

# Stevens Point Vehicle and Bicycle Parking Study / Analysis Management Plan City of Stevens Point, Wisconsin

SEH No. STEPT 131443 4.00

September 21, 2015



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September 21, 2015

RE: Stevens Point Vehicle and Bicycle Parking  
Analysis  
Management Plan  
City of Stevens Point, Wisconsin  
SEH No. STEPT 131443

Michael Ostrowski, Economic Development Director  
City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481

Dear Mr. Ostrowski:

We are pleased to provide the City of Stevens Point this report with recommendations for a comprehensive and community driven plan comprised of vehicular and bicycle management and enforcement strategies. The recommendations include vehicular and bicycle strategies in two priority urban environments; the University of Wisconsin Stevens Point and the downtown areas. We look forward to presenting our recommendations to enhance future vehicle and bicycle parking management programs.

Sincerely,

Gregory A. Finstad, PE  
Project Manager

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# Executive Summary

SEH was retained by the City of Stevens Point to provide a “Vehicle and Bicycle Parking Analysis and Management Plan.” The goal for the study was to work with the City and its stakeholders to develop a comprehensive and community-driven plan comprised of parking management and enforcement strategies in the two priority urban environments; the university and downtown areas. The plan provides overall vehicles and bicycle parking strategies and an evaluation of current and future parking supply, demand, and enforcement characteristics, best management practices and implementation strategies.

Our observations and surveys showed Stevens Point has a wide range of parking facilities and facility types serving the downtown and University of Wisconsin Stevens Point campus. Both areas have multiple on-street and off-street parking locations with varying types of usages, regulation, and enforcement. Generally speaking in the downtown area there is adequate parking but it is not located close to the most desirable locations. The various parking types include: coin operated parking meters, two hour parking restrictions, off-street parking lots throughout the University area and free public parking lots in the downtown area.

As part of the study, we surveyed the downtown and University to better understand the need for providing convenient bicycle parking. We are recommending additional bike racks in downtown and the University study areas to connect the Wisconsin River and Green Circle Trail in the downtown and on Maria Drive, at Reserve and Illinois to accommodate visitors to Schmeckle Reserve and adjacent athletic fields. Bicycle parking is limited in downtown and the University areas and we are recommending additional bike racks be installed in both areas.

To better understand the dynamics of vehicle and bicycle parking, stakeholder meetings were held April 7, April 8 and June 18 and Open Houses were held on March 26 and June 18 to gain insights and thoughts of stakeholders and the public. A kick-off meeting was held with the City on February 5 with follow up meetings on March 23, in addition to periodic conference calls to update City staff of our parking and bike parking analysis and recommendations. Meetings were also held in the University of Stevens Point staff on March 26 and June 15 to update them of the studies recommendations. Open houses and stakeholder meetings were well attended and provided valuable input into our recommendations for the management of vehicular and bicycle parking.

Some of the responses were:

- Increase enforcement
- Install more bike racks
- Angle parking on Main Street is dangerous
- People indicated they liked angle parking on Main Street
- Add parking meters both downtown and university
- Create a residential parking permit program
- Meters are unfriendly to downtown
- Construct parking garages in downtown and the university
- Better way finding for vehicular and bicycle parking
- Have business pay a fee for parking instead of meters.

Upon receiving all the comments, we prepared a list of recommendations for the City of Stevens Point. These recommendations span short-term (1-3 years), mid-term (4-6 years) and long-term (6 or more years). Our recommendations include but are not limited to:

# Executive Summary (Continued)

## 1. Downtown Stevens Point

- Short-term
  - Implementation of metered parking along select streets and in Lots, 6, 9 and 15
  - Permit and designated parking for employees
  - Installation of bicycle racks
  - Add new signage to create better clarity and uniformity along streets and improving wayfinding signage to parking lots
  - Downtown workers with permits are allowed to park in Municipal lot 1, 2, and 14.
  - Create a separate fund for parking revenue and expenditures
  - Create a committee comprised of City staff to enhance the enforcement policies for on and off street parking
- Mid-term
  - Add angle parking along Water Street with lane reduction from Clark Street to Crosby Avenue
  - Create an access to Lot 11 from Center Point Drive at Church Street if signal is removed
  - Establish 2 Hour time limits on streets further from city center
  - Expansion of on street meters on Clark Street
  - Construct a parking ramp of approximately 350 spaces on Lot 12
  - Create a parking authority to manage on and off street parking
- Long-term
  - Mixed use development with upper level paid parking in Municipal Lot 14

## 2. University of Wisconsin – Stevens Point

- Short-term
  - Implementation of metered parking on Illinois Avenue, Reserve Street, and Isadore Street, Fremont Street, Sims Avenue, Portage Street and Stanley Street
  - Make changes to parking restrictions install new signs based on these changes.
  - Removal of meters from Maria Drive except 2 meters at the Administrative Building
  - Installation of bike racks
  - Create a residential parking permit system
  - Create a separate fund for parking revenues and expenditures
  - Unrestricted parking on Michigan Avenue and Maria Drive at designated areas
  - Create a committee comprised of City staff to enhance the enforcement policies for on street parking
- Mid-term
  - Potential conversion of two-way streets (Reserve Street, Isadore Street) to one-way streets with angle parking
  - Create a parking authority to manage on street parking

# Executive Summary (Continued)

- Long-term
  - Possible parking structure

We have also included in the report recommendations for implementation and cost associated with our short, mid, and long-term recommendations. The implementation of these recommendations for Management and enforcement of vehicle and bicycle parking will aid the City in transitioning from its current systems while also accommodating growth and needs as resources and demands change. Our recommendations includes a phase program for the installation of multi space on and off street meters over a 4 year period to regulate parking and provide an adequate supply of parking to support businesses and institutions. The enforcement of and consistency of parking regulations is critical to the success of these parking meters. Our cost and revenue analysis shows the revenue from the multi space meters will be self-supporting and provide excess revenue needed to maintain the existing municipal and off street parking system.

We want to thank Michael Ostrowski, Scott Schatschnieder, Interim Police Chief, Marty Skibba and University of Wisconsin Stevens Point Director of Facilities Planning, Carl Rasmussen for insights and knowledge which assisted us in our study.

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# Management Plan

## Stevens Point Vehicle and Bicycle Parking Analysis

Prepared for City of Stevens Point, Wisconsin

### 1.0 Purpose

The purpose for the Stevens Point Vehicle and Bicycle Parking Analysis was to work with the City and its stakeholders to develop a comprehensive and community-driven plan of parking management and enforcement strategies in the two priority urban environments; the University and downtown areas. The plan provides overall vehicular and bicycle parking strategies and an evaluation of current and future parking supply, demand, and vehicular enforcement characteristics, best management practice and implementation strategies.

### 2.0 Study Area

The study area includes two areas the downtown and the University of Wisconsin Stevens Point. The downtown area is bounded by the river to the west, Portage Street to the north, Business 51 to the east and Ellis Street to the south. The University is bounded by Prentice Street to the west, Maria Drive to the north, Michigan Avenue to the east and Main Street to the south.

### 3.0 On-street Parking

#### 3.1 Downtown

There are approximately 697 on-street parking spaces in the downtown area. Most on street spaces have 2 hour limits with a few single space meters. Main Street has angled parking from Strongs to Water Street and is generally 2 hour limit parking 7:00 AM to 6:00 PM. Permit parking is allowed on selected streets and municipal lots.

SEH is recommending that on-street pay by space multi space meters be installed on Main Street from Church Street to Water Street, Second Street, from Main Street to Clark Street, Third Street from Main to Clark Street, Strongs Avenue from Main to Ellis Street, and Church Street from Center Point Drive to Clark Street.

The recommended rates for these meters is \$.50/hour with hours of enforcement 7:00 AM – 6:00 PM daily.

SEH recommendation to install pay by space multi space meters is to provide user friendly on-street parking with multi pace meters which accept coins, credit card, and pay by phone features. On-street parking is essential for the retail, commercial, and institutional activities in the downtown and the installation of multi space meters will provide the turnover of these valuable parking spaces providing maximum utilization to support downtown activities.

Our analysis shows the revenue generated from the multi space meters will pay for the capital cost of installation and provide excess revenue needed to support the existing on and off street municipal parking system.

We have also reviewed and recommend unmetered on-street parking spaces to provide for 2 hour parking 7:00 AM – 6:00 PM and no parking to support the adjacent business activities and traffic flow requirements.

Our recommendations for on-street parking short, mid, and long term are shown on Exhibits 1, 2 and 3.

## 3.2 University Area

There are approximately 1,097 on-street parking spaces in the University area. The existing on-street parking consists of unrestricted parking, parking meters with various time limits, and no parking and time limited parking. The inconsistency of the parking regulations needs improvement to provide a consistent and clear message to the users.

In discussion with University Staff, on-street parking is essential to satisfy the needs of University Staff and students as there is insufficient off-street parking to satisfy the demand.

To maximize the utilization of the on-street parking spaces we are recommending pay by space multi space parking meters, replace existing single space meters on Isadore Street with a rate of \$0.75/hour and parking durations of 4 hours and 9 hours. We are also recommending multi space meters be installed on portions of Reserve Street and Illinois Street with a rate of \$0.75/hour and a duration of 4 or 9 hours. Multi space meters with a rate of \$0.75/hour and a 2 hour duration are also recommended for portions of Fremont Street and Sims Street adjacent to St. Michaels Hospital, and on Portage and Stanley Streets adjacent to Lot R and Lot X.

The proximity of residential housing to the University creates competition for on-street parking spaces. To ensure that residents and their guests have adequate on-street parking, we are recommending a residential parking permit system be implemented. Residential parking permit areas would allow residents to park without time restrictions excluding overnight parking and parking during snow emergencies. The public works department would administer the residential parking permit system and if their studies determine that a residential area is impacted by student parking a petition process can be instated by the neighborhood to initiate an area providing residents preferential parking.

Our recommendations for short, med, and long term on-street are included in Exhibits 4, 5 and 6.

## 4.0 Off-street Parking

### 4.1 Downtown

The number of parking spaces in the municipal off-street parking lots totals 1,420 spaces. We conducted an occupancy survey in April of the downtown parking lots which showed occupancy of 28-63% with the Midstate Technical College lot having an occupancy approaching 100%. Lot 12 south of the library provides convenient parking for the Main Street shops, restaurants and business and our observation showed the occupancy increased during the noon hour. The Municipal Lot 14 at the northwest corner of Church and Main Street provides parking for the office workers and the southwest corner of the lot was nearly full by 9:00 AM on a typical weekday.

The Great Lakes Lot 15 has 71 permitted stalls and discussions with them indicated they will be adding staff and require more parking permits in the future.

Generally speaking there is adequate off-street parking but much of this parking is not close to desired downtown destinations. Our 4-6 year mid-term recommendations include a 4 level parking structure in Lot 12. This structure could be built to satisfy the needs of the downtown as demand for parking increases with continued revitalization and redevelopment added to the downtown. Our long term greater than 6 year recommendation included the addition of a multi-story mixed use building with paid parking in the upper levels located in the Municipal Lot 14.

## 4.2 University

The University has 2,672 off-street parking spaces and manages their off-street parking lots to provide for staff and student parking. Parking in the University parking lots is essential and the University takes great effort to maximum use out of these existing lots. The University is opening a new Lot Y this summer and will be installing 2 multi space meters to manage this lot. The University will be increasing their parking fees this fall based on surveys from other campuses in the University of Wisconsin system as their rates were some of the lowest in the state. The yearly parking permit will increase \$1.50/month over next two years to \$154.00. The 2015-16 University of Stevens Point rate is \$136.00. Meter rates will be \$0.75/per hour effective August 1, 2015.

University's off-street parking system is able to fund its operation, maintenance and capital programs for its off street parking lots. The source of revenue includes the following:

- Fines – 20%
- Meters – 34%
- Permits – 46%

## 5.0 Bicycle Parking

As part of our study the downtown and University was surveyed to better understand the need for providing convenient bicycle parking. We have included in Figures 1-6 the locations of bicycle racks which accommodate the downtown business district and bike trails which connect the Wisconsin River and Green Circle trail to the downtown. We have also located bike racks near the core of the University and on Portage near Old Main. In addition to locations on Maria Drive at Reserve and Illinois to accommodate visitors to Schmeckle Reserve and the adjacent athletic fields.

## 6.0 Permit Parking

### 6.1 On-Street

SEH is recommending that the existing parking permit system be centralized in the public works department with collaboration and coordination with the police department. The control of street use is necessary for the safe movement of pedestrian and vehicles. The proposed system should consolidate the overnight parking and work within right-of-way permit system to document on-street activities. The purpose of the system is to create electronically issued permits which can also be used for other on street permits. This system would also have direct communication to the police department. We recommend charging a nominal fee for overnight on-street parking (\$5.00/day) and a considerable higher fee for dumpster and larger equipment (\$10/day). The permit system should automatically notify the police department dispatch and the streets department with pertinent permit information. Impaired drivers would

contact the police department as they currently do and the police dispatch would enter the request to allow overnight parking.

## 6.2 Off-Street

Parking permits in the off-street parking lots should be included in this centralized parking permit program. Off-street parking permits would be issued to downtown residents, businesses and their employers and tenants. Centralizing the permit system within Engineering Division of Public Works will provide record keeping and centralization of the permitting system for efficiency of administration. The present fees for permit parking in off-street municipal lot of \$25/year is not sustainable for its administration or the cost of maintaining the parking space. We recommend the existing off-street parking fee be raised from \$25/year to \$10/per month or \$120/year. SEH also recommends further study be made of actual cost to maintain the parking spaces and administer the permit program to align the permit fees with the actual cost to support these program. Our initial research in review of the (ITE) Institute of Transportation Engineering Studies found 1999 ITE Maintenance Manual average annual maintenance cost for a parking lot space to be \$250/year. These maintenance cost will certainly escalate in future years.

## 6.3 Residential Parking

SEH is proposing an on-street residential parking permit system to be implemented through a phased program to begin in residential areas adjacent to University of Wisconsin Stevens Point. Our review and analysis of parking conditions shows student parking occurs regularly in residential areas adjacent to the University. Residential parking permit would allow residents to park without time restrictions excluding overnight parking and parking during snow emergencies. Parking overnight maybe allowed with permit from Engineering Division of Public Works.

We recommend the on-street residential parking permit program should be administered by the Engineering Division of Public Works. The typical process in establishing a residential parking permit area is based upon engineering and other investigations and studies which result in permits for parking of motor vehicles in designated areas, and the typical parameters for establishing residential permit areas included:

1. Better manage the use of the public right-of-way, or
2. Restrict the parking of motor vehicles in residential areas for the purpose of accessing destinations in nearby commercial, industrial or institutional areas when such parking could:
  - a. Cause hazardous traffic conditions in the residential areas;
  - b. Produce unacceptable levels of auto emissions, noise, trash and refuse;
  - c. Unreasonably burden residents of the area in gaining access to their residences: or
  - d. Damage the character of those areas as residential districts and diminish the value of property in those areas.

The Engineering Division of Public Works would establish a minimum of residents to establish residential parking permit areas. Our recommendation begin this requiring 75% of the residents a petition.

Our experience shows the typical process for establishing a residential parking permit area is a determination by Director of Public Works that a residential area is impacted with parking generated by commercial, industrial or institutional uses. A petition signed by 75% of the

residents is generally required to enable the City to establish a residential parking permit area. We have included in the appendix an example of the forms related to establishing residential parking permit areas used in other municipalities. Areas can be small as 1 block face or several blocks. We would recommend the residential parking programs for the City of Stevens Point begin in the University Study area.

## 7.0 Enforcement:

The City of Stevens Point now enforces the on and off-street parking using 3 part time employees. The revenues generated from parking tickets and parking meters was \$148,647 in 2014. The annual cost for enforcement is \$40,000.

Parking enforcement is essential in managing on and off-street parking to ensure the public has a consistent and clear understanding as to when and where they can park. Enforcement of parking ensures that parking supply is managed to meet demands required to support businesses, government, and educational institutions. Enforcement will create the turnover of the parking spaces which maximizes the effectiveness of the limited and most desirable parking supply.

SEH is recommending that additional emphasis be made to enforce the parking in Stevens Point. Existing enforcement policies and procedures should be reviewed in coordination with Stevens Point Police Department and the Public Works Department. A clear and consistent enforcement policy should be developed. Additional staff should not be required as the new parking recommendations are implemented for installation of multi-spaced meters both on and off-street in the downtown and University area. The use of the backend software associated with the multi space meter enables overtime use at the meters to be easily identified minimizing the time required to issue citations.

SEH proposes a committee comprised of City staff be established in the short-term to enhance the enforcement policies for on and off-street parking.

As the Stevens Point on and off street parking system is implemented with installation of multi space meters, permit system enhancements, and potential parking facility on Lot 12, we recommend a parking authority be established to manage the on and off street parking system. The establishment of a separate fund to manage the revenue and expenditures is recommended. A parking authority could also ensure that adequate staffing for management maintenance and repair and enforcement of the parking system.

## 8.0 Implementation Plan

### 8.1 Multi Space Cost Estimate/Phased Installation Program

Cost estimate assumes capital cost of meter, training and installation. Pay by phone option could be an added cost with separate supplier. Estimated cost for multi space meter which accommodates 10-15 on-street spaces depending on location and up to 50 parking lot spaces depending on the parking lot layout and destination of the parkers is \$12,500 per meter.

#### 1. Downtown

On street	23 x 12,500 =	\$287,500
On street signs	111 x 150 =	16,650
Off street	7 x 12,500 =	87,500
Off street signs	276 x 50 =	<u>13,800</u>
Total		\$405,450

2. University of Wisconsin Stevens Point

On street	20 x 12,500 =	\$250,000
On street signs	150 x 150 =	<u>22,500</u>
Total Multi Space Meters		\$272,500
Grand Total		\$677,950

## 8.2 Phased Installation Program

### 8.2.1 Permit System

Cost estimate assumes centralized permit and enforcement system such as T2 permit management system. Many features are available to customize the permit system for the City of Stevens Point to accommodate residential parking permits, construction street use permits, downtown resident and worker permits. The system would also enable enforcement via smart phone apps.

Cost Estimate for Permit System	\$50,000
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### 8.2.2 Wayfinding Signs

Cost estimate assume two levels of wayfinding signs located at major entrances to the downtown and large signs at major parking lots such as Shopko and Lot 12.

Estimated Cost	\$60,000
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### 8.2.3 Bike Racks/Hitches

Cost estimate assumes new bike racks as recommended in our short, mid, and long term maps. Estimate includes cost of rack and installation.

