation and debt service

Table 5C (Con't)
City of Hagerstown, MD.
Projections of Future Revenue and Expenses
Existing System with New Parking Garage

		2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
	Parking Rates										
1	Permits	$80.00	$90.00	$90.00	$90.00	$90.00	$100.00	$100.00	$100.00	$100.00	$110.00
2	Off Street Hourly (1)	$1.00	$1.25	$1.25	$1.25	$1.25	$1.50	$1.50	$1.50	$1.50	$1.75
3	On-Street Hourly	$1.25	$1.50	$1.50	$1.50	$1.50	$1.75	$1.75	$1.75	$1.75	$2.00
4	Event	$5.50	$5.75	$5.75	$5.75	$5.75	$6.00	$6.00	$6.00	$6.00	$6.25
5	Event New Structure	$5.50	$5.75	$5.75	$5.75	$5.75	$6.00	$6.00	$6.00	$6.00	$6.25
6	Fine Rate	$20.00	$25.00	$25.00	$25.00	$25.00	$25.00	$25.00	$25.00	$25.00	$25.00
	Parking Revenue										
7	North Potomac Street Garage	$290,031	$354,613	$354,613	$354,613	$354,613	$397,533	$397,533	$397,533	$397,533	$440,454
8	Arts and Entertainment Center Garage	$303,799	$339,250	$339,250	$339,250	$339,250	$374,700	$374,700	$374,700	$374,700	$410,150
9	Off-Street Lots	$478,466	$598,082	$598,082	$598,082	$598,082	$717,699	$717,699	$717,699	$717,699	$837,315
#	On Street Meters 382	$280,531	$336,638	$336,638	$336,638	$336,638	$392,744	$392,744	$392,744	$392,744	$448,850
#	New Parking Structure	$607,500	$652,125	$652,125	$652,125	$652,125	$696,750	$696,750	$696,750	$696,750	$741,375
#	Fine Revenue	$345,913	$409,971	$409,971	$409,971	$409,971	$409,971	$409,971	$409,971	$409,971	$409,971
#	Miscellaneous Revenue	$38,403	$39,363	$40,347	$41,355	$42,389	$43,449	$44,535	$45,649	$46,790	$47,960
#	**Total Revenue**	**$2,344,643**	**$2,730,041**	**$2,731,025**	**$2,732,034**	**$2,733,068**	**$3,032,846**	**$3,033,933**	**$3,035,046**	**$3,036,187**	**$3,336,075**
	Operating Expenses										
#	Existing Operating Expenses(2)	$562,209	$576,265	$590,671	$605,438	$620,574	$636,088	$651,991	$668,290	$684,998	$702,123
#	New Operating Expenses	$170,874	$175,145	$179,524	$184,012	$188,612	$193,328	$198,161	$203,115	$208,193	$213,398
#	**Total Operating Expenses**	**$733,083**	**$751,410**	**$770,195**	**$789,450**	**$809,187**	**$829,416**	**$850,152**	**$871,405**	**$893,191**	**$915,520**
	Debt Service										
#	Existing Debt Service	$51,199	$11,991	$11,836	$11,649	$11,476	$11,314	$11,126	$10,954	$10,737	$0
#	Debt Service for New Structure	$1,017,000	$1,017,000	$1,017,000	$1,017,000	$1,017,000	$1,017,000	$1,017,000	$1,017,000	$1,017,000	$1,017,000
#	**Total Debt Service**	**$1,068,199**	**$1,028,991**	**$1,028,836**	**$1,028,649**	**$1,028,476**	**$1,028,314**	**$1,028,126**	**$1,027,954**	**$1,027,737**	**$1,017,000**
#	**Net Revenue**	**$543,361**	**$949,640**	**$931,994**	**$913,935**	**$895,406**	**$1,175,116**	**$1,155,655**	**$1,135,687**	**$1,115,260**	**$1,403,555**

(1) Assumed that Antietam Lot remains at $1.00 and is increased by $0.25 each subsequent rate increase.
(2) Operating Expenses backs out depreciation and debt service

SECTION 6 – CONCLUSIONS / RECOMMENDATIONS

SECTION 6 – CONCLUSIONS / RECOMMENDATIONS

Rich and Associates have quantified and qualified the parking needs for both the existing and projected future years as part of the parking analysis completed for the City of Hagerstown. Additionally, the analysis has evaluated the parking requirements, management and operations, supply of parking and alternatives that are available to the City, to alleviate any identified shortcomings.

SUMMARY FINDINGS

1. Parking Supply

a. Parking available regardless of the parker's destination is classified as "public". Parking restricted just to customers or staff of a specific business or entity is classified as "private". As an example, under this definition, parking at the new library will be classified as private since it will only be intended for use by staff or patrons while visiting the library.

b. More than one-half (59 percent) of the parking supply serving downtown Hagerstown is privately controlled. This limits the ability of patrons to park once and walk to multiple destinations since when using private spaces they are generally expected to move their vehicle at the conclusion of their visit. This contrast with "publicly available", which means anyone may park there regardless of their destination. Rich and Associates generally recommend that a municipality control at least 50 percent of the parking in order to control parking rates and facilitate a more pedestrian friendly environment.

c. Many of the privately controlled spaces are located off of alleys or are otherwise small unimproved parking areas and therefore may be unattractive or not easily found by many customers or visitors. Because of this, about half of the privately provided parking supply is discounted when calculating the net surplus or deficit of parking on individual blocks.

2. Parking Demand vs. Parking Supply

a. At peak time, only about one-half of the downtown parking supply is occupied.

b. Based on the turnover / occupancy analysis conducted by Rich and Associates, the 382 on-street parking spaces directly observed, averaged only 42 percent occupied. However, the 132 on-street spaces along Washington Street were averaging 45 percent occupied, while the 72 North Potomac Street on-street spaces were averaging 42 percent occupied. On-street spaces along Franklin Street were 45 percent occupied

(based on 78 spaces), while the 43 on-street spaces on block faces along South Potomac south of Washington were only 34 percent occupied.

c. The peak hour occupancy for the 2,439 off-street parking spaces (excluding the two parking garages) that were directly observed was 49 percent. Data from the parking and revenue control system (provided by the City) for the two garages showed that of the 625 available spaces, the occupancy during the overall study area peak hour was 284 spaces or or 45% of the garages capacity.

d. Currently, all of the blocks in the downtown Hagerstown study have a combined surplus of about 891± spaces after discounting the surplus private spaces. Discounting surplus private spaces means that a private land owner who may have for example 20 spaces, but the demand only calculates as 10 spaces needed; that land owner generally does not make the other 10 spaces available to the general public. Because of this, we do not include these 10 "extra" spaces in the surplus / deficit calculation because they are not available to other users.

e. When analyzed on a zone basis, three of the four quadrants (centered on the downtown square) have existing surpluses ranging from 27± spaces to 711± spaces. The southwest quadrant has an existing ***deficit*** of 40± spaces.

f. The existing overall parking surplus is likely due to the depressed economy with limited traffic generated by the existing commercial businesses within the downtown.

g. Calculating the parking demand for the downtown assuming an improved economy would show that, in total, the downtown would still have an overall 429± space surplus of parking. When considered on a zone basis however, the northeast and northwest quadrants would be expected to have *surpluses* of 104± and 619± spaces respectively while the southeast and southwest quadrants would be expected to have respective *deficits* of 68± and 226± spaces.

h. In the future (next two to four years) it is anticipated that given an improved economy, there will be both an increase in the parking generation rates (from current levels) along with renewed investment in existing buildings, resulting in re-occupancy and an increased need for parking. Additional parking demand is calculated assuming approximately 20 percent of the 529,000 gross square feet (gsf) of vacant space within the downtown will be redeveloped and re-occupied within this period. Given these assumptions, it is expected that the southeast and southwest quadrants combined could be short by as many as 500± spaces while the northeast and northwest quadrants combined would have nearly a 520 space surplus. This would give a net surplus for the total downtown study area of only about 20 spaces.

3. Enforcement

a. Two enforcement officers are responsible for downtown parking enforcement. One rides with the street sweeper in the morning and cites vehicles illegally parked on-street, in violation of the posted street sweeping schedule. Once the circuit is completed, this enforcement officer is available to handle other downtown parking violations.

b. A second PEO comes on duty in late morning.

c. Enforcement of the two-hour limit for on-street parking is not being conducted due to manpower limitations. The PEO's concentrate on meter violations

d. Parkers are feeding the meters to avoid a meter violation. The turnover study found up to 18 percent of the parkers at two-hour meters, were staying beyond two hours.

e. The lack of vehicles turning over in the on-street parking spaces creates the perception of insufficient parking.

4. Operations

a. Several businesses have requested and have been provided with short-term (30-minute) parking on-street outside of their businesses. These meters are painted red to differentiate them from the standard two-hour meters. The meters are not placed in consistent locations (i.e. at ends of blocks), but located where requested whenever possible.

b. Overall, the existing meters throughout the downtown are in good shape and will not need replacement in the near future. Hours of operation and parking rates can generally be easily read through the glass hood.

c. Purchase of a permit for either parking garage does not guarantee that a space will be available. Although the present occupancy rate should mean that permit holders will find available parking, the potential exists that transient parkers could fill a garage and prevent a permit holder from having access.

d. The way the current PARC (Parking Access and Revenue Control) equipment is being used does not give the City reliable data on the utilization of the parking structures, though the revenue reporting is working well.

5. Economics

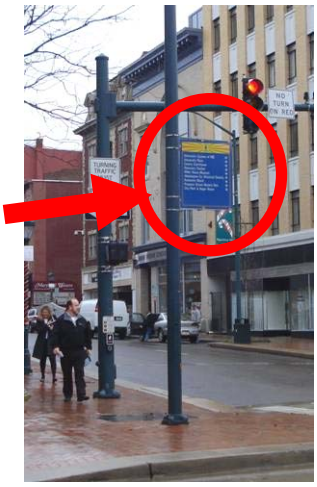
a. At current parking rates, it is not only less expensive to park up to 8 hours in an off-street lot or on-street space (as long as the two-hour limit is not being enforced) than it is to park in one of the parking garages, it is in many cases more convenient.

b. As of FY 2011 revenues were currently sufficient to fund existing operations.

