



PLANNING AND DEVELOPMENT

200 3rd Street North
Fargo, North Dakota

INTERSTATE PARKING

401 3rd Avenue North
Fargo, North Dakota

MEMORANDUM

TO: Parking Commission Members

FROM: Fargo Planning (Derrick LaPoint) & Interstate Parking (Andy Renfrew)

DATE: October 24, 2017

RE: Thursday, November 2 Parking Commission Retreat Agenda

Parking Commission Mission Statement

Manage, provide, promote and maintain safe, convenient, accessible, attractive and reasonably priced parking facilities that will meet the need of downtown businesses, employers, residents, students, and visitors.

Visit www.fargoparking.com for additional Downtown Fargo parking information.

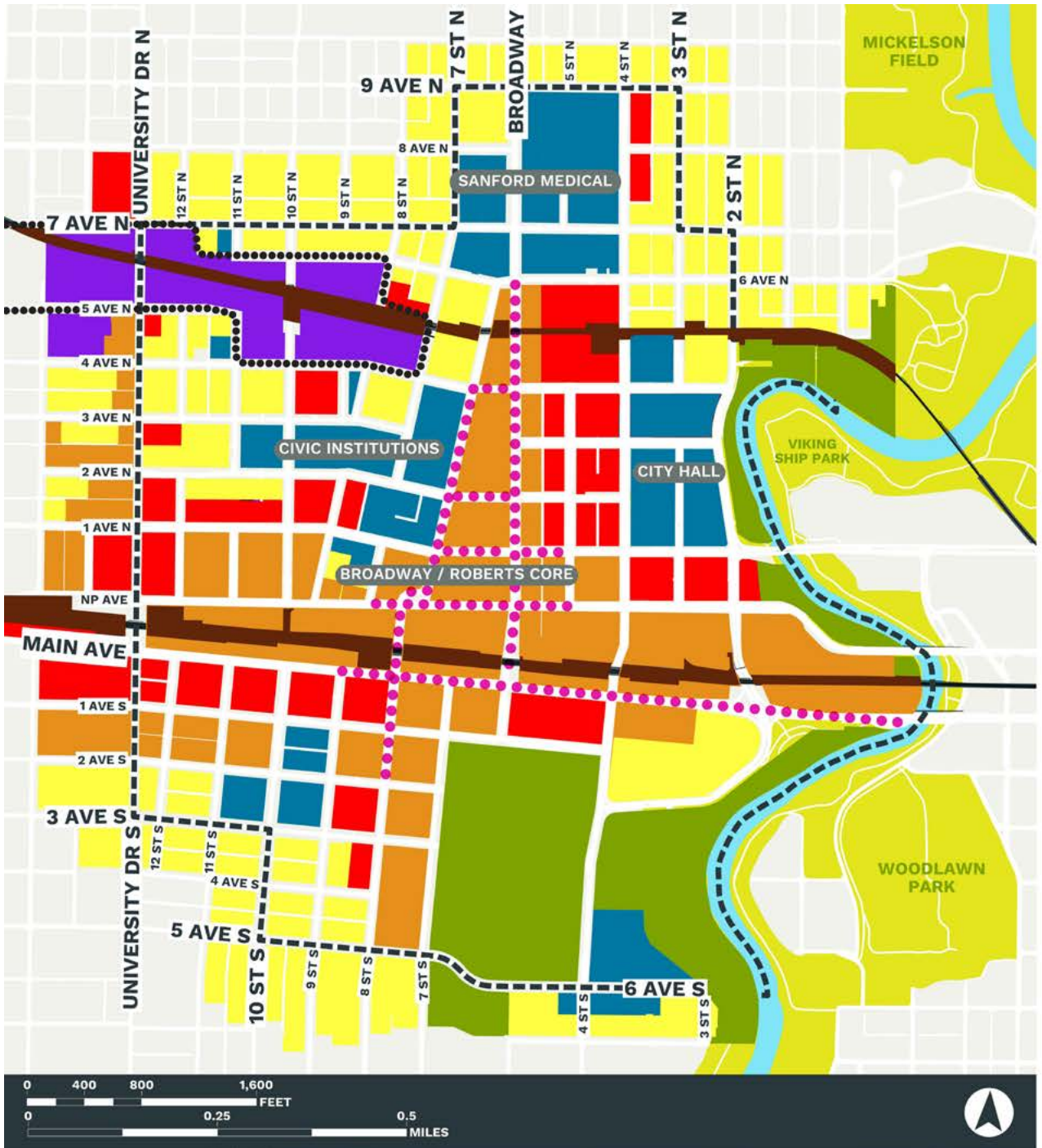
**PARKING COMMISSION
Thursday, November 2, 2017, 9:00 a.m.
Warner and Company Insurance – 318 Broadway
AGENDA**

