CITY OF BIRMINGHAM ADVISORY PARKING COMMITTEE CITY COMMISSION ROOM 151 MARTIN ST., BIRMINGHAM, MI (248) 530-1850 REGULAR MEETING AGENDA WEDNESDAY, MARCH 7, 2018, 7:30 A.M.

- 1. RECOGNITION OF GUESTS
- 2. APPROVAL OF MINUTES, MEETING OF FEBRUARY 7, 2018
- 3. PARKING LOT #6: REHABILIATION/EXPANSION-PUBLIC HEARING
- 4. 298 S. OLD WOODWARD AVE. DAXTON HOTEL VALET PARKING PROPOSAL
- 5. PERMIT RULE CHANGE AND TRANSIENT PARKING IN STRUCTURES
- 6. SUPPORT FOR CONSTRUCTION MARKETING
- 7. MONTHLY FINANCIAL REPORTS
- 8. MEETING OPEN FOR MATTERS NOT ON THE AGENDA
- 7. NEXT MEETING: APRIL 4, 2018



Park St. Parking Structure

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the City Clerk's Office at the number (248) 530-1880, or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un dia antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).

# City of Birmingham

# ADVISORY PARKING COMMITTEE

# **REGULAR MEETING**

Birmingham City Hall Commission Room 151 Martin, Birmingham, Michigan Wednesday, February 7, 2018

# **MINUTES**

These are the minutes of the Advisory Parking Committee ("APC") regular meeting held on Wednesday February 7, 2018. The meeting was called to order at 7:40 a.m. by Chairman Al Vaitas.

- Present: Chairman Al Vaitas Vice-Chairperson Gayle Champagne Anne Honhart Steven Kalczynski (left at 9:23 a.m.) Lisa Krueger (left at 9:23 a.m.) Judith Paskiewicz
- Absent: None
- SP+ Parking: Catherine Burch Sara Burton Jay O'Dell
- BSD: Ingrid Tighe
- Administration: Mike Albrecht, Police Commander Austin Fletcher, Asst. City Engineer Tiffany Gunter, Asst. City Manager Paul O'Meara, City Engineer Carole Salutes, Recording Secretary

RECOGNITION OF GUESTS (none)

# MINUTES OF REGULAR MEETING OF JANUARY 3, 2018

Ms. Honhart made the following change: Page 4 of 7 - Delete "Seconded by Mr." Advisory Parking Committee Proceedings February 7, 2018 Page 2 of 11

# Motion by Dr. Paskiewicz Seconded by Ms. Champagne to accept the Minutes of January 3, 2018 as corrected.

# Motion carried, 6-0.

VOICE VOTE: Yeas: Paskiewicz, Champagne, Honhart, Kalczynski, Krueger, Vaitas Nays: None Absent: None

# INTERVIEWS PARKING CONSULTANT SERVICES

Ms. Gunter recalled at the last meeting of the Advisory Parking Committee ("APC") on January 3, 2018, members approved a Request for Proposals ("RFP") soliciting Parking Consultant Services to conduct an analysis and provide recommendations to improve the parking system in the Central Business District. The RFP was released on January 4, 2018. Staff received a total of four responses and conducted an internal review to identify finalists and invite those consultant teams to interview with the APC. The consultant teams that submitted proposals include Nelson/Nygaard, Rich and Associates, Walker Consultants, and Carl Walker. All bids met the minimum qualifications as outlined in the RFP.

Based on initial scoring, staff has invited the top three vendors to participate in interviews today. They are Nelson/Nygaard, Rich & Associates, and Walker Consultants. The APC will be asked to make a recommendation to the City Commission for the preferred consultant team. Staff has prepared a set of structured interview questions for the APC to use during the interviews to allow for maximum objectivity in the evaluation process. The Chair will ask the structured questions and APC members are welcome to add follow-up questions, if necessary.

The committee members then discussed the questions that would be put to the interviewees, as follows:

1) Tell us about your experience with similar projects, particularly those that involved public parking space in a densely populated urban environment.

2) What do you know about Birmingham's parking system and what is the greatest challenge with the existing system?

3) Describe your approach to community engagement and an example of your team's demonstrated ability to work with diverse groups on similar projects.

4) Can you provide an example of a recent parking solution that was implemented, but not immediately embraced by the community? What was missed in the planning process and was it resolved? If so, what was the fix? Finally, how does your team work to avoid situations such as these?

5) What sets your team apart from other planning firms?

