



MEMORANDUM

TO: The Honorable Chairman and Members of the Board of County Commissioners

THROUGH: Robert S. LaSala, County Administrator
John Wesley White, Executive Director - DEI 

FROM: Peter J. Yauch, P.E., Director of Transportation & Stormwater 

SUBJECT: **Board of County Commissioners Work Session November 15, 2011**
On-Street Parking Restrictions

DATE: November 7, 2011

On June 22, 2011, the Pinellas County Traffic Engineering Section of DEI installed No Parking signs along 123rd Avenue North to the east of 66th Street.

At the July 12, 2011, BCC Meeting during the Citizens to be Heard portion of the agenda, there was a citizen request to remove the signs. After Board discussion, staff was requested to provide additional information concerning the policies related to parking restrictions. In the interim, the signs were covered and the panels subsequently removed.

At the July 26, 2011, BCC Meeting as Item #27, staff presented information on the criteria used to establish parking restrictions. After Board discussion, staff was requested to prepare this information for a Work Session item to provide the opportunity for additional discussion.

County staff will provide a brief overview of the current process used to establish parking restriction at this Work Session, and will be seeking direction from the BCC for future studies.

Attachments

Parking Management Program Overview
Parking Management Program Flowchart
Parking Management Program – Petition History and Status
Representative Photos from previous petitions

DRAFT

PARKING MANAGEMENT PROGRAM

OVERVIEW

Parking Restrictions can be installed by the Traffic Engineering Section of DEI if any of the following conditions exist:

1. Staff observes parking that creates a safety issue that can be corrected by establishing a No Parking Zone.
2. The Transportation and Stormwater Division of DEI requests that No Parking signs be installed to protect the road shoulders and/or rights-of-way; and/or to discourage parking so they can maintain the right-of-way and access County-owned property.
3. The Transportation and Stormwater Division of DEI indicates that parking within the right-of-way is causing road shoulder damage and is hampering their ability to effectively maintain the subject areas. Additionally, they may have concerns that erosion of the bank could lead to additional siltation of the basin tributaries, which could violate N.P.D.E.S. standards.
4. A request by the Pinellas County Sheriff's Office (PCSO), to aid them in enforcement.
5. A request by the fire department, to aid them in access.

If none of the above conditions are met the County may initiate the **Parking Management Program**. This allows neighborhoods, property-owners and Home Owner Associations (HOA) to curtail/alleviate unwanted parking, and makes it possible for the PCSO to enforce the parking restrictions.

To initiate the Parking Management Program if there is an active HOA:

1. The HOA sends a letter to Traffic Engineering requesting the NO PARKING area, and listing the reasons for the request – mail delivery, garbage pick-up, vehicle access, aesthetics, etc.
2. The HOA shall include a copy of the HOA minutes showing that the issue of establishing a NO PARKING restriction was discussed and approved at an HOA meeting.
3. Identify the times requested for the restriction – for example, at all times, time of day, days of week, etc.

4. Either show the NO PARKING area on a map, or describe the area sufficiently.
5. The NO PARKING zone must be in complete blocks, or subdivisions. One or two houses cannot be singled out.
6. The NO PARKING zone will affect everyone, including property owners, guests and commercial vehicles.

To initiate the Parking Management Program if there isn't an active HOA:

1. A concerned property owner lists the reasons a NO PARKING restriction would be beneficial – mail delivery, garbage pick-up, vehicle access, aesthetics, etc. This person then becomes the CONTACT PERSON.
2. The contact person discusses the situation with Traffic Engineering staff, and they develop the NO PARKING zone.
3. The NO PARKING zone must be in complete blocks or subdivisions. One or two houses cannot be singled out.
4. The contact person talks with their neighbors - in the identified Zone – to discuss the effect of the No Parking restriction and decide on the times requested for the restriction – for example, at all times, time of day, days of week, etc. The contact person is reminded to tell their neighbors that the NO PARKING zone will affect everyone, including property owners, guests and commercial vehicles.
5. If the contact person wishes to proceed after this discussion, then the County prepares petitions and provides the petitions with maps, and provides them to the contact person.

