

MUKILTEO PLANNING COMMISSION AGENDA REPORT

SUBJECT TITLE: Parking Garage Study	FOR AGENDA OF: January 21, 2016
Department Director: Patricia Love, Director of Community Development	EXHIBITS: 1. Scope of Work 2. Parking Garage Facility Potential Location Maps
Contact Staff: Linda Ritter, Associate Planner	

BACKGROUND

In 2008, Puget Sound voters approved a transit tax that would be used by Sound Transit for high capacity projects that provide an alternative to rising gas prices and greenhouse gas emissions. The resulting Sound Transit 2 Plan provided partial funding for a joint use parking garage as part of the Washington State Ferry terminal project.

Sound Transit, the Port of South Whidbey, Island County and the City all desire to have a feasibility study prepared to determine the need, size, and potential location for a Mukilteo parking facility and have agreed to work together to fund a joint feasibility study that comprehensively addresses the parking demand on the Mukilteo waterfront.

The purpose of the study is to identify the location(s), costs, and constructability of a future shared use parking facility in or near Mukilteo. Users of the facility could include Sound Transit riders, Whidbey Island day and overnight commuters, park users, business patrons, Downtown Business District employee parking, and potentially Washington State Ferries employee parking. The study will include an off-site location that is not within the Old Town area.

Our agencies have agreed to fund the study according to the following formula:

<u>Agency</u>	<u>Contribution</u>
Sound Transit:	\$35,000
Port of South Whidbey:	\$10,000
Island County:	\$2,500
City of Mukilteo:	Staff Time to Manage the Project

On April 20, 2015 the City Council approved an Interlocal Agreement for the feasibility study outlining the responsibilities of each agency. Since then the City has advertised for qualified consultants with demonstrated experience in studying parking issues. The Statement of Qualifications (SOQ) was issued on August 24, 2015. Three firms responded to the SOQ and all three were interviewed. The firms were interviewed by a joint panel consisting of representatives from the City, Sound Transit, Island County and Port of South Whidbey. BergerABAM was selected as the best qualified consultant to help prepare the analysis.

Attached for your information for discussion at the January 21, 2016 meeting is a summary of the project's scope and a map of the initial parking facility locations.

RECOMMENDED PLANNING COMMISSION ACTION:

This is an introduction to the project; no formal action is required at this time. The purpose of tonight's meeting is to begin a dialogue on the project and to provide comments and suggestions on moving forward.



Feasibility Study Requirements

The intent of the study is to evaluate the demand and feasibility of constructing and operating a joint use parking facility in or near Mukilteo. The funding limitations of the project did not provide for all of the requested study items and as a result the project partners and BergerABAM will divide the work as follows:

Original Requested Work Item	Project Approach
<p>Size: Prepare a needs assessment matrix and sizing model based on the number of parking stalls needed by local businesses, Lighthouse Park users, Washington State Ferries, Island County Commuters, Port of South Whidbey, and any others identified through the initial sizing and parking stall turn over analysis. Sound Transit completed a Station Access Study in September 2012, which identifies the parking need for Sounder patrons and is recommended to be used as reference for this analysis. It is anticipated that the selected consultant team would gather this information through a series of interviews or joint meetings with various interest groups.</p>	<p>City staff and partners will gather parking demand and capacity information through existing data sources and public outreach efforts. City will gather this information and provide it to the consultant.</p> <p>City and partners will prepare preliminary parking demand data analysis and the consultant will conduct a peer review on the data and identify parking management strategies.</p> <p>City staff will prepare a tech memo on the results of this exercise which will be included in the final report.</p>
<p>Location: Using the pre-selected site map as a starting point at least six sites shall be initially selected for consideration then narrow those sites down to three to be included in the final analysis. On the three selected alternatives, a parking facility footprint shall be drawn to scale on aerial maps to show the impact to adjacent properties. The analysis shall also include a typical floor plan with an estimated number of parking spaces that can be provided per floor based on the parking facility footprint and zoning by location.</p>	<p>Together the consultant and the partnership team will review six potential sites and narrow them down to three sites striving to meet each team member's needs.</p> <p>The City will prepare a code analysis of the shortlisted sites to identify zoning and permitting issues.</p> <p>Consultant will evaluate layout options and traffic (both vehicular and pedestrian) flow for the three sites. Partners and</p>