# Walker Consultants

Mr. Rick Klein, Vice-President and Managing Principal of Walker Consultants, advised that Mr. Jim Corbett will be the lead for the project. Mr. Klein went on to provide a little history on Walker. They have a long history with the City of Birmingham and they specialize in studies just like this. Not only does Walker come up with ideas for improvements, but they can be there for the next step to help implement them

Mr. Klein noted that Mr. Corbett has had ten years of experience with the City of Tampa, FL as Municipal Parking Manager. Prior to that he worked for the City of Ann Arbor, MI as project manager of Parking Operations Review and RFP Development for their Downtown Development Authority. Mr. Dan Kupferman, who is also on their team, will assist Mr. Corbett with technologies and operational solutions to parking problems.

Chairman Vaitas read each question to Mr. Corbett.

# Responses:

Q1) City of Corpus Christi, TX had a challenge with engaging the community to come up with a public/private partnership to share the private off-street parking inventory so that it could be collectively used by visitors to the City of Corpus Christi. It became a unified parking system and not just a city parking system. Also, working with the City of Tampa over the years, he brought their antiquated system up to date.

Q2) Birmingham is a clean, well run system with a very successful operator, SP+. His experience with credit card in/credit card out systems is that credit cards are not always recognized. You have to get it to work 100% of the time. He did not see any glaring problems, but thinks one suggestion might be to have more curbside management because certain members of the community are taking advantage of ride sharing and ride hailing services. If there are not designated drop-off and pick-up areas, sometimes the service will stop right in a Advisory Parking Committee Proceedings February 7, 2018 Page 4 of 11

traffic lane to let people off. That can be a safety issue. Also, a potential UPS or FedEx drop-off station could be created and packages distributed from that point.

Further, he found it difficult to find City of Birmingham public parking structures.

Mr. Kalczynski asked how they will determine whether the City is lacking a physical structure vs. signage or traffic flow. Mr. Corbett answered they can extract utilization data from existing technology. If a parking facility is greater than 85% occupied it tends to be less efficient. They rate utilization based on the various percentages of capacity.

Q3) They like to work with structured groups that have vested interest in the downtown community. He also believes in speaking to the audience through a structured presentation.

Q4) When they implemented their multi-space pay stations on the street in Downtown Tampa there was always the concern that the rate would be substantial enough to cover the cost of the credit card processing transaction fee. So they made the system so people could not buy less than an hour with a credit card. However, the community came back and said they wanted to pay for say, 20 minutes with a credit card. Therefore they ended up going back to the quarter hour implementation of the pay system.

Q5) He has direct private operator and municipal operator experience. He is also a Certified Administrator of Public Parking through the International Parking Institute. That leads to understanding how a city parking system should work.

In response to Dr. Paskiewicz, Mr. Corbett explained that he and Mr. Andrew Baglini from their Chicago office will be the primary leads and will pull their other resources as needed.

# Nelson\Nygaard

Mr. Christopher Bongorno, Sr. Associate, was present along with Mr. Brad Strader from MKSK; and on the phone from San Francisco, Mr. Thomas Brown, Project Manager and Principal in charge for this project. Mr. Bongorno gave a short overview of Nelson\Nygaard and said he will be the Deputy Project Manager for this project. Mr. Strader and his team will be their leads on signage and wayfinding and community engagement/ stakeholder outreach. Ms. Julie Dixon of Dixon Resources and her team will be their leads on parking operations and technologies.

Mr. Strader advised that he has done a lot of work in Birmingham over the last 15 to 17 years. Also, MKSK was recently hired by the City for a three-year contract

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as a Multi-Modal Board advisor. He lives nearby and is very familiar with Downtown Birmingham. Also on their team is Lauren Cardoni who is a transportation planner and a wayfinding expert. MKSK has a long relationship with Nelson\Nygaard in Michigan and in other states.

The Chairman started with the questions for Mr. Bongorno.

# Responses

Q1) Most of the projects they work on are in densely populated areas. Birmingham is ahead of the game in many respects compared to some of the other places they have worked. That said there certainly will be opportunities to push forward and find new innovative solutions and best practices to apply here.

The Chairman asked how they manage demand and use and capacity. Mr. Bongorno responded they will look at supply and capacity expansion opportunities. They will take advantage of existing demand and use data and start to evaluate how it balances across Downtown. There are a lot of different strategies that go from operations and capital, technology implementation, and looking at best practices and how to optimize those already in play.

Mr. Brown explained how they put demand management into two buckets: redistributing demand and reducing demand.

Q2) They understand that Birmingham has recently adjusted rates, invested in technology, and made some operational changes; but they are still experiencing a lot of crunch, on-street and off-street. Additionally new development is coming in and that is leading to some issues.

Mr. Strader said the one thing he has not heard talked about here is how much to invest in additional parking structures; new, or adding levels, or tear down and rebuild, because what if in five or ten years 25% of the vehicles are going to be autonomous or there will be more Uber and Lyft. That is something this organization can weave into planning for parking for the future that the City has been missing so far.