Downtown	15 x \$1,100	\$16,500
University of Stevens Point	7 x \$1,100	<u>7,700</u>
Total		\$24,200

### 8.2.4 Parking Ramp Cost Estimate

Cost estimate (did not include any environmental cleanup) assumes a 4 level ramp on Lot 12 of approximately 350 spaces included in our midterm recommendations and a 300 space ramp associated with mixed use development in the Shopko lot in our long term recommendation.

Lot 12	350 spaces at 20,000/space =	\$7,000,000
Shopko	300 spaces at 24,000 =	<u>7,200,000</u>
Total		\$14,200,000

### 8.2.5 Downtown Multi Space Meters Annual Revenue Estimate

The assumptions for the on street multi space meter is they would be occupied 40% from 7:00 AM to 6:00 PM week days with a rate of \$0.50/hour.

The assumption for the off street multi space meters in Lot 15 would be occupied 40% each weekday 7:00 AM to 6:00 PM and have a flat daily rate of \$0.50/day.

The assumption for off street multi space meters in Lots 9 and 6 would be occupied 40% each week day 7:00 AM to 6:00 PM and have a rate of \$0.50/hour.

On Street	\$126,984
Off Street	<u>71,292</u>
Total	\$198,276

## 8.2.6 University of Wisconsin Stevens Point Annual Revenue Estimate

The assumptions for the on street multi space meters is they would be occupied 60% during normal fall and winter school year from 7:00 AM to 6:00 PM with a rate of \$0.75/hour.

During the summer the occupancy is assumed to be 25% from 7:00 AM to 6:00 PM with a rate of \$0.75/hour.

On Street Total \$310,800

## 8.2.7 Phase Program for Installation of Multi Space Meters

### 8.2.7.1 Assumptions

1. Assume meters are installed over a 4 year period.
2. Assume maintenance costs at \$1,160/meter/year.
3. Assume capital cost \$12,500/meter with free maintenance for 1 year.

#### Year 1

		<b>Total</b>
10 Meters x \$12,500	\$125,000	
Maintenance	\$0	
Yearly Cost		(\$125,000)
Revenue		\$158,400
Net Profit		<b>\$33,400</b>

#### Year 2

		<b>Total</b>
10 Meters x \$12,500	\$125,000	
Maintenance 10 x 1,160	\$11,600	
Yearly Cost		(\$136,600)
Revenue Year 1	\$158,400	
Revenue Year 2	\$158,400	
Total Revenue		\$316,800
Net Profit		<b>\$180,200</b>

#### Year 3

		<b>Total</b>
15 Meters x \$12,500	\$187,500	
Maintenance 20 x 1,160	\$23,200	
Yearly Cost		(\$210,700)
Revenue Year 1	\$158,400	
Revenue Year 2	\$158,400	
Revenue Year 3	\$90,376	
Total Revenue		\$407,176
Net Profit		<b>\$196,476</b>

**Year 4**

		<b>Total</b>
15 Meters x \$12,500	\$187,500	
Maintenance 35 x 1,160	\$40,600	
Yearly Cost		(\$228,100)
Revenue Year 1	\$158,400	
Revenue Year 2	\$158,400	
Revenue Year 3	\$90,376	
Revenue Year 4	\$107,900	
Total Revenue		\$515,076
Net Profit		<b>\$286,976</b>

<b>Accumulated Revenue after 4 Year Installation Program</b>		<b>\$697,052</b>
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**Year 5**

		<b>Total</b>
Maintenance 50 x 1,160	\$58,000	
Yearly Cost		(\$58,000)
Revenue Year 5	\$515,076	
Total Revenue		\$515,076
Net Profit		<b>\$457,076</b>

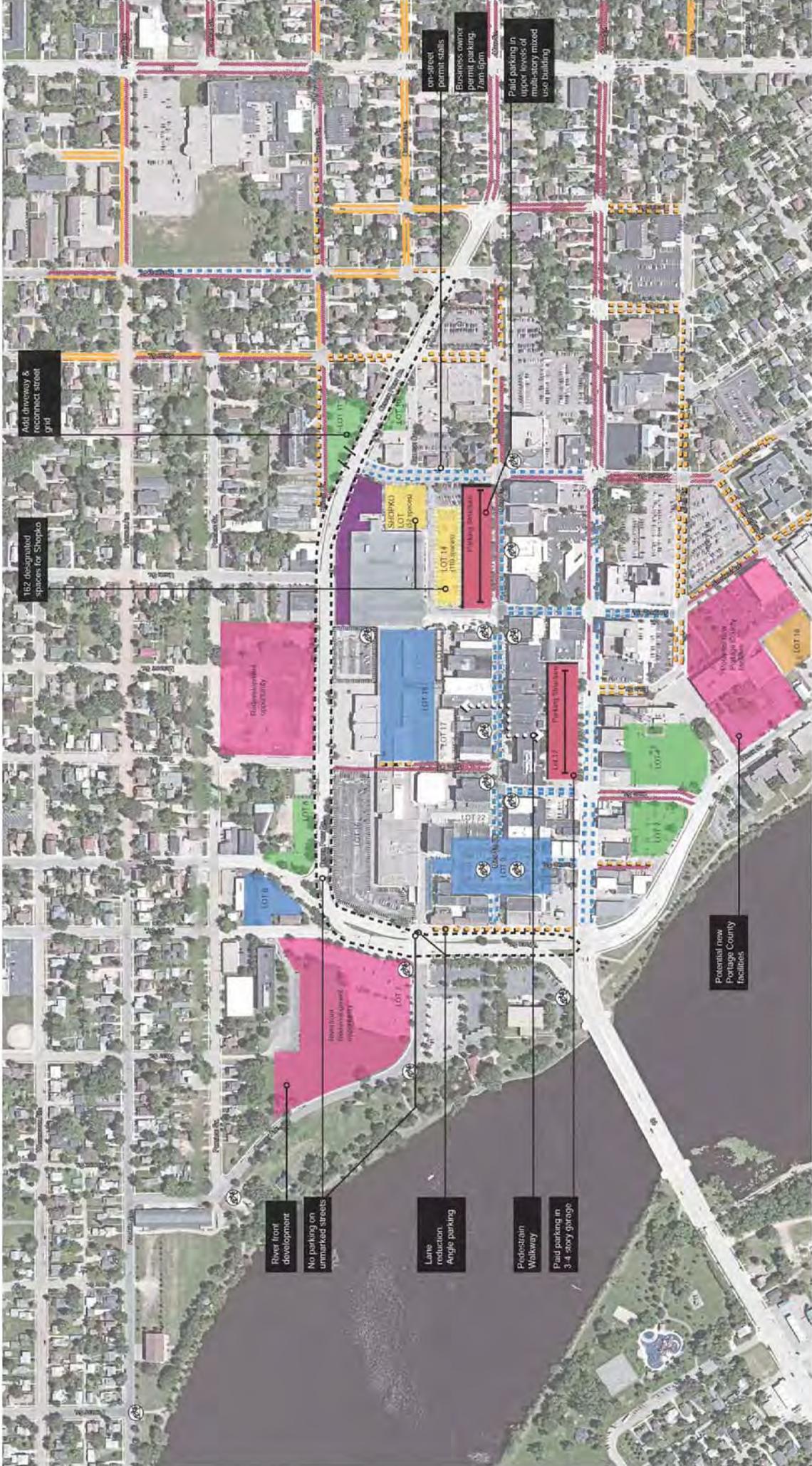
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**Long Term Recommendations 6+ years**

**Downtown Parking Study**

**ON-STREET PARKING RECOMMENDATIONS**

- No parking
- No parking 6-4pm
- 2hr parking 7am-6pm
- Multi-space meter parking 7am-6pm, 2hr limit, \$0.50/hr

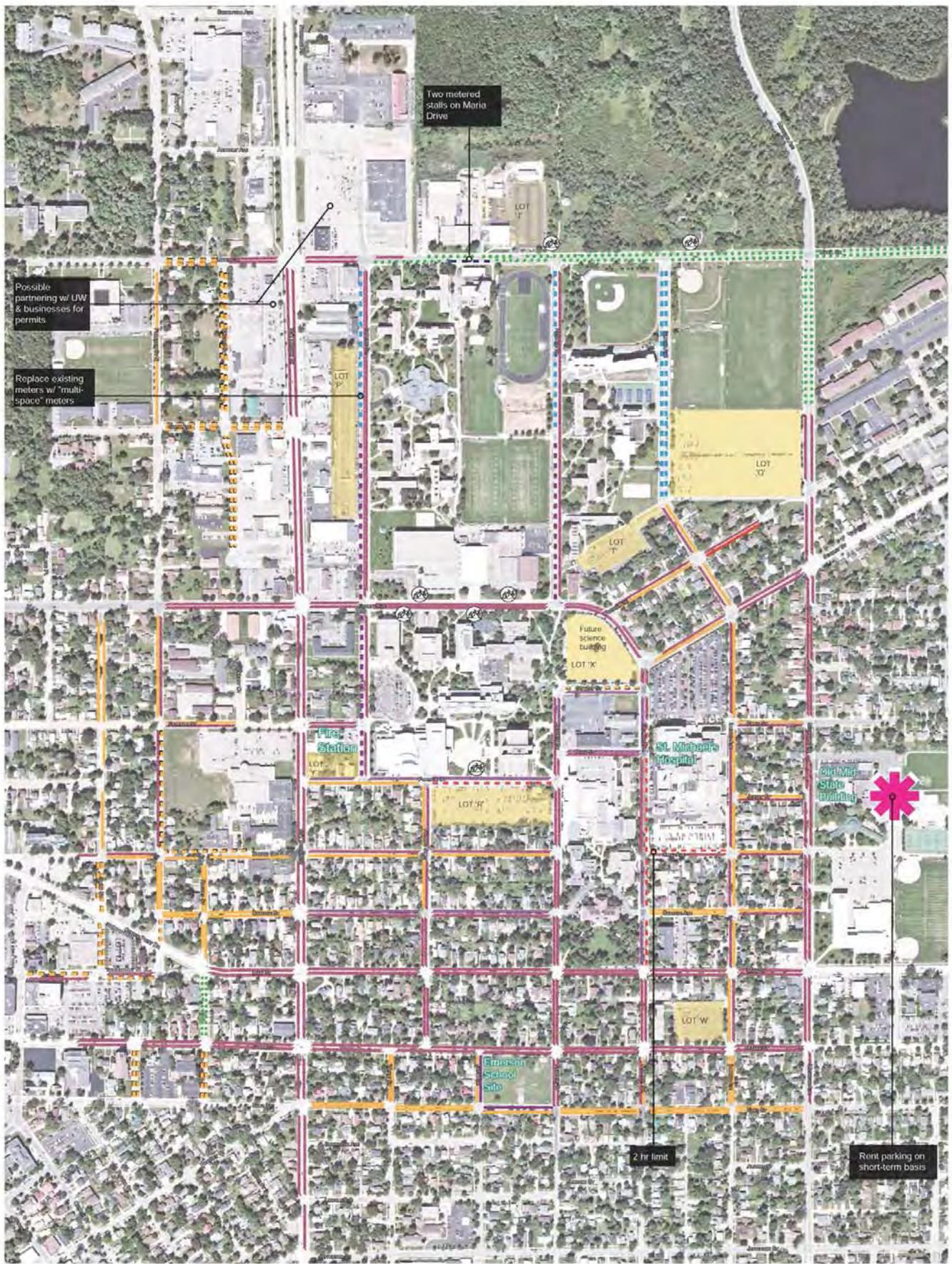
**OFF-STREET PARKING RECOMMENDATIONS**

- Multi-space parking
- 1 hr parking 7am-6pm
- 2 hr parking 7am-6pm
- city owned lot
- unpaid lot parking
- redevelopment opportunity
- permitted parking
- minimum of 100 sq ft

**Pedestrian & bike connection across main st**

- pedestrian & bike connection across main st
- recommends bike rack facilities

**SEH**



ON-STREET PARKING RECOMMENDATIONS

- |                          |                               |  |  |                      |                                 |                           |
|--------------------------|-------------------------------|--|--|----------------------|---------------------------------|---------------------------|
| No parking               | 2hr parking - permit          | 4hr parking - permit 7am-6pm             | 30 min. parking single space meter 7am-6pm | Permit parking       | Other parking recommendations   | Redevelopment opportunity |
| No parking 8am-4pm       | 2hr parking 7am-6pm           | 4hr multi-spaced metered parking 7am-6pm | 9 hr parking multi-space meter 7am-6pm     | Private lot          | Recommended bike rack locations | U.W. parking lot          |
| Residential only parking | 2hr parking multi-space meter |  |  | Unrestricted parking |                                 |                           |

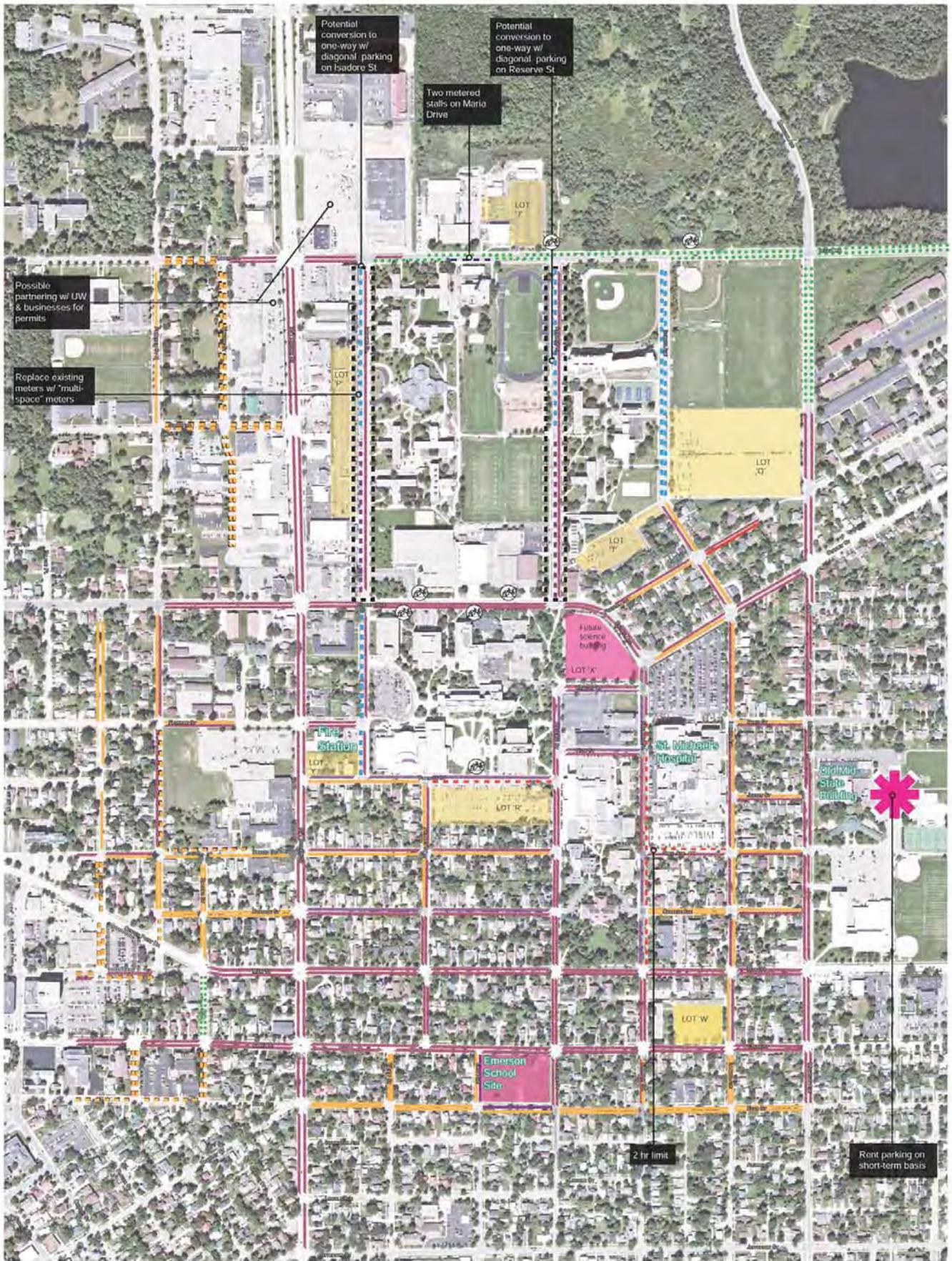
Short Term Recommendations

1-3 years



University  
Parking  
Study



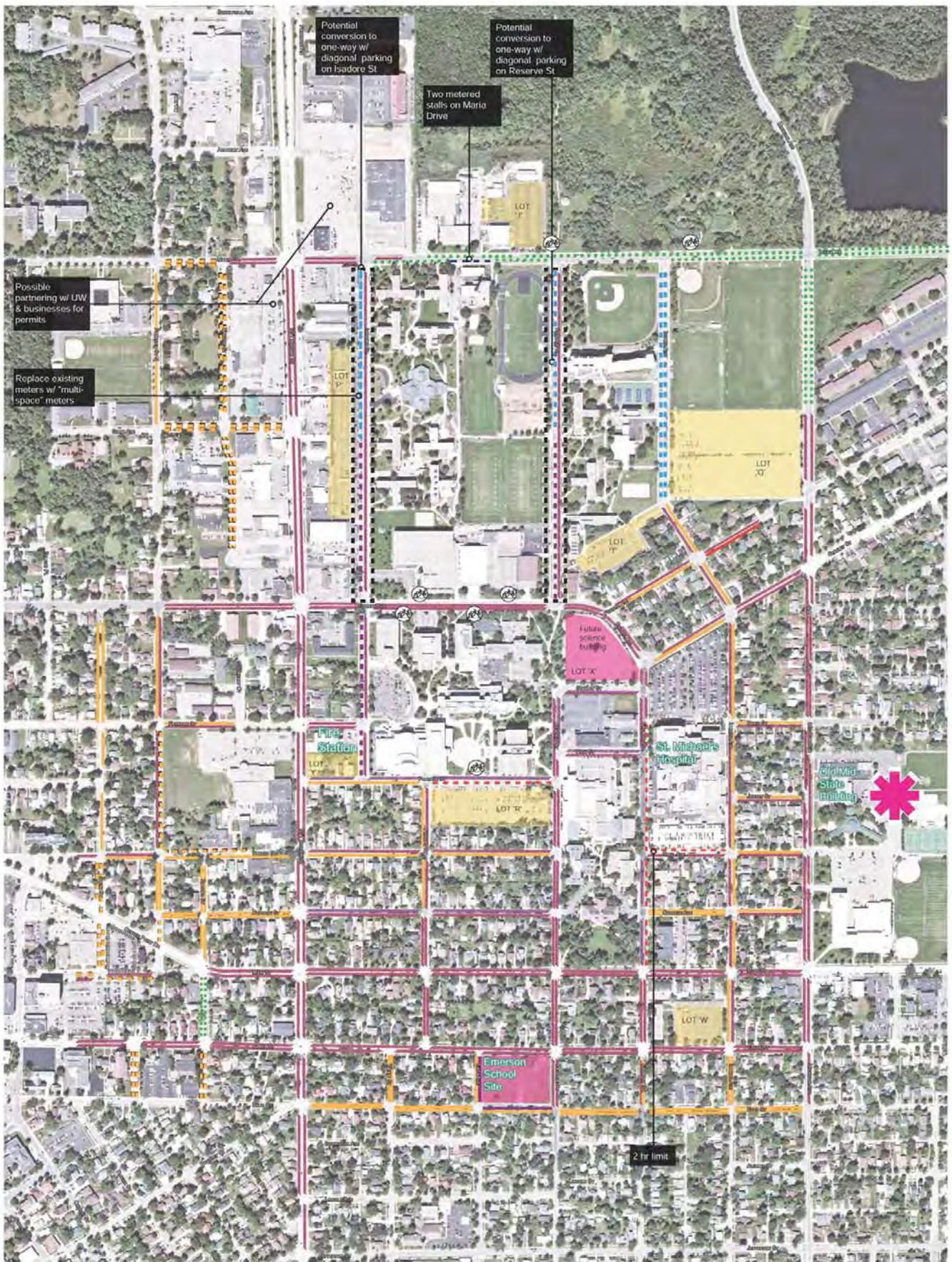


ON-STREET PARKING RECOMMENDATIONS

- No parking
- 2hr parking - permit
- 4hr parking - permit 7am-6pm
- 30 min. parking single space meter 7am-6pm
- Permit parking
- Private lot
- Other parking recommendations
- No parking 8am-4pm
- 2hr parking 7am-6pm
- 4hr multi-spaced metered parking 7am-6pm
- 9 hr parking multi-space meter 7am-6pm
- Unrestricted parking
- Recommended bike rack locations
- Residential only parking
- 2hr parking multi-space meter
- Redevelopment opportunity
- U.W. parking lot

