



REDMOND PLANNING COMMISSION

Roy Captain, Chair | Sherri Nichols, Vice-Chair
Judy East | Aaron Knopf | Vidyanand Rajpathak
Denni Shefrin | Aparna Varadharajan

Meeting Summary Minutes

Wednesday, February 26, 2020 – 7:00 p.m.

City Hall, 15670 NE 85th Street

Redmond, Washington 98073

Planning Commissioners in Attendance: Chair, Roy Captain; Vice-Chair Sherri Nichols; Judy East; Aparna Varadharajan; Aaron Knopf; and Vidyanand Rajpathak.

Excused: Denni Shefrin

Staff in Attendance: Beverly Mesa-Zendt, Planning Manager; Beckye Frey, Planning Commission Liaison; Caroline Chapman, Transportation Demand Management Program Administrator

1. **Call to Order** – 7:00 p.m.

2. **Approval of the Agenda** - approved by unanimous vote.

3. **Approval of Minutes**

Summary Minutes for [January 22, 2020](#) – approved as amended by unanimous vote.

Summary Minutes for [February 5, 2020](#) – approved by unanimous vote.

4. **Items from the Audience**

There were no items from the audience.

5. **Briefing, Downtown Parking Management Strategic Plan.** Review of Existing Conditions report and discussion of potential strategies.

[Memo, 2020 Existing Conditions Report](#)

Caroline Chapman, Transportation Demand Management Program Administrator, shared the history of the Downtown parking study (begun in 2017). In 2018 a consultant was hired for this project. In 2019 a public questionnaire was conducted, parking data collected, and the Existing Conditions report was drafted. The two project goals are:

1. Maximize safe and efficient management of parking resources in Downtown, and

2. Develop strategies that support a vibrant Downtown for all users which recognize current conditions and support a sustainable transition into a compact multi-modal urban center.

Ms. Chapman shared the methodology of the existing conditions study, which included parking counts and a questionnaire, and key findings.

Key Findings

- Approximately 13,000 parking spaces in Downtown.

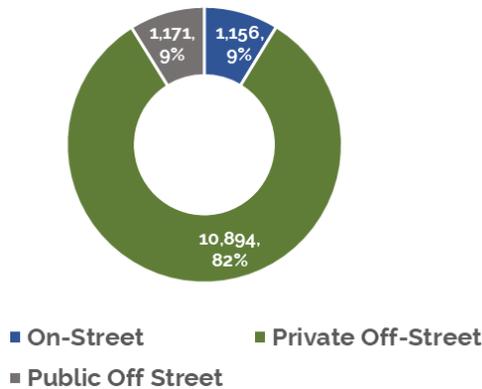


Figure 7. On-Street vs. Off-Street Parking (Rick Williams Consulting, 2019)

- Capacity exists, but demand and constraint varies by area and by time of day (some areas have >85% occupancy).
- Current conditions and anticipated changes call for new management strategies.
- Parking is the largest use of land in Downtown Redmond (42% of land).
- Most off-street parking is private parking, 90%

Preliminary Strategies

Strategies grouped into Goal Areas:

1. Prioritize customer and visitor access for on-street parking.
2. Improve management of City-owned facilities.
3. Improve management of community parking facilities.
4. Adopt policies & regulations that enhance efficiency of on- and off-street parking resources.
5. Facilitation more effective use of private parking facilities.

Commissioner Discussion/Questions

- Commissioner Knopf asked about the functionality of the StoryMap. Ms. Chapman explained the interactive features that are being incorporated.
- Vice-Chair Nichols asked about the amount of ADA accessible parking (19 stalls) and if that is sufficient or in the right locations, meeting the need. Ms. Chapman did indicate that those with an ADA placard can park in any of the non-handicapped signed spaces and are not subject to the time limits, if any. There is a group looking at the ADA spaces

adequacy, location, and spacing. Ms. Chapman will connect with that group and get an update and circle back to the Planning Commission at a later meeting.