Q3) Mr. Strader indicated he has worked with Ms. Gunter in some community engagement projects for the Rapid Transit Authority and SEMCOG. In Birmingham as well as in other places he has had great stakeholder and public engagement. People here like the fact that he lives in the area. In addition to online surveys, going door-to-door and talking about parking will hopefully be another way to gain more public participation.

Mr. Brown added one thing that has proved to be very valuable is the focus groups. Then the perspectives of those distinct groups can be documented and the City can respond to that range.

Q5) Nelson/Nygaard\_has a lot of best practices reviews and they can bring that innovation and experience to Birmingham. They are a multi-modal firm that puts people first. Parking is not the end goal, but part of the means of what makes a successful place.

Mr. Brown noted they have experts across the firm to dig into the aspects of pedestrian, bike, or shuttle connections for the overall parking system.

Mr. Bongorno said it would be a great opportunity to work in a community like this that has a lot of the ground work laid and wants to go further. He feels their team could be the firm that brings the City forward.

Mr. Strader added that Nelson/Nygaard has a national approach, the cache that people in Birmingham like. They will be bringing their observations and new ideas to Birmingham.

# Rich & Associates

Mr. Dave Burr, Director of Parking Planning, introduced members of their team: Ms. Annaka Norris will serve as project manager. She will be assisted by Mr. Steven Wiltse who is a planner and also a transportation consultant. Mr. Jaymes Vettraino, who was formerly the City Manager for the City of Rochester, MI will be providing a management perspective and will also assist with community outreach.

Parking has to be managed and operated properly. Through community involvement and collecting a lot of data, they will be looking at how the parking works in Birmingham, and what some of the issues are that business and employees face. If parking is too difficult, people will go elsewhere. The team wants to understand what is needed to make the parking function properly so that it supports and is not a detriment to the economic vitality of the community.

One of the things they do in all of their studies is to involve stakeholders. There are a number of techniques that they would apply. A kickoff meeting is held, assessment is evaluated, there are stakeholder interviews, and analysis. All of these various stages build on each other to get to their preliminary presentation to the City which they call the Preliminary Report. Information is presented and feedback is received to make sure they are addressing all of the issues in the community. That information is used to produce their Final Report and presentation to the City.

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If they do their job, parking will not be an issue in Birmingham. It is their goal to have parking support the community.

Chairman Vaitas opened up the series of questions for Ms. Norris:

# Responses

Q1) Manitowak, WI is a project that she is just finishing up. It has a large downtown area and they have a huge problem with employees taking up parking space. Juliette, IL and Naperville, IL were management studies. Coeur D'Alene, Idaho, and Loveland, CO are communities where their team has been called back for help along the way. Also, they have been working with Royal Oak, MI for 20 years. Those are some of the projects that she has managed.

Q2) Parking can sometimes go against creating a walkable downtown and they want to make sure the parking is in the right places and that it is convenient. Wayfinding could be a little better in order to help the public find the parking structures. Some of the wayfinding inside the garages could be improved. It is great to see that Birmingham has such a good mix of uses downtown. Parking for employees may be the key factor to focus in on in order to free up parking for customers and visitors. Stakeholder interviews will provide information needed to understand how the system is really working. They are looking to run parking at about 85% occupied. That will provide enough for people to find a spot. There is previous overall history that will help them to understand parking demand in Downtown.

Q4) Williston, ND is an oil boom town, so the downtown is either really busy or kind of dead. Rich and Assoc. recommended two-hour parking in the core area and side streets because they didn't have time limits and it was really affecting retail businesses. Because they needed some longer term parking for employees without building a parking structure, the existing lots were made long-term. This worked very smoothly, but it took almost two and one-half years to implement. The biggest issue that typically stops things from occurring quickly is the public consensus.

Q5) What sets their team apart from other planning firms is their team approach where everybody comes together to work on a project.

At this time Mr. O'Meara gave a quick rundown on why a consulting firm is needed and what this committee needs to do. Demand is growing and more building is coming in the near future that will push the demand even further. We are concerned that a crunch point will come where they are not meeting the demands of the community and fresh ideas are needed. Ms. Gunter added that one of the goals the City Manager expressed to her was to have a Advisory Parking Committee Proceedings February 7, 2018 Page 8 of 11

comprehensive overall look in order to make sure they are moving to improve the parking system, and to get a de-facto master plan for parking that is compatible with both the Multi-Modal Transportation and Planning Board agendas.