Mid Term Recommendations 4-6 years





ON-STREET PARKING RECOMMENDATIONS

- |                          |                               |  |  |                      |                                 |                           |
|--------------------------|-------------------------------|--|--|----------------------|---------------------------------|---------------------------|
| No parking               | 2hr parking + permit          | 4hr parking + permit 7am-6pm             | 30 min. parking single space meter 7am-6pm | Permit parking       | Other parking recommendations   | Redevelopment opportunity |
| No parking 8am-4pm       | 2hr parking 7am-6pm           | 4hr multi-spaced metered parking 7am-6pm | 9 hr parking multi-space meter 7am-6pm     | Private lot          | Recommended bike rack locations | U.W. parking lot          |
| Residential only parking | 2hr parking multi-space meter |  |  | Unrestricted parking |                                 |                           |

Long Term Recommendations

6+ years

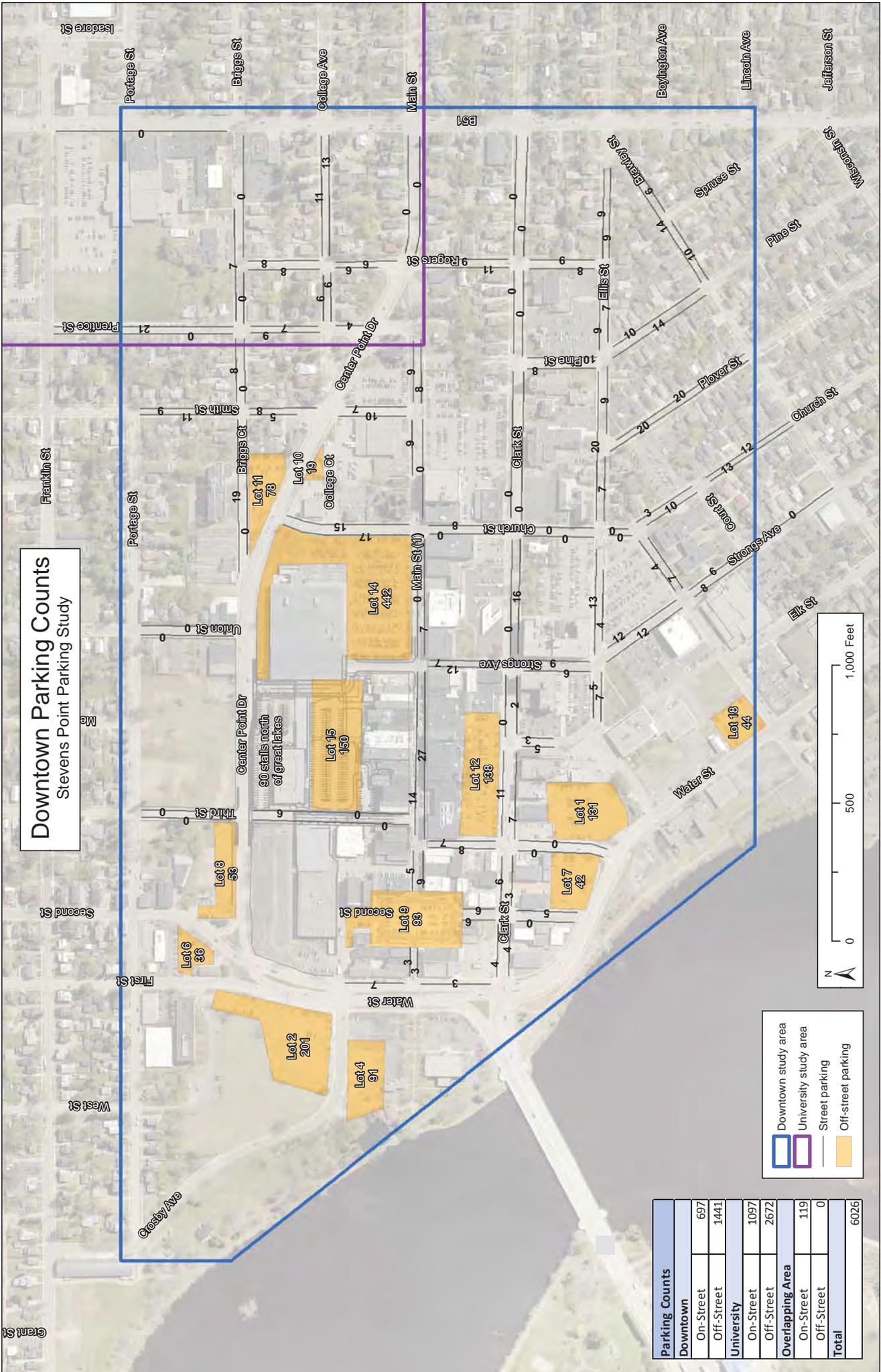


University  
Parking  
Study



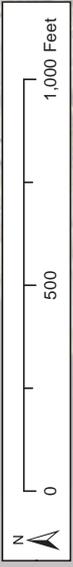
# Downtown Parking Counts

## Stevens Point Parking Study



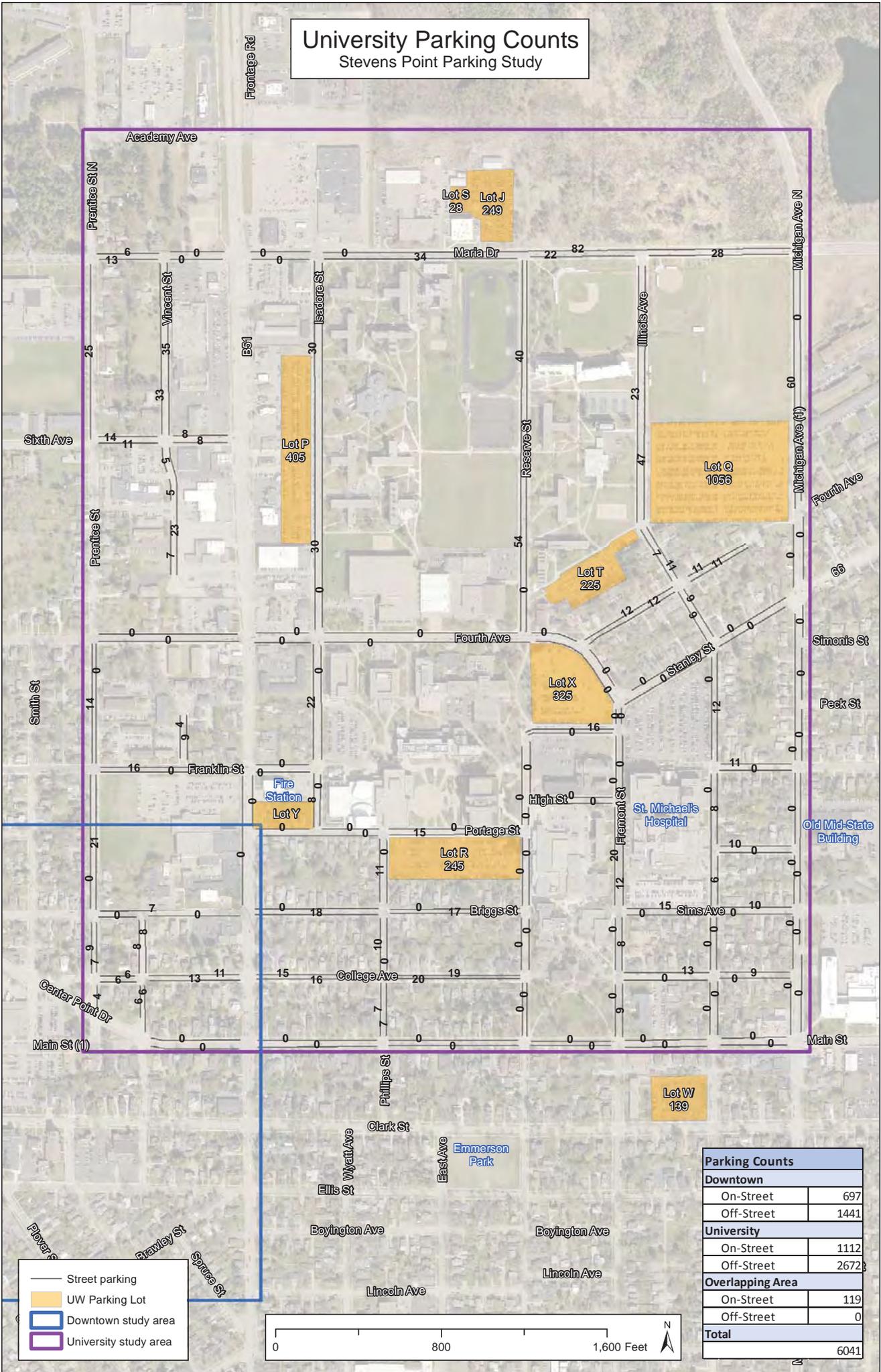
Parking Counts	
<b>Downtown</b>	
On-Street	697
Off-Street	1441
<b>University</b>	
On-Street	1097
Off-Street	2672
<b>Overlapping Area</b>	
On-Street	119
Off-Street	0
<b>Total</b>	<b>6026</b>

Downtown study area  
 University study area  
 Street parking  
 Off-street parking



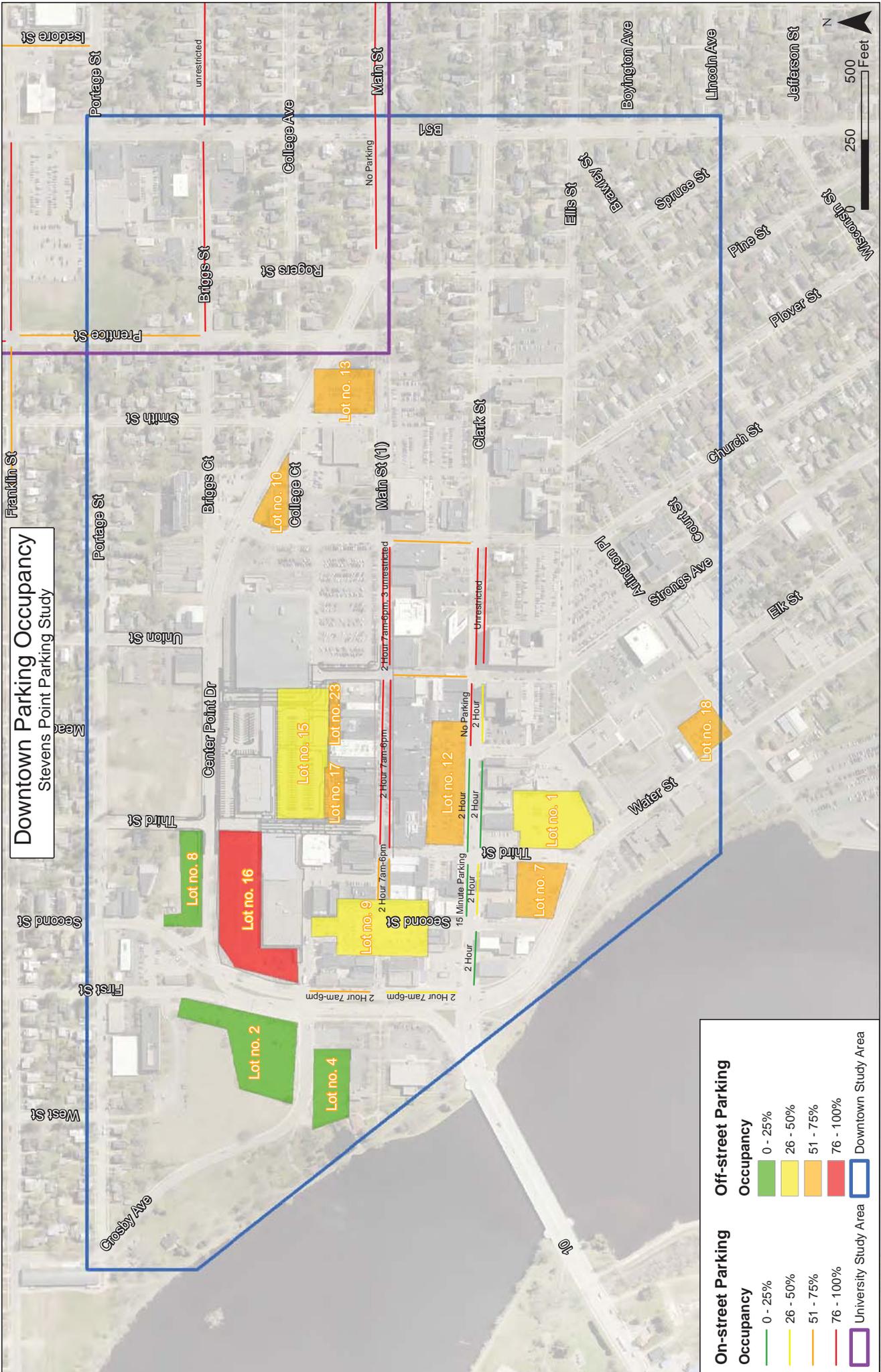
# University Parking Counts

## Stevens Point Parking Study



Parking Counts	
<b>Downtown</b>	
On-Street	697
Off-Street	1441
<b>University</b>	
On-Street	1112
Off-Street	2672
<b>Overlapping Area</b>	
On-Street	119
Off-Street	0
<b>Total</b>	<b>6041</b>

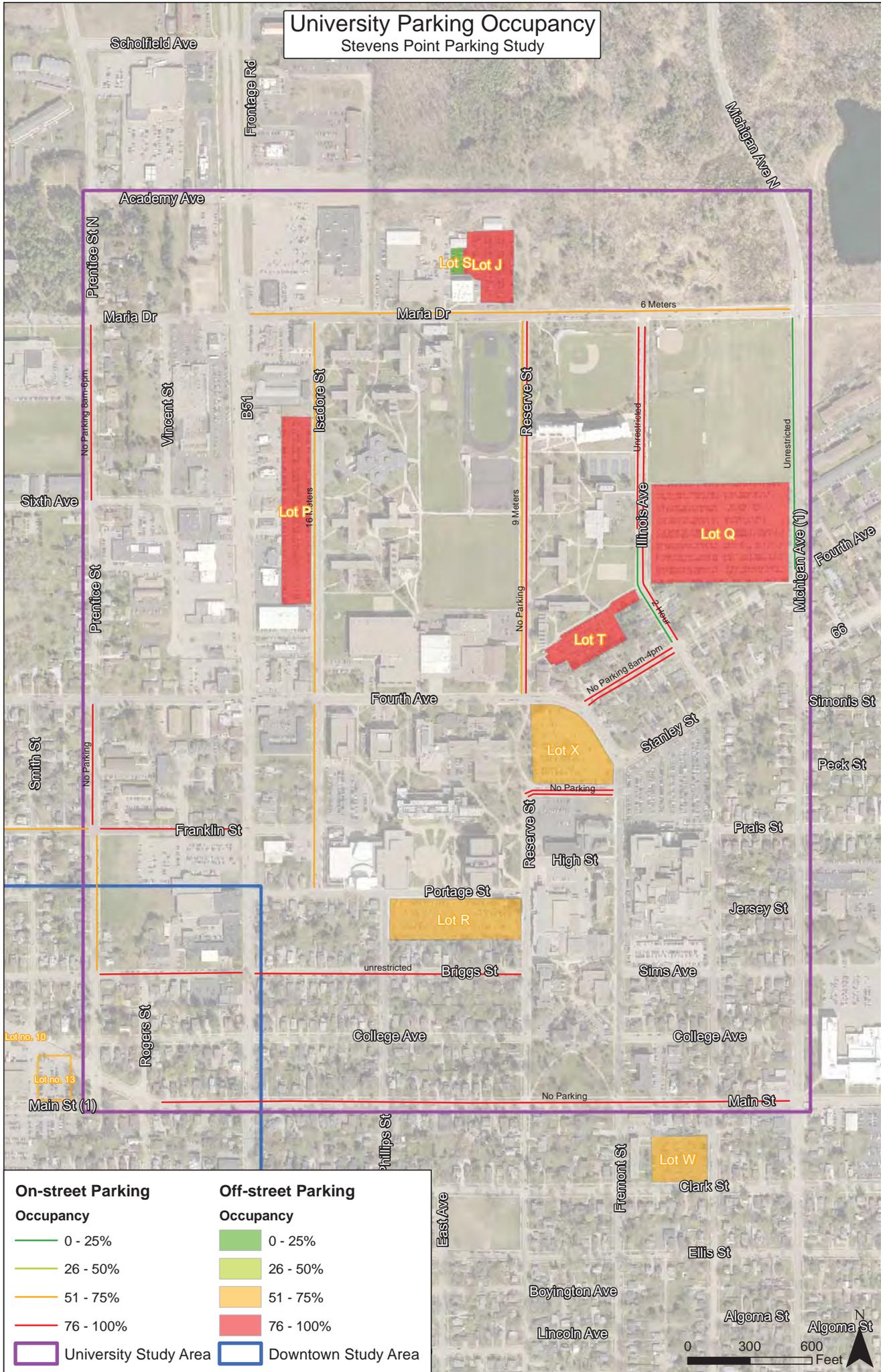
# Downtown Parking Occupancy Stevens Point Parking Study



