

DEPARTMENT OF PUBLIC SERVICE
CITY OF COLUMBUS, OHIO

SUBJECT: Parking Meter Rate Adjustments Rules and Regulations

EFFECTIVE DATE: January 10, 2020

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BY: Division of Parking Services

I. PURPOSE

On-street public parking is a valuable, limited transportation resource managed to facilitate access to adjacent land uses and traffic generators. On-street parking is intended for short-term use and complements off-street lot and garage parking that is intended for long-term use. The City of Columbus actively manages on-street parking to support the City's economic and development vitality.

The purpose of these rules and regulations is to establish guidelines when on-street parking demand requires a change in hourly parking rates to decrease or increase occupancy. The goal is to provide a transparent process that requires the use of key performance indicators to evaluate the need to adjust parking rates to obtain the desired on-street occupancy.

II. AUTHORITY

- A. Pursuant to the authority granted under Section 2105.03 of the Columbus City Codes, 1959, as amended, the Director of Public Service hereby adopts, establishes, and publishes these rules and regulations to be effective at the earliest time allowed by law.
- B. These rules and regulations apply only to parking rate adjustments and supersede all previously promulgated rules and regulations for parking rate adjustments.

III. DEFINITIONS

The following words, terms, and phrases, when used in these rules and regulations, shall have the meanings ascribed to them, except when the context clearly indicates a different meaning:

- A. *Average Occupancy* means the average of the parking occupancy at two (2) peak demand times of day collected on a biannual basis. The peak demand time of day will vary by location.
- B. *Department* means the City of Columbus Department of Public Service.
- C. *Director* means the Director of the Department of Public Service, or designee.
- D. *Parking Rate* means the hourly rate charged to park at a single space or multi-space parking meter and/or in a mobile payment only parking zone.

IV. GEOGRAPHY

- A. The City shall establish a geographic area to assess and evaluate parking rates before the assessment and evaluation process begins.
- B. Examples of geographic areas include:
 - 1. City block;
 - 2. Neighborhood or district; or
 - 3. As part of a parking management plan with specific boundaries stated in the parking management plan.

V. ASSESSMENT AND EVALUATION

- A. The average on-street occupancy will be evaluated on a biannual basis in an effort to maintain on-street parking occupancies between sixty percent (60%) and eighty percent (80%), and will be used to determine if meter rate adjustments are needed.
1. Average parking occupancy data will be collected at peak demand times and will vary by geographic area. Average parking occupancies will be gathered during typical conditions and will not be collected during Sunday's, holidays, or when there is adverse weather conditions.
 2. The average parking occupancy data will be collected from the following sources:
 - a. Vehicle count data;
 - b. License Plate Recognition (LPR) technology; and
 - c. Meter and mobile payment data.
- B. The following criteria will be used to determine if a rate adjustment is warranted:
1. If the average on-street occupancy is greater than or equal to ninety percent (90%), the hourly parking rate will increase fifty cents (\$0.50).
 2. If the average on-street occupancy is greater than or equal to eighty percent (80%), but less than ninety percent (90%), the hourly parking rate will increase twenty-five cents (\$0.25).
 3. If the average on-street occupancy is greater than or equal to sixty percent (60%) but less than eighty percent (80%), the hourly parking rate will not be adjusted.
 4. If the average on-street occupancy is greater than or equal to thirty percent (30%) but less than sixty percent (60%), the hourly parking rate will decrease twenty-five cents (\$0.25).
 5. If the average occupancy is less than thirty percent (30%), the hourly parking rate will decrease fifty cents (\$0.50).
- C. The City reserves the right to adjust parking time limit restrictions in lieu of pricing changes if:
1. Repeated rate increases do not facilitate average parking occupancies of less than 80%; or
 2. Average parking occupancy is less than thirty percent (30%).

VI. PARKING RATE ADJUSTMENTS

- A. At no time shall the Director adjust parking rates more than two (2) times annually, unless the average parking occupancy is greater than ninety percent (90%) or less than thirty percent (30%) occupied and there is an immediate need to create access to the available parking.
- B. At no time shall the Director increase parking rates more than fifty cents (\$0.50) every six months, and not more than one dollar (\$1.00) annually. However, the Director has the ability to decrease parking rates up to fifty cents (\$.50) per hour every six months if the average parking occupancy is less than thirty percent (30%).

VII. MINIMUM TRANSACTION FEE

A. The Department shall assess a fifty cent (\$.50) minimum transaction fee on all paid parking transactions in an effort to recover operational fees associated with paid parking.

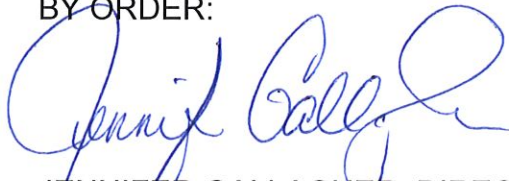
VIII. NOTIFICATION

A. Prior to any adjustment to parking rates, the Director shall provide notice to the following individuals and organizations no less than thirty (30) days prior to any rate adjustment going in to effect:

1. Mayor;
2. City Council, Public Service Chair; and
3. Appropriate area commission, civic association, business district and special improvement district.

B. The Department shall also notify the public through a media release no less than twenty (20) days prior to implementation in order to communicate parking rate changes to the public at-large.

BY ORDER:



JENNIFER GALLAGHER, DIRECTOR
DEPARTMENT OF PUBLIC SERVICE