6. Signage

a. Signs downtown directing patrons to available parking are limited and inconsistent. Signs are not located so that patrons can be informed on appropriate parking locations far enough in advance to direct them to parking. In many cases, way finding signs are placed too high for easy pedestrian reading and the font is too small to be of use to drivers.

b. There is a narrow alley access to the A & E Garage from Antietam Street. However there are no clear signs for this garage access on Antietam Street. This detracts from the use of this parking structure.



7. Maintenance

a. Most parking areas were in good condition with clearly visible stall markings and adequate lighting. Parking surfaces did not have potholes or spalling.

8. Marketing

a. City's website lacks clearly identifiable parking information on home page

Summary

The evaluation of the parking system has found that many of the issues regarding parking being deficient, in downtown Hagerstown, is due to the perception of insufficient parking. At the present time, the analysis shows that only about one-half of the parking supply is occupied at peak time; however, many of the on-street spaces (18 percent of cars parked on street) are used by employees who park for extended periods of time and simply feed the meters to avoid citations. Full on-street parking leads to the perception that "all" parking is full. Abuse of on-street spaces leads to a lack of convenient short-term parking that is so critical to many retail and short-term service establishments. Without proximate on-street parking near businesses, many customers will instead opt to avoid the downtown and shop or conduct business at other locations. With many buildings (and upstairs office space) currently vacant, there is not the critical mass of office workers who can help support many businesses such as shops and restaurants during the day which can then in turn leverage the activity to night-time businesses as downtown residents and nearby community residents come downtown for evening activities.

Among the critical questions to be addressed by the study is the evaluation of the existing parking system and the allocation of the various types of regulated parking. Specifically, the City is interested in determining whether the parking provided is effective for sustaining existing businesses and being able to provide a consistent source of parking to support new businesses and economic development. With many properties unable to provide the amount of parking that could be needed on site, it is important that publicly available parking provided by the City be perceived as convenient, cost effective and safe; when needed to accommodate customers and staff of downtown businesses in order to encourage additional investment in the downtown.

A second critical question to be addressed is the determination of future parking needs and recommendations for the City to be able to meet these future parking needs.

RECOMMENDATIONS - INTRODUCTION

Rich and Associates have evaluated the various aspects of the parking system in downtown Hagerstown. One result of the data collected has shown that there is an overall current surplus of parking, but at the same time there are perceptions of insufficient parking. Some of the perception is the result of improvements needed in enforcement to ensure that there are on-street spaces available and in signage directing customers and visitors to available parking.

The data further suggests that much of the existing surplus of parking is likely due to the depressed economy (and the resulting reduction in staffing, customers and visitors) which will be reduced as businesses come back and reinvestment in the downtown progresses. Without improvements in the parking operations, the perceptions of insufficient parking would likely continue, which in turn, could limit the investment potential in the downtown. This would be due to developers and businesses hesitant to commit the resources necessary to rehabilitate buildings, without the promise of sufficient convenient parking for their customers and staff.

Summary Recommendations

Parking Supply

1. Consider allowing private entities to register surplus spaces with the City for selling permits. These spaces would typically be available to employees of downtown businesses. The intent is to use all parking as efficiently as possible and create additional "public" parking since the employees that would use these spaces would cause more on-street parking to be available for customers and visitors to the downtown.

Parking Demand vs. Parking Supply

1. Begin the planning for development of additional parking in the future. While the existing parking supply can absorb the anticipated parking demand from improved economic activity and additional parking is not needed at this time, occupancy of existing vacant building space will put added pressure on the available parking supply that will likely necessitate constructing additional parking.

Parking Enforcement

1. Enforce two-hour time limit in on-street parking.
2. Recognizing manpower and budget constraints, conduct enforcement on random program.
3. Enact anti-shuffling ordinance so that parking patrons cannot simply move several spaces in order to generate new time. The anti-shuffling ordinance should include different spaces on the same block face, as well as on-street spaces on block faces across the same street to be included as illegally parked.
4. Institute substantial fine for shuffling.
5. Communicate change in policy via City's website, as well as flyer placed (no fine attached) on violator's windshield, for a several week notification period.
6. Implement "courtesy ticket" for initial violation of two-hour time limit within a defined time period, (for example if no citation has been issued to particular vehicle within the past 60 or 90 days) with no fine attached.

Parking Operations

1. Permit holders need to have reasonable guarantee that parking space will be available in the parking area for which they have paid. Modify parking control equipment reporting so that system can track both monthly and transit entries into garage. Monitor monthly entries and exits so that the needed number of parking spaces can be determined. Set threshold of transient parkers so that permit access is always available.
2. Place 30-minute meters in consistent locations at ends of blocks.
3. Consider distinguishing 10-hour meters in lots with distinctive color on meter pole.

Economics

1. Increase on-street parking rate and decrease the hourly rate in the parking decks to encourage use of decks and free up on-street parking for intended short-term use. Since on-street parking is the most convenient, it should have a premium price attached.
2. Consider a consistent schedule of smaller periodic rate increases rather than less frequent but more substantial rate increases that could be necessary in order to maintain the solvency of the parking system.
3. Allocate $50.00 per space per year in each parking garage to fund long-term repair and replacement of the facilities.
4. Consider implementing "pay-by-phone" for on-street and off-street meters. This effectively eliminates the need to carry change and can be implemented at little or no cost to the City.
5. Continue policy of discounts for bulk purchase of permits on same invoice.

Signage

1. Implement a signage program so that parking signs are consistent and informative.

Maintenance

1. Implement a formal process of evaluating the condition of each on-street and off-street parking area, so that appropriate budgeting can be established for maintenance and repair.

Marketing

1. Modify the City's web page so that parking is prominent and more easily found.
2. Include information such as policy changes, upcoming events, rates etc.
3. Encourage other businesses to link to this page.
4. Develop parking flyer with parking maps that can be distributed by area businesses.

Valet

1. Begin planning and developing policy for valet services, if become more widely adopted, particularly in Entertainment District as parking becomes tighter.

DETAILED RECOMMENDATIONS

Issue: Parking Supply

Discussion: The existing parking supply consists of a combination of on-street and off-street parking. Parking is classified as public if the parking customer can park there and it does not matter what their destination is. The City parking lots and the parking garages would be classified as "public". This is compared to "privately provided parking" which is intended for customers or staff of a particular business and only while visiting that business or building. Once that visit is completed, the parker is expected to move their vehicle so that the parking space can be available for the next customer or visitor. Currently, 60 percent of the parking downtown is privately controlled, whereas Rich and Associates typically recommend that a municipality have at least 50 percent publicly available.

A private entity (for example a church) that offers to sell permits for parking in their lot to the staff of adjacent businesses would have those spaces re-designated from private to public, since the parking patron is not required to be visiting the church so long as they have a permit. This alternative has the possibility of removing an employee who may otherwise be parking in a public lot (thus making that space available to another customer or visitor) or on-street and changing the ratio of public versus private parking downtown. This also helps to make for more efficient use of the available parking supply downtown, since these spaces may remain otherwise vacant, because a property owner does not want to have to deal with selling permits to individuals.

With the option of having the City take control of private parking areas by marketing the parking area as publicly available and issuing and controlling the permits means that the parking space could be put to use by a willing buyer of the permit space and could generate income to the property owner and provide additional public parking capacity for the City that may otherwise sit vacant.

Recommendations:

1. Allow businesses (or private entities) willing to make spaces available to the general public (employees) to register with the City indicating the number of spaces they are willing to provide during the week.
2. Private entity could terminate agreement with 30-days notice.
3. City will include these parking spaces in their inventory of available permit spaces.
4. Other businesses or individual employees seeking to rent staff parking can choose to park in one of these available spaces/lots.
5. The permit to park in these lots would be issued by City designating available parking in private lot and these parkers would get a tag that would identify their vehicle and the valid parking location.
6. Designated spaces would be signed as permit only in these lots.
7. The City would include these private lots that allowed these types of permits in their enforcement routes. Additionally, the lot owner could call parking enforcement to ticket illegally parked vehicles. All fine revenue would go to the City.

Issue: Parking Demand vs. Parking Supply

Discussion: Currently given the depressed economy, downtown Hagerstown has sufficient capacity to meet existing parking needs. Overall the downtown has a surplus of 891± spaces even discounting some of the private parking. While the southwest quadrant of the study area has an existing deficit of 40± spaces, available parking capacity exists in the quadrants just north and east to reasonably satisfy the small deficit.

With an improved economy, it would be expected that the parking needs would increase even if it is just assumed that the existing building occupancy generates additional traffic as staff are added and more customers or visitors come downtown. Under these conditions, although there would still be an overall 429± space surplus of parking for the study area in total, the southeast and southwest quadrants would have a combined deficit of nearly 300± spaces.

With a continuing improvement in the economy such that development and re-development of downtown buildings takes place, the parking supply would be under pressure. With just 20 percent (106,000 gsf) of the 529,000 gsf of vacant space in buildings re-occupied within the next two to four years, the parking deficit in the southeast and southwest quadrants could grow to as many as 500± spaces while the two north quadrants would have a combined 520± space surplus for a net 20± space surplus for the entire downtown study area.

Recommendations:

1. While the City can absorb some additional parking demand, with only modest re-development (20 percent of the existing vacant space re-occupied), the existing parking supply would likely be insufficient to provide the necessary parking capacity. The City should therefore begin the process of planning for additional future parking needs including:
   a. Possible locations for structured parking.
   b. Generating sufficient income to make necessary improvements to the existing parking system and providing a means of funding new parking development and operations.
   c. Explore public/private partnership opportunities
2. It is not recommended that parking be provided in the "hope" that redevelopment will occur but only in response to firm development plans.
3. By the City looking at potential parking structure sites, by having a plan to increase the availability of public parking and by committing to develop additional parking as commitments are made for redevelopment; they will signal to the private sector that sufficient parking will be made available when it is needed.
4. City should conduct annual occupancy counts of all on and off-street public and private parking to monitor the absorption of parking as triggers to the development of additional parking capacity.