On-street Parking Occupancy	Off-street Parking Occupancy
0 - 25%	0 - 25%
26 - 50%	26 - 50%
51 - 75%	51 - 75%
76 - 100%	76 - 100%
University Study Area	Downtown Study Area

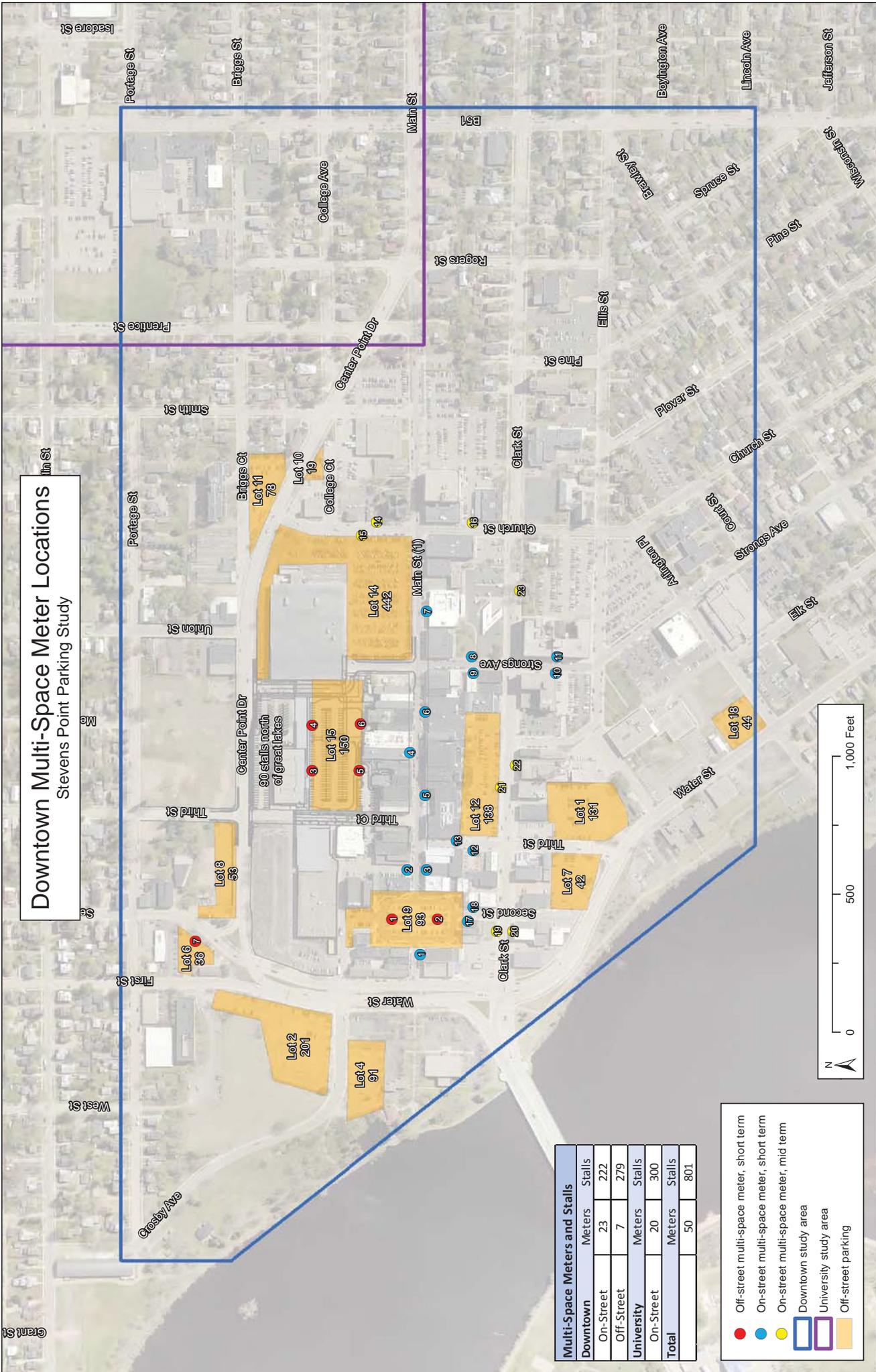
# University Parking Occupancy

## Stevens Point Parking Study



# Downtown Multi-Space Meter Locations

Stevens Point Parking Study

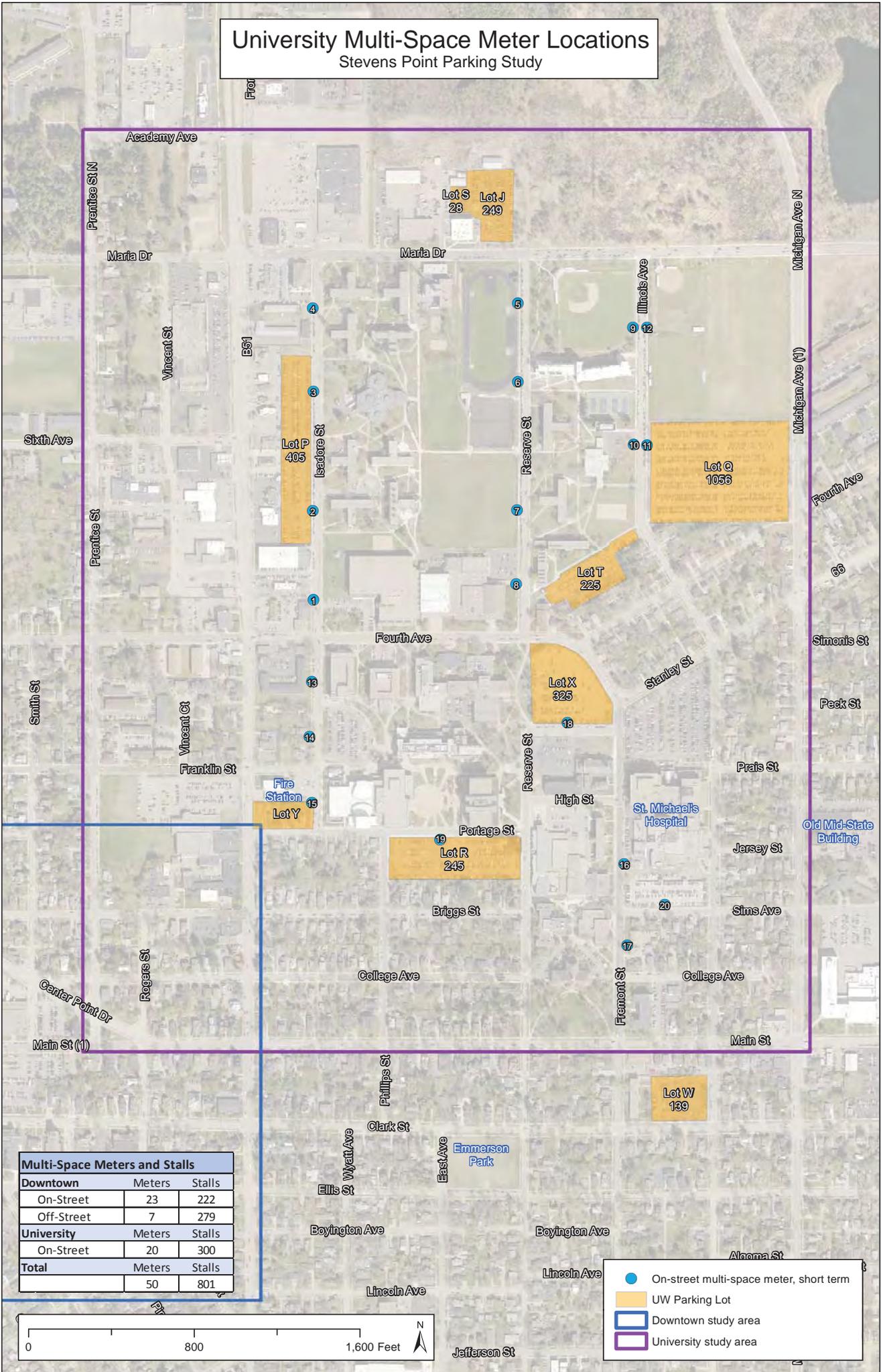


Multi-Space Meters and Stalls		
Downtown	Meters	Stalls
On-Street	23	222
Off-Street	7	279
University	Meters	Stalls
On-Street	20	300
<b>Total</b>	<b>50</b>	<b>801</b>

- Off-street multi-space meter, short term
- On-street multi-space meter, short term
- On-street multi-space meter, mid term
- Downtown study area
- University study area
- Off-street parking

# University Multi-Space Meter Locations

## Stevens Point Parking Study



Multi-Space Meters and Stalls		
<b>Downtown</b>	Meters	Stalls
On-Street	23	222
Off-Street	7	279
<b>University</b>	Meters	Stalls
On-Street	20	300
<b>Total</b>	Meters	Stalls
	50	801

- On-street multi-space meter, short term
- UW Parking Lot
- Downtown study area
- University study area



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# Appendix A

Open House March 26, 2015



## Minutes

### Open House

March 26, 2015 5:00 – 7:00 p.m.  
Mid State Technical College  
1001 Center Point Drive  
Stevens point, WI 54481

#### I. Attendance

- a. SEH – Greg Finstad, Bob Kost, Alex Saunders, Jeremy Tomesh, Darren Fortney, Sarah Morrison, Marty Falk
- b. City of Stevens Point – Michael Ostrowski, Scott Schatschneider
- c. Public – Approximately 35 members of the public

#### II. Welcome and sign in

- a. Members of the public were welcomed as they entered the open house and given three handouts; A comment form, a dot exercise form, and a project information/contacts sheet.

#### III. Open House

- a. The open house officially started at 5:00 p.m.
- b. Attendees were encouraged to view the four exhibits on display and record their comments and questions in writing on the comment forms provided.
- c. Staff from SEH and the City of Stevens Point were on hand to facilitate discussion, answer questions, and assist with recording questions/comments.

#### IV. Conclusion

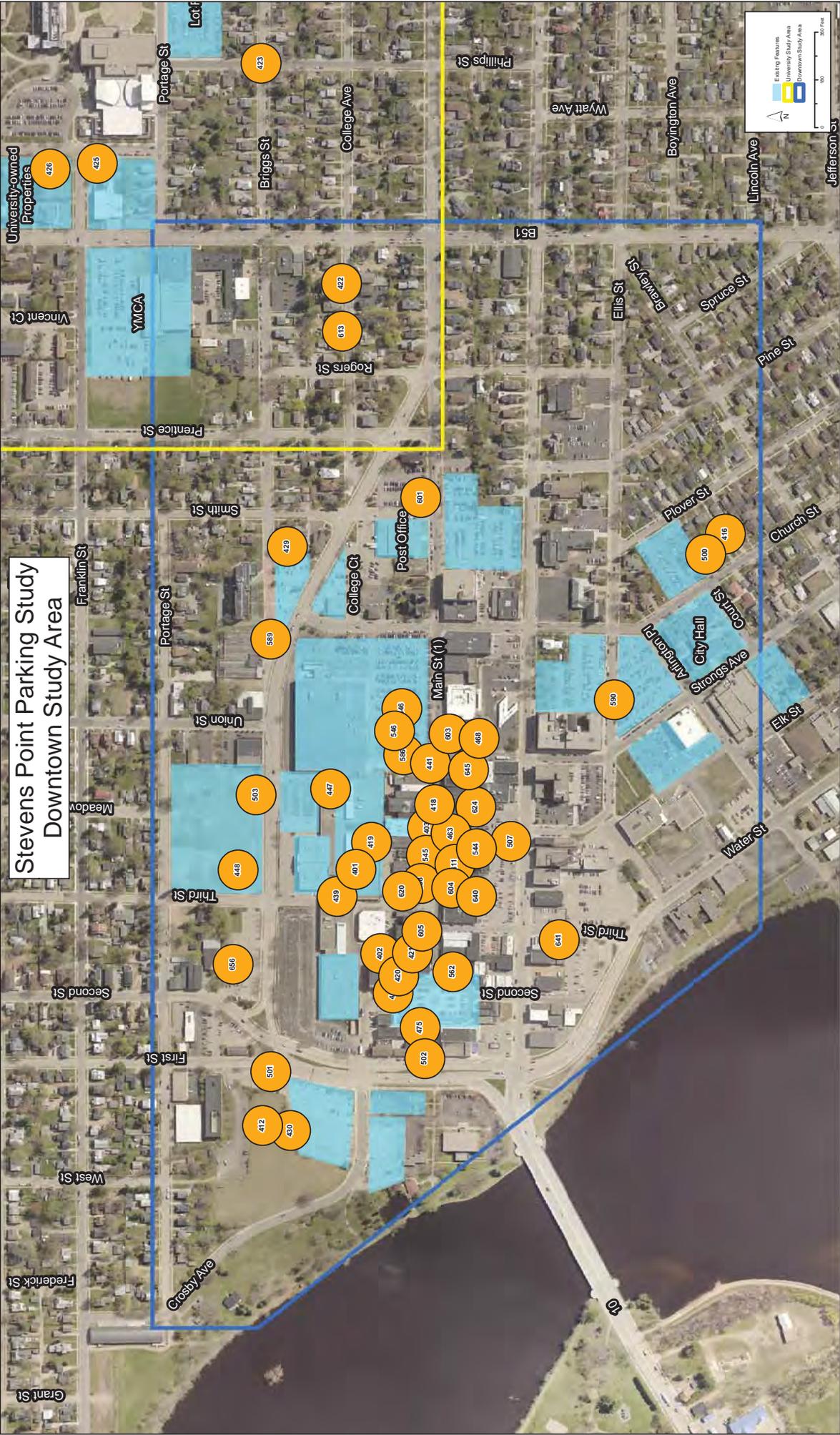
- a. The last remaining members of the public left at 7:00 p.m., at which point the open house was concluded.

#### V. Comments

- a. Written comments were collected in two forms:
  - i. A dot exercise form with comments referenced to points on a map by unique numbers.
  - ii. A comment form with a few specific questions and a space for open ended questions and comments.
- b. All comments collected in this way have been compiled and included below.



# Stevens Point Parking Study Downtown Study Area



Dot Comments - Stevens Point Parking Study Open House- March 26, 2015

DOT #	Comment
401	Lot #15 Once this lot opened-started to use-very bad in inclement weather. Need better lot salting & plowing. Also alley driveway between journal & downtown bridge never seem clear. Very dangerous walking. Also when coming in AM - cars are parking overnight.
402	Lot #22 Parking behind Geoffilis & Westland. Marked for Journal parking - hardly any Journal parking.
403	The entire Main St - mostly filled up with employees - no matter what time.
410	Parking meters will kill downtown trade. Guests will avoid town because of meters. Overnight parking should be allowed except for snow emergency times.
411	Speed 15 too fast. 10 mph would be better . Digital speed sign w/red & blue lights if too fast.
412	Add to parking lot #2 for more day & overnight parking.
416	Church st and other residential 2 hour parking areas. Residents of the particular block ought to be able to get a window sticker to eliminate the time limit for them.
417	Street Parking: eg. Michigan Ave north of Stanley, the street is so wide there is no reason NOT to have parking for students. Through Schmeekle presently one cannot use mid-reserve oversee areas if handicapped and need close parking. Any wide street should have parking on both sides. It slows cars when a street is narrowed.
418	I think that meters - particularly the 'sticker in the window' version are counter productive in such a short downtown area. We want to encourage people visiting the shops w/o time constraints. Outlying areas (kohls, Lowes, etc.) have free parking.
419	
420	
421	No parking enforcement.
422	Need parking on one side of College Ave. This should be a metered/pay to park or permitted area.
423	Briggs St needs a pay to park structure. This needs to be a pay to park metered area.
424	Re-zone lot in front of Kmart to allow for new mixed use development to reduce the need for parking. This lot is often empty.
425	University should buy the fire station. What has done to buy the property?
426	University should own property and build a parking ramp. Univ. would like to own.
428	With the additional parking added between Great Lakes and the downtown businesses, the idea of seasonally closing down the main street parking should be considered. This would create more inviting downtown scene with opportunities for business owners to expand out into the street and sidewalk for an alternative dining/coffee shop experience.
429	CenterPoint should be two-way. If Main St were to become pedestrian/bike only, it would only make sense to redirect to CenterPoint. With a two way street, downtown would be easily accessed and navigated by locals and visitors alike. Also in this area is the parking for Central Rivers Farmshed. With the increased traffic to be expected from the new completion of the greenhouses, Farmshed will need more space for parking, as well as better access. Currently, CenterPoint doesn't act as a useful entrance point for our facility. By creating a throughway at the stoplight at the CenterPoint/Church St T-section.

