



REPURPOSING PARKING SPACES

Pilot curbside space reuse

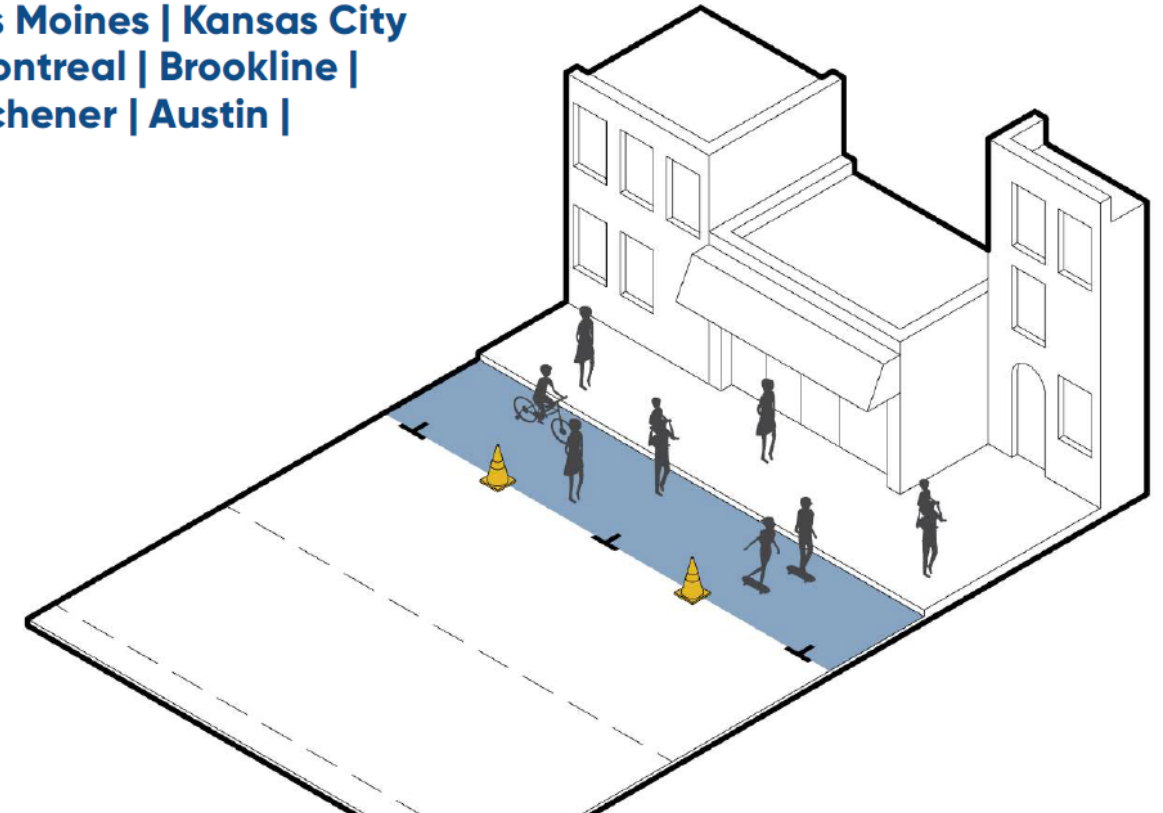
PILOT PARKING SPACE REUSE - BENEFITS

How can this be helpful?

- Given physical distancing needs for pedestrian passing space, customer lines, and increased table spacing, additional “sidewalk” space may be needed.
- Repurposing a parking space may allow Area Associations or businesses to gain expanded space for outdoor dining, retail, customer queuing or sidewalk passing width.

Open Curbs

Des Moines | Kansas City
| Montreal | Brookline |
Kitchener | Austin |



PILOT- PARKING SPACE ELIGIBILITY

A parking space must meet the following to be eligible for the pilot:

- An existing metered public parking space
- Located on a street posted at 25 mph
- Located on a City-owned street. The DDA and City can not make approvals for an MDOT Street
- On streets without bump-outs: requested parking space must be located at least one parking space away from street corners/intersections.

In addition, the following areas are not eligible for reuse or the pilot program:

- On a block under construction or planned for construction this year
- Locations in front of a fire hydrant or bus stop
- In a handicap accessible parking space

If businesses would like to occupy parking spaces outside of their frontage area, the DDA recommends following the City's sidewalk occupancy permit guidelines for adjacent business permission.

PROCESS STEPS

1. Fill out a meter bag request – the DDA will waive all meter bag fees
2. Submit through your Area Association
 - This is being required to help solve potential request conflicts. If more than one business or non-profit requests a parking space, the DDA will work with the Area Associations and businesses involved to resolve how to meet the stated needs.
 - See here for area association boundaries
 - If you don't belong to an association or would prefer to submit directly to the DDA, please send to kgraves@a2dda.org and we will coordinate on your behalf.
3. Attach your sidewalk occupancy permit & insurance
 - If you have already submitted your sidewalk occupancy permit for the year, you need to amend it to include this expanded space. The DDA is paying all sidewalk occupancy permit fees for the 2020 season; the parking space area needs to be insured, but does not need to be included in the fee calculation.
4. Rent grabber cones & place them once your meter bag request and sidewalk occupancy permit is approved

PILOT- INSTALLATION REQUIREMENTS

Placement within a parking space:

- 42 inch grabber cones must separate the parking space from the street.
 - Cones must be spaced every 10 feet along the parking lane edge. If the parking space will be used to expand your outdoor dining area, you are encouraged to use planters to provide an additional buffer and visual barrier in addition to cones.
- 4 foot buffer from adjacent parking spaces – in cases where there are adjacent parking spaces or loading zones in use, the closed space must have cones or wheel stops.
- 2 foot buffer from outside edge of parking space/grabber cones.
- All materials and furnishings must be two feet from the travel lane.