Issue: Parking Enforcement

Discussion: Parking enforcement is unfortunately a necessary task that must be performed in order for a parking system to function effectively. Parking citations should not be the goal of enforcement, but rather the adherence to the parking policies set up by the City. The turnover / occupancy analysis conducted in January 2012 found that the violation rate of vehicles overstaying the on-street two-hour time limit was about 18 percent whereas a five percent (or less) violation rate is considered best practice. Vehicles parking for more than two hours on-street create the perception of insufficient parking because the "convenient" parking desired by most customers and visitors may not be available.

Recommendations:

1. Enforce the current ordinance against meter feeding to discourage employees from parking on the street.

> **§ 60-36. Extension of time limits prohibited.**
>
> During the time that such parking meters are being operated, no person shall park or stand a vehicle in a designated space in a parking-meter zone for a longer period than that indicated on the dial of the parking meter, and it shall be unlawful for any person whose car shall have already been parked in the meter zone for the maximum time indicated on the dial of the meter to return and deposit additional coins in the parking meter in order to park his vehicle for a longer period of time than that indicated on the parking meter dial.

2. While costs issues may limit the number of enforcement staff, a random route and times that enforcement is conducted within the existing manpower constraints can discourage employees from abusing the two-hour limit since they would not know when and where the enforcement is occurring on any given day. The recommendation is to commit to staffing enforcement for complete days (9:00 A.M. to 5:00 P.M.) two to three days per week. The days that are enforced would be random.

3. In conjunction with the increased enforcement, implement an anti-shuffling ordinance whereby a parking patron moves their vehicle into a new space in order to start a new time limit. Anti-shuffling ordinances typically prevent someone from subsequently parking in any space on the same block face or on block faces directly across the street for the remainder of that day. In extreme cases, a zone can be created encompassing several blocks into which the vehicle must be relocated in order to prevent a citation.

Sample Ordinance *(additional sample ordinances in Appendix A)*

(2) In any area where parking on the street or in a parking ramp or lot is restricted to two hours or less at a time, and signs are properly posted to indicate such parking time limitation, any vehicle parked along a single block face, as herein defined, or in the same parking ramp or lot in excess of the time restriction, shall be considered to have continuously parked, and shall be subject to citation for violation of such parking time restriction. A block face shall be defined as one side of a single street between two consecutive intersecting streets. For example, the south side of the 300 block of Main Street would be a single block face, and the west side of 3rd Street between Main Street and State Street would be a single block face. (3) The penalty for violating the provisions of Paragraph (1) shall be a forfeiture of $130.00 plus applicable costs. (Ord. #3822 - 3/11/99; effective May 3, 1999) La Crosse Municipal Code Chapter 9, Traffic Regulations 9.06 PARKING, *STOPPING, OR STANDING*, I,2

4. Have a substantial fine for violation of anti-shuffling policy to discourage practice.

5. The change in enforcement policy not allowing meter feeding should be communicated in advance for several weeks to the community, and then on an on-going basis on the City's web site and in any promotional materials.

6. To mitigate the effect of the rate increase and enforcement policy change on customers / visitors who may innocently overstay the time limit without feeding the meter or feed the meter simply because they are not aware of the policy, the City should also implement a courtesy ticket program. The current electronic enforcement technology used by the City permits license plate data to be retained on vehicles that have received a courtesy ticket. If a vehicle has not received a citation within a defined time period (for example the past 60 to 90 days), they are given a "courtesy ticket". The courtesy ticket has no fine attached but thanks the parker for visiting Hagerstown and directs them to off-street lots for longer visits. The violations by the specific vehicle are retained by the system and subsequent violations in future days would have fines attached.

Issue: Parking Operations

Discussion: Management of the on and off-street parking supply is a critical element in the success of the downtown. From providing the appropriate level of parking supply to how those spaces are allocated among the different types of users and the costs charged for parking are all necessary issues to be addressed. Frequent long-term users, which typically is defined as staff of various businesses who would be downtown as much as five or six days per week, have a need for parking that is safe, relatively convenient (within a comfortable walking distance), and affordable.

In the Hagerstown market, parking rates of $4.00 per day (at $0.50 per hour in the on-street and off-street lots) would be classified by many as too expensive. Parking permits which (at $46.00 per month) average from just over $2.00 per day in the parking lots to about $2.75 per day in the garages ($60.00 per month) are a little more acceptable. However, for the permit spaces to have value there must be a reasonable expectation that a space that has been paid for via the permit process will be available. Currently, the parking control equipment for the parking garage does not distinguish the number of permit or transient parkers entering the facility due to modifications made to the system. Although at the present time it is unlikely that a permit holder would be denied access given the utilization of the garages, in the future as parking becomes less available, this may not be the case.

For customers or visitors who may come downtown less frequently, there are operational aspects that affect them as well. These include clear provision of the parking policies including;

- Cost of parking
- Time limit of parking
- Appropriateness of the parking space (not restricted)
- Available alternatives

Recommendations:

1. In order for permits to have value, there must be a reasonable expectation that a permit holder will be able to access the parking garage where they are supposed to park. In normal operations, the PARC (parking access and revenue control) system will be able to maintain a differential count of the number of permit holders accessing garage and the number of transient parkers. Once a set threshold of transient parkers in the garage has been reached, the system will turn on the full sign and shut off the ticket dispenser. The number of permit holders sold in the garage is subtracted from parking garage capacity so that permit holder is "virtually" guaranteed a space.

   Working with the City's vendor for the PARC equipment, the City must establish a procedure for maintaining separate counts of permit and transient parking in the parking garages, particularly after special events where patrons don't pull a parking ticket. Given this, using the existing control loops embedded in the entry and exit lanes, the system should be able to record number of vehicles entering and leaving the facility even if the parking gates are set in the up position.

2. In order to make sure that the capacity counts are accurate the City must do one of two things after an event where they have put the gates up:
   a. using information from loops for the number of vehicles still in the facility as reported by the system (hold cars or difference between entries and exits) assume that all hold cars are transient vehicles (not permits) for purposes of the differential count, or
   b. perform manual count of hold cars in the morning and input that number into the software for the number of transient cars in the facility.
3. When providing short stay spaces on street, consider placing 30-minute parking meters (and maintaining the separate red color) on-street at the ends of the blocks. Patrons needing short-time frame can then learn to look for these spaces in consistent locations at the end of the blocks.
4. Consider painting 10-hour meter poles a distinctive color to easily distinguish from standard two-hour meters in lots.

Issue: Economics

Discussion: The City's parking system is operated as an Enterprise Fund. As such, the intent is that the parking operations generate sufficient revenue through the charges to the parking users to cover all operating expenses and the capital costs of maintaining, replacing and upgrading the parking system assets. While the revenues are not required to cover the debt service for the existing parking structures, the intent is that the net parking revenues would cover debt service.

In addition to providing necessary revenue to the parking system, the parking rates charged can help influence the behavior of parking patrons. Higher charges for parking in some locations can encourage some patrons to park more remotely whereas some will happily pay the higher costs for the increased convenience. Lack of enforcement of the two-hour time limit for on-street parking encourages some individuals to park for extended periods (up to eight hours) in on-street spaces and simply feed the meters because it can be less expensive than paying the hourly rate to park in one of the two parking garages and is likely more convenient. At the current rates, someone who parks on-street every day would pay approximately $20.00 per week or $80.00 per month compared to the current $60.00 per month to park in a garage. They may gladly pay $20.00 more for the added convenience of having their car virtually at their front door.

Requiring payment to park in all publicly provided parking spaces helps to insure that needed parking improvements and operations can be provided without negatively impacting the other

resources of the City. By having parking users paying for the parking means that the General Fund revenue can be allocated to other needs of the City.

With the current system, patrons have to carry enough coins in order to pay the meters for parking in on-street spaces and in the parking lots. For many this is considered very inconvenient. One possible option is to replace the individual meter heads with Multi Space Meters or Pay and Display Machines that would be strategically located on each block face. With the Multi Space Meter, each stall would have to be numbered and the patron must memorize the number and pay for the appropriate space when they get to the machine. With a Pay and Display system, the parker must walk up to the machine, pay for their parking and then take the receipt back to their vehicle to place on the dashboard to show that they have paid for parking. This also is considered inconvenient by some users.
Another alternative is to have a pay-by-phone option with the current single head meter system. With this alternative, frequent users of the parking system downtown can sign up for an account with a pay-by-phone provider that has been selected by the City. Once an account is established, the parking patron simply dials a number posted on the meter (or initiates a smart-phone app) and enters the space number and amount of time they wish to purchase. For a small convenience fee their time is recorded. With some providers the parker can receive a text message when their time is getting close to expiring. So long as they have not exceeded the time limit for the space they can add time to their parking. This service can often be provided at either little or no cost to the City.

Recommendations:

1. In order to help overcome the disparity between the garage parking rates and on-street parking rates which encourages extended stay on-street parking, consider raising the hourly parking rates for on-street parking to $0.75 per hour and lowering the rates for parking in the parking garage to $0.50 per hour. The costs for parking in off-street lots can remain at the current $0.50 per hour (excluding the Antietam Street Lot which is recommended to remain at the current $1.00 per hour). With the enhanced parking enforcement this would encourage more parkers to park in the garages and free up on-street parking which could be used by patrons who are forced into the garage because of a lack of available on-street spaces. With the reduction in the garage hourly rate, it may also be seen by the public as a way to encourage parking behavior and not simply to generate additional revenue if it is assumed that the number of vehicles currently parking on-street in excess of two hours would relocate to the parking garages, and this would open up additional on-street parking that would get more use. The revenue projections in the Economic Section (Section 5) use the projected rate change to project FY 2013 revenues.

2. Replacement of the existing meters is not recommended at this time given the fact that the meters are still in very good shape. Additionally, the cost to provide a multi-space or pay-and-display machine is expensive (ranging from $20,000 to $30,000 per machine) that is not warranted at this time.

3. Consider implementing the pay-by-phone option particularly if at little cost to the City. This can help overcome the need to carry change for the meters and still make use of the

available meter unit's downtown. Obviously not all patrons will be able to take advantage of this option but it does provide another alternative.

