

## Meeting Minutes

June 26, 2014

6:00 PM

Conference Room C

Mt. Lebanon Municipal Building

### Parking Facility Advisory Board

**Attendees:**

Mose McNeese  
Andrew Flynn  
David Egler via Telephone  
Mark Quealy, Parking Enforcement  
Keith McGill, Municipal Planner  
Tom Kelley, Staff Liaison

**Absent:**

Alan Kraemer  
Mickey Gatto  
Kelly Fraasch, Commission Liaison

**Call to order:** The meeting was called to order at 6:25 p.m. by Chairman Egler.

**Roll Call:** As indicated above.

**Public Comment:** Bill Lewis of 816 Ridgeview Drive spoke about the importance of having the Traffic Board and the Parking Advisory Board working together to develop a solution to resolving the parking and traffic safety issues along Academy Avenue. He stressed the importance of cooperation between boards to address complex problems.

**Approval of Minutes of May 22, 2014 Meeting:** Chairman Egler made a motion to approve the minutes as submitted which was seconded by Mr. McNeese and unanimously approved by the members present at the meeting.

**2011 Rich & Associates Parking Needs Study:** David Rich, a partner with the firm of Rich & Associates, Parking Consultants, provided the board with an overview of the parking planning study and analysis that was completed by his firm for the Mt. Lebanon Parking Authority in 2011. Mr. Rich gave a Power Point presentation and provided the board with a handout version of the presentation. Mr. Rich described the methodology used to conduct the report. He indicated that his firm had been providing studies for the Mt. Lebanon Parking Authority since the early 1970's. He noted that during the study period the overall vehicle turnover was normal with about 84% of the vehicles parked for two hours or less. Peak occupancy occurred between 2:00 p.m. - 4:00 p.m. in the business district. Approximately 80% of the spaces at the North and South garages were occupied during this period and the surface lots at Academy, Alfred and South were over 85% occupied. Mr. Lewis indicated that the new hotel would be adding 80 spaces and the Dennis

Theatre plans to operate one screen instead of the three that were assumed in the previous study. Mr. Rich indicated that the study was a snapshot of that point in time, and that conditions are constantly changing. He stated that the Municipality might be able to update the report information on their own if they were provided with the proper training and tools. A copy of the Rich presentation will be placed on the Parking Facility Advisory Board website. Municipal Planner Keith McGill pointed out that a transit oriented development project is planned in Castle Shannon and that it could start as early as the fall of 2014. This will have an impact on parking in Mt. Lebanon. Member of the board requested to be provided with additional information on the TOD Plan for Castle Shannon, as well as, a similar transit oriented development program plan for Mt. Lebanon.

**MRTSA Pennsylvania Boulevard Parcel Update:** At its May meeting the Parking Facility Board requested the Municipal staff to pursue the possibility of utilizing a portion of the lot located at 315 Cypress Avenue. Owned by the Medical Rescue Team South Authority as a parking drop-off/temporary permit parking area. At the meeting Mr. McGill responded that the property is a split lot with the front on Cypress Avenue zoned as a community commercial property and the area along Pennsylvania Boulevard is zoned as a R5 Multi-Family/Multi-Story district property. He stated that when a zoning district boundary divides a lot, a record at the time such boundary is adopted the zoning district requirement of the more restrictive zone will become the requirement of the lot, and since the R5 is the more restrictive that will be the requirement applicable to the property. He also pointed out that the property abuts an unacceptable (land company) portion of Pennsylvania Boulevard and that there is a major sanitary sewer line underneath the property which could limit the use for parking. At this point, MRTSA has not made an offer of sale to the municipality and there is no way to determine how much they are seeking for this particular lot. A follow-up will be made with MRTSA.

**Update on North and South Garage Rehabilitation Projects:** Tom Kelley provided the group with an update of the status of the construction activities taking place at the South Garage. The contractor has increased the number of workers to thirteen and will continue to work on a five day ten hour per day schedule through the July 4<sup>th</sup> Holiday. Initially there were concerns over the amount of dust generated in the air during the reconstruction activities. To address this concern the contractor is now removing the dust each morning and insulated plastic sheeting and tarps are now draped over the fourth floor bays of the garage. Construction will be completed on the first stage of work (Levels 3 and 4) on Friday, July 18<sup>th</sup>. At that time, the Municipal Way entrance will be opened and the Level 6 bridge entrance (Washington Road) will be closed. Signage and barricades redirecting traffic will be put into place and notices are being distributed to permit holders and on the municipal website and Facebook.

**Update on Streetline Pilot Parking Project:** Contractors will be installing sensors along Washington Road in late July. Streetline is a San Francisco based company that makes sensor technology that detects the metal of a car which will allow Streetline to track the occupancy of parking spaces and real time. Any parker with a Smart phone will be able to download a free parker application and use it to discover how many parking spots are available on Washington Road at any given time. In some cities meter rates are adjusted by the demand for parking which could vary by the time of day, day of the week or even block by block.

### **Topic Scheduling for Future Meetings:**

- A. **Parking Capital Improvement Plan:** Currently the Municipality is preparing its Capital Improvement Plan and the board will be forwarded copies of the projects planned for Parking. These projects will be reviewed at the next Parking Facility Advisory Board meeting in July.
  
- B. **Modernization/Revenue Control Equipment-Automation:** A presentation will be provided at the next board meeting in July.

**Transit Oriented Development (TOD) Impact on CBD Parking:** Planner McGill and Business District Manager Eric Milliron will be requested to attend a future meeting to provide the board with information on the TOD plans for Mt. Lebanon.

**New Business:** Academy Avenue Parking – Night Permits: At the commission discussion session on June 23<sup>rd</sup> Commissioner Fraasch requested a Parking Study for Academy Avenue. Planner McGill had prepared a similar report in June of 2000. Since the completion of that study no new units have been added to Academy Avenue or Shady Drive West and an 89 space surface lot was constructed near the intersection of Academy Avenue and Washington Road. On July 8, 2014 the Commission directed the staff to evaluate and take appropriate actions regarding the balancing of permit holders and non-permit holders in the Academy Avenue public surface parking lot. The staff met and recommended that eight spaces in the back corner of the lot be assigned to indicate permit parking only 6:00 p.m. – 9:00 a.m. The manager concurred with the staff recommendation and the appropriate signage will be installed at the Academy lot making eight spaces available in the Academy lot for night permit parking.

**Adjournment:** At 8:20 p.m. Chairman Egler made a motion to adjourn the meeting which was seconded Mr. McNeese and unanimously approved. The next meeting will be held on Thursday, July 24, 2014 at 6:00 p.m. in Conference Room C of the municipal building.