

Town of Ridgefield
Parking Authority Regular Meeting
Tuesday, June 19, 2018 – 7:00 p.m.
Town Hall Small Conference Room, 400 Main Street, Ridgefield, CT
APPROVED MEETING MINUTES

Members present:

J. Wilmot, E. Burns, S. Lussier, R. Murphy

Others present:

J. Beckman, K. Knoche (joined meeting at 8:15 pm)

Chairman Wilmot called the meeting to order at 7:01 pm

1. Approval of June 7, 2018 Meeting Minutes. **R. Murphy moved, and S. Lussier seconded a motion to approve the minutes as submitted. Motion passed 4 – 0.**
2. Start process for new permit system for town leased lots. Chairman Wilmot led a general discussion about a new parking permit/enforcement system to be implemented once additional employee parking is made available. This additional parking on the east side of Main Street will include the expansion of the Governor Street lot and possible additional, temporary space on the Bailey Avenue property owned by Shane Casey. Ms. Wilmot reported that she had met with Mr. Casey to see what his requirements would be under such an arrangement, which could provide additional employee parking more quickly than the expansion of the Governor Street lot, which will not be completed until 2019. Ms. Wilmot will meet with Mr. Casey and First Selectman Marconi sometime during the week of June 25th to try to facilitate discussion.

Working with maps provided by the town mapping department, PA members and J. Beckman indicated on the working map the number of spaces available in each lot monitored by the PA, along with the number of permits sold (window sticker permits) the estimated number of hang-tags issued to the landlords (no charge) and the current time limits. It was determined that a one-size fits all approach will not work due to the differences in the sizes of lots owned by each property owner. Some, such as Benenson (CVS) have larger lots, and others (Amatuzzi) have much smaller lots with fewer spaces. What percentage of each lot should be restricted from permit parking and thus be available for customers and patrons? The next task will be to determine the approximate number of employees present during the weekdays. The PA will utilize some data obtained from individual businesses, combined with data from the SCRE Main Street Study (October, 2016), and will review this study to consider their specific recommendations regarding the Central Business District parking. Mr. Beckman and Ms. Knoche noted that certain Town Hall employees also have some “special” permits that were issued many years ago. It was unclear how many of these permits exist, but those who have them do not get ticketed.

Once the new system is in place, all old hang-tags will be void and new hang-tags, specific to each lot, will be issued. It is important that these tags are recorded and their issuance tracked.

Ms. Lussier will obtain the CAD file from the mapping department (previously she had only been provided with a PDF) so she can enter the data compiled during this meeting, remove the color coding and identify the lots vs. buildings more clearly for the next meeting.

3. Other Business:

a. Coldwell Banker (398 Main Street). Today, L. Fernandez forwarded to PA members a copy of a letter received at town hall from a title searcher (Matthew Martin of Bristol, CT) indicating that Coldwell Banker does not have exclusive right to the 5 spaces located behind their office. The property owner (Masonic Temple Association of Ridgefield, Inc.), according to the letter, does not own the parking area behind the building (396 and 398 Main Street). Rather, the spaces are a part of the property owned by the Donnelly Trust, and therefore is subject to the management of the Parking Authority. The PA parking enforcement agents were told that those spaces belonged to Coldwell Banker and therefore no enforcement of time limits occurs. Ms. Burns volunteered to verify this information at town hall and it was decided that, once the information was verified, the PA would notify Coldwell Banker of the outcome in writing.

b. Ms. Burns proposed to draft a letter to the Planning & Zoning Commission to request that they reconsider their lifting of the parking requirements for changes of use in the Central Business District. Background: In 2010, the P&Z adopted a change to Section 7.3(c) of the zoning regulations which allows a change of use within an existing building in the CBD without any additional parking requirement. The standard for restaurant parking outside of the CBD is 15 spaces per 1,000 square feet of gross floor area. Ms. Burns believes that this 2010 change has contributed to the parking problem on both sides of Main Street. For example, there are now 5 full service restaurants located immediately adjacent to the Bailey Avenue lot (and a sixth available for lease), all of which are open for lunch during weekdays. Ms. Burns will draft a letter for discussion at the next meeting.

Adjournment. R. Murphy moved, and J. Wilmot seconded a motion to adjourn at 9:36 pm. Motion passed 4 – 0.

Respectfully submitted,

Ellen Burns