



## PROPOSED REQUIREMENTS AND POLICIES FOR TEMPORARY CEASE OF PARKING ENFORCEMENT REQUESTS INVOLVING CLASS II BIKE LANES – ESTABLISHMENT OF FEES

Public Works Department

City Council  
October 6, 2020

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## BACKGROUND

1. Public Works periodically receives requests to temporarily cease parking enforcement in areas with Class II Bike Lanes to accommodate parking for various events occurring on private property;
2. Such events do not involve the City's special events process or permit;
3. Past practice included Public Works review, approval, or denial of requests;



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## BACKGROUND (CONT.)

4. Previously approved requests would initiate notification to Parking Services and RPD to temporarily cease enforcement; and
5. Due to impacts to operations of Class II Bike Lanes, Public Works is proposing establishment of a new process subject to requirements and policies.



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## PROPOSED REQUIREMENTS AND POLICIES

1. Require submission of request to Traffic Engineering at least 1 month prior to start of event for review and approval of eligibility;
2. Set a maximum event duration of 5 consecutive days;
3. Set a maximum of 1 event at the same physical location per calendar quarter;
4. Require applicants with eligible requests to apply for and obtain a Lane Closure Permit and submit an approved detour map if applicable;



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## PROPOSED REQUIREMENTS AND POLICIES (CONT.)

5. Requests involving streets with 35 mph or lower speed limit and daily traffic volume of 3,000 or less:
  - a. Requestor must acquire and pay for approved traffic control company or City Streets Division to deploy, maintain, and remove state approved traffic signs and control devices (estimated cost between \$350 and \$1,072); and
  - b. Traffic signs and control devices to remain throughout the event and be removed by company within 24-hours of the end date/time of event;



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## PROPOSED REQUIREMENTS AND POLICIES (CONT.)

6. Requests involving streets with 40 mph or higher speed limit and/or daily traffic volume of 3,000 or more;
  - a. Requestor will be required to prepare/submit a detour map identifying a suitable detour route;
  - b. Requestor must acquire and pay for approved traffic control company or City Streets Division to deploy, maintain, and remove state approved traffic and detour signs and control devices (estimated cost between \$500 and \$1,072); and
  - c. Traffic signs and control devices to remain throughout the event and be removed by company within 24-hours of end date/time of event; and



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## PROPOSED REQUIREMENTS AND POLICIES (CONT.)

7. Waiver of the standard Lane Closure Permit fee and any insurance requirements;
8. Waiver of Inspection services fees; and
9. Establishment of a schedule of fees and charges associated with Streets Division performance of traffic control signs and device deployment and removal to enable assessment and collection of related fees should requestors elect to utilize City services.



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## BENEFITS

1. Balances the needs of those requesting temporary cease of parking enforcement where Class II Bike Lanes exist and the needs of cyclists; and
2. Improves consideration and safety for all roadway users.



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## FISCAL IMPACT

1. Estimated costs for the purchase of traffic control signs and devices is \$5,000 available in the Signing Supplies Account;
2. Potential costs for Lane Closure Permit and Inspection services fees would vary based on the number of permits issued (minimal Inspections anticipated); and
3. Change in costs associated with increased staff time to review detour plans if applicable and issuance of permits, as well as permit materials costs are anticipated to be nominal and available in the Public Works Department budget.



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## RECOMMENDATIONS

That the City Council:

1. Approve requirements and policies for individuals, businesses, agencies, and/or entities including various City Departments requesting to temporarily cease parking enforcement within restricted Class II Bike Lanes during various events;
2. Waive the standard \$369.36 Lane Closure Permit fee and any insurance requirements for permits issued for this purpose;
3. Waive any fees related to inspection services that may be required at a rate of \$118.00 per hour plus 14% surcharge;
4. Establish a schedule of fees and charges associated with City Streets Division staff performance of services related to the deployment and removal of required state approved "Share the Road" and Bike Lane closure signs and other traffic control devices for public requests involving temporary cease of parking enforcement and closure of Class II Bike Lanes;



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## RECOMMENDATIONS (CONT.)

5. Conduct a public hearing on the ordinance to revise Section 3.30.030 of the Riverside Municipal Code and the resolution establishing the new fees and charges discussed in this report;
6. Introduce and subsequently adopt an ordinance to revise Section 3.30.030 of the Riverside Municipal Code to provide for adjustments to the City's fees and charges for Public Works to add the newly proposed fees; and
7. Approve a resolution revising the Public Works Department section of the City's Schedule of Fees and Charges to include the new fees and charges discussed in this report, to go into effect simultaneously with the ordinance.



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