Issue: Inconsistent Parking Signage

Discussion: In order for downtown customers and patrons to be properly informed regarding their parking options and orientation to their destination within the downtown, proper signage is imperative. On-street parking must be appropriately signed as to time limits and longer term public off-street locations properly identified. Signage directing where to find public parking and from there, key destinations also helps the customer or visitor unfamiliar with the downtown.

Recommendations:

1. Signage

Signage recommendations cover not only parking signs but also wayfinding signs to accommodate a driver and passengers as they make the switch from driving to a pedestrian mode. In general, there are issues with signage in Hagerstown.

The on-street parking signs need to be consistent and all spaces need to be signed with the limitations on them. There should be signage added to the downtown that helps a driver find private publicly available off-street parking. The current lack of identification creates issues with marketing and wayfinding, which enhances the perception that there is no parking in the area.

- All on-street parking in the core downtown should be signed two hour parking (aside from the designated 30-minute spaces) or loading zone.
- Pedestrian kiosks at strategic locations in the downtown would help customers and visitors find their way to, and from, the parking areas in addition to key destinations such as the Maryland Theater, City Hall, and Library etc.

Best Practice Sign Types Include

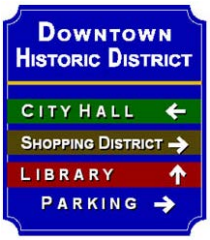
Rich and Associates have established a best practice for vehicle and pedestrian wayfinding signage. These best practices have been developed by looking at successful signage in other communities and utilizing signage programs that we have developed.

As a best practice the following four types of parking signs that increases drivers' wayfinding experience are strongly recommended. Communities often miss the important role that signs play in making visitors comfortable with their surroundings and the effect that signs can have on vehicle travel and parking use efficiency. Additionally, there needs to be pedestrian way-finding signs to deal with the driver/passenger transition from vehicle to pedestrian modes. It

should be noted that sign color, size design and placement may be impacted by local, county or State highway department's regulations.

Directional/Location: Directional-parking signage is distinct in color, size and logo and directs drivers to off-street parking areas. Parking location signage complements the directional parking signage. These signs have arrows pointing to the off-street publicly available parking and the signs are mounted on poles at standard heights, on the streets.

Identification: Identification signage is placed at the entry of each parking lot. The name of the parking area is identified; the type of parking available, as well as hours of enforcement and the hours of lot operation are all listed on the signage. The identification signage is distinctive in color and size, and is located on a pole at a lower height.



Vehicular Wayfinding: Vehicular wayfinding signs are placed at the points in the downtown to lead to places of interest and parking locations. The sign also points out the various landmarks or attractions that can be found. These types of signs are placed at locations easily found by a driver and are intended to help that driver orient themselves to the downtown area.

Pedestrian Wayfinding: Pedestrian wayfinding signs or kiosks are placed at the points of pedestrian entry/exit to parking lots and structures. Typically a map illustrating the downtown area points out the various shops or attractions. These types of signs are placed at locations easily found by a pedestrian and are intended to help that person orient themselves to the downtown area to locate their destination and then be able to return to where they parked.

Quality signs for parking and wayfinding have the following elements incorporated into their design and placement:

- Use of common logos and colors.
- Placement at or near eye level.
- Use of reflective, durable material.
- All three types used in conjunction to guide motorist and pedestrian activity.
- All entrances to the downtown need to have wayfinding signage.
- All routes through the downtown need to have directional and location signage oriented on the same side a vehicle is traveling.

- All pedestrian routes to and from major customer/visitor parking areas need to have wayfinding signs.

Recommendations for Signage

1. A family of signs needs to be developed for direction/location, identification and vehicle wayfinding. The color, logo (if used), font type, etc need to be consistent and follow best practice as presented in this section.
2. Install pedestrian wayfinding in the downtown. Pedestrian wayfinding is critical once a person parks and transitions to walking. Directing pedestrians to key destinations and then back to where they parked are important elements in customer/visitor oriented downtowns. Pedestrian wayfinding will work hand in hand with the marketing discussed in these recommendations.
3. All signs should be at a height where the sign cannot be blocked by a parked vehicle in both on-street and off-street parking areas.
4. The two hour on-street parking signs should be spaced at approximately every 100ft – 120ft. The signs need to be consistent in shape, font size, color and message.

Cost: Estimated $30,000-$50,000 includes on-street, pedestrian wayfinding and vehicular wayfinding signs.

Issue: Maintenance

Discussion:

In order for parking areas to be used, there are three elements that are required:

- The patron must feel that their vehicle will be secure and undamaged while parked
- The patron must feel personally secure using the parking area
- The path from the parking area to the destination must have a sense of security

Any of these three elements missing will lead to a parking area being underutilized. Additionally, the condition of the parking area will aid in its utilization and benefit the City. The parking surface if properly maintained will reduce tripping hazards from potholes, clear stall markings make for more efficient use of the parking area, along with adequate lighting and small landscaping to eliminate hiding places and add to the feeling of security.

Rich and Associates reviewed the condition of the City's parking lots. In most cases the condition of the parking areas was very good with only minor cracking and no potholes apparent. The stall markings were all in good condition with few landscaping and lighting issues.

Parking Lot Overview

City: Hagerstown, MD
Date 11/08/2011

Lot Name or #	# Stalls	# HC Stalls	Lighting	Striping	Surface Type and Conditions	PARC (type & condition)	Signage	Pedestrian Pathways	Bicycle Provisions	Landscaping	Comments
Market House Lot	139	5	Ok, could use more	Ok	Ok, surface has some cracking	Meter heads in good condition. 10 hr meters and permit parking	Needs introduction signage	No	No	Some trees	
Church Street Lot	109	3	Ok, there is not any lighting along building	Ok	Ok, surface has some cracking.	Permit parking (and meters?)	Needs introduction signage	No	No		Circulation of lot forces you into street to enter next module
Central Lot	285	10	Ok	Ok	Ok	Residential parking, permit parking, 2 hr, 10 hr and 30 min meters	Needs introduction signage, confusing mix of public and private parking	No	No	Keep landscaping trimmed, wall provides a place for people to hide	No curb stops to prevent vehicles from running into the theater
Rochester lot	97	0	Ok	Ok	Ok	Permit parking, assigned spaces and meters on the top half. Meter poles need to be repainted	Needs introduction signage letting parkers know who can park in the lot	Yes	No	Some	
Antietam Street Lot	24	0	Ok	Ok	Ok	Meters	Ok	No	No	No	

Recommendations:

1. If not already being done, the City should implement a formal annual review process of each parking area noting condition of lots, lighting, striping etc so that appropriate budgeting for needed repairs can be performed.

Issue - Marketing

Marketing is an important and often overlooked component to a successful parking system. Marketing initiatives should be directed towards downtown employers, employees and customers/visitors. Materials can include direct mailings, brochures, maps, kiosks, on-line web pages, or articles in magazines, newspapers, etc.

Information contained in the marketing material should include parking locations, up-coming changes, regulations, fine payment options and any other information relating to the publicly available parking system. An individual's perception of Hagerstown is greatly enhanced if they know ahead of time where parking is located and what the durations are.

Recommendations

1. The City should develop a map of parking for the City's web site. The information that should be included is a list of the hours and days of enforcement, parking regulations and where to pay a ticket if one is received. There should also be language about promoting the "park once" concept where if someone is coming downtown for more than one purpose, they should look to off-street parking areas so all errands can be done without moving a vehicle. Most importantly if implemented, the private but publicly available parking areas need to be clearly spelled out on the map so that patrons may see that available parking may be closer to their work location than City provided parking.
2. Businesses should be encouraged to have a link to the City's web site and parking page. This allows customers and visitors to click the link and go directly to the parking page to find where they can park.
3. Create a downtown marketing flyer that includes a list of the downtown businesses and a map of parking in the downtown. This can be used as a tool to market both the downtown businesses and the parking system.

Issue: Triggers for Parking Utilization

Discussion: In order to analyze the effectiveness of various initiatives and to provide the City administration with up-to-date information, conducting annual occupancy counts of the on-street and off-street parking would help to insure that the most efficient use of the parking is being maintained.

Recommendation

The City should conduct annual occupancy counts of on-street and off-street parking on a typical weekday to quantify periodic utilization of the downtown parking.

Issue: Valet Parking

Discussion: While not presently being used in downtown Hagerstown, as parking becomes tighter there is a possibility that restaurants locating into the downtown may wish to implement a valet parking system for their guests. If not properly planned there is the possibility that valet parking can inconvenience other downtown customers by using too many critical on-street spaces for pick up and drop off of vehicles or parking the valet vehicles in convenient off-street spaces that otherwise should be used by non-valet guests.

Recommendation

1. Any entity wishing to have a valet parking program should be required to get a permit from the City. The permit should specify the hours of operation and location where the valet vehicle will be parked. The policy should specify rental charges for on-street parking spaces used for pick-up and drop-off by valet operators and state that the operator should only be allowed a minimal number of on-street spaces for their operation.

2. Overall, the policy should specify valet operation and performance standards, the use of and design of permissible signs, on-street parking space rental charges and the necessary parking area lease agreements with private parking owners (or with the City) to provide the valet with evening parking privileges. Furthermore the policy and agreement should specify penalties and/or the revoking of the valet operator's license for violation of the policy regulations.

SECTION 7 - APPENDIX

Hagerstown Parking Supply Tables

The parking supply tables on the following page were compiled from data provided by the City. Rich and Associates have added several columns in order to facilitate the use of this information and to provide references to locations on associated maps.

Column Headings

Block – Each block within the study area was assigned a number designation. The block numbers in the table refer to the block on which that the particular parking area is located.

Map Key Letter – The letter designation shows where the parking area is located in the map on page 2-4.

Tax Map # - This was provided by the City and refers to the property location on Tax Maps.

Address - The address of the associated property

Occupancy Type – Many parking areas are associated with specific buildings. Where this is other than parking lot, the associated land use types that were used in the parking demand determination was applied. The square footage of these buildings is not shown in this table.