Ms. Honhart noted that for many years this board has wanted to see wayfinding signs throughout the City so that people know how to find the parking decks. It was discussed if the consultant recommends wayfinding signs whether it would be adopted by the City. That has always been put off because it was thought wayfinding should be throughout the entire City and not just for parking.

Mr. O'Meara felt it is a different environment now, and the City may be more receptive to taking on this challenge. Parking capacity is the bigger issue, but signage is important too. It was generally thought the City will be more willing now to adopt the recommendations of a consultant. Supply and demand is the really big issue. Ms. Gunter noted that stakeholder interviews can include feedback from the Multi-Modal Transportation Board and the Ad Hoc Parking Development Committee..

# COMMITTEE MEMBER EVALUATION

Ms. Krueger thought when Walker Consultants spoke specifically about Birmingham they hadn't gotten to know the City the way she would have liked them to. The Chairman agreed.

Ms. Champagne thought the experience that MKSK with Nelson/Nygaard already has in-house is interesting. Chairman Vaitas added they have a lot of experience and a lot of local contracts. Ms. Honhart liked the fact that they talked about the future; not necessarily building more structures, but trying to find more solutions to existing parking problems. They also mentioned going door-to-door, focus groups, surveys, and the garages. Ms. Krueger felt they will think outside the box and that is where the City needs help.

Dr. Paskiewicz liked that Rich & Associates named two specific problems about employees taking up parking spaces and also how parking could be the reason people don't want to go there. These were down in the trenches kinds of comments about what they actually end up dealing with. By contrast it was hard to really get that sense from the other two groups.

Chairman Vaitas expressed the thought that the different groups showed various levels of confidence. He felt that Rich & Associates showed the lowest level of confidence about what they can accomplish.

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Ms. Champagne thought Nelson/Nygaard had a detailed and comprehensive scope of work in their presentation. The Chairman agreed.

Ms. Honhart said it was interesting the way Walker & Associates talked about pulling the stakeholders together to lay out why parking is the way it is. Once they understand the problems they become more sympathetic towards the situation.

Mr. O'Dell commented that Julie Dixon of Nelson/Nygaard is really a rock star in the parking industry. She worked in San Francisco and designed and tested their whole system. A lot of municipalities have modeled their system based on what San Francisco did.

Mr. O'Meara advised that when a favorite is selected, staff will make calls to their references to make sure there is not a pattern of problems.

Dr. Paskiewicz offered one more thought. She felt the team of Rich & Associates who all live here would have come more prepared right away with experience and suggestions.

It was noted that it is good for a consultant to have experience in other places, but they should be nearby and available. The Chairman said in his opinion Nelson/Nygaard has the combination of both local and national familiarity.

# Motion by Ms. Champagne

Seconded by Ms. Honhart to recommend to the City Commission to approve an agreement with Nelson\Nygaard Consulting Associates.

# Motion carried, 6-0.

VOICE VOTE: Yeas: Champagne, Honhart, Kalczynski, Krueger, Paskiewicz, Vaitas Nays: None Absent: None

# OLD WOODWARD AVE. RECONSTRUCTION BSD FUNDING REQUEST

Ms. Gunter advised that the Executive Director of the Birmingham Shopping District ("BSD") has plans to launch a multifaceted marketing campaign to promote the downtown shopping, dining and spa experience during the Old Woodward Ave. reconstruction project which is set to begin in March.

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Birmingham restaurants, retailers, and businesses rely on the BSD to effectively communicate to consumers that despite construction, businesses are open and various parking options are available to accommodate customers' parking needs. The marketing campaign will highlight the downtown through TV, radio, magazine, newspaper, and social media ads promoting the popular "2 Hours Free Parking in the Decks" program and free valet parking available. The BSD Board has committed a total of \$100,000 for Old Woodward Ave. construction related activities.

The BSD is requesting that the Advisory Parking Committee recommend a \$60,000 commitment from the parking fund to support the marketing campaign. The marketing effort will incorporate messaging to continuously promote the parking system. The APC allocated \$75,000 in 2015 to support valet parking services related to the Old Woodward Construction project. These funds have not been expended due to the project's delay. There was no set-aside to promote the valet services in the original request. The additional \$60,000 would allow for a robust marketing campaign with multiple layers to reach a broader audience spanning the four to five month duration of the construction project in order to increase the likelihood of patrons using the valet parking option.

In response to the Chairman, Ms. Gunter said she will request a more detailed plan from the BSD in terms of the media approach.

Ms. Krueger felt that \$60,000 across four months is quite high. Ms. Gunter also agreed to get the total amount that the BSD is committing to the valet services. Ms. Champagne wanted to see a breakdown of how the \$60,000 will be used. She favored anything this committee can do to support the merchants, but it should be done responsibly.