430	Could this parking lot implement rainwater collection systems? There is a possibility of salt-tolerant rain gardens and underground water collection cisterns are economically feasible and reduce the amount of water that needs to be considered in large rainfall r snowfall events.
439	Need for covered bike spaces. Need for more bike parking stalls on the square. City could have a bike sharing program. Parking should be reflected to the cost of providing the parking.
440	Way longer than 2-hr parking. Lack of plowing/2-sided street parking makes it hard to drive down street in winter.
441	Get rid of angle parking BAD & dangerous
442	Make Q Warehousing only
443	Parking on Franklin St at the intersection with Smith St. is a problem. Parking is only allowed on the south side of Franklin so people park right up to the end of the intersection. There are no yellow lines painted to prevent this. If you try to cross the intersection when travelling north on Smith, it is impossible to see oncoming traffic on Franklin. You must crawl out into the intersection to see cross-traffic. Paint some yellow lines in the curb at Franklin and alleviate this dangerous condition.
446	In an effort to reduce parking in the Univ. corridor, this spot could serve as a drop-off for a commuter bus to Wausau. The cost could be evaluated against current commuter cost running on regular intervals. Provide WIFI on the bus to give people back their time. Increase jobs bus drivers & mechanics decrease environmental impact from all commuter traffic. Run w/hybrid busses. Lots of options for how to make this attractive.
447	If we continue to create lots, we should maximize their efficiency by making them solar covered lots. Promote renewable paid through meter costs, govt grants, city taxes,. We need to start innovating! Would be great to see this become a building ordinance for any new lot construction where a survey shows positive solar benefit.
448	Don't make it a parking lot for cars. Greenspace - promoting access through , bikes, walking & the bus.
458	Could we make Fourth Ave. a pedestrian/bicycle only? If the only reason not to do this is because of ambulances and other emergencies, then we should have that conversation. Or, could it be daytime only?
459	Metered parking with 4 hour time capacity?
460	Lifting the overnight parking prohibition and putting meters in on College and Briggs could help solve some issues like too much demand and extra parking for residents.
463	Can't see to back up in angled parking.
468	Food service trucks park for 60 min w/engines running for their AC. Noisy for my customers.
475	Close this connection to Water Street and enable a public bike/ped friendly space to congregate and a more friendly/safer connection to the riverfront.
476	Cars parked too close to driveway, difficult turning in/out.
477	Student parking for several blocks at Franklin & around corner @ Smith, visibility is poor at intersection while cars are parked too close.
500	Currently 2-hr parking. Residents don't have access to park on the street. Residents can park more than 2 hrs. - window sticker. Why do city streets have to be off limits to overnight park??
501	Improve signing - way finding
502	Should be able to turn left.

511	Use streets for parking - where applicable/practical
515	2 hr. park rq - prevents residents/visitor from parking on the street.
519	Lot R - 5 pm restrictions /6 per ? Look at usage - adjust hours of restrictions
544	Library lot. Consider for permitted parking for residents that are close to that lot to encourage additional people to consider the downtown for residential living.
545	Parking for apartments, residents, in this area needs to be as close as possible in order to attract tenants.
546	Shopko - Consider permitted parking for apartment dwellers that live very close to this lot.
564	Reverse pkg - green space @ U of W - put green space @ edges and pkg @ center of campus
586	Parking lots act as barriers to pedestrians in winter w/snow buildup.
588	Make this a pedestrian parkway like State Street. Otherwise, pay as you play.
589	Two-way street.
590	These huge parking islands make it difficult for people to walk/bike downtown. This is "wasted" space and could be more productive in terms of economic and aesthetic value. Our community problem is too much parking and not enough infrastructure to get around.
598	Could this street have metered parking along with 4 hour time capacity to give students time for at least 2 classes on campus while bringing in revenue for the City?
599	Need direct access from 4th Ave into this lot to reduce traffic in the 4th & Illinois Ace neighborhood.
600	Hospital and university should cooperate in constructing a parking garage.
601	It is time for the city to abandon one-way traffic on Clark & Main St and make them two-way.
602	Could this street have metered parking with 4 hours time capacity?
603	Could replace 1-2 car stalls with a bike coral
604	Great location for large bike parking and bike shelters.
605	There shouldn't be any free parking downtown. This is hurting parking demand, the lack of safety, and many other things. I'd suggest starting by metering all stalls on Main St. from Church to Water.
606	Same as above?
611	Parking by students & employees starts at 5:00 in this area during school hours. During winter, blocked drives and parking over cross walks is common along with parking in yellow areas since curbs are covered in snow. Residents often need to use street parking due to short driveways in the area. Streets including Phillips become extremely narrow during winter months because of snow banks and plowing not going to the curb area.
612	Often during day, cars are parked on Phillips on the wrong side. Traffic involving Fire D. traffic makes this a busy area with limited width at fast speeds - esp. during winter months. Cars are often hanging over sidewalks in drive for once an hour during the day. Not just making a delivery or no flashing lights. The darkness off this streets adds to the danger. Weekend & evening parking on street is often both sides, though not legal. Pedestrians often running & often under the Inf. adds to the danger in this area. Bicycles, skateboards, scooters are "buzzing" all three of these areas - often not following traffic laws , speed, or with lights at night.
620	Third should be pedestrian/bicycle only.
621	There should be a crosswalk light there!

623	Main St. pay for parking. People should pay for the high value parking. Parking isn't free - direct & indirect costs are paid by tax payers. Why should pedestrians/bikes pay for a resource they don't use? Taxpayers who drive should bear costs of street repair, congestion, lower air quality, etc. Not old-fashioned parking meters but those kiosks (like in Madison).
625	Lot R - UWSP Parking for adj..... We're in and out at all times. Time is an issue. UWSP needs to issue some sort of parking permit for part-timers. I'd be willing to pay for guaranteed parking near my classroom.
627	Pressure UWSP to increase parking fees in order to decrease parking demand.
628	Same as above?
629	Same as above?
645	I have heard some thoughts about this stretch of Strongs being made 2-way. I would not be in favor of that if it meant sacrificing parking spots.
646	This lot is also part public parking - I believe
656	Lots 8 & 2 and to some extent 4 & 15 have been important overflow lots for MSTC.
678	Parking on both sides of Maria Drive is tight. Combined with speed, it creates dangerous vehicle and pedestrian conflicts.
862	No metered parking downtown. Metered parking is a business killer. It works the way it is now. 2 Hour parking.
503/507	In favor of turning Clark and CenterPoint into two-way traffic. This would reduce travel time as well as create better visibility to downtown businesses. Once implemented, we could reduce lane numbers on Water and incorporate bike lanes and increase safety with little cost to the tax payers.

Comments - Stevens Point Parking Study Open House- March 26, 2015

**What ideas do you have for parking improvements in the downtown area?**

No overnight parking in Lot #15

More time for downtown people shopping

Parking needs to be metered. Free parking undermines the economy since extended costs are paid through tax dollars that could be better used for other kinds of improvements.

Permitted parking for apartment dwellers needs to be as close as possible in order to attract tenants that would be interested in upscale apartments. I believe that there are enough stalls but if not, use property tax or permit fee to determine closeness to apartment.

No parking meters! It will kill downtown trade. I've been an owner in the downtown for 20+ years. We fight hard enough to get people to come downtown. We cannot make them pay to park!!

Provide preference to residential parking in front of owners house

There should be no free parking. Solutions: Meters. Amounts change with the time of day or day of the week. Permitted areas. Strict enforcements. Costs need to be high enough to spur turn over but low enough to encourage spot usage

pay for high -value parking (main st), behind library, kiosks not meters, parking needs to be enforced, business owners should not park in front of their own or other's businesses.

Get rid of angled on Main

No parking on Main St

Increased covered bike parking

Covered bike spaces/ bike share program

more collaborative with university area

higher fees

Angled parking on Main St is dangerous and hard to see when backing out for both parked cars and cars on the street driving

I have never liked the angle parking downtown and avoid traveling through this as much as possible. I have had to get out of my car and go out into the street to see if traffic was clear for me to back out. I feel like I am going to get hit by cars backing out at any time. The visibility is terrible and it feels claustrophobic going downtown. Boulder Junction has angle parking and it is very nice but they have nice wide spaces and plenty of visibility. The street is wide enough so it is inviting rather than claustrophobic. We do not have enough space for this type of parking. Also, if a business is taking deliveries, the entire street is blocked. I would opt to return to the parallel parking.

the speed limit is low and most people do seem to honor this. I do like the new parking available by MidState and behind the Children's Museum etc

Comments - Stevens Point Parking Study Open House- March 26, 2015

**What ideas do you have for parking improvements in the university area?**

Increase fees. Provide incentives to not have cars, i.e.. Bike, walk, mass transit. Improve housing situation for students so they can walk to campus, i.e. high density quality buildings.

Residents of the area should be offered 1st permits or right out on street parking without having to start at 5am (before 6am allowed time) landlords expanding back yards fail to follow laws limiting # of cars allowed as well as make these areas an eyesore. Lots of garbage and noise created in these lots while many of the do not meet the requirements for boundaries and paving.

Provide preference to residential parking in front of owners house

Pay to park meters. Better amenities to encourage the use of bicycles. Free univ parking needs to be eliminated. The revenue should be put back into upkeep and improvements in the university neighborhoods and downtown area.

parking structure (not in a residential area)

part time permit for adjuncts

Eliminate the need to have a car

Meters on all streets around UW

higher costs for parking permits/daily parking rate

More covered bike parking

Covered bike spaces/ bike share program

more collaborative with downtown area

higher fees

Comments - Stevens Point Parking Study Open House- March 26, 2015

**What improvements would you like to see for bicycle parking and where would you**

I think bikes need to be somewhere in center of town. Perhaps, front or back side of Library or even alongside

We need far more bicycle parking throughout the community! MATC, Downtown, etc., smaller racks (2 bike) should be spaced throughout downtown rather than 1-2 large racks (which damage bikes!)

Security! Bikes are very much at risk. Also, a removal plan for abandoned bikes would be nice.

More bike racks on Main St

locking bike racks, covered bike parking. Improvements should be placed and the most used buildings on campus.

I don't know what's available but bike racks need to be all over downtown, south side, UWSP, and any commercial center, public building or church

Stable parking structures (sturdier)

more noticeable, prominent structures

bike parking should be covered and prevalent would be great to lose 2 car parking spots per block on Main St and put the bikes front and center

Give bike parking prevalence to business and put them closest to the entry way of the pertinent buildings

Comments - Stevens Point Parking Study Open House- March 26, 2015

**What do you like about the current parking system for the two project areas?**

I did like the new parking lot, until more cars starting parking overnight.

Contrary to what many believe, there is plenty of it!

Generally fine with the exception of apartment parking

There should also be overnight parking in the downtown area. Only reason to ban it would be for a snow emergency!!

Speed limit should be 10mph on main st and square with digital red and blue light if faster than 10mph. And enforce it!!

It is terrible and continues to promote the failing model of urban sprawl and a city centered around commuting. Free parking cost taxes a huge amount of money when each spot on average cost \$1400 to build and \$400/year to maintain. The elimination of free parking would provide revenue for place making projects that truly benefit the university neighborhoods and historic downtown for the long term.

I like the angled parking on Main St. Lot R is good for evening events at the Fine Arts Center or LSD Student Center

the lot hidden behind the downtown businesses by Great Lakes

"No much"

we should be shifting the conversation to how do we move from promoting core to promoting more sustainable transportation modes and models

Free street parking downtown, easy parking options downtown, open parking lots in evening for events at UWSP, available meters next to University Center

Comments - Stevens Point Parking Study Open House- March 26, 2015

**Are there things about the current parking system you would like to remain the**

No.

No.

Main St Parking design

Open lots that are available 24/7

Comments - Stevens Point Parking Study Open House- March 26, 2015

**List any other comments you have on the Stevens Point Parking Study?**

this is an opportunity to innovate. We can start moving in a direction that is more sustainable and build community versus continuing the status quo

sustainability can drive economic value for folks and if we relocate it that way we can help 'drive' behavior change

it would be nice to see the part of main street that goes through the historic down town to the square closed to vehicle traffic and be turned into a pedestrian mall. At least close main where the square connects to create a better bike/ped connection to the riverfront.

Lack of cross parking is what is stopping me from investing in the downtown and developing luxury apartments for professionals at a higher income levels. I won't be able to get such a tenant to walk four blocks to get to their vehicles. This is a high priority for economic development of the downtown.

Nice way to get feedback. Suggestion: send flyers to area businesses

metered or paid parking in the downtown area. Although my opinion is not 100 percent firm and un-bending, I feel that as long as there are retail stores downtown with customers coming and going, then metered (paid) parking is not a good idea for our city (except that limited "permit" stalls are okay). I think many customers look upon meters as unfriendly to shoppers in today's shopping environment. I continue to strongly favor time limits on free parking, to prevent workers from taking customers' parking stalls. Should the day ever come when our downtown is all or almost all "office" business and little or no retail (if that trend takes over), then meters and paid parking will be fine at that time.

I am not against pay stations, per se. They may be the wave of the future .... easier payment options and easier enforcement. Although I have limited experience with pay stations in other cities, I have developed strong opinions of them. If and when used, they need to be friendly. Local residents who use them and get used to them will encounter few problems and may actually like them better than meters (smartphone and credit card payments). It is persons who are unfamiliar with them whom I worry about. Our city must be VISITOR FRIENDLY. If some visitor or first time user parks in a stall and walks over to a pay station, it should be simple, easy and straightforward. In my experience, I group pay stations into three types. (1) The pay station has clear instructions as to WHEN and HOW MUCH payment is required. Example: Enforced Mon-Sat, 8AM-6PM, 50 cents per hour, 2-hour maximum. (2) The pay station instructions are not visible, but an instruction states that the user has the ability to cancel once the payment is entered or deposited. If the user doesn't like the terms or cost, he/she presses the "cancel" button. If to his/her liking, the "confirm" button is pressed. I have been in cities that charge higher rates during peak times, and therefore putting the various fee amounts on the face of each pay station would be impractical. (3) The pay station has minimal, unclear instructions. It eats your money and if you don't like it, too bad, it's too late. Type #1 is best. Type #2 is okay. Type #3 is totally unacceptable in my opinion. Type #3 is visitor unfriendly, and for some users it will leave a very bad impression with them about our city. Such visitors may never come back. I implore you, do not let type #3 happen.

1) **As your flyer mentioned, bicycle parking should be a part of the study.** I encourage the city and local businesses to construct *covered bicycle parking areas* . These can vastly extend the number of months a bicycle commuter will ride.

2) **A comprehensive parking plan should include ways to reduce the demand for motor vehicle spots by promoting walking and bicycling to work.** Kimberly-Clark, SAP Labs, MayoClinic, Northwestern Mutual, and American Family Insurance are all Wisconsin companies that have earned recognition by the League of American Bicyclists for promoting bicycle commuting. The League of American Bicyclists website lists details on how companies can do that. There are also tax incentives for bicycle commuters, should employers participate in a program.

3) **Automobile parking should not impede walking routes.** Too often it does. The large lots around MSTC, Great Lakes, and Shopko are pedestrian barriers. When empty, they are too open to invite crossing; when full, they are not safe, as parking lots are not designed to let drivers see pedestrians, especially children, easily. On the south side of downtown, the government and Sentry parking lots are nicely broken up by roads, but nonetheless form an uninviting open plain. In short, walking routes need better planning in the downtown area. Well lighted, shaded, and intuitively navigated routes should connect downtown to its surrounding neighborhoods.

4) **Downtown parking lots should not contribute traffic to residential streets.** On the south side of downtown, the Sentry and government lots pull traffic from Division Street through Ellis, Church, and Strongs—each a residential street. A good parking plan would somehow keep that traffic on Main, Clark, and Water. Drivers commuting through the neighborhood have a tendency to “gun it” while on their way to and from work. As resident of the neighborhood, I find that behavior rude. But for downtown businesses, my argument matters in another way: if drivers from Division get to their jobs at Sentry, the City, or the County by traveling on Main/Clark, then they might be more likely to shop at the downtown businesses in their daily view.

Most midstate students can cross Hwy 66 to park in the huge parking lot west of campus; downtown business owners should not park in front of their businesses. Perhaps a spot could be designated behind the library for these individuals and employees. This has been an issue FOREVER!

Should be overnight parking on streets - off for snow emergencies. DO NOT pave more yards in more dense [word cut off] areas

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## Appendix B

Stakeholders Meeting Minutes – April 7 and 8, 2015



Vehicle and Bicycle Parking Analysis and Management Plan  
Minutes for All Focus Groups  
Parking Study  
City of Stevens Point  
Portage County, WI

## Minutes

Focus Group Meetings  
University Group 1  
April 7, 2015 11:00 a.m. – 12:00 p.m.  
Portage County Library  
1001 Main Street  
Stevens point, WI 54481

### I. Attendance

- a. SEH – Darren Fortney
- b. Stakeholders – Seven attendees representing the University

### II. Welcome and sign in

- a. Members of the public were welcomed as they entered the meeting

### III. Open House

- a. The meeting officially started at 11:00 a.m.
- b. Darren Fortney led a discussion about current and future parking concerns and suggestions. Feedback was given via a dot exercise as well as general comments that were recorded.

### IV. Conclusion

### V. Comments

- a. Written comments were collected in two forms:
  - i. A dot exercise form with comments referenced to points on a map by unique numbers.
  - ii. Darren Fortney recorded general comments in his notes, which were scanned and typed up for later reference.
- b. All comments collected in this way have been compiled and included at the end of all minutes.

# **Minutes**

Focus Group Meetings  
Downtown Group 1  
April 7, 2015 6:00 p.m. – 7:00 p.m.  
Portage County Library  
1001 Main Street  
Stevens point, WI 54481

## **I. Attendance**

- a. SEH – Bob Kost
- b. Stakeholders – Six attendees representing the Downtown area

## **II. Welcome and sign in**

- a. Members of the public were welcomed as they entered the meeting

## **III. Open House**

- a. The meeting officially started at 6:00 p.m.
- b. Bob Kost led a discussion about current and future parking concerns and suggestions. Feedback was given via discussion and general comments that were recorded.

## **IV. Conclusion**

## **V. Comments**

- a. Written comments were collected by Bob Kost. His notes have been scanned and typed up and are included at the end of all minutes.

# Minutes

Focus Group Meetings  
University Group 2  
April 8, 2015 7:30 a.m. – 8:15 a.m.  
Mid State Technical College  
1001 Center Point Drive  
Stevens point, WI 54481

## I. Attendance

- a. SEH – Darren Fortney
- b. Stakeholders – Two attendees representing the University

## II. Welcome and sign in

- a. Members of the public were welcomed as they entered the meeting

## III. Open House

- a. The meeting officially started at 7:30 a.m.
- b. Darren Fortney led a discussion about current and future parking concerns and suggestions. Feedback was given via a dot exercise as well as general comments that were recorded.

## IV. Conclusion

## V. Comments

- a. Written comments were collected in two forms:
  - i. A dot exercise form with comments referenced to points on a map by unique numbers.
  - ii. Darren Fortney recorded general comments in his notes, which were scanned and typed up for later reference.
- b. All comments collected in this way have been compiled and included at the end of all minutes.

# **Minutes**

Focus Group Meetings  
Downtown Group 2  
April 8, 2015 7:30 a.m. – 8:15 a.m.  
Mid State Technical College  
1001 Center Point Drive  
Stevens point, WI 54481

## **I. Attendance**

- a. SEH – Bob Kost
- b. Stakeholders –Three attendees representing the Downtown area

## **II. Welcome and sign in**

- a. Members of the public were welcomed as they entered the meeting

## **III. Open House**

- a. The meeting officially started at 7:30 a.m.
- b. Bob Kost led a discussion about current and future parking concerns and suggestions. Feedback was given via discussion and general comments that were recorded.