Use Code – Parking was classified as either: Private (PV), Public (PB) or Residential (RS)

Ownership Type – Public or privately owned

Non-Residential Occupants – The primary entity associated with the property

# of Parking Spaces – The total capacity of the associated parking area. In some cases, the parking area is split with part of it privately controlled with the other publicly available. In these instances, the Map Letter Key will be shown twice with the appropriate capacity assigned as public or private.

Private – Private Residential – Public – Based on the Use Code column, the capacity of the parking area is assigned to the appropriate column.

		Downtown Hagerstown - Parking Supply							PV	RS	PB
Block	**Map Key Letter**	**Tax Map #**	**Address**	**Occupancy Type**	**Use Code**	**Ownership Type**	**Non-Residential Occupants**	**# of Parking Spaces**	**Private**	**Private Residental**	**Public**
1	**A**	032-11-027	21Bethel Street	Parking Lot	PV	Private	Parking lot	17	17	0	0
1	**B**	032-11-053	23 Bethel Street	Parking Lot	RS	Private	Parking lot	15	0	15	0
1	**C**	032-11-050, 051, 014, 1052	44 Church St	Government	PB	Public	Parking lot	112	0	0	112
1	**D**	032-11-008	60 Church St	Residential	PV	Private	n/a	1	1	0	0
1	**E**	032-11-024	201 N. Potomac Street	Church	PV	Private	Zion Reformed Church (300 seat sanctuary)	2	2	0	0
1	**F**	032-11-025	229 N. Potomac Street	Commercial	PV	Private	Villa Maria Washington County	20	20	0	0
1	**A**	032-11-029	239 N. Potomac Street	Commercial	PV	Private	Antietam Call Center	13	13	0	0
1		**TOTAL**						**180**	**53**	**15**	**112**
2	**G**	032-15-009	22-24 East Ave	Residential	RS	Private	n/a	2	0	2	0
2	**H**	032-15-001	202-204 N. Potomac Street	Residential	RS	Private	n/a	6	0	6	0
2	**I**	032-15-010	210-212 N. Potomac Street	Residential	RS	Private	n/a	13	0	13	0
2	**J**	032-15-111, 011, 012	214, 216, 218 N. Potomac Street	Residential	RS	Private	n/a	26	0	26	0
2	**K**	032-15-013	220 N. Potomac Street	Residential	RS	Private	n/a	5	0	5	0
2	**L**	032-15-014	222-224 N. Potomac Street	Residential	RS	Private	n/a	5	0	5	0
2	**M**	032-15-015	226 N. Potomac Street	Residential	RS	Private	n/a	4	0	4	0
2		032-15-151	228 N. Potomac Street	Residential	RS	Private	n/a	share above	0	share above	0
2	**N**	032-15-016	230 N. Potomac Street	Residential	RS	Private	n/a	7	0	7	0
2		032-15-017	232 N. Potomac Street	Residential	RS	Private	n/a	share above	0	share above	0
2	**O**	032-15-018	232½-234 N. Potomac Street	Residential	RS	Private	n/a	4	0	4	0
2		032-15-019	242 N. Potomac Street	Church	PV	Private	Trinity Lutheran Church (450 seat sanctuary)	110 (on two remote lots)	110 (on two remote lots)	0	0
2		**TOTAL**						**72**	**0**	**72**	**0**
3	**P**	032-06-007, 008	100 W. Franklin Street; 115 N. Jonathan Street	Mixed C/R	PV	Private	"The Franklin Center" -- offices	22	22	0	0
3		032-06-006	110-112 W. Franklin Street	Mixed C/R	PV	Private	Caribbean Dream Salon & Barber	share above	share above	0	0
3	**Q**	032-06-005	114-116 W. Franklin Street	Mixed C/R	PV	Private	Dominican Restaurant	5	5	0	0
3	**R**	032-06-002, 003, 004	132 W. Franklin Street	Church	PV	Private	Christ Reformed Church (420 seat sanctuary)	56	56	0	0
3	**S**	032-06-001	140 W. Franklin Street	Commercial (Non-profit)	PV	Private	Aspiring to Serve Office Bldg and REACH shelter	50	50	0	0
3		**TOTAL**						**133**	**133**	**0**	**0**

		Downtown Hagerstown - Parking Supply							PV	RS	PB
Block	Map Key Letter	Tax Map #	Address	Occupancy Type	Use Code	Ownership Type	Non-Residential Occupants	# of Parking Spaces	Private	Private Residental	Public
4	T	032-10-029, 028, 026, 025, 027, 024, 030	31 Church St	Government	PB	Public	Farmer's Market, Fire Dept, Market House Parking Lot	144	0	0	144
4	U	032-10-010	24-26 W. Franklin Street	Mixed C/R	PV	Private	Da'wah Center of Hagerstown; Tina's Vintage & Variety	9	9	0	0
4	V	032-10-009	28 W. Franklin Street	Commercial	PV	Private	The Broad Axe Tavern	16	16	0	0
4	W	032-10-008	34 W. Franklin Street	Commercial	PV	Private	AESI	19	19	0	0
4	X	032-10-007	44 W. Franklin Street	Government	PV	Private	Post Office Customer	18	18	0	0
4	Y	032-10-007	44 W. Franklin Street	Government	PV	Private	Post Office Staff	64	64	0	0
4	Z	032-10-002	120 N. Jonathan St	Mixed C/R	PV	Private	warehouse	13	13	0	0
4	AA	032-10-016	109 N. Potomac Street	Mixed C/R	PV	Private	AAA Tax Services; 3 law offices	23	23	0	0
4		032-10-017	111 N. Potomac Street	Commercial	PV	Private	Harbin & Cheeatow Law offices; office above	share above	share above	0	0
4	AB	032-10-018	115 N. Potomac Street	Residential	RS	Private	n/a	11	0	11	0
4	AC	032-10-019	117-119 N. Potomac Street	Residential	RS	Private	n/a	15	0	15	0
4	AD	032-10-031	135-147 N. Potomac Street	Commercial	PV	Private	"Old YMCA" - vacant	6	6	0	0
4		**TOTAL**						**338**	**168**	**26**	**144**
5	AE	032-14-011	17 East Ave	Residential	RS	Private	n/a	4	0	4	0
5	AF	040-07-029	36 E. Franklin Street	Residential	RS	Private	n/a	6	0	6	0
5	AG	040-07-002	38 E. Franklin Street	Residential	RS	Private	n/a	15	0	15	0
5	AH	040-07-003	40-42 E. Franklin Street	Residential	RS	Private	n/a	9	0	9	0
5	AI	040-07-027	44-46 E. Franklin Street	Residential	RS	Private	n/a	15	0	15	0
5	AJ	040-07-004	48-50 E. Franklin Street	Mixed C/R	PV	Private	2nd Chance Bail Bond; vacant shop	5	5	0	0
5	AK	040-07-005	52-54½ E. Franklin	Mixed C/R	PV	Private	vacant shop, Pat's Magic Touch Beauty Salon	13	13	0	0
5	AL	040-07-006	56-58 E. Franklin Street	Mixed C/R	PV	Private	"Ditto Apt'ments" - Roy Booth's Barber Shop	4	4	0	0
5	AM	040-07-023	60 E. Franklin Street	Residential	RS	Private	n/a	3	0	3	0
5	AN	040-07-007	62 E. Franklin Street	Residential	RS	Private	n/a	2	0	2	0
5	AO	040-07-142	68 E. Franklin Street	Parking Lot	PV	Private	Otterbein	14	14	0	0
5	AP	040-07-015	121 N. Locust Street	Residential	RS	Private	n/a	1	0	1	0
5	AQ	040-07-016	123 N. Locust Street	Residential	RS	Private	n/a	2	0	2	0
5	AR	032-14-003	106-108 N. Potomac Street	Mixed C/R	PV	Private	n/a	15	15	0	0
5	AS	032-14-004	110-116 N. Potomac Street	Mixed C/R	PV	Private	Temple Art Tattoo Studio; two vacant shops	19	19	0	0
5	AT	032-14-005	120-120½ N. Potomac Street	Commercial	PV	Private	Miller & Stone Law Offices	16	16	0	0
5	AU	032-14-006	122-130 N. Potomac Street	Commercial	PV	Private	Social Services Offices (*CAPACITY COUNTED IN BACK*)	16	16	0	0
5	AV	032-14-008	136 N. Potomac Street	Residential	RS	Private	n/a	16	0	16	0
5	AW	032-14-009	138-140 N. Potomac Street	Mixed C/R	PV	Private	Sam Tooma Rugs; Imagery	18	18	0	0
5	AX	032-14-010	142-144 N. Potomac Street	Residential	RS	Private	n/a	10	0	10	0
5	AY	032-14-012	146-148 N. Potomac Street	Residential	RS	Private	n/a	5	0	5	0
5		**TOTAL**						**192**	**104**	**88**	**0**

