



REPURPOSING PARKING SPACES

Pilot curbside space reuse

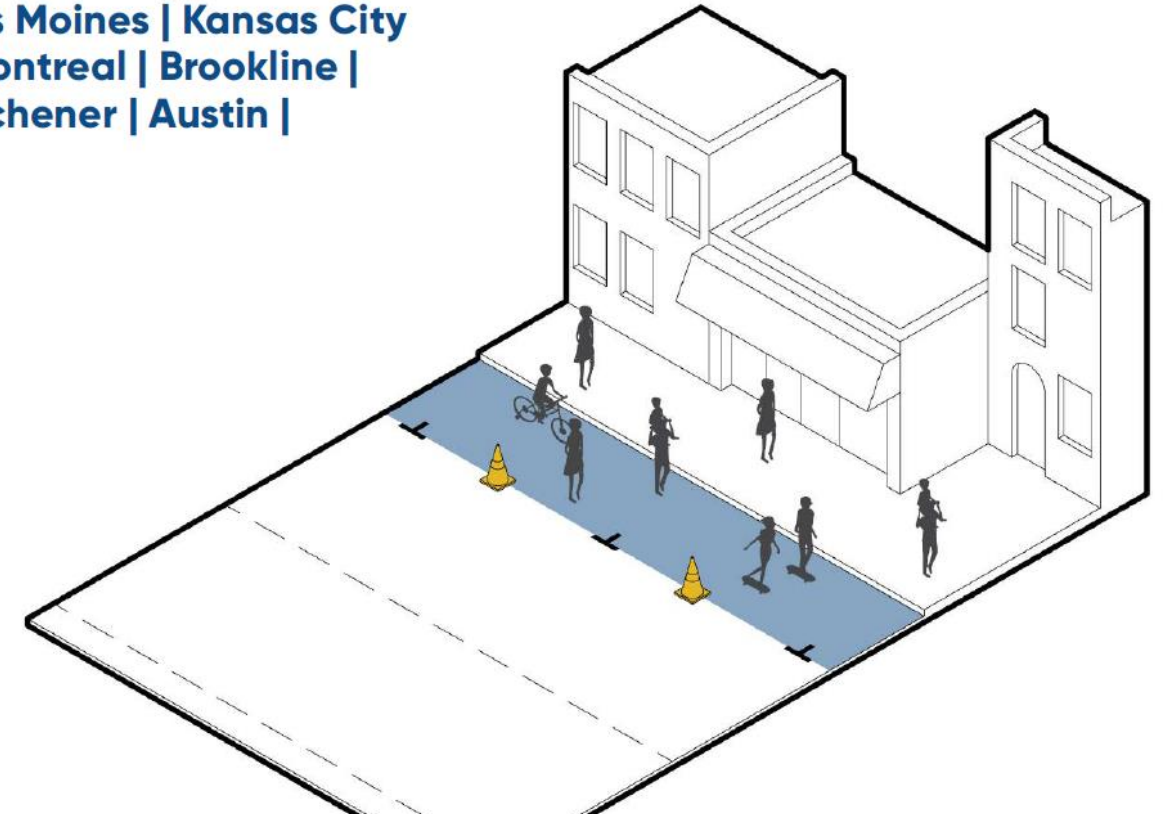
PILOT PARKING SPACE REUSE - BENEFITS

How can this be helpful?

- Given physical distancing needs for pedestrian passing space, customer lines, and increased table spacing, additional “sidewalk” space may be needed.
- Repurposing a parking space may allow Area Associations or businesses to gain expanded space for outdoor dining, retail, customer queuing or sidewalk passing width.

Open Curbs

Des Moines | Kansas City
| Montreal | Brookline |
Kitchener | Austin |



PILOT PARKING SPACE REUSE

Pilot program – what does that mean?

- Temporary program available through October 31st, 2020 to inform a possible 2021 program.
- Monitoring and testing helps us create standards for a formal program in future years.
- Please report your experience to the DDA –share usage, what went well, and what could be improved (photo documentation or written summary).