- Chair Captain expressed concerns about construction parking, in particular with parking for the construction workers and addressing management strategies for that (shuttles, etc.). He also express concerns about making sure there is adequate parking for Downtown residents, parking in the evenings, and lots that are not available for general parking even if the business is closed, difficult signage for parking, violation rates are high but the fines are too low, desire to utilize parking meters, and more.
- Commissioner Varadharajan expressed concern that 42% of land Downtown being used for parking, and looking at options for consolidating lots, multi-level structures, parking free zones, etc. to allow for Downtown to be a vibrant location. She also asked if the City was looking at permeable pavement or other low-impact requirements for parking.
- Commission East asked how 42% compares to other locations. Ms. Chapman mentioned 42% is high but that Seattle and Olympia have a similar percentages and that the consultants were not surprised by that number for Redmond.
- Commissioner Knopf asked if there is data to show if that has changed over time. Ms. Chapman indicated that she will look at previous studies to see if they can make that determination and will follow up with the Commissioners on that answer.
- Vice-Chair Nichols asked about the cost for parking spaces. Chair Captain pulled up an online source that shows the Puget Sound area is typically \$100,000 for parking space.
- Vice-Chair Nichols expressed concerns that our commuter spaces fill up early, which limits the ability of non-commuters to use transit, and the need to ensure that we manage non-commuter access, especially as light rail comes to Redmond. Ms. Chapman mentioned that this is a known issue, and even impacts commuters who work a slightly different schedule.
- Commissioner Rajpathak asked what the City's role in managing parking. Ms. Chapman explained that the City manages the on-street parking and the three City lots. That is one of the questions being addressed in this study, asking if the City should take on an increased role in managing non-City resources and how involved we want to get in managing these resources. Ms. Mesa-Zendt mentioned that the City also provides a key role in setting parking requirements, and that the conversation about parking requirements is coming up in a number of different teams and projects, especially with high water table and affordable housing, etc.
- Commissioner Knopf pointed out that Old Town might be the most challenged in the evenings, but the most under-utilized during the day, and asked what technology solutions are being considered.
- Chair Captain pointed out that many in the community have gotten used to parking where they are going, and not having to walk a block, and how we need to change the culture.

Preliminary Strategies – Ms. Chapman reviewed and the commissioners discussed the preliminary strategies to be explored in the next phase of this project.

1. Prioritize customer and visitor access for on-street parking.
 - Modify time limits, days/hours and level of enforcement.
 - Prioritize enforcement objectives of on-street parking and evaluate opportunities to improve parking regulations.
 - Phase out permit program for long term on-street parking.
 - Consider market rate paid parking.
 - Explore the creation of Downtown Parking Zones.
2. Improve management of City-owned facilities.
 - Allow parking in City-owned facilities on nights and weekends and for events.
 - Offer monthly parking permits for use at City-owned facilities for commuter and Downtown employees.
3. Improve management of community parking facilities.
 - Allow on-street permits to lower demand areas.
 - Phase in time restrictions for all on-street parking locations.
 - Implement parking management at commuter facilities.
 - Consider phasing-out commuter parking in the Downtown.
4. Adopt policies & regulations that enhance efficiency of on- and off-street parking resources.
 - Enhance enforcement & regulation around construction parking plans.
 - Evaluate City parking regulations for new developments.
 - Develop metrics to monitor curb lane use & adapt priorities as conditions in Downtown change.
 - Develop new policies regarding curb lane management to establish priorities for curb lane use based on the surrounding context and feasibility of alternative on-street parking options.
5. Facilitation more effective use of private parking facilities.
 - Branding, wayfinding and marketing for the shared parking system.
 - City facilitated shared parking program.
 - Assist with the implementation of technology-based parking management tools.

Commissioner Discussion/Questions

- Vice-Chair Nichols asked about the parking permit program for long-term on-street parking. Ms. Chapman explained that the program is for only high-demand streets at this time, and have a cap on the number of permits that can be issued each month.
- Vice-Chair Nichols mentioned that the Marriott Hotel appears to be a park-n-ride lot where some businesses have a shuttle to pick up at the hotel, and asked if there are other similar arrangements elsewhere. Ms. Chapman mentioned that Overlake Church has a similar arrangement, where they sell spaces to local businesses that send a shuttle for pick-up and drop-off. There are some businesses that use the City lots, but both King County and Sound Transit do not allow private shuttles to and from their lots.