Original Requested Work Item	Project Approach
<p>As part of the location analysis, any and all property encumbrances such as easements, covenants and restrictions shall be identified and included in the site priority and selection process.</p>	<p>consultant will meet to peer review the analysis.</p> <p>Consultant will prepare a tech memo on selection process and results.</p>
<p><u>Massing Diagrams:</u> Prepare 3D block renderings or other visual aids that replicates the approximate massing of the proposed parking structures at each site that meet current zoning and bulk dimensions including: height, setbacks, bulk, and scale. This is not a design exercise, but a basic site analysis that should address massing, potential ingress/egress, and circulation. Mukilteo Municipal Code 17.20 contains the bulk Downtown Business District bulk regulations and 17.25A contains the design standards for the DB district. Mukilteo Municipal Code Chapter 17B contains the City's Shoreline regulations.</p>	<p>City staff will prepare massing diagrams of the three shortlisted sites using GIS programs and aerial photography.</p> <p>Massing diagrams will be shared with the consultant and partners.</p> <p>City and partners will hold a public meeting on the shortlisted sites. Information to be presented includes: 3 locations; zoning, traffic flow and building mass analysis. Public comments will be gathered and included in the final comparison matrix.</p>
<p><u>Cost Recovery Analysis & Funding Opportunities:</u> Neither the City nor our partners are in the parking facility business, therefore the selected consultant will need to identify creative strategies to fund and operate the parking facility. This overall funding strategy must be flexible enough so that it can be applied to any of the selected sites. The funding strategy should include a pricing strategy, demand assumptions, over sell assumptions, operating expenses, escalation factors, public/private partnerships, bonding, potential tax revenue, and/or other successful funding strategies known by the consultant to make the parking facility economically feasible. The pricing strategy should consider Sound Transit's current policy of not charging Sounder commuters for parking.</p>	<p>Consultant will prepare a tech memo on potential funding opportunities and strategies. Information from the tech memo will be used in the final report.</p> <p>City and partners will explore parking opportunities with others: Tribes and / or on Whidbey Island.</p> <p>A financial model cannot be prepared at this time; general cost for a model ranges from \$10 to \$15K. A financial model will need to be delayed till the next phase of the project.</p> <p>City staff will update the City Council (& Partners to their leadership team) on the 3 shortlisted project sites, public meeting comments and potential funding opportunities / strategies.</p>

Original Requested Work Item	Project Approach
<p>Cost / Benefit Analysis: Based on the information gathered during the site analysis phase of the project, a preliminary cost estimate for each parking facility site shall be prepared. This cost estimate shall be used to determine a cost-benefit factor of building a parking facility at each of the sites. The final study shall include a ranking of sites for future construction based on the combined factors of cost / benefit, number of stalls and zoning compatibility.</p>	<p>Consultant will prepare a construction cost estimate on the project sites. The site will be ranked based on feasibility and cost. A tech memo will be prepared which will be used to prepare the final report.</p>
<p>Operations: While the City and our partners will be working together to identify the size and best location for the parking facility, it is anticipated that the City would be responsible for the long term operations and management of the facility. The feasibility plan needs to include a comparison analysis of the pro's and con's of operating and maintaining the facility with City resources or by out sourcing to a private company. This analysis should address long term labor costs including staffing, enforcement, and property / facility maintenance.</p>	<p>Similarly to the financial model, an operations mode cannot be prepared at this time due to the project funding level. Along with the financial model the operations analysis will need to be delayed till the next phase of the project.</p>
<p>Comparison Matrix: A matrix shall be prepared that compares the constructability factors of each site which includes: minimum number of parking spaces, private property impacts, adjacent land uses, level of permitting difficulty, potential access points, cost factors, and some type of ranking or prioritization scale.</p>	<p>A comparison matrix of the three sites will be prepared by the consultant. As a team the sites will be evaluated and ranked based on their pro's and con's.</p>
<p>Recommendations: A conclusion and recommendations on next steps to move the project forward should be included in the final report including but not limited to: identifying level of effort needed to successfully implement a parking facility program and estimated costs for design, permitting, environmental, land</p>	<p>Consultant will prepare a tech memo with short and long term recommendations with a proposed "path forward" plan.</p> <p>City will compile all of the tech memos and data into a final report to submit to the Mukilteo City Council and partnership team leadership.</p>

Original Requested Work Item	Project Approach
acquisition and construction phases. Include as an element to the report, an all-inclusive cost per stall estimate for the facility alternatives.	