1. Roles and Responsibilities
2. Report of Off-Street Facilities
 - a. Occupancy
 - b. Parking Rates
 - c. Capital Needs
3. On-Street Parking Data
4. Downtown Master Plan Recommendations and Discussion (Attachment 1)
5. Marketing Strategy for Downtown Parking
6. Parking Financial Information
7. Future Parking Plans
8. Business Items
 - a. Minutes – Meeting of September 28, 2017 (Attachment 2)
 - b. Roberts Commons – Protection Fence
 - c. Roberts Commons – Pet Relief Area

Parking Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.FargoND.gov/streaming. They are rebroadcast each Wednesday at 8:00 p.m., Friday at 9:00 a.m., and Sunday at 7:00 p.m.

People with disabilities who plan to attend the meeting and need special accommodations should call the Planning Office at 241-1474 or TDD at 241-8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo Web site at www.FargoND.gov/parking.



The recommended future land use map illustrates the Downtown InFocus approach. There are a lot of areas designated as “mixed-use,” however, only some of them are appropriate for encouraging new retail. These areas are identified with pink dotted lines and include Broadway, Main, and portions of 8th Street, 1st Avenue, NP Avenue, Roberts Street, 2nd, and 4th Streets. The areas not designated for retail should focus on first floor commercial office or workspace for local businesses, startups, and other activities. It should be noted that this map does not exclude some retail from streets not designated as “retail” streets. A destination restaurant or café for instance integrated into the Mid-America Steel site is completely appropriate. The idea is to encourage the majority of retail in areas where retail presence supports other retailers and creates a cohesive experience.