		Downtown Hagerstown - Parking Supply							PV	RS	PB
Block	Map Key Letter	Tax Map #	Address	Occupancy Type	Use Code	Ownership Type	Non-Residential Occupants	# of Parking Spaces	Private	Private Residental	Public
6	AZ	032-02-001	224 W. Washington	Church and School	PV	Private	St. Mary Church and Primary School (400-450 seats in sanctuary; 205 students, 28 faculty, 15 parish staff)	87 (on and remote)	87	0	0
6		**TOTAL**						87	**87**	**0**	**0**
7	BA	032-05-024	117 W. Franklin Street	Commercial	PV	Private	T&R Tire *(front lot)*	5	5	0	0
7	BB	032-05-024	117 W. Franklin Street	Commercial	PV	Private	T&R Tire *(back lot)*	11	11	0	0
7	BC	032-05-13, 14, 15, 16, 18,19, 20, 21	121-143 W. Franklin Street	Government	PV	Private	County Commuter Transit Center and County parking lot	75	75	0	0
7		032-05-13, 14, 15, 16, 18,19, 20, 21	121-143 W. Franklin Street	Government	PV	Private	County Commuter Transit Center and County parking lot		0	0	0
7	BD	032-05-023	37 N. Jonathan Street	Commercial	PV	Private	One Stop Auto	16	16	0	0
7	BE	032-05-029	51 N. Jonathan Street	Commercial	PV	Private	"Thomas Building" - vacant	16	16	0	0
7	BF	032-05-010	100-118 W. Washington	Government w/ Commercial tenant	PV	Private	"First Federal Building" - Sovereign Bank, County Admin Offices	42	42	0	0
7	BG	032-05-009	120-128 W. Washington	Commercial	PV	Private	Old Home Federal Building – one office tenant the rest vacant	23	23	0	0
7	BH	032-05-007	138-140 W. Washington	Commercial	PV	Private	Wareham Building – vacant	64	64	0	0
7	BI	032-05-006	152 W. Washington	Commercial	PV	Private	Offices	28	28	0	0
7	BJ	032-05-005	154-160 W. Washington	Commercial	PV	Private	Offices	15	15	0	0
7	BK	032-05-004	162 W. Washington	Commercial	PV	Private	Offices	14	14	0	0
7	BL	032-05-001	170 W Washington	Commercial	PV	Private	Old Mid-Town Motel – Vacant	10	10	0	0
7		**TOTAL**						**314**	**314**	**0**	**0**
8	BM	032-09-049	25-27 W. Franklin	Mixed C/R	PV	Private	"Franklin Apartments" - 2 vacant shops	4	4	0	0
8	BN	032-09-047	29-31 W. Franklin	Mixed C/R	PV	Private	Poole & Kane, P.A.	8	8	0	0
8	BO	032-09-044, 045, 046	33 W. Franklin Street	Commercial	PV	Private	Vacant ground floor; upper floor office space	43	43	0	0
8		032-09-043	45-47 W. Franklin Street	Commercial	PV	Private	Busy Bee's Beauty Supply; vacant upper floor		0	0	0
8	BP	032-09-041,042	49-53 W. Franklin Street	Parking Lot	PB	Private	Bryan Center Parking Lot	49	0	0	49
8	BQ	032-09-041,042	49-53 W. Franklin Street	Parking Lot	PB	Public	Bryan Center Parking Lot Meters	6	0	0	6
8	BR	032-09-040	55-57 W. Franklin Street	Mixed C/R	PV	Private	Stix & Phrases; vacant shop	16	16	0	0
8	BS	032-09-039	59-61 W. Franklin St	Parking Lot	PV	Private	private parking lot	12	12	0	0
8	BT	032-09-032, 033	36-40 N. Jonathan Street	Commercial	PV	Private	Azad Oriental Rugs; offices above	12	12	0	0
8	BU	032-09-019	5-9 N. Potomac Street	Commercial	PV	Private	Bikle's Ski & Outdoor Shop; vacant upstairs	6	6	0	0
8	BV	032-09-021	11-15 N. Potomac Street	Mixed C/R	PV	Private	Gloryfire Church	5	5	0	0

		Downtown Hagerstown - Parking Supply							PV	RS	PB
Block	Map Key Letter	Tax Map #	Address	Occupancy Type	Use Code	Ownership Type	Non-Residential Occupants	# of Parking Spaces	Private	Private Residental	Public
8	BW	032-09-020, 023, 024	25 N. Potomac St.	Parking Garage	PB	Public	Municipal Parking Garage	440	0	0	440
8	BX	032-09-025	35-39 N. Potomac Street	Mixed C/R	PV	Private	"News Agency Building" - vacant shop; Senior Notes	12	12	0	0
8	BY	032-09-026	41-45 N. Potomac Street	Mixed C/R	PV	Private	The Gourmet Goat	12	12	0	0
8	BZ	032-09-005	66-70 W. Washington	Commercial	PV	Private	"The Delta Building" - vacant	17	17	0	0
8	CA	032-09-003	82 W. Washington Street	Commercial	PV	Private	"Bryan Centre" - office bldg	10	10	0	0
8		**TOTAL**						**652**	**157**	**0**	**495**
9	CB	032-13-017	One E. Franklin Street	Government	PV	Public	City Hall	11	11	0	0
9	CC	040-04-035	31-33 E. Franklin Street	Mixed C/R	PV	Private	Universal Liquors; Universal Laundry	2	2	0	0
9	CD	040-04-015	35 E. Franklin Street	Residential	RS	Private	SFR	1	0	1	0
9	CE	040-04-036	37 E. Franklin Street	Residential	RS	Private	SFR	1	0	1	0
9	CF	040-04-037	37½ E. Franklin Street	Residential	RS	Private	SFR	1	0	1	0
9	CG	040-04-027	39 E. Franklin Street	Commercial	PV	Private	vacant	3	3	0	0
9	CH	040-04-028	41 E. Franklin Street	Residential	RS	Private	n/a	5	0	5	0
9	CI	040-04-018	47-49 E. Franklin Street	Mixed C/R	PV	Private	La Chiquita; Julie's Hair Salon III; Synergy Mgmt Svs	6	6	0	0
9	CJ	040-04-026	51-53 E. Franklin Street	Mixed C/R	PV	Private	vacant shop	6	6	0	0
9	CK	040-04-019	55 E. Franklin Street	Residential	RS	Private	Turning Point	6	0	6	0
9	CL	040-04-022	61-61½ E. Franklin	Mixed C/R	PV	Private	Trinity & Associates; God's Peeps Portrait Studio	6	6	0	0
9	CM	040-04-009	11-15 N. Locust Street	Mixed C/R	PV	Private	n/a	4	4	0	0
9	CN	040-04-011	17 N. Locust Street	Residential	RS	Private	n/a	2	0	2	0
9	CO	040-04-012	19 N. Locust Street	Residential	RS	Private	n/a	2	0	2	0
9	CP	040-04-023	21-23 N. Locust Street	Mixed C/R	PV	Private	Burkitt's Deli	3	3	0	0
9	CQ	032-13-011; 032-04-1, 2, 6, 13, 14 20, 24, 25, 30,	14-22 N. Potomac, 23-29 E. Franklin, 25-29 N. Locust, 22-28 E. Washington	Parking Lot	PB	Public	Central Parking Lot	288	0	0	288
9	CR	032-13-011; 032-04-1, 2, 6, 13, 14 20, 24, 25, 30,	14-22 N. Potomac, 23-29 E. Franklin, 25-29 N. Locust, 22-28 E. Washington	Parking Lot	PB	Public	Central Parking Lot	7	0	0	7
9	CS	NA	IN Central Lot	Commercial	PV	Private	Academy Theater	6	6	0	0
9	CT	032-13-012, 013	32-34 N. Potomac Street	Commercial	PV	Private	M&T Bank	14	14	0	0
9	CU	032-13-014	36-40 N. Potomac Street	Mixed C/R	PV	Private	Rocky's; vacant shop	10	10	0	0
9	CV	040-04-016	32-34 E. Washington	Mixed C/R	PV	Private	The Redeemed Christian Church of God; Uncle Louie G's	23	23	0	0

		Downtown Hagerstown - Parking Supply							PV	RS	PB
Block	Map Key Letter	Tax Map #	Address	Occupancy Type	Use Code	Ownership Type	Non-Residential Occupants	# of Parking Spaces	Private	Private Residental	Public
9		040-04-003	36 E. Washington Street	Residential	RS	Private	n/a	shared with above	0	shared with above	0
9	CW	040-04-004	38-40½ E. Washington	Mixed C/R	PV	Private	Baker's Barber Shop; El Taqueria	2	2	0	0
9	CX	040-04-017	42-44 E. Washington	Residential	RS	Private	n/a	5	0	5	0
9		TOTAL						414	96	23	295
10	CY	040-05-010	11-13 N. Mulberry Street	Residential	RS	Private	n/a	3	0	3	0
10	CZ	040-05-011	15-19 N. Mulberry Street	Residential	RS	Private	n/a	1	0	1	0
10	DA	040-05-012	21-23 N. Mulberry Street	Commercial	PV	Private	office; vacant upstairs	2	2	0	0
10	DB	040-05-002	110-114 E. Washington	Mixed C/R	PV	Private	vacant storefront	2	2	0	0
10	DC	040-05-003	116 E. Washington	Commercial	PV	Private	vacant	36	36	0	0
10	DD	040-05-004, 037, 422, 431	132 E. Washington	Commercial	PV	Private	Fridinger Ritchie Co., Inc.	18	18	0	0
10		TOTAL						62	58	4	0
11	DE	032-01-002	11 S. Walnut Street (WEST side of street)	Residential	RS	Public	"Walnut Towers" - HHA elderly housing	21	0	21	0
11	DF	032-01-002	11 S. Walnut Street (EAST side of street)	Residential	RS	Public	"Walnut Towers" - HHA elderly housing	29	0	29	0
11	DG	032-01-005, 006	201 W. Washington Street	Parking Lot	PB	Public	Rochester Parking Lot	97	0	0	97
11	DH	032-01-004	215-217 W. Washington Street	Mixed C/R	PV	Private	Offices	10	10	0	0
11	DI	032-01-003	221 W. Washington Street	Mixed C/R	PV	Private	My Little Angel's Day Care	5	5	0	0
11		TOTAL						162	15	50	97
12		032-04-014	100 W. Antietam St, 41-43 Summit Avenue (2 bldgs)	Commercial	PV	Private	Wright Gardner Insurance; Tischer Surety, Inc.; Nigh Reporting Svs; Law Office	52 off-site		0	0
12	DJ	032-04-017	25-29 Summit Avenue	Commercial	PV	Private	Mount Hope Prison Ministry Outreach	32	32	0	0
12	DK	032-04-016	31-33 Summit Avenue	Commercial	PV	Private	vacant office building	17	17	0	0
12	DL	032-04-032	101 W. Washington	Commercial	PV	Private	The Discovery Station (museum)	9	9	0	0
12	DM	032-04-029	111 W. Washington	Commercial	PV	Private	vacant	9	9	0	0
12	DN	032-04-028	115-117 W. Washington	Commercial	PV	Private	vacant	15	15	0	0
12	DO	032-04-027	121-123 W. Washington	Commercial	PV	Private	William C. Wantz law office	13	13	0	0
12	DP	032-04-026	125-129 W. Washington	Commercial	PV	Private	Vacant	13	13	0	0
12	DQ	032-04-025	131-135 W. Washington	Commercial	PV	Private	Miller House - Washington County Historical Society	5	5	0	0
12	DR	032-04-021	157-159 W. Washington	Residential	RS	Private	n/a	6	0	6	0
12		TOTAL						119	113	6	0

