



## Memo

**Date:** July 15, 2021  
**To:** Honorable Mayor Armitage; City Council  
**From:** Erin LaPere, City Manager  
**Re:** Overnight parking permits for public lots downtown

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The City has received correspondence from a number of downtown business owners regarding their concerns about the cost of parking permits for overnight parking in the downtown public lots. The City requires a permit for those residents who live in downtown businesses that do not have private parking available to be able to park in designated areas within the public lots.

Overnight parking in downtown city lots is controlled by permits to benefit the downtown residents and the general public as well as to aide in parking lot maintenance. Residents who live in apartments above the businesses are required to get a \$30 parking permit from the police department, which is good for 6 months, twice a year (May-October and November-April). There are designated spots in these lots that are for permit-only for these residents. The reason for designated spots has to do with a more convenient location for the residents to park and for snow plowing and removal during the winter months by the DPW. If this is not done this way, plowing and removal become a bigger problem with having to maneuver the plow trucks around parked vehicles. Downtown business owners often complain about both the availability of customer parking and parking lot snow removal if it is not done quickly and effectively.

Most decisions regarding parking lots have been done with those two goals in mind - maximizing available spots and effectiveness of snow removal. If the number of permits is drastically increased to accommodate property owners and/or business owners, in addition to downtown residents the number of reserved spaces will also have to be increased. This will correspondingly reduce the area of each parking lot that is available to the general public. Additionally, this reduces the area that could be cleared of snow, as well as reduce the area in the lots where snow can be temporarily piled. If the permit system is eliminated and overnight parking permitted the lots would be impossible to clear of snow in the winter.

Prior to the permit system (before 2005) overnight parking in the downtown lots was prohibited. The community identified a need for overnight parking for residents who live above storefronts that do not have sufficient parking on private property adjacent to the building. At that time, residents made complaints about people parking in the spots closest to the buildings thus taking up spots (i.e., bars) and forcing them to park all over the place.

The police department is responsible for the enforcement of the designated parking areas, as well as parking overnight in city lots. Vehicles without a permit in the designated spots or anywhere else in the

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lot are subject to an overnight parking citation of \$10. The Police Department does grant permission to park, at their discretion, in certain circumstances. However, if there is going to be snowfall or something else going on that may impact parking in the lots, they will not grant it.

In order to properly administer the parking permit program, there are costs to the city that are offset by the semi-annual fees charged. The permits themselves cost money to purchase and distribute, there is costs for staff time to notify residents of permit requirements, process applications, and for the enforcement of the parking rules. Administration believes the parking permit fee is reasonable and appropriate for income producing commercial properties, and notes that other property owners including landlords in the City are required to provide parking for residents and, in the case of tenants, usually some arrangement for snow removal for which they incur an expense. Therefore, administration recommends maintaining the current process and fee schedule for the overnight parking permits.

To whom it may concern,

We would like to request for you to add to your agenda for the upcoming meeting the issue of building/business owners having to obtain permits to park overnight behind their buildings. We as building and business owners feel it is not right to have to purchase permits every six months to park in a parking lot that our tax dollars pay for. We are all constantly putting money into our buildings and businesses to better this town/community, not to mention the high amount of tax dollars that we have to pay on a yearly basis and we would like you to consider not charging the building/business owners to park at our building/business/residence.

Sincerely,

John & Angela Forte

Candice Cleveland

Richard TURIZIN

Mark Schroeder

Mitch Turner

Lindsay Potter

Haley Vanellstett



Armand Pellegrino

Matt DeLecuw

Brian Demosser




Candice Cleveland  
Collin Garn



MITCH TURNER



Terry Davis  
Terry Davis



Erica Lima  
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Pat McNett

Mark Cochran  
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Leann Owe