## **IV. Conclusion**

## **V. Comments**

- a. Written comments were collected by Bob Kost. His notes have been scanned and typed up and are included at the end of all minutes.

# **Minutes**

Focus Group Meetings  
Downtown Group 3  
April 8, 2015 9:00 a.m. – 10:00 a.m.  
Mid State Technical College  
1001 Center Point Drive  
Stevens point, WI 54481

## **I. Attendance**

- a. SEH – Bob Kost
- b. Stakeholders – Four attendees representing the Downtown area

## **II. Welcome and sign in**

- a. Members of the public were welcomed as they entered the meeting

## **III. Open House**

- a. The meeting officially started at 9:00 a.m.
- b. Bob Kost led a discussion about current and future parking concerns and suggestions. Feedback was given via discussion and general comments that were recorded.

## **IV. Conclusion**

## **V. Comments**

- a. Written comments were collected by Bob Kost. His notes have been scanned and typed up and are included at the end of all minutes.

## General Comments

- Don't put parking signs in people's yards. Confusing and vandalism.
- Clark and Main should be back to two-way streets
- People with 'short' driveways need street parking as there is no storage in driveway
- Stevens Point is undervaluing parking, should implement demand value parking
- More UW expands, and reduces parking, it only pushes it further into neighborhoods
- Close students actually drive 2-3 blocks because they have 'free' parking or paid permit
- Hospital does not currently charge to park. Hospital not currently interested in charging their employees
- Hospital tried \$8000/month shuttle system. Only 5 riders used it.
- Moped parking about same over time Mopeds parking on sidewalks and driving on sidewalks
- Challenge for UW to gain political traction to charge staff to park
- UW always in on-going discussion on parking and demand
- UW remote parking is essentially 20 min headway seems like it's too much
- Perception is that UW is separate from neighborhoods. Not a unified front.
- Supply/Demand model is off. UWSP is 12/13<sup>th</sup> out of all UW campus in state as far as free parking?
- Need demand based parking
- Residents feel trampled on and encroached on by UWSP
  - Why keep up my property if I am on fringe and UW may expand to me or put up with a parking lot
- STRATEGY: task force between neighborhood, city and UWSP to proactively address this
- STRATEGY: city parking ordinances/parking in backyards needs to be addressed
- STRATEGY: replace auto-stalls with bike corrals (2 spots = 20 bike stalls)
- STRATEGY: increase multi-family and density. But would need to be incorporated into single-family character
- Student demographics and needs/desires for housing options have changed drastically in 30 years → millennials
- Planning commission would be a great outlet for some of the issues
- UW has a carpool program
- UW increase transit usage/passes through segregated fees
- Hospital is interested in work with city to find a joint shuttle lot
- More bike lanes in city may drive/park less if safer
- More parking garages might help UW sprawl into neighborhoods
- Differing opinions on metering, some against, some ambivalent some in favor. If a multi-story garage were built, charging for parking would be more politically acceptable and would be easier to sell people on the value.
- If a garage is built it should be located at surface lot #12.
- Not enough enforcement of parking time violations, enforcement (ticketing) needs to be expanded, increased.
- Investigate price of violation, is \$15.00 sufficient to cover cost of monitoring and processing the ticket?

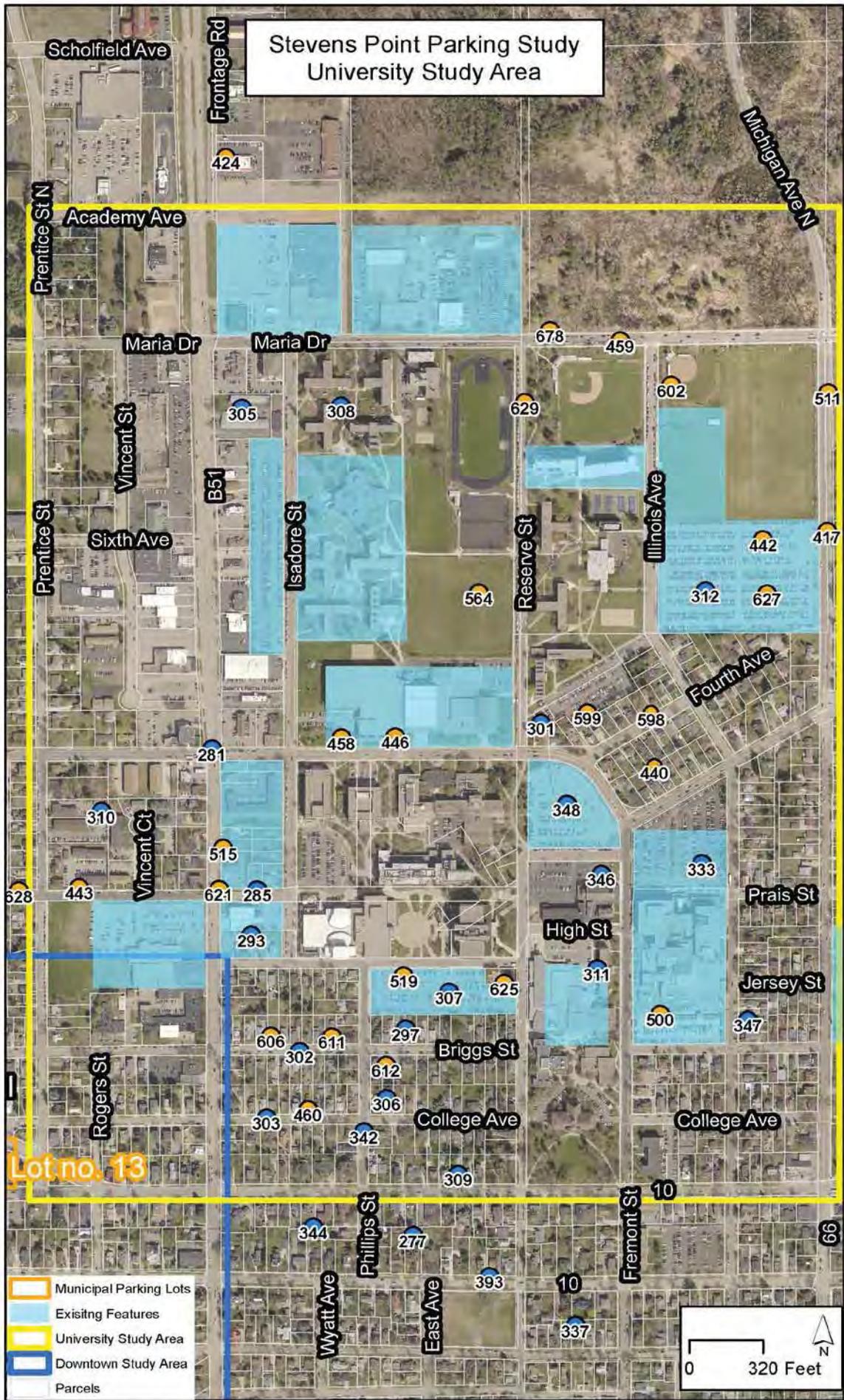
- Travel speed on Main St. is inconsistent (25 and 15 mph) and poorly/inadequately signed – consider lowering to 15mph on entire stretch from Rogers to Water.
- Need “cross walk” signs for mid-block crossing on Main, Water, etc.
- Parking supply for commercial use is adequate, inadequate for residential use, and maxed out for office uses.
- Residential parking is typically decoupled, located off site from most upstairs apartments. This is inconvenient, and also dangerous for female and family tenants.
- Need a better system of supporting parking for downtown residents without inconveniencing downtown merchants/customers.
- Overall signage (time restriction, public, private, etc.) is very poor, needs improving.
- 2HR time limit is customer friendly for Main St. businesses, unrealistic (too short) for office employers / employees and may be too long for some uses. Consider adding some 1 HR or 30 MIN spaces.
- Bike parking is needed at tech. college, Main St. and in commercial parking lots.
- Use individual bike hitch / post and loop type bike parking facilities, not ribbon racks.
- Get a building or buildings built along part (at corners) of Main St. frontage of Shopko parking lot.

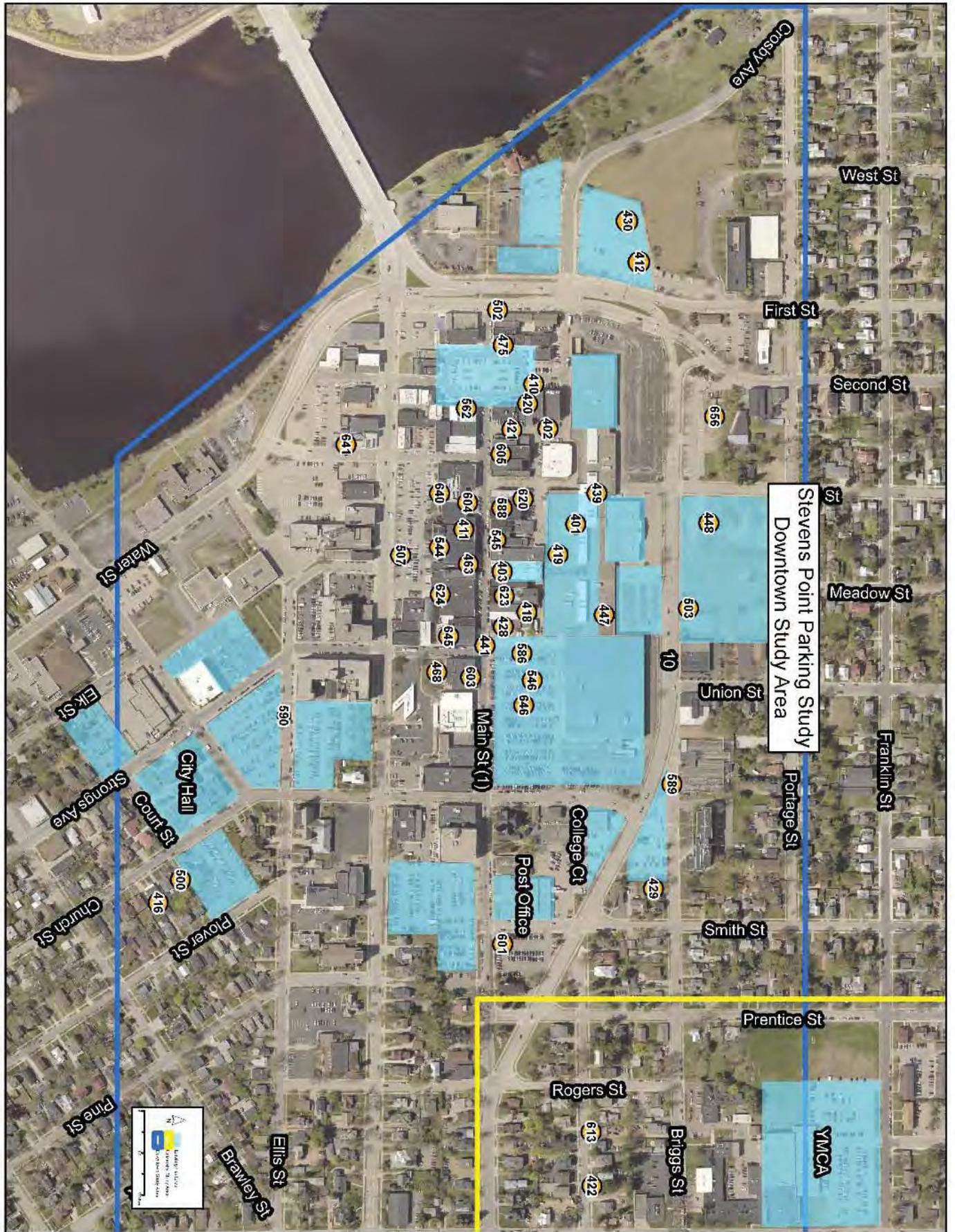
## Dot Comments

<b>DOT #</b>	<b>Comment</b>
342	Why don't we have parking on College [Ave.]? None on either side. Could we at least side metered? Maybe 2?
343	Clark and Main should be two-way streets
344	single family areas should have street permits given out to help alleviate parking
333	Students parking in hospital lot for free. Patients call to complain
346	Church people park at hospital lot. Ok on Sundays, but funerals on weekdays pose a problem
347	hospital is landlocked as far as expanding its parking
337	Southern limit needs to be expanded. 2-3 more streets south as students will still spill south and walk
348	parking will be lost to new science building
293	85 parking spaces coming, but temporary (2 years)
297	UW going to put building here
301	House coming down for 12 spaces
302 & 303	students like to park on these streets, free parking all day
306	60% rental/40% student mix on Briggs and college
309	rental properties on 1st, therefor parking problems
387	1/2 meter/ 1/2 permit in lot R
308	All 'T' shaped buildings are residence halls
312	residence hall people park in first rows of Q but rarely use their cars, thereby blocking other commuters from more convenient spots
311	Building proposed to take this down in next 15 years (asbestos, mold, etc.)
310	mostly student housing
277	If meter this area, students parking may push south of US10 one - way pairs to Ellis.... Could create student safety pedestrian issues
305	Need to adapt this space
281 & 285	both intersection very unsafe for pedestrians
293	Should be a UW commuter ramp. If this became a parking structure for UW then it would have to consider street parking on Briggs and College (which are city owned). Maybe look at a parking utility and cooperative agreement between UW and city.

*Blue dots represent stakeholder input, orange dots represent public input from Open House 3/26/15*

# Stevens Point Parking Study University Study Area





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## Appendix C

Memo to Michael Ostrowski - May 11, 2015



Building a Better World  
for All of Us®

## MEMORANDUM

TO: Michael Ostrowski

FROM: Greg Finstad

DATE: May 11, 2015

RE: Draft Parking and Bicycle Recommendations for Stevens Point Study  
SEH No. STEPT131443 14.00

We have developed a list of near, mid and long term recommendations for the Downtown and University Areas. Our recommendations are based on conversations with City and University staff, the March 26 Open House, and the Stakeholders meetings held on April 7 and 8, as well as best practices from our studies in other Cities and Universities. We hope to meet with you on May 18 to discuss our recommendations in detail.

In addition to this memo we will also be sending maps of the Downtown and University areas showing our recommendations.

### I. Near Term.

#### A. University Area

1. Replace existing meters near academic facilities with multi-space meters. Allow system to deny parking during snow emergency. Look at options on meter times to promote use for single class and quick stops as opposed to daily parking.
2. Remove meters that are not used and are far away from destinations, such as the meters on Isadore near Maria Drive and possibly the meters on Maria. Replace these meters with new multi-space meters near academic buildings (Fourth Avenue) on Isadore and Reserve Street.
3. Revise parking restrictions on University Streets (Isadore, Reserve, and Illinois) to provide better consistency with 2-hour parking near the destinations and consider Maria Drive to be 4 hour parking or unrestricted parking. (No residences impacted).
4. Install permitted parking areas in the former Mid-State parking lot and consider leasing these stalls to the University or Saint Michaels Hospital on a short term basis until such time as a competing use for the building is found. A reasonable rate should be determined for these stalls and the term of the sale or lease should be such that it would not interfere with any potential sale of the building or include a termination clause in the case of sale of the building.
5. Request that the University provide reduced rate for parking stalls along Michigan Avenue that are under-utilized to encourage long term parking to be on the edges of the lot as opposed to closer to campus which results in overflow parking to the City Streets.

#### B. Downtown Area

1. Consolidate overnight parking and dumpster requests to public works for approval. Create a system to document the request electronically and issue a window hangar for parking and a placard for dumpsters and equipment. Charge a nominal fee for overnight on-street parking, and consider a slightly higher fee for Dumpster and larger equipment

placement to recoup review time. System should automatically notify dispatch/PD and the Streets Department when a permit is issued along with the permit number. People intoxicated and unable to drive should be allowed to contact the police department for overnight parking as they currently do. Dispatch would enter information on these requests. This process should be separate from the permit to work within the right of way form currently used. Private contractor equipment should also be subject to this permit. Permit Application should include name and contact information that would be sent to dispatch and the Streets Department if they need to contact the permittee in case of an emergency.

2. Provide better signage to direct people to available parking in the downtown area. Add way-finding signs and higher visibility signage to assist people in finding available parking.
3. Install bicycle parking racks in the new municipal lot adjacent to the Children's Museum.
4. Provide bicycle parking in the Crosby lot for people utilizing the park and downtown businesses.
5. Make the library parking lot 1 hour parking to increase turnover and continue to actively enforce this lot. Make the other downtown lots and on-street areas between Center Point Drive and Clark Street 2 hour parking from 7 am to 6 pm. Make the lots further away unrestricted parking and use way finding signs to direct people to these lots.
6. Place multi-space meters on Strongs Avenue for 1-block South of Clark Street and use these meters for all parking spots in this area.
7. Make all parking on Clark Street 2-hour parking, but sell permitted parking stalls on Clark Street at a rate equal to the cost of maintenance of these stalls. Use this to gradually phase out permitted parking in the library lot.
8. Make Main Street 15-mph from Centerpoint Drive to Water Street.

## II. Mid Term

### A. University Area

1. Expand the use of multi-space meters into the two hour parking areas created with the near term solutions.
2. Consider residential parking sticker system near the University, allowing parking on the streets in designated areas with a residential parking permit only. Consider mailing permits with garbage and recycling mailer near the first of the year to reduce distribution costs with one permit per property. Consider allowing overnight parking on city streets during non-winter months with Residential Parking Permit (possible odd even alternating parking to allow for street sweeping). Consider doing this as a trial in the University Area in a wide enough area to provide a buffer from spillover parking into the residential neighborhoods. If successful, consider expanding the program.
3. Encourage the University to work with neighboring businesses to utilize underused parking facilities or to take advantage of complimentary schedules to find overnight parking options utilizing existing parking. Kmart, former County Market Site, Hospital, etc.
4. Consider a park and ride lot for use by the hospital and University. Primary users would likely be the hospital staff but there might be some interest for long term University parking.

### B. Downtown Area

1. If the ongoing warrant analysis indicates that the signal can be eliminated at the intersection of Centerpoint Drive and Church Street, add a curb cut to the north of the intersection to allow for vehicle traffic to utilize the municipal lot to the north of Church Street.

2. Evaluate a road diet for Water Street between Main Street and Clark Street. On Water Street between Clark Street and Second Street this road diet could allow for the implementation of on-street angle parking to provide additional parking spaces next to the downtown businesses.
3. Provide permitted parking in the Crosby lot and lots to the North of Centerpoint Drive at a lower rate, and increase the permit fees for existing permitted stalls to a value that would be adequate for the maintenance costs of the space.
4. Eliminate permitted parking in the Library lot.
5. Provide permit parking in other lots closer to destinations.