Potential Locations



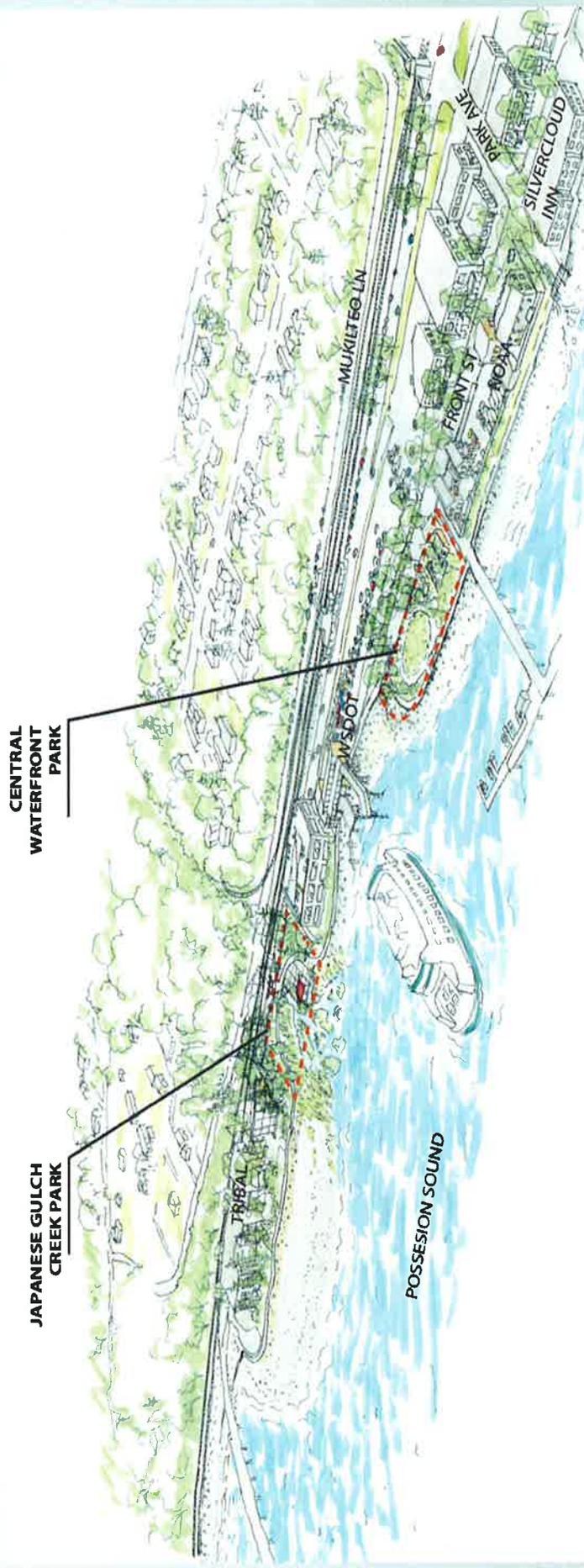
**Parking Garage:
Feasibility Study Locations**