		Downtown Hagerstown - Parking Supply							PV	RS	PB
Block	**Map Key Letter**	**Tax Map #**	**Address**	**Occupancy Type**	**Use Code**	**Ownership Type**	**Non-Residential Occupants**	**# of Parking Spaces**	**Private**	**Private Residental**	**Public**
13	**DS**	032-08-013	14-22 W. Antietam Street	Parking Lot	PB	Public	public parking	18	0	0	18
13	**DT**	032-08-012	24-28 W. Antietam Street	Parking Lot	PV	Private	Private Permitted	11	11	0	0
13	**DT**	032-08-012	24-28 W. Antietam Street	Parking Lot	PB	Private	public parking	10	0	0	10
13	**DU**	032-08-011	36 W. Antietam Street	Government	PV	Public	District Court	31	31	0	0
13	**DV**	032-08-010	50-58 W. Antietam Street	Parking Lot	PV	Private	Hagerstown Trust parking	50	50	0	0
13	**DV**	032-08-010	50-58 W. Antietam Street	Parking Lot	PB	Private	Hagerstown Trust parking	63	0	0	63
13	**DW**	032-08-019	31-33 S. Potomac Street	Government (w/ vac shop)	PV	Private	First Hose Fire House; vacant shop	4	4	0	0
13	**DX**	032-08-018	37 S. Potomac Street	Mixed C/R	PV	Private	M&M Accounting	7	7	0	0
13	**DY**	032-08-017	41 S. Potomac Street	Mixed C/R	PV	Private	SOMA	8	8	0	0
13	**DZ**	032-08-016	43-45 S. Potomac Street	Mixed C/R	PV	Private	"Hager Hotel" - vacant ground floor	15	15	0	0
13	**EA**	032-08-006	26-30 Summit Avenue	Commercial	PV	Private	vacant	4	4	0	0
13	**EB**	032-08-005	32-36 Summit Avenue	Mixed C/R	PV	Private	Zodiac Expressions Hair Studio	4	4	0	0
13	**EC**	032-08-004	38-42 Summit Avenue	Commercial	PV	Private	Just Lookin' Gallery	4	4	0	0
13	**ED**	032-08-039	33-35 W. Washington	Government	PV	Public	County Office Building	17	17	0	0
13	**EE**	032-08-037	43-53 W. Washington	Mixed C/R	PV	Private	Updegraff Buildings (2 blgs) – two vacant shops; Potomac Bead; vacant commercial above 53 W Wash	5	5	0	0
13	**EF**	032-08-036, 035	55-65 W. Washington	Commercial	PV	Private	Susquehanna Bank; Temporary Library; vacant upper floors	12	12	0	0
13		**TOTAL**						**263**	**172**	**0**	**91**
14	**EG**	032-12-003	14-16, 24 E. Antietam Street (2 bldgs)	Mixed C/R	PV	Private	Wagaman's Law Offices	4	4	0	0
14	**EH**	040-01-002	30 E. Antietam St	Residential	RS	Private	n/a	2	0	2	0
14	**EI**	040-01-117, 020	40 E. Antietam St	Mixed C/R	PV	Private	Andrew K. Coffman Funeral Home	50	50	0	0
14	**EJ**	040-01-003	54-56 E. Antietam St	Residential	RS	Private	n/a	10	0	10	0
14	**EK**	040-01-004	58 E. Antietam St	Mixed C/R	PV	Private	Bargain Mart	11	11	0	0
14	**EL**	040-01-005	62 E. Antietam St	Commercial	PV	Private	Vacant	3	3	0	0
14	**EM**	040-01-123	70½-74 E. Antietam St	Residential	PV	Private	Born Again Bail Bonds	1	1	0	0
14	**EN**	040-01-013	25-27 S. Locust St	Residential	RS	Private	n/a	5	0	5	0
14	**EO**	040-01-007	41 S. Locust St	Parking Lot	PB	Public	City Parking Lot	5	0	0	5
14	**EP**	032-12-011, 014	6-8 S. Potomac St	Offices	PV	Private	Bridge of Life Offices (184 in meeting room)	8	8	0	0
14	**EQ**	032-12-008	22-22½ S. Potomac St	Parking Lot	PV	Private	Professional Arts parking lot	19	19	0	0

		Downtown Hagerstown - Parking Supply							PV	RS	PB
Block	Map Key Letter	Tax Map #	Address	Occupancy Type	Use Code	Ownership Type	Non-Residential Occupants	# of Parking Spaces	Private	Private Residental	Public
14	ER	032-12-007	28 S. Potomac St	Commercial	PV	Private	"Schindel-Rohrer Building" - Taj India (restaurant); downstairs bar; 230 in 2nd floor catering hall; offices above	10	10	0	0
14	ES	032-12-051	30 S. Potomac St	Parking Deck	PB	Public	A&E District Parking Deck	185	0	0	185
14	ET	032-12-013	8-14 Public Square, 13-17 E. Washington	Mixed C/R	PV	Private	"Alexander House" - soon to be vacant storefront; Holly's Fashion Place; Honest John's Bail Bonds; NBC TV-25	20	20	0	0
14	EU	040-01-014	25 E. Washington St	Parking Lot	PV	Private	Bowman's Parking Lot	31	31	0	0
14	EV	040-01-116	29-33 E. Washington St	Mixed C/R	PV	Private	2 vacant shops	11	11	0	0
14	EW	040-01-016 (and 021?)	37 E. Washington Street	Residential	RS	Private	n/a	7	0	7	0
14	EX	040-01-120	45 E. Washington Street	Commercial	PV	Private	Washington Street Pawnbrokers	2	2	0	0
14	EY	040-01-018	55 E. Washington Street	Residential	RS	Private	"Elizabeth Court" subsidized housing	31	0	31	0
14		**TOTAL**						**415**	**170**	**55**	**190**
15	**EZ**	040-02-001	21-23 S. Mulberry Street	Residential	RS	Private	n/a	2	0	2	0
15	**FA**	040-02-029	109 E. Washington	Residential	RS	Private	n/a	1	0	1	0
15	**FB**	040-02-031	113 E. Washington	Residential	RS	Private	n/a	1	0	1	0
15	**FC**	040-02-135	115-117 E. Washington	Residential	RS	Private	n/a	8	0	8	0
15	**FD**	040-02-032	119 E. Washington	Residential	RS	Private	n/a	2	0	2	0
15	**FE**	040-02-033	121 E. Washington		RS	Private	n/a	1	0	1	0
15	**FF**	040-02-034	123 E. Washington	Residential	RS	Private	n/a	1	0	1	0
15	**FG**	040-02-136	125-127 E. Washington	Residential	RS	Private	n/a	8	0	8	0
15	**FH**	040-02-004, 005, 006	143 E Washington, 15 S. Mulberry Street	Church	PV	Private	Church of the Brethren (300 seats in sanctuary)	81	81	0	0
15		**TOTAL**						**105**	**81**	**24**	**0**
16	**FI**	031-04-017	119 W. Antietam St		RS		n/a	4	0	4	0
16	**FJ**	031-04-018	101 Summit Avenue	Commercial	PB	Public	"Old Post Office" Community Action Council	10	0	0	10
16	**FK**	031-04-019	113 Summit Avenue	Commercial	PV	Private	Antietam Fire Company (soon to be vacated); New Horizon Sportswear on upper floor	8	8	0	0
16	**FL**	031-04-020	117 Summit Avenue	Commercial	PV	Private	Fuego Fresco del Espiritu Santo; vacant 3rd floor	17	17	0	0
16	**FM**	031-04-022	127 Summit Avenue	Residential	RS	Private	garage	4	0	4	0
16	**FN**	031-04-023	133-135 Summit Avenue	Residential	RS	Private	n/a	5	0	5	0
16		**TOTAL**						**48**	**25**	**13**	**10**

		Downtown Hagerstown - Parking Supply							PV	RS	PB
Block	Map Key Letter	Tax Map #	Address	Occupancy Type	Use Code	Ownership Type	Non-Residential Occupants	# of Parking Spaces	Private	Private Residental	Public
17	FO	031-14-011	19-23 W. Antietam Street	Mixed C/R	PV	Private	"Mt. Vernon Apartments" - 2 vacant shops	3	3	0	0
17	FP	031-14-007	37 W. Antietam Street	Commercial	PV	Private	"Antietam Paper Co. Building" - Jim Frank Bail Bonds; plumber; vacant upstairs	16	16	0	0
17	FQ	031-14-025	20 W. Baltimore Street	Parking Lot	PV	Private	Parking Lot	10	10	0	0
17	FR	031-14-022	28 W. Baltimore Street	Residential	PV	Private	Snook's Poultry	4	4	0	0
17	FS	031-14-006	32 W. Baltimore Street	Commercial	PV	Private	Carwash	40	40	0	0
17	FT	031-14-014	105-107 S. Potomac Street	Mixed C/R	PV	Private	vacant shop	3	3	0	0
17	FU	031-14-015	109 S. Potomac Street	Mixed C/R	PV	Private	n/a	6	6	0	0
17	FV	031-14-016	111-113 S. Potomac Street	Commercial	PV	Private	RBC Wealth Mgmt; offices upstairs	7	7	0	0
17	FW	031-14-017	115-117 S. Potomac Street	Mixed C/R	PV	Private	1 vacant 1st floor office; 1 occupied 1st floor office; offices upstairs	10	10	0	0
17	FX	031-14-019, 031	141-143 S. Potomac Street	Church	PV	Private	St. John's Lutheran Church Complex (540 seat sanctuary)	74	74	0	0
17	FY	031-14-020	151-153 S. Potomac Street	Mixed C/R	PV	Private	Vacant	4	4	0	0
17	FZ	031-14-021	155-157 S. Potomac Street	Residential	RS	Private	n/a	2	0	2	0
17	GA	031-14-023	159-161 S. Potomac Street	Residential	RS	Private	n/a	8	0	8	0
17	GB	031-14-028	163 S. Potomac Street	Residential	RS	Private	n/a	2	0	2	0
17	GC	031-14-030	165-167 S. Potomac Street	Mixed C/R	PV	Private	vacant storefront	2	2	0	0
17	GD	031-14-003	100 Summit Avenue	Commercial	PV	Private	Herald Mail	101	101	0	0
17	GE	031-14-003	100 Summit Avenue	Commercial	PB	Private	Herald Mail Rental Spaces	64	0	0	64
17	GF	031-14-029	140 Summit	Commercial	PV	Private	Laundromat	46	46	0	0
17		TOTAL						402	326	12	64
18		039-09-022	25-27 E. Antietam Street	Mixed C/R	PV	Private	"Davis Building" - Pony Mailbox; Antietam House (church)	1	1	0	0
18	GG	039-09-225	29-33 E. Antietam Street	Commercial	PV	Private	Award Beauty School	6	6	0	0
18	GH	039-09-227	45-47 E. Antietam Street	Residential	RS	Private	n/a	2	0	2	0
18	GI	039-09-024	51 E. Antietam Street	Mixed C/R	PV	Private	vacant 1st floor offices	6	6	0	0
18	GJ	039-09-026	61 E. Antietam Street	Residential	RS	Private	n/a	1	0	1	0
18	GK	039-09-351	10 E. Baltimore Street	Residential	RS	Private	n/a	2	0	2	0
18	FL	039-09-038	52 E. Baltimore Street	Residential	RS	Private	n/a	1	0	1	0
18	GM	039-09-037	56 E. Baltimore Street	Residential	RS	Private	n/a	1	0	1	0
18	GN	039-09-012	58 E. Baltimore Street	Residential	RS	Private	n/a	1	0	1	0

