



**TO:** Elizabeth A. Pauli, City Manager  
**FROM:** Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer *KDK*  
**SUBJECT:** Request for Administrative Changes to the City of Tacoma Residential Parking Program  
**DATE:** April 2, 2018

Requesting City Manager approval to accept a recommended change that would increase participation of the Residential Parking Program, increase resident votes for proposed Residential Parking Zones, and allow City staff to lead communication and outreach for the Residential Parking Zone Petition processes.

On October 18, 2016, the City Council passed Ordinance No. 28383 amending Chapter 11.05 of the Tacoma Municipal Code (TMC) relating to the Model Traffic Ordinance, granting administrative authority to City staff to establish the procedural requirements and criteria required for creating a Residential Parking Zone (RPZ) and to revise the guidelines and procedures for Tacoma's Residential Parking Program (RPP).

The purpose of amending the RPP was to end misuse of permits and to initiate systematic measures for establishing on-street parking controls in residential zoned areas. The new RPP is still prioritized for residents and their guests during periods of high occupancy, but an added feature is to allow short-term (2-hour) parking for other activities.

City staff has been working with prospective RPP applicants/petitioners to help manage the required processes to establish a RPZ. The Parking Technical Advisory Group (PTAG) provided oversight throughout the process to ensure that the new criteria and application process are meeting expectations and are not overly onerous for the applicant.

Unfortunately, the PTAG and City staff have learned that applicants are struggling to complete the outreach and vote processes to acquire sufficient support to establish a RPZ. After receiving public comments and conducting a diligent examination of the issues, the PTAG is recommending administrative changes to the RPP as proposed for your consideration in Recommendation No. 14 (attached).

If Recommendation No. 14 is approved, the following benefits are anticipated:

- An increase in program participation by extending eligibility to some Mixed-Use zone areas.
- An increase in resident voters for proposed RPZs.
- City staff will assume the lead role in communication and outreach informing residents on parking policies, the RPP, and RPZ petitions, which is currently led by the applicant.

Citizen feedback resulted in the proposed adjustments that staff believes will strengthen the key elements of the program. In addition, the Legal Department provided a review of TMC Chapter 11.05, Ordinance No. 28383, and the proposal for administrative changes to the RPP, and concluded this proposal does not require amending Chapter 11.05 or reconsideration by the City Council.

**Staff Recommendation:**

Staff recommends approval of the proposed changes by PTAG Recommendation No. 14, and is prepared to meet with you to discuss this proposal, if desired.

Attachment



## RECOMMENDATION NUMBER 14

### MEMORANDUM

Date: March 14, 2018

To: Ms. Elizabeth Pauli, City Manager

From: Parking Technical Advisory Group, Co-Chairs  
-Steph Farber  
-Joe Loran  
-Judi Hyman

Re: Parking System Management Recommendation Number 14

Dear Ms. Pauli,

The Parking Technical Advisory Group [PTAG] continues to meet regularly to provide guidance for the City's parking system. Each PTAG meeting has a public comment period to ensure that Tacoma citizens and users of the parking system have a process to share their opinions/concerns. The City's parking system functions as a dynamic structure and PTAG's guidance is based on "best" business practices, a focus on maximizing the use of its inventory, and a view to evolving as needed.

As a reminder, in mid-2015 the PTAG was invited to review the City's existing Residential Parking Program (RPP). Its review combined with an extensive public outreach process culminated in a PTAG recommendation to revise the existing RPP. The PTAG worked with City staff to draft a new RPP for public distribution and comments. The result was a revised RPP that was consistent with PTAG's parking principles in residential areas. The Tacoma City Council approved the new RPP in the fall 2016 and staff began its deployment later that year.

The PTAG regularly monitored the new RPP to help ensure that the new criteria for establishing a zone and the petitioner application process are consistent with its expectations and not overly burdensome.

The information collected by City staff and reported by RPP petitioners indicated that the new procedure to establish a Residential Parking Zone (RPZ) was difficult and it affirmed that changes would help to improve its deployment. In its review, the PTAG considered a number changes and it requests your consideration and approval of the following recommendations:

1. **Change the required approval threshold for establishing a Restricted Parking Zone (RPZ) from 60% of all eligible residential units to a minimum of 60% of the residential property**



owners. This recommendation holds that residential property owners would be more vested than tenants in the long-term impacts on their properties and occupants, and therefore more inclined to participate in a proposal for an RPZ. The change would be implemented using tax assessor data to establish a one vote per parcel rather than the current one vote per unit or address.

2. **The City's Parking Services staff will take the lead on communicating and outreach for the RPZ Petition processes.** The existing process was too burdensome for many petitioners and the PTAG felt that City staff should take the lead on conveying both the RPP and city parking policies. This change is expected to create consistent messaging and direct resources to appropriately notify neighborhoods with active petitions.
3. **Extend the Residential Parking Program to some Mixed-Use zoning areas.** The extension of RPZ's into some Mixed-Use areas will help to balance the need for short-term parking demand and the limited on-street supply in these mostly residential neighborhoods. Specifically, the PTAG recommends allowing a petition for a RPP when the following conditions are verified by City staff:
  - The street level activity is exclusively residential (with an exception of a Designated Pedestrian Streets as defined by TMC 13.06.300.C)
  - The primary street frontage of the property has a minimum width of 110 feet.
  - The proposal must encompass the approval of at least two independent property owners

Respectfully submitted by;

Steph Farber, Co-Chair

Handwritten signature of Steph Farber in blue ink over a horizontal line.

3/15/18  
Date

Judi Hyman, Co-Chair

Handwritten signature of Judi Hyman in blue ink over a horizontal line.

3.21.18  
Date

Joe Loran, Co-Chair

Handwritten signature of Joe Loran in blue ink over a horizontal line.

3/20/18  
Date

Approved as presented or amended by:

Handwritten signature of Elizabeth Pauli in blue ink over a horizontal line.

Elizabeth Pauli, City Manager, City of Tacoma

4/5/18  
Date