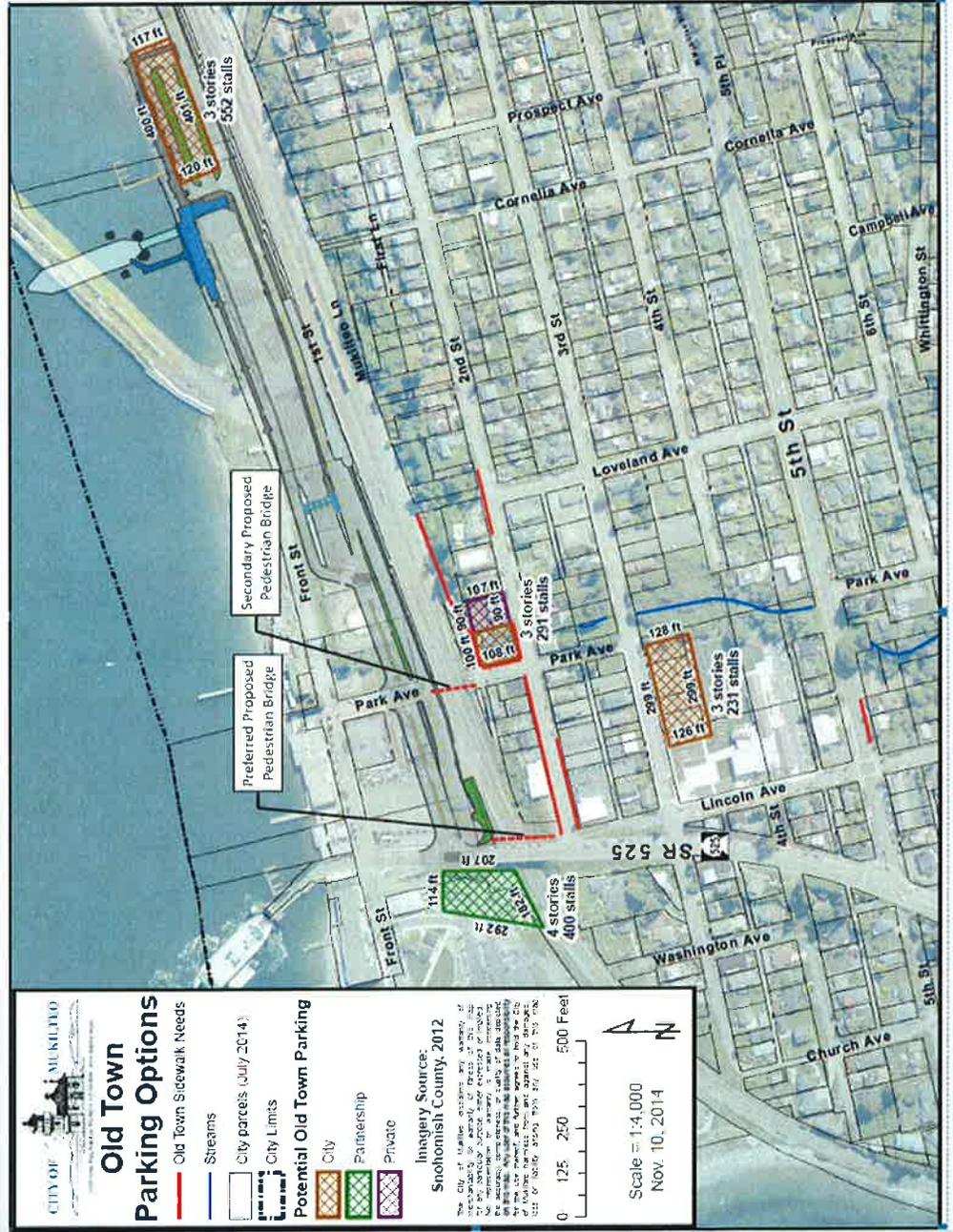
Purpose of Study

Propose:

- The purpose of the study is to identify the location(s), costs, and constructability of a future shared use parking garage in downtown Mukilteo.
- Does not obligate City to any future action – provides information for the City to make decisions.