Ms. Gunter said she will bring the requested information to this committee next month so they can make a more informed decision.

# MONTHLY FINANCIAL REPORTS (nothing of note)

# MEETING OPEN FOR MATTERS NOT ON THE AGENDA

Mr. O'Meara mentioned the committee has a lack of members with three vacancies along with two alternate positions open. If anyone knows of a potential candidate, they are encouraged to let them know.

# NEXT REGULARLY SCHEDULED MEETING

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February 7, 2018

# ADJOURNMENT

No further business being evident, the chairman adjourned the meeting at 9:30 a.m.

City Engineer Paul O'Meara

City of	Birmingham	<u>MEMORANDUM</u>
DATE:	March 7, 2018	Engineering Dept.
то:	Advisory Parking Committee	
FROM:	Paul T. O'Meara, City Engineer	
SUBJECT:	Parking Lot #6 Rehabilitation/Expans Public Hearing	sion

At the meeting of December 1, 2018, the Advisory Parking Committee (APC) scheduled a public hearing for the meeting of February 7 regarding the above noted proposal. The public hearing was later postponed to the March 7 meeting so that the parking system consultant interviews could be held during that meeting. Postcards were sent to businesses and homes from the north edge of the assessment district south to Ravine Rd. announcing the public hearing, as well as directing people to the City's website where the three proposals are detailed.

As of today, no calls or comments have been received, other than from Dr. Vaitas, who has commented that he was not notified. With further research, we have identified that the individual suites were not listed in the tenant database, therefore, not all tenants were notified in his building. Staff is looking into this matter.

# <u>TIMING</u>

1

As you know, this parking lot is in strong demand five days a week from the adjacent business community. In addition, the City's popular Farmer's Market is held on the parking lot every Sunday morning from the beginning of May to the end of October. Since the construction also has to occur during May to October, this leaves Saturdays as the only "low impact" day that the lot being closed would have a minor impact on the area. After reviewing the issue with the BSD, we envision that construction could be conducted as follows:

- 1. If either Option 2 or 3 is selected, there will be concrete curb and paving work to do first along the east edge of the parking lot, and in the case of Option 3, substantial grading and landscape work. We believe it would be best to complete this work first, so that the final asphalt paving could be installed up to the new curb as the last part of the job. Work of this nature could be done during the week, wherein most of the parking in the lot could be kept open to the public, and the existing easterly access drive would be used both for parking space access, as well as an access for the construction activity. Having this area under construction would not cause much disruption to the Farmer's Market, since the existing asphalt surface would still be as is.
- 2. Once the curb changes and extra paved area are installed, we recommend that the contract be written such that an asphalt mill be required to complete removal of the existing top surface of asphalt on a Saturday morning. This work could be accomplished in a matter of hours, followed up with an inspection of the remaining asphalt, and then removal and asphalt patching of bad spots. The lot would have to be swept and made

safe for the Farmer's Market the day after, as well as for use by the businesses the following week.

3. The contract would then stipulate that the final asphalt surface course would be installed on the following Saturday morning. Pavement markings could be installed late that afternoon, making the project essentially finished and ready for full use again that same day.

Staff would appreciate your input relative to the suggested timetable.

Given current projects that are already underway for 2018, it is recommended that this project be authorized soon so that it can be designed and bid later this year, and constructed in April and May of 2019.

# **FUNDING**

Typically, parking system improvements are charged completely to the parking system. That can be the case here as well. However, if Option 3 is elected, there is a significant expenditure proposed that can be categorized as an environmental improvement. Currently, unfiltered storm water that picks up dirt and oils from the lot are directed straight into the adjacent Rouge River. By installing a bioswale and settling basin, the storm water would flow slower through these areas and be filtered before entering the river. Such an improvement would qualify for consideration of a grant.

Two grant opportunities are identified in the attached letter from our engineer, HRC. In general terms, it is estimated that the cost of the environmental improvements totals \$163,000. If the City receives a grant of 75% of this amount, a savings to the parking system of about \$100,000 could be accomplished, considering additional administration costs. Other than the additional administration efforts noted, acquiring the grant would likely result in a delay of an additional year, moving the project to 2020 construction. Delaying the work until 2020 is problematic not only in terms of not bringing any relief to the parking issues in this area, but it also then conflict with the planned Maple Rd. Paving project planned downtown during the same time.

Input from the APC on this matter is also requested.

After conducting a public hearing, the APC should consider moving a recommendation to the City Commission for final adoption, and inclusion in the 2018-19 fiscal year budget.

### SUGGESTED RECOMMENDATION:

The Advisory Parking Committee recommends that City Commission authorize the restoration of Parking Lot #6, using Option \_\_\_\_\_.