- Commissioner East asked if there are a lot of 2-hr spaces that are being used for overnight parking. Ms. Chapman confirmed that was one of the conditions that was noted in the Existing Conditions study.
- Chair Captain expressed concerns about on-street design issues along Cleveland Street and parking fees and asked about the composition of the Advisory Committee. Ms. Chapman mentioned that the group was very diverse, and the list of participants is in the Existing Conditions report. Ms. Mesa-Zendt did mention that the outreach to come will also expand the groups that will be targeted to additional groups, businesses, employees, etc., to ensure that we get a complete representative input.
- Ms. East pointed out that she lives outside of Downtown, but frequently comes to Downtown for business, restaurants, etc. Ms. Chapman and Ms. Mesa-Zendt explained that some of the outreach tools will also capture that group as well – through business outreach to customers and also through a community survey on LetsConnect.
- Chair Captain mentioned that employees of Downtown businesses, especially the baristas, hair dressers, etc., that cannot afford the monthly parking fees, etc., and asked that we consider ways to help those employees that have limited financial resources. Ms. Chapman mentioned that one of the ideas under consideration might be looking at offering permits to the businesses for employees in the City parking garage to utilize the excess capacity or finding a spot just outside Downtown that can be utilized for employee parking.
- Vice-Chair Nichols mentioned that curb space is a limited resource, and the City does have a Complete Street ordinance and need to keep that in mind as well – that streets are supposed to support all modes of transportation. She also mentioned that there are a lot of private off-street spaces that are vacant at night and do not allow for parking when those businesses are closed, and more and more lots are putting up signs warning about walk-offs. Ms. Chapman agreed that the on-street spaces are a small percentage of spaces, and the off-street spaces are where there are more opportunities. Commissioner East pointed out that there is an issue with insurance as well, so there are no simple solutions.
- Chair Captain provided an example that there is a lot in Downtown that is utilized by three different businesses, which is proof that it can happen.
- Commissioner Varadharajan asked about if the City could consider putting together an app that helps people find spaces and allow business to join in and share their data. Commissioner Knopf expressed support for approach, and how that consistency could help address the confusion issues.

Next Steps

In 2020, the project will continue to obtain community feedback to help refine potential strategies, including a StoryMap and interaction on LetsConnect, as well as going to businesses and talking to commuters, conducting a walking tour, etc. Staff will be going back to Council in May to share the community feedback on the refined strategies, and will return to the Planning Commission for an update. Staff anticipates that an implementation plan will be reviewed by the Council in the 3rd

Quarter of this year.

Ms. Chapman will follow up with this meeting by sending out the Appendix to the Report.

[Caroline Chapman](#), Program Administrator

425-556-2442

6. Staff Updates and Scheduling

Upcoming Annual Planning Commission Meeting – Tentatively March 25
Upcoming Annual Docket review

7. Commissioner News and Resources

The Commissioners discussed adding to all future agendas an opportunity for the Commissioners to share news and resources that they find helpful to better understand the topics that they tackle as a commission (training resources, reports, etc.). The Commissioners will be respectful of the time and allow that some meetings may not allow for this, but that having it as a standing agenda item is helpful.

8. Communication with Staff & Preparation for Upcoming Annual Meeting

Discussion of what items the Commissioners would like to have staff prepare for the Annual meeting, with the following ideas generated:

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9. Adjourn – 8:28 p.m.

Unless otherwise noted, the Redmond Planning Commission meetings begin at 7:00 p.m. in City Council Chambers 1st Floor, Redmond City Hall, 15670 NE 85th Street in Redmond. **Agendas and Minutes** are available on the City's website: www.redmond.gov/planningcommission.

Meetings are wheelchair accessible. For hearing assistance, personal public-address system receivers are available upon request (please request one week prior to the meeting). If you require other reasonable accommodations, please notify Planning and Community Development one week prior to the meeting at (425) 556-2421 or via TDD at (425) 556-2909.

Meetings are cablecast live on RCTV (21 Comcast / 34 Frontier) and streamed live at: www.redmond.gov/RCTV. Meetings are posted for OnDemand web viewing within 24 hours at www.redmond.gov/RCTV. Replays are shown on Thursday 10 a.m. and 4 p.m.; Sunday 1 a.m. and 3 p.m.

The Planning Commission can be reached by email at planningcommission@redmond.gov, by phone via the message line at (425) 556-2481, by fax at (425) 556-4242, or by mail at: City of Redmond, Planning Commission, Department of Planning and Community Development, Mail Stop 4SPL, P.O. Box 97010, Redmond, WA 98073-9710. For more information on agenda items, please contact the staff person(s) listed for each topic or the **Planning Commission Liaison Beckye Frey, at (425) 556-2750 or bfrey@redmond.gov**.