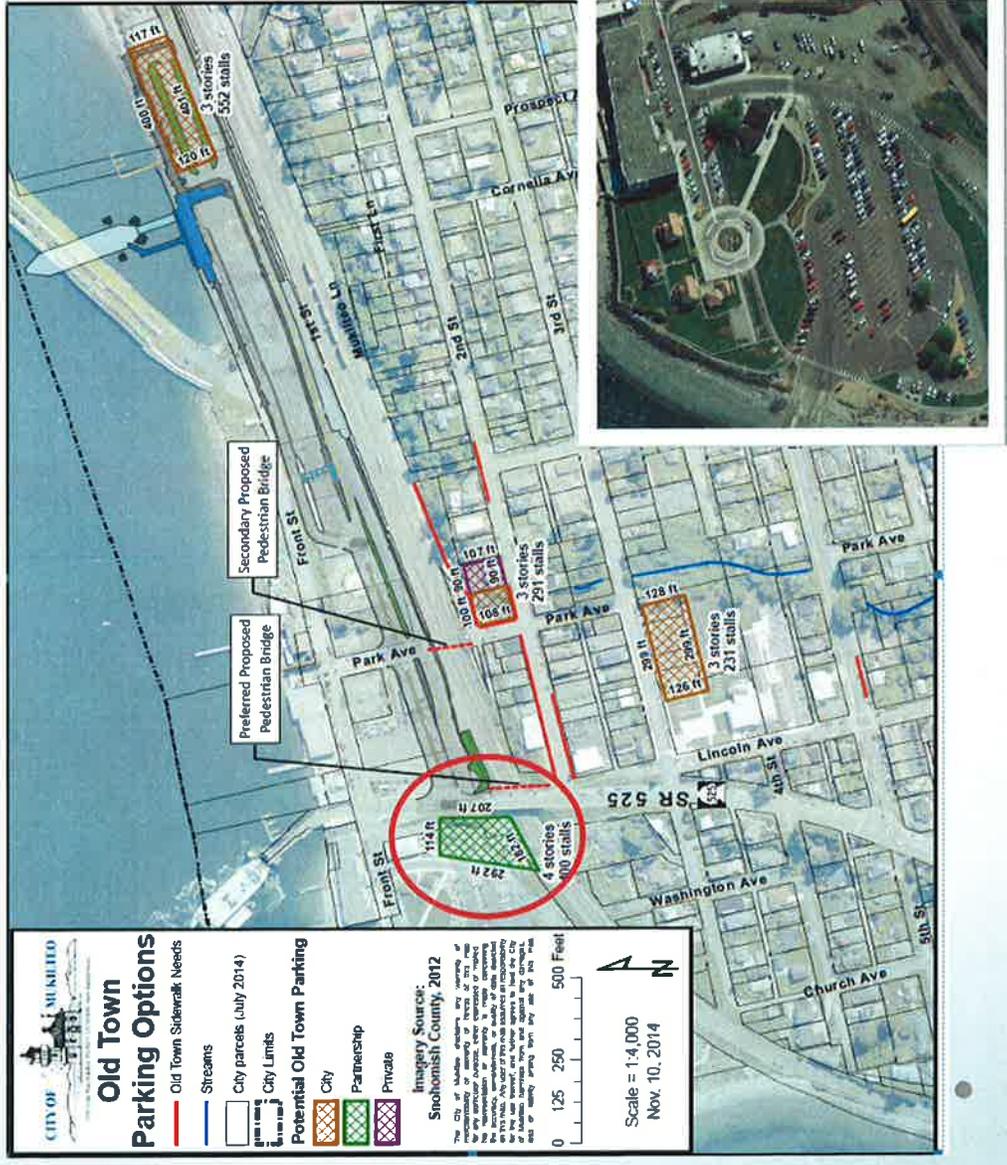
Parking Garage: Potential Locations



- Six Locations:
- Transit Center
 - Lighthouse House Park
 - PW Facility
 - Rosehill
 - Bernie Webber Park & Ride
 - 1 Other Locations TBD

CITY OF MUKILTEO
Old Town Parking Options
 Old Town Sidewalk Needs
 Streams
 City parcels (July 2014)
 City Limits
Potential Old Town Parking
 City
 Partnership
 Private
 Inquiry Source:
 Snohomish County, 2012
 The City of Mukilteo reserves the authority of the City Council to approve, amend, extend, or reject any project, including but not limited to the location, size, design, or number of stalls proposed. Any use of the information contained in this report is subject to the City's policies and procedures. The City of Mukilteo is not responsible for any damage or liability arising from any use of this report.
 Scale = 1:4,000
 Nov. 10, 2014