### III. Long Term

#### A. University Area

1. A University and Hospital parking structure or University Parking Structure. The existing Saint Michaels Hospital Parking Area would be one option given its location.
2. Implement more multi-space meters as University parking facilities improve to reduce the dependency on free street parking.
3. Consider the possibility of abandoning/vacating portions of Isadore Street and Reserve Street between Maria and Fourth Avenue to allow the University to construct additional parking facilities and eliminate the roadway maintenance costs from the City's capital budget. If Reserve Street were made into a parking facility with one way traffic with angle parking on one side there could be over 75 new stalls added without significant cost.

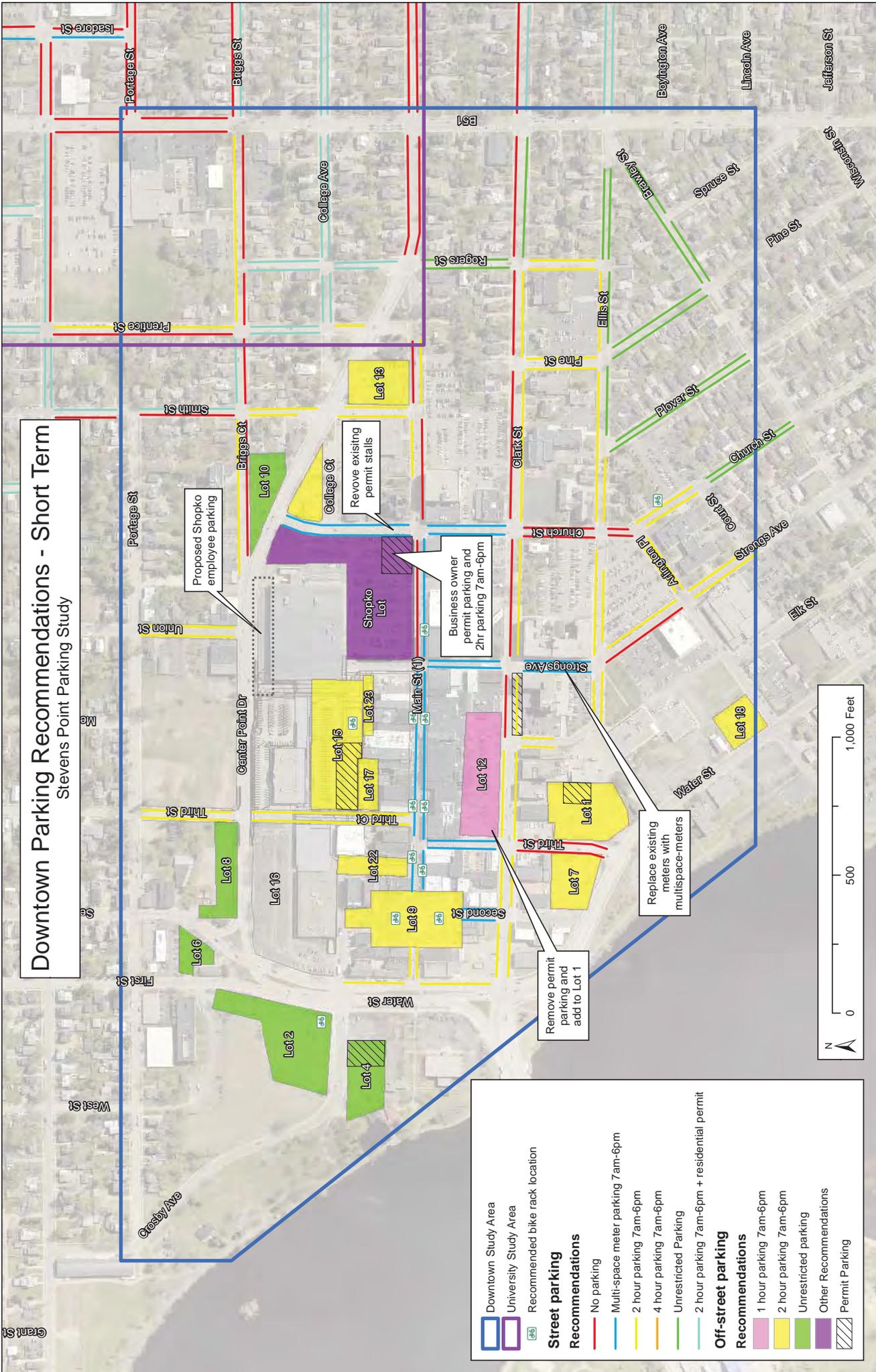
#### B. Downtown Area

1. Consider a parking structure in the Library Lot to provide parking closer to downtown businesses. It is recommended that the structure be funded through a combination of the sale of outlying parking area in the down-town and by funds raised from downtown business owners. The parking structure would need to have a daily rate or fee associated with parking to fund ongoing maintenance of the structure.

### Enclosures

# Downtown Parking Recommendations - Short Term

## Stevens Point Parking Study



Proposed Shopko employee parking

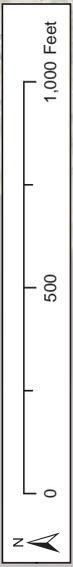
Revolve existing permit stalls

Business owner permit parking and 2hr parking 7am-6pm

Replace existing meters with multispace-meters

Remove permit parking and add to Lot 1

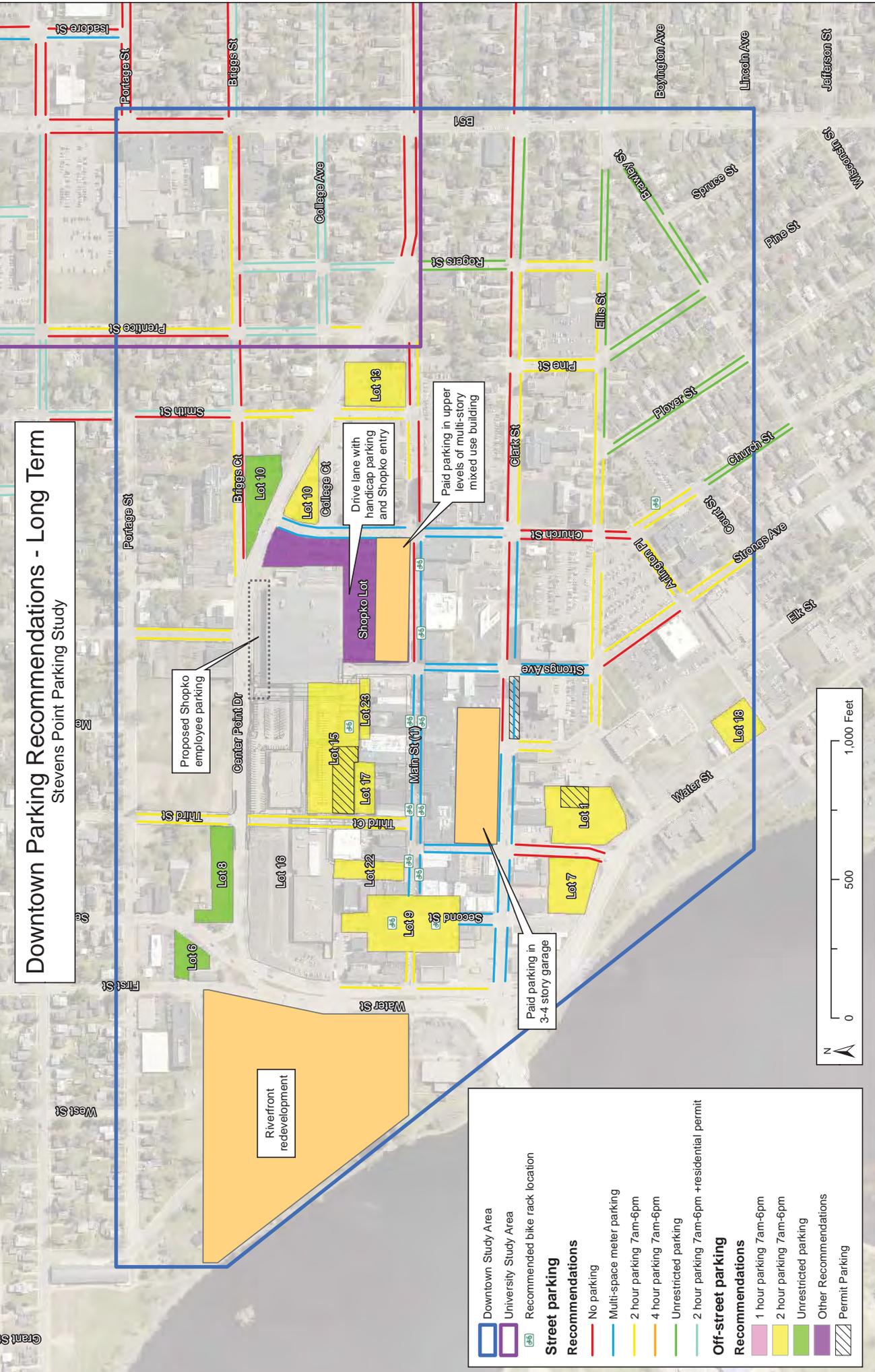
	Downtown Study Area
	University Study Area
	Recommended bike rack location
<b>Street parking Recommendations</b>	
	No parking
	Multi-space meter parking 7am-6pm
	2 hour parking 7am-6pm
	4 hour parking 7am-6pm
	Unrestricted Parking
	2 hour parking 7am-6pm + residential permit
<b>Off-street parking Recommendations</b>	
	1 hour parking 7am-6pm
	2 hour parking 7am-6pm
	Unrestricted parking
	Other Recommendations
	Permit Parking





# Downtown Parking Recommendations - Long Term

## Stevens Point Parking Study



Proposed Shopko employee parking

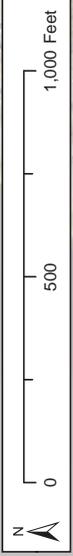
Riverfront redevelopment

Drive lane with handicap parking and Shopko entry

Paid parking in upper levels of multi-story mixed use building

Paid parking in 3-4 story garage

	Downtown Study Area
	University Study Area
	Recommended bike rack location
<b>Street parking Recommendations</b>	
	No parking
	Multi-space meter parking
	2 hour parking 7am-6pm
	4 hour parking 7am-6pm
	Unrestricted parking
	2 hour parking 7am-6pm + residential permit
<b>Off-street parking Recommendations</b>	
	1 hour parking 7am-6pm
	2 hour parking 7am-6pm
	Unrestricted parking
	Other Recommendations
	Permit Parking



# University Parking Recommendations - Short Term

## Stevens Point Parking Study



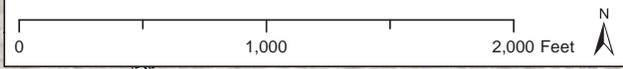
Replace existing meters with multi-space meters

Remove all existing meters from Maria Drive

Replace existing meters with multi-space meters

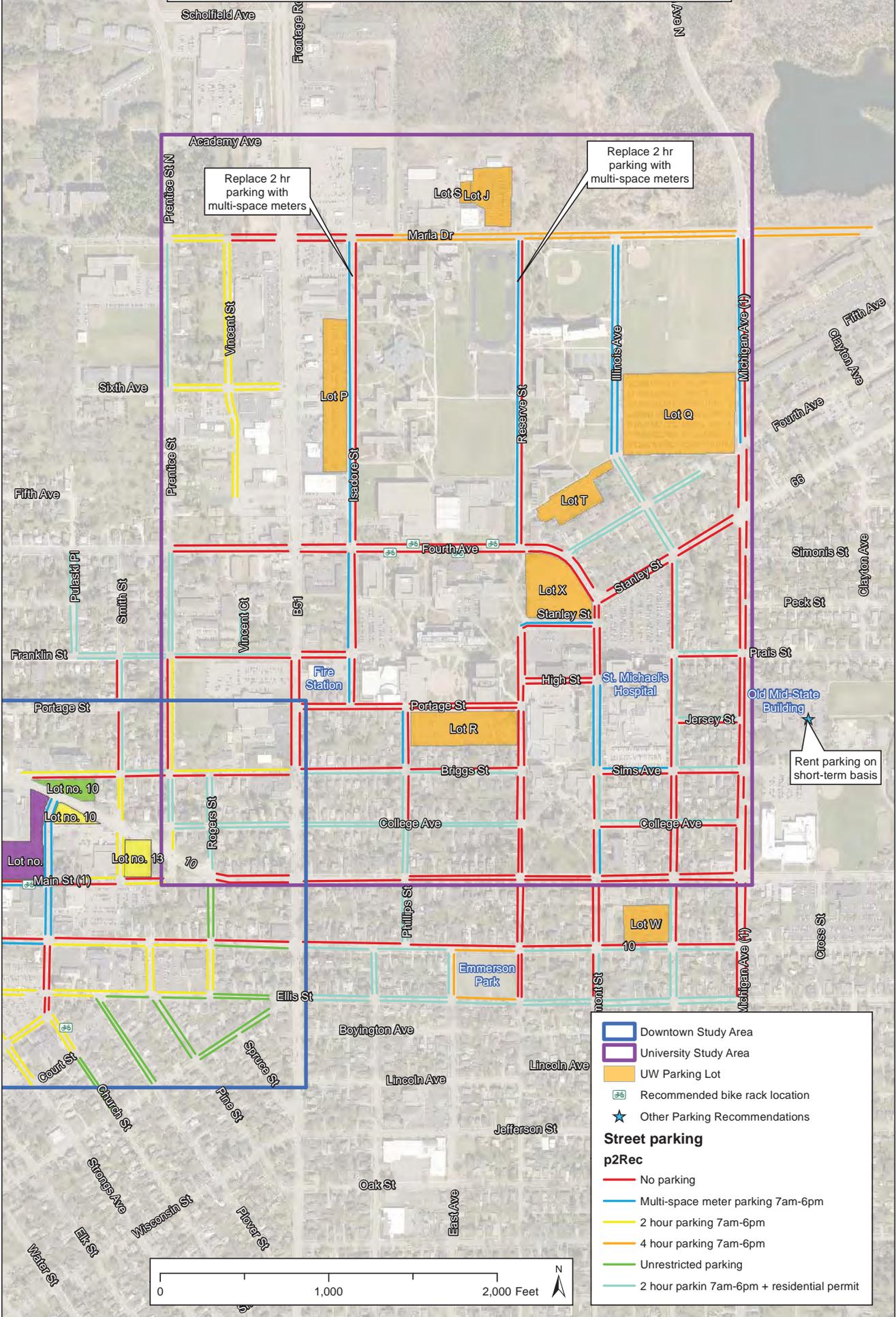
Rent parking on short-term basis

- Downtown Study Area
  - University Study Area
  - UW Parking Lot
  - Recommended bike rack location
  - ★ Other Parking Recommendations
- Street parking Recommendations**
- No Parking
  - Multi-space meter parking 7am-6pm
  - 2 hour parking 7am-6pm
  - 4 hour parking 7am-6pm
  - Unrestricted parking
  - 2 hour parking 7am-6pm + residential permit



# University Parking Recommendations - Mid Term

Stevens Point Parking Study



Replace 2 hr parking with multi-space meters

Replace 2 hr parking with multi-space meters

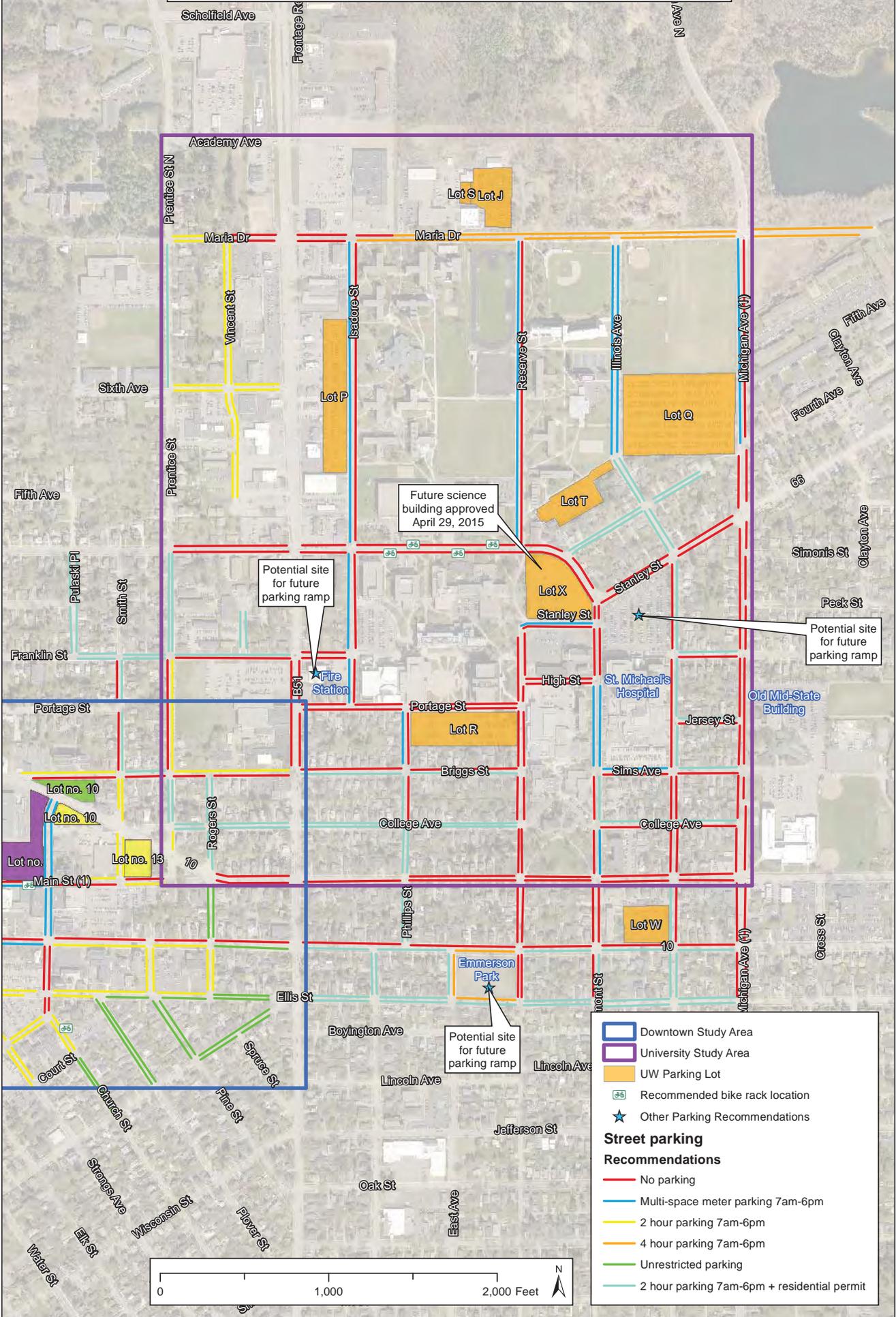
Rent parking on short-term basis

- Downtown Study Area
  - University Study Area
  - UW Parking Lot
  - Recommended bike rack location
  - ★ Other Parking Recommendations
- Street parking**
- p2Rec**
- No parking
  - Multi-space meter parking 7am-6pm
  - 2 hour parking 7am-6pm
  - 4 hour parking 7am-6pm
  - Unrestricted parking
  - 2 hour parking 7am-6pm + residential permit



# University Parking Recommendations - Long Term

## Stevens Point Parking Study



Potential site for future parking ramp

Future science building approved April 29, 2015

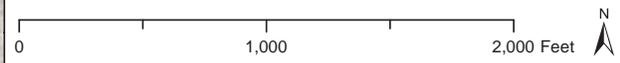
Potential site for future parking ramp

Potential site for future parking ramp

- Downtown Study Area
- University Study Area
- UW Parking Lot
- Recommended bike rack location
- Other Parking Recommendations

**Street parking Recommendations**

- No parking
- Multi-space meter parking 7am-6pm
- 2 hour parking 7am-6pm
- 4 hour parking 7am-6pm
- Unrestricted parking
- 2 hour parking 7am-6pm + residential permit



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## Appendix D

Comments – Stevens Point Parking Study Open House – June 18, 2015

## Comments - Stevens Point Parking Study Open House- June 18, 2015

Michigan Ave Lot Q to Main Street- parking both sides

College Ave - parking on one side available

Parking lot 12 - walkway through with trees and speed bump in the line with passage to Main Street

No pay to park in downtown to encourage shoppers - two hour signs for that parking on third cut for parking width (?)

two way on stronges between Clark and Main - no parking on east side smaller loading area by Kristens for 1-2 parking spots added - maybe to and around city county buildings on stronges

Compact car parking on each side of crosswalks near childrens museum

Court house lot - between Plover and Church Street 8-10 30-min spots in front of lot - most Plover street side parking spots are usually empty

Street parking permit for residents for extended past two hour

night street parking, alternating sides where needed

the one-way with angled parking on Isadore and Reserve is a great idea, for safety, revenue, and increasing parking (3-5 year campus plan)

I hope that bike lanes and parking will be available due to "no parking" suggestion on Portage (5+ year campus plan)

Due to my understanding of how Main Street business owners will negatively react to metered parking on Main Street and around downtown, I think it behooves the city to couple the parking suggestions along with an educational component that's easy to understand how important these suggestions are economically.