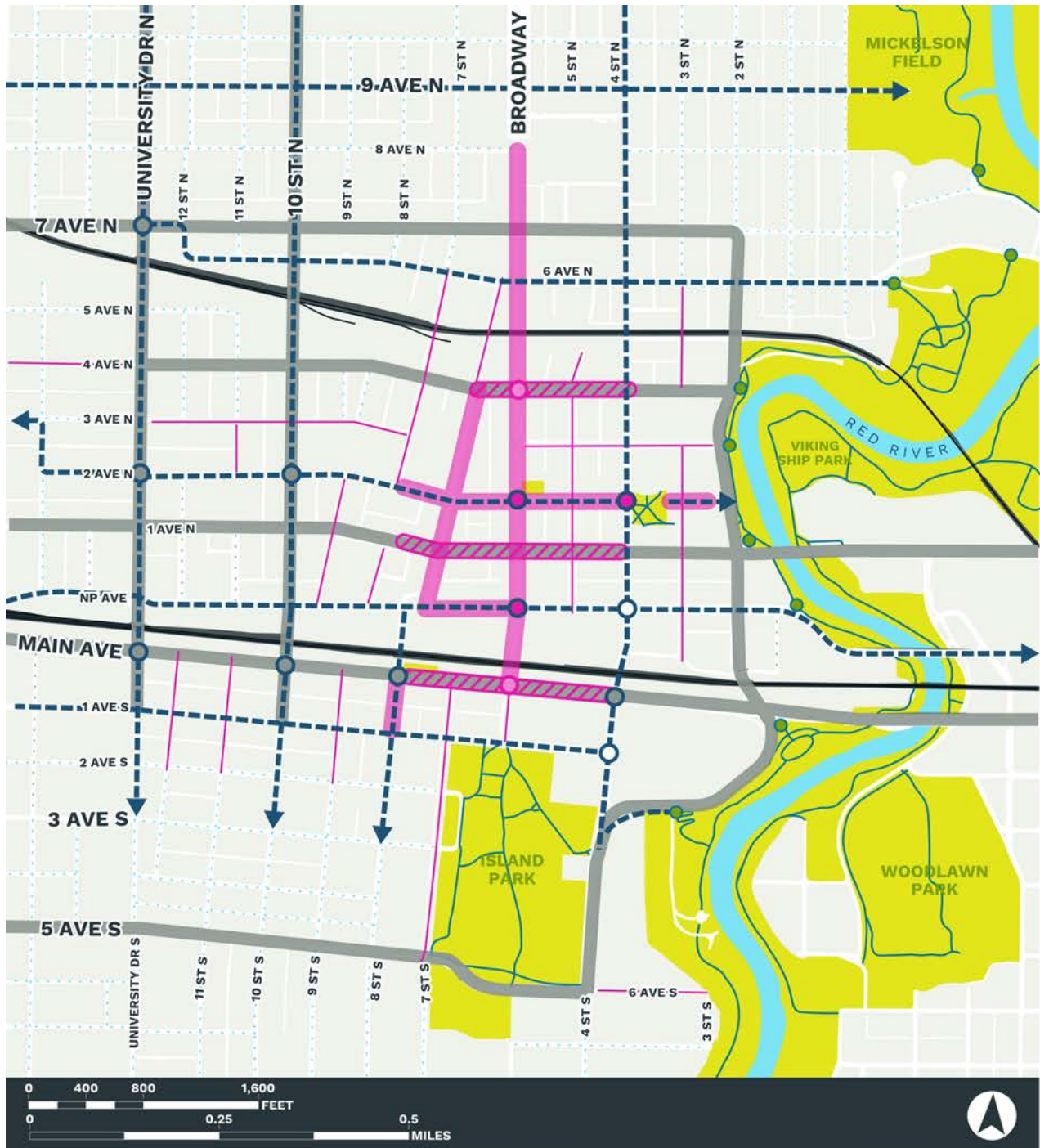
Future Land Use

Source: Interface Studio

- RETAIL FOCUS
- INDUSTRIAL PRESERVATION
- RESIDENTIAL
- COMMERCIAL
- MIXED-USE
- INDUSTRIAL
- PARKS & RECREATION
- PUBLIC & INSTITUTIONAL
- UTILITY & OTHER
- RAIL
- OPEN SPACE
- DOWNTOWN FOCUS AREA

DRAFT

FIGURE 14: Future Land Use Map



Proposed Street Network

Source: Sam Schwartz

- EXISTING OFF-STREET TRAILS
- PEDESTRIAN ENHANCEMENT FOCUS
- VEHICLE FLOW FOCUS
- BICYCLE CONNECTION
- INTERSECTION ENHANCEMENT
- LOCAL / FLEX STREETS
- NEIGHBORHOOD CHARACTER SLOW STREETS
- INTERSECTION ENHANCEMENT
- EXISTING TRAILHEADS

FIGURE 24: Proposed Street Network

AN IMPLEMENTATION TIMELINE

Prioritize projects for a phased implementation

The following represent those catalytic projects or programs recommended for priority implementation. *Downtown InFocus* identifies early action items across the major goal areas of this plan, but it is important to note that some of the plan's strategies will only be accomplished over a longer timeframe (up to 10 years). The implementation matrix on the following pages includes necessary actions and potential funding sources for each recommendation. Agencies and organizations that should be responsible for leading implementation are also identified. Priority projects include:

Grow as a Neighborhood

- > Enable the construction of multi-family or townhouse developments for recent grads, young couples, and empty nesters as well as flats for seniors looking to age in place by re-zoning the edges of Downtown
- > Allow for smaller units in targeted areas
- > Develop form-based requirements that guide the placement of buildings, parking and other key design considerations for Downtown
- > Redevelop the Mid-America Steel site
- > Expand Capital Sources to Support Single Family Rehab and Revitalization
- > Bring back the scattered-site TIF program to encourage rehabilitation of existing housing or infill new housing at affordable pricing
- > Use City-owned land to encourage the inclusion of affordable housing and affordable workspace in private development
- > Support efforts of neighbors and businesses to clamp down on nuisance activity

Prosper as a Business Center

- > Collect and track pedestrian counts.
- > Conduct quarterly meet-ups of retailers.
- > Encourage new retail on blocks close to Broadway to expand the Downtown shopping and dining experience by linking activity on

- Broadway with activity on Man and in SOMA
- > Link incentives for new development to efforts supporting entrepreneurial activity
- > Focus on signage, lighting and safety programs

Thrive as a Destination

- > Encourage outdoor dining, food trucks, and pop-up uses to activate Downtown streets and support local businesses.
- > Advocate for changes at the State to change existing laws around liquor sales and outdoor dining.
- > Reclaim select planted areas (on Broadway) for active programming and use
- > Design additional sidewalk bump-outs (on Broadway) to create more public space, usable in all seasons
- > Relieve pressure on Broadway by permitting unscheduled programming in other designated areas

Be a Model for Inclusive Growth and Development

- > Expand Homelessness 101 trainings and build awareness of the Downtown service network
- > Develop a day center close to other services
- > Help a Housing First approach take root in Downtown

Complete Our Streets

- > Develop the Fargo Street Playbook
- > Improve pedestrian safety throughout Downtown
- > Ensure safe, connected spaces for bicycles
- > Increase the visibility and improve the quality of bus stops
- > Increase year over year programmatic and financial commitment to the bike share program to ensure its longevity

Park Smart

- > Change parking rates, time restrictions, and penalties according to how close to the core you are

- > Align supply with demand by looking at parking utilization system wide
- > Continue to lobby the State to eliminate the ban on metered parking
- > Bring parking meters to Downtown, where collected revenue could be used for streetscape improvements, improved signage, or to improve parking lots
- > Adopt strategies to increase turnover for high-demand spaces
- > Develop clearer wayfinding to help drivers find available parking to reduce the number of people circling for spots
- > Extend enforcement of on-street parking to 9pm to ensure that turnover continues into the evening, allowing more people to come, park, dine, and enjoy Downtown
- > Educate employers on the issues associated with paying for employee parking; encourage employers to offer transportation options outside of free parking
- > Establish parking maximums in the core Downtown area that allow for a more dense, walkable environment. Maintain parking minimums outside of the study area

Play with Purpose

- > Stitch together alleys, small parks, the Block 9 Plaza, City Hall Plaza, and the River
- > Focus on programming for families with children and students under 21
- > Develop more all-weather venues and events like Frostival
- > Design spaces on both sides of the flood wall to help people navigate the barrier
- > Create a new, actively programmed City Hall Plaza and pursue a bridge aligned with 2nd Avenue
- > Design a river park on the Mid-America Steel site
- > Fill gaps in a multi-use trail on both sides of the River, and connect to regional trails associated with the Diversion
- > Retain rainwater on-street, and increase the green in Downtown

**BOARD OF PARKING COMMISSIONERS
MINUTES**

Regular Meeting:

Thursday:

September 28, 2017:

The Regular Meeting of the Board of Parking Commissioners of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 9:00 o'clock a.m., Thursday, September 28, 2017.