# CITY OF BIRMINGHAM ADVISORY PARKING COMMITTEE PUBLIC HEARING THURSDAY, MARCH 7, 2018 AT <u>7:30 AM</u> ROOM 205, MUNICIPAL BUILDING

## **MUNICIPAL PARKING LOT #6**

Funds have been budgeted to resurface Municipal Parking Lot #6, located next to and behind 600 N. Old Woodward Ave. The Parking Committee is considering three different options on how to improve the lot with respect to appearance, storm water quality, and capacity. The Committee would like public input before a final recommendation is made to the City Commission. Please see the Advisory Parking Committee page at www.bhamgov.org for more information and illustrations.

# CITY OF BIRMINGHAM ADVISORY PARKING COMMITTEE PUBLIC HEARING THURSDAY, MARCH 7, 2018 AT <u>7:30 AM</u> ROOM 205, MUNICIPAL BUILDING

### **MUNICIPAL PARKING LOT #6**

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Engineering Department City of Birmingham 151 Martin Birmingham, MI 48009

> «SIDWELL» «NAME» «ADDRESS» «CITY», «STATE» «ZIP\_CODE»

Engineering Department City of Birmingham 151 Martin Birmingham, MI 48009

> «Next Record» «SIDWELL» «NAME» «ADDRESS» «CITY», «STATE» «ZIP\_CODE»



### February 23, 2018

City of Birmingham Engineering Department 151 Martin Street Birmingham, Michigan 48009

Attn: Mr. Paul O'Meara, P.E. City Engineer

Re: Parking Lot No. 6 Resurfacing and Environmental Enhancement Grant Opportunities Summary HRC Job No. 20170989

Dear Mr. O'Meara:

Hubbell, Roth and Clark, Inc. (HRC) is pleased to provide this summary of potential grant opportunities to assist the City of Birmingham with the rehabilitation and environmental enhancement evaluation for Parking Lot No. 6.

The City has budgeted for the replacement of the asphalt in Parking Lot No. 6 and would like to consider expansion options, as well as the incorporation of bioretention to improve the water quality leaving the site before it discharges into the Rouge River. Based on the three options provided and the discussions with the Parking Committee in December 2017, the City has expressed interest in evaluating grant opportunities to assist with the construction of Option 3- Resurface the existing parking lot with a full lane expansion and bioretention.

HRC reviewed various State and Federal grant opportunities with current and anticipated Requests for Proposal in 2018. A summary of these grant opportunities (attached) outlines the focus areas for funding, due dates, award dates and match requirements. Based on our evaluation, the two best suited grant opportunities to pursue for the parking lot work are the 319 Nonpoint Source Pollution Grant (25% match) issued by MDEQ and the Aquatic Habitat Grant Program (minimum 10% match) issued by MDNR. These grant opportunities will provide the City with the opportunity to offset design and construction costs while adding environmental benefits to the project and the Rouge River. Both grant opportunities are anticipated to be released this summer with award announcement dates of Spring/Summer 2019. Projects that provide more match than the minimum required score higher in the review process.

Typically, the drawbacks to grant funding may be the resources expended to apply for the grant and the timeline. Grant applications require a workplan, cost estimate, schedule and description of environmental benefits that can add additional costs to the project that are not reimbursable by the grant. However, if the City is successful with obtaining the grant, the initial costs are outweighed by the overall cost savings provided by the grant funding. It can take up to a year to apply and be informed of a grant award. During this timeframe, work conducted for the project is not eligible for grant reimbursement so design and construction would be performed in the following months. If this timeline does not work with the City's schedule, it may be more prudent to proceed without pursuing grant funding. Also, on average, project administration costs are increased by 5-15% to address grant reporting and compliance requirements.

# Gary J. Tressel

SENIOR ASSOCIATES

**PRINCIPALS** 

Roland N. Alix Michael C. MacDonald James F. Burton

Charles E. Hart

Daniel W. Mitchell

Nancy M.D. Faught Keith D. McCormack

Jesse B. VanDeCreek

Randal L. Ford William R. Davis Dennis J. Benoit Robert F. DeFrain Thomas D. LaCross Albert P. Mickalich Timothy H. Sullivan Thomas G. Maxwell

#### ASSOCIATES

Marshall J. Grazioli Donna M. Martin Colleen L. Hill-Stramsak Bradley W. Shepler Karyn M. Stickel Jane M. Graham Todd J. Sneathen Aaron A. Uranga Salvatore Conigliaro

#### HUBBELL, ROTH & CLARK, INC.

OFFICE: 555 Hulet Drive Bloomfield Hills, MI 48302-0360 MAILING: PO Box 824 Bloomfield Hills, MI 48303-0824 PHONE: 248.454.6300 FAX: 248.454.6312 WEBSITE: hrcengr.com EMAIL: info@hrcengr.com



Mr. Paul O'Meara February 23, 2018 HRC Job Number 20170989 Page 2 of 2

HRC has been very successful in applying and obtaining over \$15 million in environmental grants for its clients in the past 5 years. If the City is interested in pursuing either of both recommended grant opportunities anticipated to be released in the Summer 2018, please contact us and we would be pleased to assist the application(s).