Downtown Hagerstown - Parking Supply									PV	RS	PB
Block	Map Key Letter	Tax Map #	Address	Occupancy Type	Use Code	Ownership Type	Non-Residential Occupants	# of Parking Spaces	Private	Private Residental	Public
18	GO	039-09-233	123½ S. Locust Street	Residential	RS	Private	n/a	1	0	1	0
18	GP	039-09-020	127 S. Locust Street	Residential	RS	Private	n/a	1	0	1	0
18	GQ	039-09-016	141-143 S. Locust Street	Residential	RS	Private	n/a	6	0	6	0
18	GR	039-09-005, 129	100-116 S. Potomac Street	Government	PV	Private	Washington County Free Library (under construction) 141 Spcs lst	0	0	0	0
18	GS	039-09-004	128 S. Potomac Street	Commercial	PV	Private	Frederick Seibert & Associates	22	22	0	0
18	GT	039-09-218	130 S. Potomac Street	Residential	RS	Private	n/a	10	0	10	0
18	GU	039-09-003	136-138 S. Potomac Street	Residential	RS	Private	n/a	12	0	12	0
18	GV	039-09-034	154-158 S. Potomac Street	Mixed C/R	PV	Private	vacant storefront	4	4	0	0
18		TOTAL						77	39	38	0
19	GW	031-10-001, 002	80 W. Baltimore Street	Government	PV	Public	County offices	100	100	0	0
19		TOTAL						100	100	0	0
		Grand Total						4,135	2,211	426	1,498
							Without Residential Included		60%		40%
							With Residential Included		53.5%	10.3%	36.2%

Sample Anti-Shuffling Ordinances

Ocala, Florida

Sec. 66-66 – Time limits on certain streets.

(a) When signs are erected giving notice thereof, no person shall stop, stand or park a vehicle for longer than the time designated by such signs at any time between those hours so stated by such signs except Sundays and full legal holidays.

(b) The changing of the parked position of a vehicle from one parking space within the same block on either side of the street or roadway shall be deemed one continuous time period as designated by such signs specified in subsection (a) of this section. This subsection (b) shall apply only to the area with the municipal district territory as described in the Charter, article XIII (Downtown Development Commission), section 13.11 (Municipal district territory; district map).

(Code 1961, § 20-30(6); Code 1985, §23-76; Ord. No. 1841, §1, 4-8-86)

St. Petersburg, Florida

Sec. 26-152, - Limitations on parking in the central commercial business area.

(a) It shall be unlawful to park any vehicle between the hours of 8:00 a.m. and 6:00 p.m. on any day, except Saturdays, Sundays and holidays, upon any street in a downtown center zoning district for a period of longer than two hours where signs are officially posted, except as provided in section 26-150; however, the POD is authorized to further limit, restrict or prohibit parking within this area or to increase or decrease the two-hour time period where signs are erected giving notice thereof. The changing of the parked position of a vehicle from one parking space directly to another parking space within the same block on either side of the street or roadway shall be deemed one continuous parking period.

(b) The parking of any vehicle for longer than the legal period of time as posted on official signs shall be unlawful and a violation of this section. No person shall cause, allow, permit or suffer any motor vehicle to be parked beyond the lawful or legal period of time permitted by subsection (a) of this section.

(Code 1973, § 27-84; Code 1992, § 26-152; Ord. No. 587-G, § 1, 4-17-2003; Ord. No. 593-G, § 1, 6-19-2003; Ord. No. 752-G, § 1, 9-15-2005)

Highland Park, Illinois

Revised Parking Ordinance Will Enhance Customer Experience in CBD[1]

On January 10, 2011, the City Council amended the on-street Customer-Only Parking Ordinance with the intention of improving customer parking opportunities with the Central Business District (CBD). Prior to amendment, the Customer-Only Parking Ordinance only restricted employees of the CBD businesses from parking on-street within the CBD while they were performing services and responsibilities as part of their employment. The intent of the Customer-Only Parking Ordinance was to prevent employees from parking on-street within the CBD while they were working and displacing customers who intended to patronize a business. The revised Customer-Only Parking Ordinance now includes five City parking lots, which is intended to increase parking opportunities for patrons of the CBD. As a result of customer-only parking enforcement, some employees of CBD businesses have utilized non-employee designated City parking lots within the CBD in an effort to circumvent employee parking permit requirements and enforcement. Some CBD employees have been observed by business owners, employees, customers and police personnel, "shuffling" vehicles within popular CBD City lots in an effort to avoid timed parking restriction enforcement. In response to ongoing incidents of CBD employees displacing customers from key CBD parking lots, the recent Customer-Only Parking Ordinance Amendment now includes the following City parking lots.

- Second Street South Elm Lot (south of Michael's Chicago Style Red Hots)
- Second Street South Central Lot (nor of Harris Bank)
- Renaissance Place Surface Lots (south and east of Saks Fifth Avenue)

Signage will be posted at each of the aforementioned City parking lots advising of the amended customer-only parking restrictions. Written warnings will be issued for customer-only parking violations from April 1 through April 14, 2011. Citations will then be issued for violations. The Customer-Only Parking Ordinance may be viewed online at ***(see below)***. For more information, please contact Traffic Sergeant Chris O'Neill at (847) 432-7730/coneill@cityhpil.com.

[1] Highlander, City of Highland Park, Illinois Monthly Newsletter published on-line. February 15, 2011.

Sec. 72.015 Parking prohibited in certain places.

(E) CBD On-Street Parking Spaces.

(1) General Restrictions. Between the hours of 9:00 a.m. and 6:00 p.m. on any day (*"CBD Business Parking Hours"*), on-street parking spaces located in the B-5 Central Business District (*"CBD On-Street Parking Spaces"*) and Designated Off-Street Parking Spaces, as defined in Section 72.015(E)(4) of this Chapter, shall be used solely (a) by persons who park in a CBD On-Street Parking Space or in a Designated CBD Off-Street Parking Space for the purposes of patronizing or being a customer of any one or more business premises located within the B-5 Central Business District (*"CBD Business"*), (b) for deliveries of goods or services to or for a CBD Business, (c) by City employees or independent contractors engaged in City business with or related to a CBD Business, or (d) when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic control device.
(**Ord. 03-11, J. 37, p. 17-20, passed 1/10/11**)

(2) Specific Prohibition. During CBD Business Parking Hours, no employee, independent contractor, or other personnel working for or on behalf of a CBD Business (*"CBD Employee"*) shall stop, stand or park a vehicle on any CBD On-Street Parking Space or in any Designated CBD Off-Street Parking Space while performing services or other responsibilities as part of the CBD Employee's work for a CBD Business; provided, however, that this Section 72.015(E)(2) shall not apply to CBD Employees who stop, stand or park a vehicle in any CBD On-Street Parking Space or in any Designated CBD Off-Street Parking Space for the purpose of patronizing or being a customer of a CBD Business other than the CBD Business for which the CBD Employee is an employee or independent contractor, or the CBD Business for which the CBD Employee is otherwise working for or on behalf of.
(**Ord. 03-11, J. 37, p. 17-20, passed 1/10/11**)

(3) Responsible Parties. In addition to the responsibility, pursuant to Section 72.010 of this Code, of the person in whose name a vehicle parked in violation of this Section 72.015(E) is registered, the owner of each CBD Business (*"CBD Employer"*) shall be jointly and severally responsible for any violation of this Section 72.015(E) committed by the CBD Employer's CBD Employee at all times during which the CBD Employee is an employee, independent contractor, or otherwise working for or on behalf of the CBD Employer.
(**Ord. 03-11, J. 37, p. 17-20, passed 1/10/11**)

(4) Designated CBD Off-Street Parking Spaces. For purposes of this Section 72.015(E), "*Designated CBD Off-Street Parking Spaces*" shall mean the off-street parking spaces located within the following City-owned parking lots:
(a) The Second Street South Elm Lot (1865 Second Street); 72-7
(b) The Second Street South Central Lot (1750 Second Street);
(c) The East Renaissance Place Surface Lot (1910 Second Street);
And
(d) The West Renaissance Place Surface Lot (1825 Green Bay Road) (**Ord. 03-11, J. 37, p. 17-20, passed 1/10/11**)

(Ord. 17-92, J. 19, p. 075, passed 5/26/92; Reserved by Ord. 13-99, J. 25, p. 017, passed 1/25/99, Section 72.015 (E) Removed from Reserved/added CBD On-Street Parking Spaces by Ord. 70-05, J. 31, p. 340-342, passed 12/12/05 – Effective February 1, 2006)