

City of Cincinnati



April 22, 2019

To: Mayor and Members of City Council
From: Patrick A. Duhaney, City Manager 
Subject: Over-The-Rhine Special Parking Permit Area (OTR SPPA) – Worker Parking Permit

REFERENCE DOCUMENT #201900418

On March 13, 2019, the Budget & Finance Committee referred the following for a report:

ORDINANCE, submitted by Mayor John Cranley, AMENDING certain provisions of Ordinance No. 294-2018 that established the Special Parking Permit Area ("SPPA") in Over-the-Rhine, to authorize people who work in Over-the-Rhine who earn no more than \$50,000 per year to be eligible to obtain SPPA permits rather than only residents of the neighborhood. (VERSION B).

This report is to provide City Council information that outlines options for implementing an OTR worker parking permit program. The Department of Transportation and Engineering and the Department of Community and Economic Development are currently researching Employee Parking Permit Programs (EPPP).

Research on Employee Parking Permit Programs

There are two types of basic plans:

- Employer based is where the City works directly with a qualified business (e.g. Columbus, OH)
- Employee based is where the City works directly with the employee, working at a qualifying business (e.g. Newport Beach, CA)

Types of verification information needed:

- Employer based plan
 - Registered business within OTR SPPA
 - The business is the primary owner or lessee of the property
 - Employer supplies documentation regarding low income eligibility employees
- Employee based plan
 - Active employment at a business within OTR SPPA (i.e. payroll stub and employment verification letter)
 - Photo ID
 - Employer supplies documentation regarding low income eligibility employees

Current Parking Program

The current Special Parking Permit Area in OTR consists of 500 residential parking spaces and 790 metered parking spaces for a total of 1290 available parking spaces. See attached map. As of April 16, 2019, a total of 655 residential parking permits have been issued. Note: 25 to 50% overselling of parking spaces is considered reasonable for parking permit programs.

Considerations for Employee Parking Permit Programs

The plan details that need to be defined by City Council are:

- The type of program (e.g. Employer or Employee)
- Cost of the permits
- When the employee can park in the OTR SPPA (e.g. M-F 9 to 5 or anytime/any day)
- The number of permits per employer or employee

Other considerations:

- Impact to OTR SPPA
- Auditing non digital (i.e. hang tags) permits
- Employers not participating while employees want to participate (Employer based program)
- Program implementation costs
 - Hang tag permitting
 - Digital permitting

On an annual basis, the employee would be required to show proof of employment at a business within the OTR SPPA, proof of ownership of a car registered to them, and proof of salary eligibility (no more than \$50,000)

Copy: Joe Vogel, Director, Department of Transportation & Engineering
Philip M. Denning, Director, Department of Community and Economic Development