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

James 7 But

James F. Burton, P.E. Vice President

Attachment pc: HRC; File

#### Grant Opportunities Habitat, Nonpoint Source Pollution and Recreation

Grant Program	Grant Agency	Focus Area	Grant Funds Available	Pre-Proposal Due Date	Proposal Due Date	Notification	Match Requirement	Website	
Sustain Our Great Lakes	National Fish and Wildlife Foundation (NFWF)	stream and riparian habitat; coastal wetland habitat; and water quality in the Great Lakes and tributaries	\$100k-\$1M	2/13/2018	4/24/2018	8/2018	50%	www.nfwf.org/greatlakes	Must reg easygran
Habitat Protection and Restoration -Targeted Land and Capital Efforts	Great Lakes Fishery Trust	barrier removal; field inventories that comprehensively identify barriers	\$500k	N/A	2/23/2018	5/25/2018	Not required, but favored	www.glft.org	Must reg
319 Nonpoint Source Pollution Control	MDEQ	address specific sources of nonpoint source pollution identified by Michigan's Nonpoint Source Program Plan	\$4 million	Anticipate NOI August 2018	10/2018	6/2019	25% (cash or in- kind)	http://www.michigan.gov/deq/0,4561,7-135- 3307 3515-314500,00.html	Must hav prioirty a
Aquatic Habitat Grant Program	MDNR	improve desirable fish and other aquatic organism populations by protecting intact and rehabilitating degraded aquatic habitat	min \$25k	Anticipate August 2018	Anticipate November 2018	Anticipate April 2019	min 10%	http://www.michigan.gov/dnr/0.4570,7-153- 58225_67220,00.html	
Erosion, Sediment and Nutrient Reduction Grant	GLRI	1.Minimize off-site damage to fish and wildlife habitat, recreational activities, and the basin's public works systems caused by sediment and nutrient runoff. 2.Reduce the on-site damages caused by soil erosion and excess nutrient runoff on farms, streambanks and shorelines.	\$1.8 million		Anticipate April 2018		25%	https://keepingitontheland.net/	
Play and Park Structures	Various Foundations	Enhance park playscape opportunities	varies	varies	varies	varies	varies	https://www.playandpark.com/funding/grant- opportunities?search_mode=all&search%3Agrant- states=MI	PlayCore that supp of parks
Michigan Natural Resources Trust Fund	MNRTF	land acquisition for public outdoor recreation uses or protection of the land for its environmental importance or scenic beauty; and recreation facility development, including facilities needed to support outdoor recreation	Minimum Grant Request: \$15,000 (\$20,000 minimum total project cost) Maximum Grant Request: \$300,000	N/A	4/1/2018	Early 2019	min 25%	http://www.michigan.gov/dnr/0,4570,7-153- 58225_58301,00.html	All applic Recreations submitted approved deadline public me application the six-me deadline the appline the appline governin
Michigan's Volunteer River, Stream, and Creek Cleanup Program	MDEQ	help implement volunteer efforts to cleanup and improve Michigan's rivers, streams, and creeks	\$25k	N/A	2/20/2018	5/2018	25%	http://www.michigan.gov/deq/0.4561.7-135-3308- 45702800.html	Typical p
Michigan Coastal Zone Management	MDNR/OGL	Public Access, Coastal Habitat, Coastal Hazards, Coastal Water Quality, and Coastal Community Development	No less than \$10,000 and no greater than \$100,000		Anticipate December 2018	Anticipate Spring/ Summer 2019	50%	http://www.michigan.gov/documents/deg/OGL_C oastal Program_FY19_Grants_Funding_Opportunit y_603491_7.pdf	Low-cost must be Michigan Other pro manager www.mi.
GLRI-Habitat Restoration	NOAA	Creating functional habitats for native fish species migration, reproduction, growth, and seasonal refuge, including improvements for fish passage, wetlands and nearshore habitats;	\$50k min		3/12/2018		Not required, but favored	https://www.grants.gov/web/grants/view- opportunity.html?oppId=299957	Restorati Concern in recove complete 10/1/18.