Parking Garage: Potential Locations



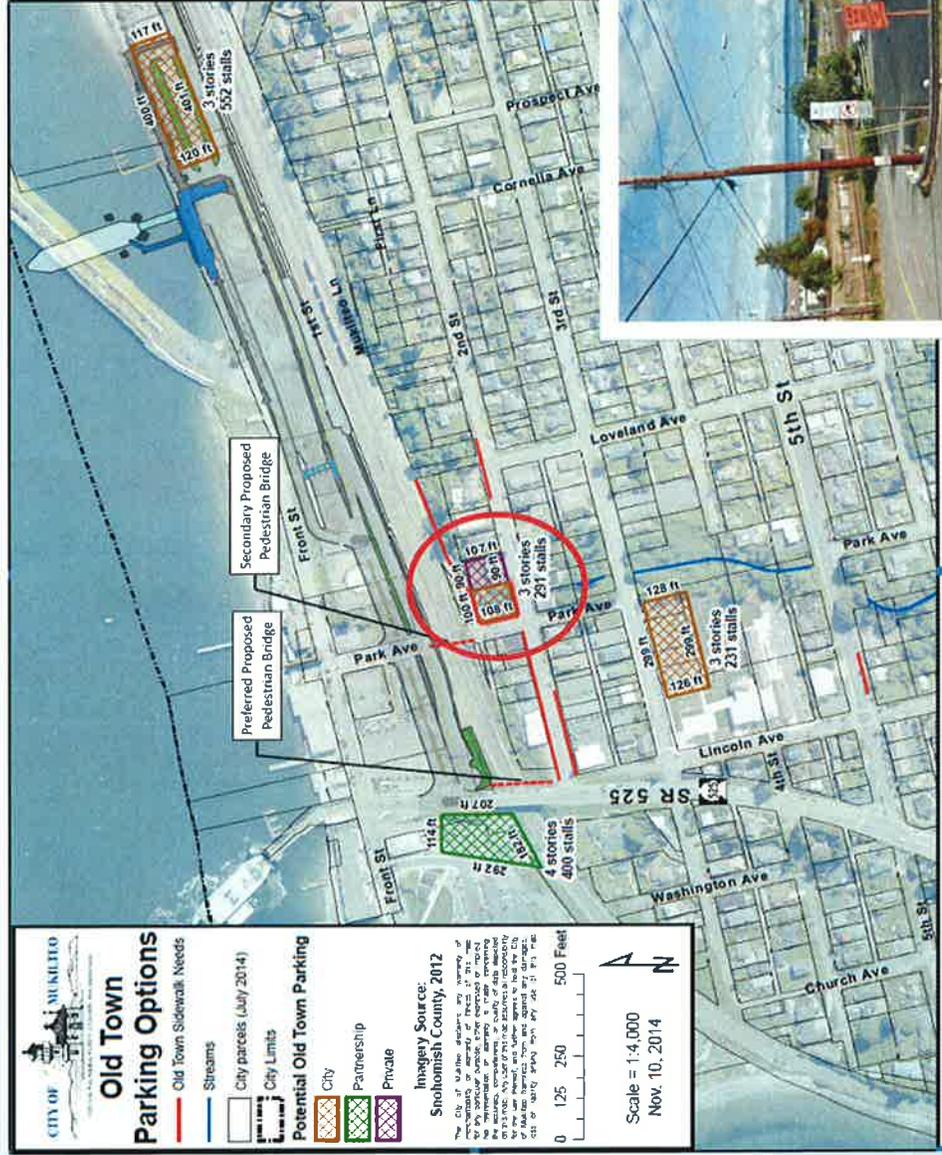
- Lighthouse Park:**
- Commuter Parking Lot
 - 3 Stories
 - ~ 400 Stalls
 - ~ 1,800 – 2,000 lf
 - Ped Connection Under RR Tracks
 - Potential Ped Connection West Side of SR 525



Parking Garage: Potential Locations

Public Works Facility:

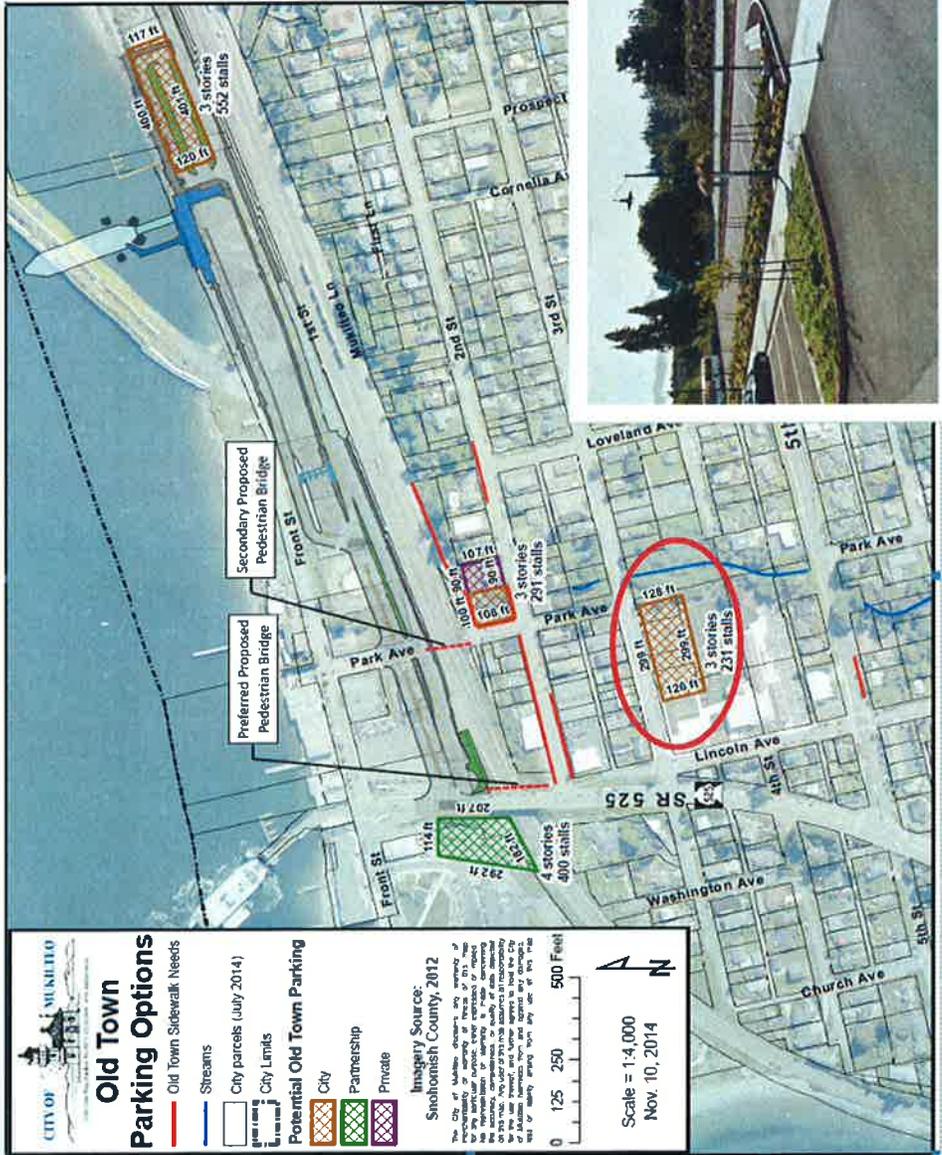
- 2 – 3 Stories
- ~ 250 – 300 Stalls
- Land Acquisition
- Ped RR Overpass on Park Avenue
- Sidewalk Improvements





Parking Garage: Potential Locations

- Rosehill:**
- Rosehill Lower Parking Lot
 - 3 Stories
 - ~ 230 Stalls
 - Sidewalk Connections on SR525



Parking Garage: Potential Locations



Bernie Webber Park & Ride:

- 2-3 Stories
- ~ 300 - 400 Stalls
- ~ 1,800 - 2,000 lf