PARKING MANAGEMENT PROGRAM

PETITION PROCESS

1. Owners of multiple units/homes are allowed one vote.
2. Only property owners can vote. Renters are not eligible.
3. The properties in the voting area are shown on a map provided by the County, located on the back of the Petition.
4. The County determines the amount needed for 90% notification, based on the voting area.
5. The County determines the amount needed for 60% support of the petition, based on the voting area.
6. Petitions received are reviewed by Traffic Engineering staff to determine if the appropriate notification and endorsement numbers were met, and to verify that only property owners signed the petitions.
7. If the contact person obtains the 60% endorsements, Traffic Engineering staff will send out Certified Mail to property owners that cannot be contacted by the contact person, to assist with the 90% notification effort.

If a location fails to achieve the necessary petition majority within the signature period, the location shall not be reconsidered for a period of three (3) years from the date the signature period expires.

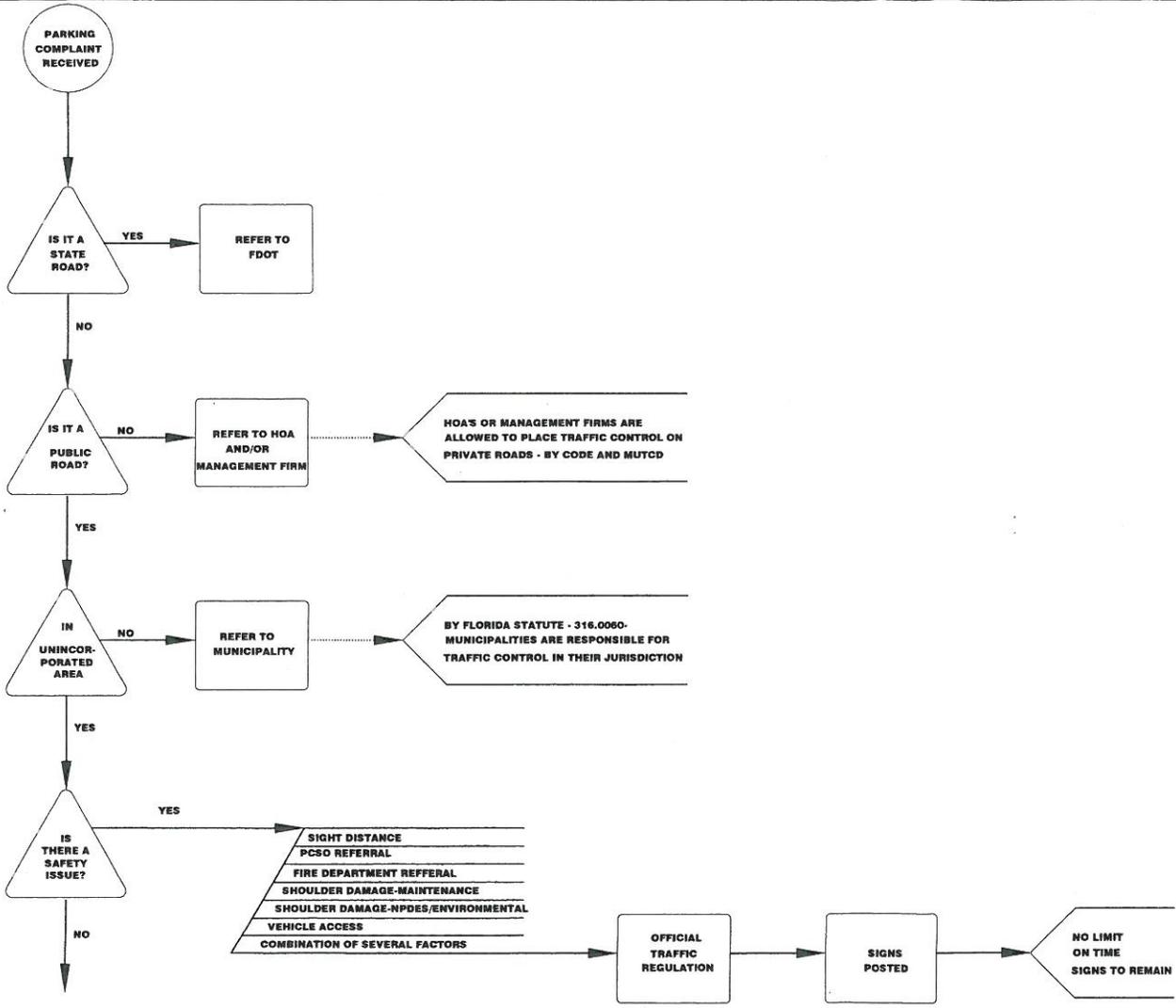
PARKING MANAGEMENT PROGRAM

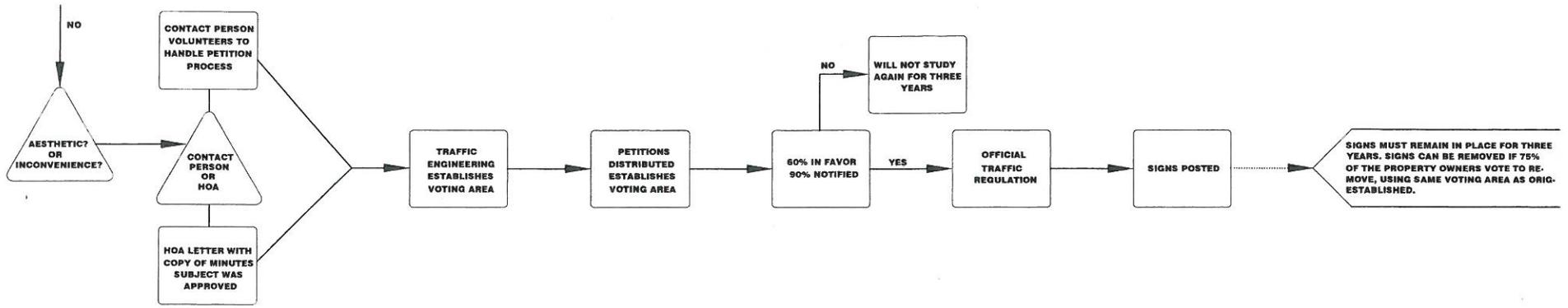
REMOVAL OF PARKING RESTRICTION DEVICES

Parking restriction devices that were installed via the petition process may be removed if a neighborhood now wants the devices removed. The County will remove the signs, provided that the following conditions are met:

1. The parking restriction devices to be removed have been in place for a minimum of a three (3) years.
2. A request for removal letter must be submitted to the Traffic Engineer, along with the signatures of five (5) separate property owners within the neighborhood/restriction area.
3. Traffic Engineering staff are in favor of the removal of the parking restrictions.
4. The new petition for removal of the parking restriction devices must include the same affected area as the original.
5. Approval of 75% of the property owners in the original affected area is required for consideration for removal of the parking restriction devices.

If a location fails to achieve the necessary petition majority within the signature period, the location shall not be reconsidered for removal of the parking restrictions for a period of three (3) years from the date the signature period expires.





PARKING MANAGEMENT PROGRAM - PETITION HISTORY AND STATUS

Last update

10/11/2011

SR NUMBER	PROJECT LOCATION	REQUEST RECEIVED	PETITIONS DISTRIBUTED	PETITIONS DUE	EXTENSION - NEW DUE DATE	PETITIONS RECEIVED	CERTIFIED MAIL	#	OFFICIAL TRAFFIC REGULATION PREPARED	WORK REQUEST SENT TO SIGN SHOP	DEVICES INSTALLED
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COMPLETED PETITIONS