Examples of more formal programs across the country

PILOT – PARKING SPACE ELIGIBILITY

A parking space must meet the following to be eligible for the pilot:

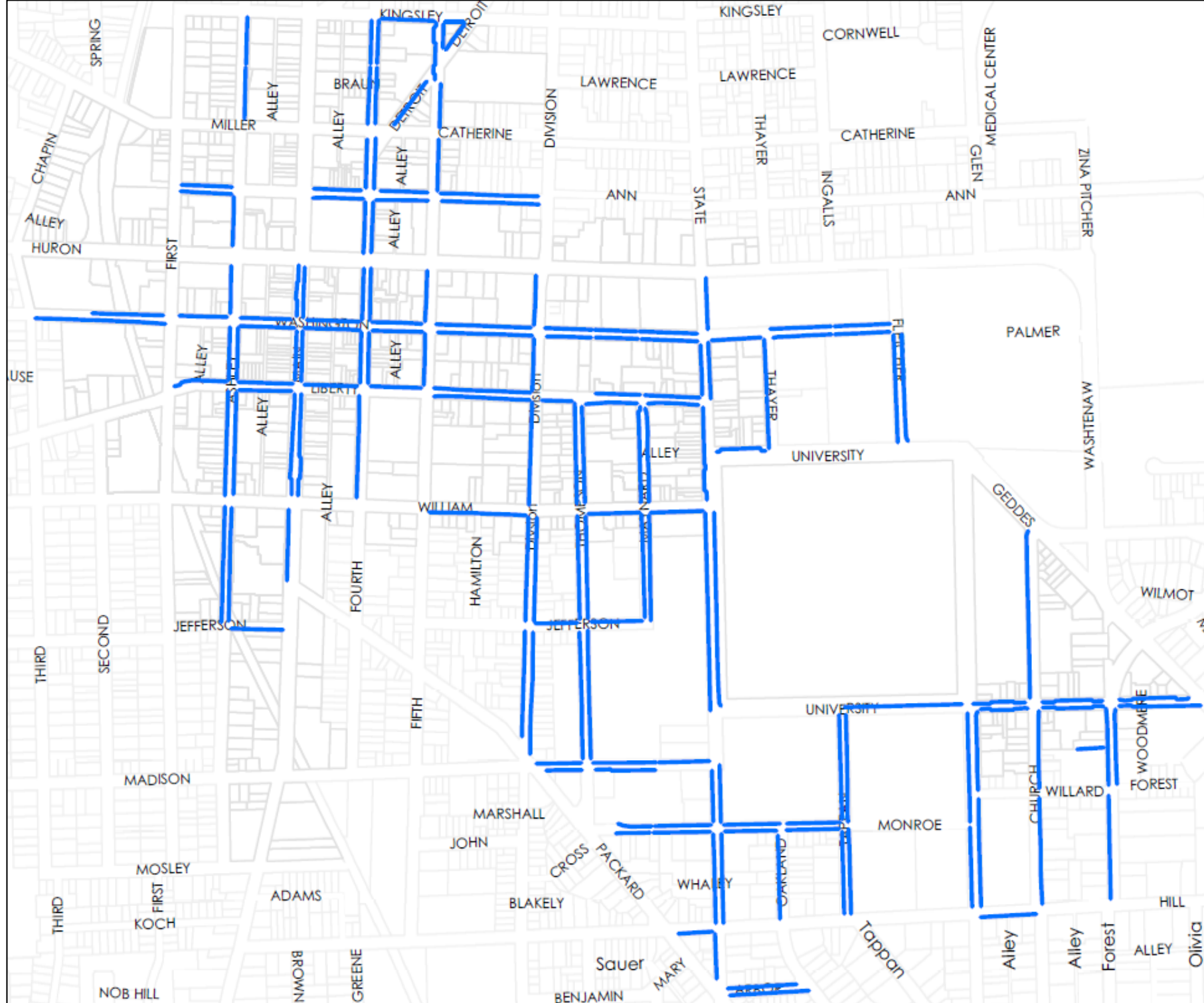
- An existing metered public parking space
- Located on a street posted at 25 mph
- Located on a City-owned street. The DDA and City can not make approvals for an MDOT Street
- On streets without bump-outs: requested parking space must be located at least one parking space away from street corners/intersections.

