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Assistant City Manager/DPD Director

R. Eric Slagle
Director of Development Services

David Fuller
Building Commissioner

TO: Eileen Donoghue, City Manager *EMD*
FROM: R. Eric Slagle, Director of Development Services
DATE: February 6, 2020
RE: Motion by C. Mercier - Req. City Mgr. Provide A Report Regarding The Process Of Revenue Generated By The Use Of Empty Lots Charging People To Park In And Around The New Court House.

This memorandum addresses the request from Councilor Mercier regarding the process for empty lots to charge for parking around the new courthouse in the Hamilton Canal Innovation District.

The vast majority of private property near the Courthouse that could possibly be used for parking is in either the Downtown Mixed Use (DMU) District or the Urban Mixed Use (UMU) District. There are two possible scenarios around parking lots in the general area of the Courthouse in these districts; parking lots that currently exist and are underutilized, and vacant properties that would be converted to parking lots.

The first scenario is relatively simple and straightforward; if you have an existing parking lot, and wish to lease out excess spaces to another use on a nearby parcel, you may do so. Such owners of existing lots may enter into leases and negotiate prices on the open market at their own discretion, and the City ordinances do not prohibit this.

The second scenario is a bit different. In both the DMU and the UMU, the creation of parking lots requires a Special Permit, pursuant to the City's Zoning Ordinance, and if the lot has more than 14 spaces, Site Plan Review is also required. Thus, the creation of a new lot would require a public process, with a public hearing before a Land Use Board (likely the Planning Board), with notice to abutters. This process would take 2-4 months, in all likelihood. Please note that the granting of a Special Permit by the Board is discretionary, so there is the possibility that such application could be denied.

ES

February 6, 2020