1	2/18/2004-02	Pine Ridge Boulevard - Charter Club Drive to East Lake Road and Charter Club Drive from East Lake Road to Pine Ridge Boulevard	2/18/2004	4/15/2004 (Public Meeting - 3/10/2004)	7/15/2004	10/14/2004	10/14/2004	N/A	0	12/21/2004 - BCC MEETING	1/10/2005	2/4/2005
2	20060058	129th Lane North, 129th Street North, 82nd Avenue North	2/21/2006	5/2/2006	8/1/2006	N/A		N/A	0	5/17/2006	5/25/2006	6/6/2006
3	20060161	68th Street North - from 400' South of 54th Avenue North to 54th Avenue North	4/19/2006	N/A	N/A	N/A	5/16/2006	N/A	0	5/25/2006	6/16/2006	6/27/2006
4	20080155	Wolford Drive from Rainbow Boulevard to Haines Bayshore Road	4/7/2008	7/28/2008	8/28/2009	N/A	7/31/2008	N/A	0	8/1/2008	8/7/2008	8/20/2008
5	20080412	Dorchester Drive from Westerly Terminus to 131st Street North	10/17/2008	10/28/2008	11/28/2008	N/A	11/13/2008	N/A	0	11/18/2008	12/4/2008	12/4/2008
6	20080413	84th Terrace North from Westerly Terminus to 131st Street North	10/17/2008	10/28/2008	11/28/2008	DID NOT COMPLETE						
6	20080413	84th Terrace North from Westerly Terminus to 131st Street North	2/24/2009	2/25/2009	3/27/2009	N/A	3/25/2009	3/27/2009	8	4/30/2009	5/12/2009	6/15/2009
7	20090110	129th Lane North, 129th Street North, 81st Avenue North	3/26/2009	3/31/2009	5/1/2009	N/A	4/29/2009	5/1/2009	14	6/5/2009	7/8/2009	7/22/2009
8	20090113	MacLaren Drive North from Highlands Boulevard to Highlands Boulevard	3/27/2009	4/10/2009	5/11/2009	N/A		5/11/2009	3	6/12/2009	7/8/2009	7/22/2009
9	20090348	41st Avenue North - 29th Street North to 28th Street North	10/29/2009	12/1/2009	1/19/2010		12/16/2010	1/20/2010	5	3/3/2010	3/18/2010	4/22/2010
10	20100189	Ridgemoor Drive @ Connery Court	5/11/2010	HOA	HOA	N/A	HOA	HOA	HOA	5/28/2010	6/23/2010	6/29/2010
11	20100252	Lakepointe Road - Oak Lake Drive to Maplewood Court (Nature's Cove)	6/29/2010	HOA	HOA	N/A	HOA	HOA	HOA	7/21/2010	7/28/2010	8/4/2010
12	20100372	Equine Drive and Bridle Path Way at Forelock Road	10/14/2010	HOA	HOA	N/A	HOA	HOA	HOA	10/19/2010	11/2/2010	11/18/2010
13	20110050	Somerset Drive - Perth Drive to Lake Allen Drive	2/9/2011	2/15/2011	3/19/2011	DID NOT COMPLETE						
14	20110143	123rd Avenue North - 66th Street North to easterly terminus	4/13/2011	4/19/2011	5/19/2011	N/A	5/17/2011	4/19/2011	2	5/18/2011	5/25/2011	6/22/2011
15	20110188	62nd Street North at 57th Avenue North	5/11/2011	5/13/2011	6/13/2011	DID NOT COMPLETE						

OUTSTANDING PETITIONS

Dorchester Drive at 131st Street North
Looking West

October 23, 2008



Dorchester Drive
Looking west

October 28, 2008



84th Terrace North at 131st Street North
Looking West

October 23, 2008



41st Avenue North at 28th Street North
Looking East – parking in neighborhood from meetings

October 28, 2009



41st Avenue North at 28th Street North
Looking West – parking in neighborhood from meetings

October 28, 2009



Beckett Way at US HWY 19 N
Looking East – shoulder damage

September 25, 2007



Pennsylvania Avenue
Looking East – shoulder damage-commercial parking/storage

October 30, 2007



Pennsylvania Avenue
Looking West – shoulder damage-commercial parking/storage

November 6, 2007



55th Street North – btw 29th St N & 28th St N

December 9, 2009

Looking west – commercial parking in R-O-W and NPDES violations –run-off to drain inlet



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