In addition, the following areas are not eligible for reuse or the pilot program:

- On a block under construction or planned for construction this year
- Locations in front of a fire hydrant or bus stop
- In a handicap accessible parking space

If businesses would like to occupy parking spaces outside of their frontage area, the DDA recommends following the City's sidewalk occupancy permit guidelines for adjacent business permission.

PILOT PARKING SPACE REUSE - ELIGIBLE BLOCKS



PROCESS STEPS

1. Fill out a [meter bag request](#) – the DDA will waive all meter bag fees
2. Submit through your Area Association
 - This is being required to help solve potential request conflicts. If more than one business or non-profit requests a parking space, the DDA will work with the Area Associations and businesses involved to resolve how to meet the stated needs.
 - See [here](#) for area association boundaries
 - If you don't belong to an association or would prefer to submit directly to the DDA, please send to kgraves@a2dda.org and we will coordinate on your behalf.
3. Attach your [sidewalk occupancy permit](#) & insurance
 - If you have already submitted your sidewalk occupancy permit for the year, you need to amend it to include this expanded space. The DDA is paying all sidewalk occupancy permit fees for the 2020 season; the parking space area needs to be insured, but does not need to be included in the fee calculation.
4. Rent grabber cones & place them once your meter bag request and sidewalk occupancy permit is approved
 - Contact for grabber cones: [Poco](mailto:john.clarke@poco.com) (john.clarke.@poco.com)
 - Estimated cost: \$50 per parking space

PILOT - INSTALLATION REQUIREMENTS

Placement within a parking space:

- 42 inch grabber cones must separate the parking space from the street.
 - Cones must be spaced every 10 feet along the parking lane edge. If the parking space will be used to expand your outdoor dining area, you are encouraged to use planters to provide an additional buffer and visual barrier in addition to cones.
- 4 foot buffer from adjacent parking spaces - in cases where there are adjacent parking spaces or loading zones in use, the closed space must have cones or wheel stops.
- 2 foot buffer from outside edge of parking space/grabber cones.
- All materials and furnishings must be two feet from the travel lane. The DDA will chalk the sidewalk walking zone and parking space boundaries upon request.