I think the downtown parking garage should be phased in later than projected in order to conceptualize the change in demand as a result of metered parking installments.

Can we get covered bike parking downtown and bike corals? (Taking up current parking stalls)

Please make sure parking for bikes is not the "tire benders" but instead hoop and post

Some really interesting ideas overall.

Emerson listed as a development opportunity. It's best as a park (even as is now with relative inattention by school board) there is not much open space in the neighborhood.

Great to see bike racks. Covered ones are even better, as would be a repair station somewhere downtown ("Fix it" station might be the brand name)

With the one ways, keep two way bicycle traffic

I worked in Nelson Hall (Freemont and Main) for three years as a non-university person. As such I depended on the parking meters in front of Nelson to provide a place for me to park. I know several people work in the building that are not eligible for a permit in lot W. If Freemont goes non-parking in front of Nelson it will be a significant hardship for people who work here

I would strongly request ( ? ? ) meters in front of Nelson Hall remain or become permit parking for a fee. Should not be no parking.

Lot 12 near future - need some 2-hour parking for public library patrons. One hour insufficient for some library users

Needs to be short term parking on Maria for people using parking office (to make up/pay for permits, pay fines) and transportation building (pick up keys or ?)

Ped/bike path from Ellis through lot 12 leading up with library tunnel to Main Street ideally this would lead up to "alley" between Water St and Ellis (not owned by city)

Angled Main Street parking is a major factor in slowing down traffic. Keep it, people hate it but it serves a function. Spaces could be made wider for big vehicles

In metered parking areas downtown, there needs to be short-term meters in front of businesses front which customers pick things up (e.g. Companion Shop, Bills Pizza, Seeger Doll, library, and post office)

Make sure that the bike parking has roofs! Parking a bike in winters/bad weather is much more likely if you have the opportunity to do so under a roof

Incorporate a bike lane across the Wisconsin River road and along the "highway" that leads to the bridge just north of downtown

no metered parking around the downtown square

a better connection between UWSP and the downtown for pedestrians and bikes. Redesign Division Street so it becomes less hazardous

How do you pay for the multi space meters?

Financial feasibility need to be work out. If 0.50 per day how long will it take to pay for a \$8-10,000 multi space meter

Can area adjacent to Coffee House have a 15 minute parking rate options that the Coffee Shop can pay for??

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## Appendix E

University of Wisconsin Stevens Point 2015-16 Student/Faculty Staff Approved  
Parking Changes

## View Announcement



### Campus Announcement for 4/14/2015

Title 2015-2016 Student/Faculty/Staff Approved Parking Changes  
 Category General Information  
 Sponsored by Parking Svcs  
 Contact Phone: 715-346-3900  
 Contact Email: [Parking.Services.Office@uwsp.edu](mailto:Parking.Services.Office@uwsp.edu)  
 Contact Website: [www.uwsp.edu/parking](http://www.uwsp.edu/parking)  
 Message

Parking permit and meter prices are increasing; supply and demand, harsh winters with excessive snow removal costs, loss of Lot X meter revenue, new lot construction and resurfacing based on stricter DNR standards and sustainable water runoff requirements, property acquisitions, debt service, inflation, low cash reserves, etc. are some of the reasons.

UWSP Parking Services is a self-supporting operation; outside financial support is not received. Sufficient revenue must be generated in order to maintain operations and provide for all parking related services on campus. Revenue generated from citation payments makes up a portion of the Parking Services total revenue and is utilized to maintain the parking system.

The yearly parking permit cost will increase by \$1.50 per month over the next two years to \$154.00. (UW-Stevens Point currently has the second lowest parking permit cost in the UW-System; UW-Green Bay is lowest.) **The 2015-2016 UW-Stevens Point yearly permit rate is \$136.00.** Purchasing a permit to park on campus is optional and not required; walking, riding the bus, biking, street parking, etc. are viable options in lieu of purchasing a permit.

Faculty/staff will be issued one hangtag (similar to student hangtag) in lieu of a permit that adheres to a vehicle. One hangtag per faculty/staff that can be transferred from vehicle to vehicle, with responsibility for any citations issued to vehicles displaying the hangtag associated with the purchasing faculty/staff.

Meter rate increase effective Aug. 1, 2015: \$.75 per hour; expired meter citation: \$10.00

## View Announcement



Back



Next

### Campus Announcement for 4/16/2015

Title RETIRED Faculty/Staff Approved Parking Changes  
Category General Information  
Sponsored by Parking Svcs  
Contact Phone: 715-346-3900  
Contact Email: [Parking.Services.Office@uwsp.edu](mailto:Parking.Services.Office@uwsp.edu)  
Contact Website: [www.uwsp.edu/parking](http://www.uwsp.edu/parking)  
Message

Lifetime RETIRED parking permits previously issued will no longer be valid after August 1, 2015.

RETIRED staff can call-in to the Parking office for short term (2 hours max) parking privileges.

RETIRED staff can apply for an annual RETIRED permit if the following criteria are met:

- \* Retiree is eligible to receive WI Retirement System benefits for years of service
- \* Retiree is at least 55 years of age
- \* Retiree completed 10 years of service at UW-Stevens Point
- \* Retiree retired/separated from UW-Stevens Point in good standing
- \* Retiree is not currently employed by UW-Stevens Point

RETIRED/Emeriti who are employed in any capacity by UW-Stevens Point may choose to participate in the annual priority parking assignment program and purchase a permit.

**Revenue Sources:**

**Fines - 20%**

**Meters - 34%**

**Permits - 46%**

**Gifts & Tax Revenue**

Reserve Permits

	Faculty/Staff		Students	
	Low	High	Low	High
Milwaukee	1450	1800	1450	1450
Madison	594	1164	594	1164
EauClaire	525		525	
Superior	472		187	
Stout	460		460	
Oshkosh	400		400	
Whitewater	375		250	
Parkside	310		310	
River Falls	291		291	
Platteville	215		190	
LaCrosse	194		244	
Green Bay	94		94	
12 Stevens Point	94		94	

non-Reserve Permits

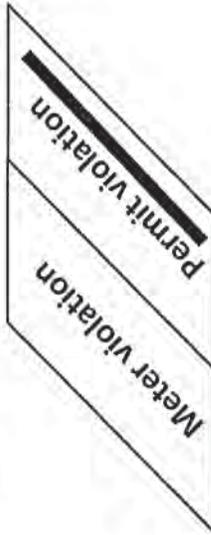
	Faculty/Staff		Students	
	Low	High	Low	High
Milwaukee	900			
Madison	594			
River Falls	291		291	N
Platteville	215		190	N
Oshkosh	200		200	
LaCrosse	194		244	
EauClaire	193		193	
Superior	169		146	
Parkside	155		150	
Stout	139		139	
Whitewater	125		125	
Green Bay	94		94	N
12 Stevens Point	94		94	

Meter/hr

Type	
Green Bay	NA
Parkside	1.00
LaCrosse	0.75
Oshkosh	0.75
River Falls	0.75
Superior	0.75
Whitewater	0.75
Stout	0.60
Eau Claire	0.50
Platteville	0.50
Stevens Point	0.50

Low	\$0.50
High	\$1.00
Average	\$0.69

### Parking Fines at UW-System Comprehensives



Type	Meter violation	Permit violation
LaCrosse	25	25
Parkside	15	25
Eau Claire	10	20
Green Bay	NA	20
Platteville	10	20
Stevens Point	6	20
Oshkosh	11	15
River Falls	10	15
Stout	5	15
Superior	12	15
Whitewater	15	15
Low	\$5.00	\$15.00
High	\$25.00	\$25.00
Average	\$11.90	\$18.64



Type	Meter violation	Permit violation
Green Bay	NA	20
LaCrosse	25	25
Parkside	15	25
Whitewater	15	15
Superior	12	15
Oshkosh	11	15
Eau Claire	10	20
Platteville	10	20
River Falls	10	15
Stevens Poin	6	20
Stout	5	15
Low	\$5.00	\$15.00
High	\$25.00	\$25.00
Average	\$11.90	\$18.64

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## Appendix F

Examples of Critical Parking Permit Application/Ordinance

Critical Parking Area #32



We/I have read and understand the information, which has been distributed to us/me, concerning the establishment and operation of Critical/Permit Parking Area effective from 5PM to 2AM, Thursday through Saturday.

We/I understand that if this critical/permit parking area is established, **residents will be required to purchase permits to park on-street during the restricted hours** when permit parking is in effect.

We/I consent to the establishment Critical/Permit Parking Area (area in red) to include following block:

\* 4th Street N.E. from 13th Avenue NE to 15th Avenue NE (East side)

**Note:** One resident per dwelling unit constitutes consent. 75% of all residents within the proposed critical parking area must consent to the establishment of the Critical/Permit Parking Area. All persons signing this petition must be residents of a property within the critical/permit parking area, and shall reside in separate dwelling units.

Property Owner or Resident		Unit/Apt #	Phone #
Printed Name/ Signature	Address	# of Vehicles	
Printed Name	1000 4th Street NE	Unit 1	XXX-XXX-XXXX
Signature	This Dwelling Unit:	1	
Printed Name	This Dwelling Unit:		
Signature	This Dwelling Unit:		
Printed Name	This Dwelling Unit:		
Signature	This Dwelling Unit:		
Printed Name	This Dwelling Unit:		
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Signature	This Dwelling Unit:		

## **478.710. Critical traffic and parking areas.**

**(a) Establishment authorized.** The city council may, after recommendation of the city engineer, and after receiving a written application as specified in this section, designate a critical traffic and parking area consisting of certain streets or parts thereof in a compact and contiguous area. The city council shall also specify special traffic and parking restrictions within each critical traffic and parking area thus established.

**(b) Findings.** No critical traffic and parking area may be established unless the city council shall have made the following findings:

**(1)** The area is detrimentally impacted by parking of commuter, student, customer or visitor/guest vehicles generated by area businesses, institutions or recreational/entertainment facilities during the proposed hours of restriction;

**(2)** The area does not have sufficient off-street vehicular parking for the use and convenience of the residents thereof in the vicinity of their homes;

**(3)** Vehicle noise, pollution or congestion will work unacceptable hardships on the residents of the area if present parking is allowed to continue unregulated;

**(4)** The health, safety and welfare of residents of the area and the city as a whole and the attractiveness and livability of specific neighborhoods will be promoted by a system of preferential parking enacted under this section.

**c) Procedure for establishment.** A written application signed by one resident in each of at least seventy-five (75) percent of the dwelling units located within the proposed critical traffic and parking area shall be required before the city council may consider the designation of a specified critical traffic and parking area. The applicant is responsible for selecting one of the following alternatives:

**(1)** Permit parking, time limited (residents with permit no limit), general public (subject to posted time limit, days and hours of enforcement).

**(2)** Permit parking, residents with permit only, specified hours/days.

**(3)** Permit parking, resident with permit only anytime

Such application shall be made to the city clerk who shall certify whether the application contains the required signatures and then

refer it to the city council and the city engineer. The city council may then direct the city engineer to conduct a traffic and parking survey of the traffic conditions in the vicinity of the proposed zone and recommend either the granting or the denial of such designation, based on a verification of proper "findings" and compliance with the following qualifying criteria:

a. Permit parking, time limited. Requires a determination that the number of resident vehicles within the requested critical traffic and parking area exceeds the number of off-street parking spaces in the area.

b. Permit parking, resident with permit only, specified hours/days. Requires a determination that the number of resident vehicles within the requested critical traffic and parking area exceeds the number of on-street parking spaces in the area, or a determination that the number of non-resident parkers during the requested hours/days of enforcement exceeds thirty three (33) percent of the number of on-street spaces in the area.

c. Permit parking, resident with permit only, anytime. Requires a determination that the number of resident vehicles within the requested critical traffic and parking area exceeds the number of on-street and off-street parking spaces in the area.

Minimum size area shall be one (1) block face.

(d) Residential parking permit authority. The establishment of a critical traffic and parking area shall provide for the issuance of parking permits subject to the following requirements:

(1) The city engineer shall identify the location, hours and days to be regulated by the parking permit procedure.

(2) An application for a permit shall be on a form prepared by the city engineer and shall contain the name and address of the owner, make, model and license number of the vehicle, and such other information as is reasonably necessary to enforce the provisions of this section. This application shall be presented with a valid driver's license and such other information as may be necessary to prove residency within the designated critical traffic and parking area. No person shall furnish false information in an application for a vehicle permit. A false application shall be grounds for revocation of the permit and is punishable pursuant to section 1.30 of the Minneapolis City Code.

(3) A non-refundable fee shall accompany each application as follows:

- a. Twenty-five dollars (\$25.00) for each permit renewed annually, transferred (duplicate), or for replacement of stolen or lost permit.
- b. Ten dollar (\$10.00) additional fee for each application in a newly established area (prior to the first renewal period).
- c. In addition, the following pro-rated fee schedule shall apply to each residential parking permit issued:
  1. Twenty-five dollars (\$25.00) for permits purchased during the first six (6) months of the permit cycle;
  2. Fifteen dollars (\$15.00) for permits purchased during the second five (5) months of the permit cycle;
  3. A one (1) month grace period prior to the annual renewal date will be given for new permits issued;
  4. A maximum of two (2) residential parking permits will be issued per licensed driver.

(4) The permit decal shall be placed on the center of the vehicle's rear bumper or as close as possible to the rear license plate.

(5) Permits shall be made available on a yearly, renewable basis within those areas recommended in the city engineer's report and authorized by the city council action and issued to the following individuals:

a. Residents;

b. An owner, manager, or their designee, of a business, institution, or recreational/entertainment facility located within the designated critical traffic and parking area. Maximum of two (2) permits unless otherwise approved by city council member.

(6) Temporary parking permits for bona fide visitors vehicles or service vehicles shall be available to residents of a critical traffic and parking area on the following basis:

*Visitor permits* --One (1) transferable permit issued at a one-year fee of ten dollars (\$10.00) to each requesting dwelling unit. Additional temporary permits available at a cost of two dollars (\$2.00) per permit for specific dates or five dollars (\$5.00) each for extended periods of two (2) to thirty (30) [days], not reusable.

*Service vehicle permits* --One (1) transferable permit issued at a one-year fee of ten dollars (\$ 10.00) to each requesting dwelling unit. Additional temporary permits issued to residents at a cost of two dollars (\$2.00) per permit or five dollars (\$5.00) each for extended periods of two (2) to thirty (30) days for specific dates, not reusable.

7) The provisions of this chapter shall not abrogate the scope of parking privileges granted handicapped persons as defined in sections 478.520

through 478.560 of this Code or by statutes of the State of Minnesota, or the provisions of the snow emergency ordinance section 478.1000 relating to parking. In addition the provisions of this chapter shall not abrogate the authority of the city to post temporary or permanent parking restrictions for safety, traffic flow, construction or maintenance purposes.

(8) Any permit issued is only valid within the specified area for which it was issued.

(9) The following vehicle types are not eligible for residential parking permits: recreational vehicles, trailers, buses, trucks with ICC or LCC license plates, taxicabs, commercial vehicles and commercial passenger vehicles as prohibited under section 478.240.

(10) The city council may establish special terms, time limits, day and hours of enforcement, and number of permits after a study and recommendation by the city engineer.

e) Disestablishment or modification. The city council may disestablish a critical traffic and parking area after finding that the circumstances that originally prompted the establishment of the area no longer pertain. The city council may modify the streets included in a critical traffic and parking area if it determines that a change of circumstances warrants such modification. The city council member and transportation and public works committee may amend time limits and hours of enforcement of a critical traffic and parking area if it determines circumstances warrant such modification and the residents within the area support the change. (76-Or-137, § 1, 8-13-76; 80-Or-039, § 1, 3-14-80; 80-Or-151, § 1, 6-27-80; 86-Or-030, § 1, 2-14-86; 93-Or-084, § 1, 6-11-93; 98-Or-060, § 1, 6-26-98)