The Parking Commissioners present or absent were as follows:

Present: Margie Bailly, Brian Hayer, Randy Thorson, Jay Krabbenhoft

Absent: Chair Mike Williams

Also Present: Commissioner Dave Piepkorn

Acting Chairperson Bailly called the meeting to order.

Item 1: Approve Order of Agenda

No action was taken by the Board.

Item 2: Minutes: Regular Meeting of August 31, 2017

Member Thorson moved the minutes of the August 31, 2017 Parking Commission meeting be approved. Second by Member Hayer. All Members present voted aye and the motion was declared carried.

Item 3: Interstate Report/Financial Data

Andy Renfrew, Interstate Parking (IP), presented the August financial and operations report. He reported staff has contacted the individuals on the waitlist for parking in the GTC Garage and Roberts Commons (RoCo) Garage, but there is still a waitlist for the parking lots at 3rd Street, 4th Street, and the Civic Center Ramp.

Mr. Renfrew reported the connection between the Civic Center Ramp and RoCo Garage to their call center is complete, enabling parkers to contact staff 24/7 if there are questions or issues. He added this connection also provided the data for the newly created Occupancy Report staff submitted to the Board today.

Planning Director Jim Gilmour shared a handout focusing on the RoCo Garage parking data provided in IP's reports, which will guide staff if/when additional parking spaces at this ramp can be made available.

Item 4: Residential Parking in the Roberts Commons Garage – Kilbourne Group: APPROVED

General Manager Mike Allmendinger and Project Manager Mike Zimney, Kilbourne Group submitted a handout to the Board outlining the four phases of proposed developments adjacent to, and including the Roberts Commons (RoCo) Garage. He stated they are here today to discuss the parking needs they project will be needed in the RoCo Garage for the proposed total of 240 apartment units planned in these developments. He briefly reviewed each project, recapped the original Request for Proposals (RFP) and the 72 reserved parking spaces already approved, and requested an additional 100 parking spaces to be priority but not guaranteed on the RoCo Garage waitlist, totaling 172 parking spaces.

Board discussion ensued concerning the City's ordinance requirements on the number of parking spaces per apartment unit; staffs review of how effective these requirements are for the different zoning districts City-wide and updating code to fit the existing needs and trends; the current DMU, Downtown Mixed-Use zoning district does not have a parking requirement; utilizing the information provided to staff by the newly implemented automation systems; and why this request needs approval today for the projects to proceed.

Commissioner Piepkorn present.

Member Hayer moved to add an additional 100 priority parking spaces that are not guaranteed, to the 72 spots promised for a total of 172 parking spaces for the proposed 240 apartment units. Second by Member Krabbenhoft. On call of the roll Members Hayer, Krabbenhoft, and Bailly voted aye. Member Thorson voted nay. Absent and not voting: Member Williams. The motion was declared carried.

Item 5: Update on Event Closures at City of Fargo Parking Facilities

Derrick LaPoint presented a draft copy of the Street Closure Permit Application. He noted this copy is for review, for discussion at an upcoming Parking Commission meeting.

Item 6: Downtown Master Plan

Mr. LaPoint reported staff has received drafts of the two documents created from the Downtown InFocus study. He noted copies are available for the Board Members to review, and he stated staff plans to bring the finalized documents before the City Commission by the end of this year.

Item 7: Downtown Parking Wayfinding Signage

Mr. LaPoint stated staff is coordinating with Engineering to discuss this signage, with the intent to have it in place this fall.

Item 8: Other Business

Mr. LaPoint provided the following updates:

- Beginning Monday, October 2, the alley between Broadway North and Roberts Street from 2nd to 4th Avenue North will be closed for construction, temporarily relocating dumpsters and delivery locations for area businesses.
- The NDSU Homecoming Parade Route – staff is coordinating with NDSU, the Police department, and parking renters regarding possible issues they may face when trying to leave the RoCo Garage during the parade.

Adjournment:

Member Hayer moved to adjourn the meeting at 10:02 a.m. Second by Member Thorson. All Members present voted aye and the motion was declared carried.