



James Donison, P.E.  
Commissioner of Public Works

Date: May 3, 2018  
TO: Eileen Donoghue, City Manager *EMD*  
FROM: Jim Donison, P.E., DPW Commissioner

**SUBJECT: 3/20/18 11.7 C. Elliott - Req. City Mgr. Explore Feasibility of Providing 15 Minute Parking Space at 56 Branch Street.**

DPW/Engineering Division has investigated this request. It is recommended that a 60-DAY TRIAL be approved following standard parking space and line marking requirements. The Lowell Police Department, Parking Director and the Police Sign and Meter Division will be contacted to coordinate this 60-day trial and the Legal Department to prepare the necessary City ordinance.

If after the 60-day trial, there is concurrence by the Police Dept. /Parking Director and Engineering Division that the trial is successful, then it is further recommended that the 15-minute parking space become permanent and City ordinance be finalized.