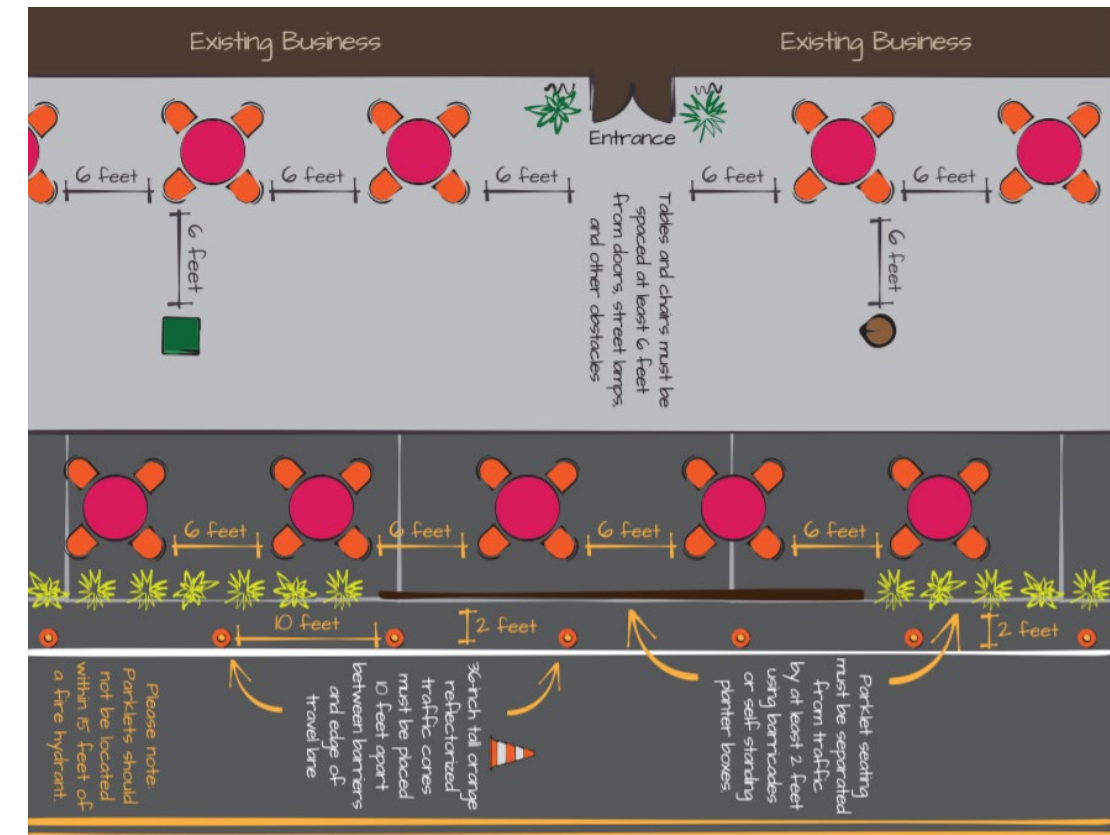


IMAGE FROM LIFT UP LOCAL TAMPA GUIDE

PILOT- INSTALLATION REQUIREMENTS CONT.

Physical elements must be easily removeable and avoid impact to streets, curbs, and utilities. The following is not permitted at this time:

- Built platforms
- Bolting or screwing any elements into the street
- Impeding drainage or inhibiting access to valves, manholes, epark kiosks, or other surface features
- Advertising
- Other damage to streets, utilities, street trees, and City ROW

Please note that this program does not change requirements for County health code, ADA, or State physical distancing and liquor licensing. Those standards remain in place and must continue to be met.

PILOT PARKING SPACE REUSE – BUSINESS RESPONSIBILITIES

Insurance:

- Sidewalk occupancy permit insurance requirements apply.
- Insurance certificate must be amended to name the City of Ann Arbor, Ann Arbor DDA, and Republic Parking as the certificate holder and additional insured party.

Cleaning and maintenance:

- The parking area must be kept clear of debris, grime, and graffiti (the City will not be able to street sweep, so applicant must do so in their own space).
- All furniture must be locked or brought into your building outside of business hours.

End of pilot season removal and reporting:

- Report your experience to the DDA – please share usage, what went well, and what could be improved (photo documentation or written summary).
- Completely remove all furniture, cones, and other elements from the street.
 - The cost of removal and re-installation are the responsibility of the Permittee.
 - The City of Ann Arbor or Ann Arbor DDA may remove property within the parking space if terms of the meter bag agreement or SOC permit are not met (per permit/meter bag agreement).
 - Be prepared to remove all materials and furnishings with minimum notice in case of extreme weather events, emergency public works, or other unexpected events.