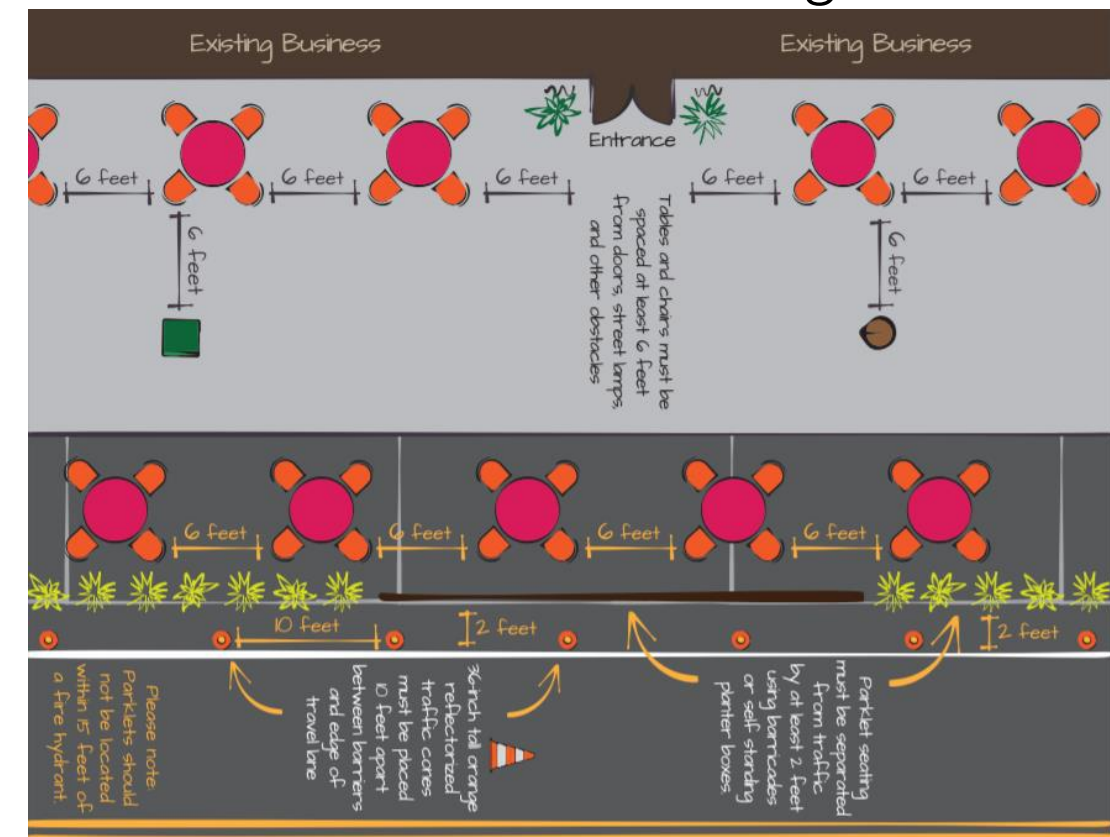


IMAGE FROM LIFT UP LOCAL TAMPA GUIDE

PILOT – INSTALLATION REQUIREMENTS CONT.

Physical elements must be easily removeable and avoid impact to streets, curbs, and utilities. The following is not permitted for this pilot year:

- Built platforms
- Bolting or screwing any elements into the street
- Impeding drainage or inhibiting access to valves, manholes, epark kiosks, or other surface features
- Advertising
- Other damage to streets, utilities, street trees, and City ROW

Please note that this program does not change requirements for County health code, ADA, or State physical distancing and liquor licensing. Those standards remain in place and must continue to be met. Given the reduced on-street parking spaces created by this pilot, we strongly encourage area associations to include accessible parking spaces in their plans. DDA staff will be mindful of this in their review and, if needed, may seek to add additional accessible parking spaces outside of the closed street areas.

PILOT PARKING SPACE REUSE – BUSINESS RESPONSIBILITIES

Insurance:

- [Sidewalk occupancy permit](#) insurance requirements apply.
- Insurance certificate must be amended to name the City of Ann Arbor, Ann Arbor DDA, and Republic Parking as the certificate holder and additional insured party.

Cleaning and maintenance:

- The parking area must be kept clear of debris, grime, and graffiti (the City will not be able to street sweep, so applicant must do so in their own space).
- All furniture must be locked or brought into your building outside of business hours.

End of pilot season removal and reporting:

- Report your experience to the DDA – please share usage, what went well, and what could be improved (photo documentation or written summary).
- Completely remove all furniture, cones, and other elements from the street.
 - The cost of removal and re-installation are the responsibility of the Permittee.
 - The City of Ann Arbor or Ann Arbor DDA may remove property within the parking space if terms of the meter bag agreement or SOC permit are not met (per permit/meter bag agreement).
 - Be prepared to remove all materials and furnishings with minimum notice in case of extreme weather events, emergency public works, or other unexpected events.

PILOT EVALUATION

Things we will monitor for and discuss to inform future requirements:

Safety

- Street speed, location relative to intersections, crosswalks, active parking space or loading zones, and other street features
- Barriers and protection – separation from parking spaces, loading zones, and travel lanes

Maintenance and construction guidelines – materials, flexibility, durability, street maintenance and sweeping

- Platform requirements – ADA access and storm drainage and access from sidewalk
- Appropriate review process – Which departments will review and requirements for submitting and sealing plans
- Fees – what is appropriate for City permits and meter bag fee?
- Utilities – Conflict with access to utilities, stormwater inlets, utility vault covers hydrants, shut-off valves or other utilities
- End of season clean up - Do we need a bond to ensure removal and restoration costs are covered?

Activity and sidewalk width –adjacent uses and sidewalk width

Mobility – conflict with transit, accessible parking spaces or other mobility features

Local support –support from businesses and property owners. Any concerns raised?