#### Comments

register in Easygrants online system: rants.nfwf.org

register at: www.glft.org/grants/apply-now

have approved 319 WMP; RFP highlights ty areas

Core provides links to Michigan Foundations support the development and enhancement rks

pplicants must have a current, 5-Year eation Plan that has been locally adopted, nitted in MiRecGrants by March 1st, and oved by the Department by the application line. All applicants must hold at least one c meeting to receive input about the cation. This meeting must be held within ix-month time period before the application line and before a resolution committing to pplication is passed by your highest local rning body.

l project awards are \$5k or less

cost construction projects (e.g., footprint) be located entirely within the approved igan's CZM Program coastal boundary. r projects must lead to improved coastal agement within the CZM boundary. ..mi.gov/coastalmanagement.

bration of sites must be outside of Areas of ern (AOC) including delisted AOCs and AOCs covery with all management actions plete; Earliest start date for projects is /18.

City of	Birmingham	MEMORANDUM
DATE:	December 1, 2017	Engineering Dept.
то:	Advisory Parking Committee	
FROM:	Paul T. O'Meara, City Engineer	
SUBJECT:	Parking Lot #6 Resurfacing & Expansion Options	

The City's five-year capital improvement plan has allotted \$200,000 from the Auto Parking Fund to resurface Parking Lot #6 in fiscal year 2018/19. Given the current plan to reconstruct Old Woodward Ave. further south in the spring and summer of 2018, it is anticipated that this project would be scheduled in the spring of 2019. The APC discussed the ongoing shortage of parking that can be found many weekday afternoons in this area, and asked staff to explore ways to consider expanding the capacity of this lot. After reviewing the current conditions with an engineering consultant, the following three options have been prepared in conceptual plan format, with cost estimates attached:

# OPTION 1 – RESURFACE EXISTING LOT

The attached plan shows the areas of the lot that have not been repaved in almost 20 years. (The remainder of the area was repaved last year as a part of a Oakland County sewer relocation project.) It is envisioned that the top two inches of asphalt would be removed and replaced, with other various base repair work as needed. In order to enhance the area some, arborvitae are proposed to be installed along the east edge of the lot, between the existing mature evergreen trees. Such a project would give the entire lot a new fresh look, but would do nothing to enhance its capacity or storm water quality. The engineer's estimate for this work, including a contingency, is \$242,000.

# OPTION 2 – PROVIDE MINOR EXPANSION TO EAST, AND RESURFACE EXISTING LOT

The attached plan depicts the small 4 foot wide expansion to the east that was discussed last month. The expansion would attempt to save the existing evergreen trees to the east, as well as supplement them with new arborvitae, as in Option 1. The curb relocation would allow for an increase in capacity by 14 parking spaces, or an expansion of 10%. Such a project would give the entire lot a new fresh look. It would do nothing to enhance its storm water quality. The engineer's estimate, including a contingency, is almost \$290,000.

During the study of this area, the City's forestry consultant has acknowledged that the existing evergreen trees planted along the east edge of the lot have passed their prime. The trees were planted in 1960 when the lot was first constructed, and it is clear that several have been removed already through the intervening years. Of the ones that remain, several are diseased and in decline, although others are still strong. Undertaking this option would likely result in

damaging the root structure of some of the trees, which may result in further losses in the coming years.

# OPTION 3 – PROVIDE GREATER EXPANSION TO THE EAST, PROVIDE STORM WATER QUALITY IMPROVEMENTS, AND RESURFACE EXISTING LOT

Considering the current status of the adjacent evergreen trees, the attached third plan has proposed their removal, and depicts a 20 foot expansion to the east, thereby accommodating an expansion of 34 parking spaces. To improve upon the aesthetics and storm water quality of the lot, a bioswale has been proposed behind the east curb edge. The bioswale would be enhanced with plantings that would work as a filter to stop pollutants coming off the lot before they enter the river. The new curb would have several openings to allow storm water to flow into the bioswale. In the lowest area, at the southeast corner, the existing concrete spillway would be removed in favor of a stone lined sedimentation basin. The basin would allow all of the storm water to flow very slowly into the river, allowing pollutants and sediment to drop out of the water before entering the river. Given the close proximity to the river, and the work within the floodplain, the design would have to be approved by the Michigan Dept. of Environmental Quality (MDEQ). If done correctly, we assume the MDRQ would endorse this voluntary effort to improve the storm drainage design of an existing parking lot. If this design moves forward, a closer look at the existing vegetation in the area is recommended. Undesirable or invasive species could be removed and replaced with more desirable plantings that could provide an improved aesthetic and screening effect for the adjacent residential area.

Such a project would provide improvements to the lot in many ways, and would also improve the capacity of the lot by 24%. The total cost of this option, including contingency, is estimated at almost \$500,000.

# FARMER'S MARKET

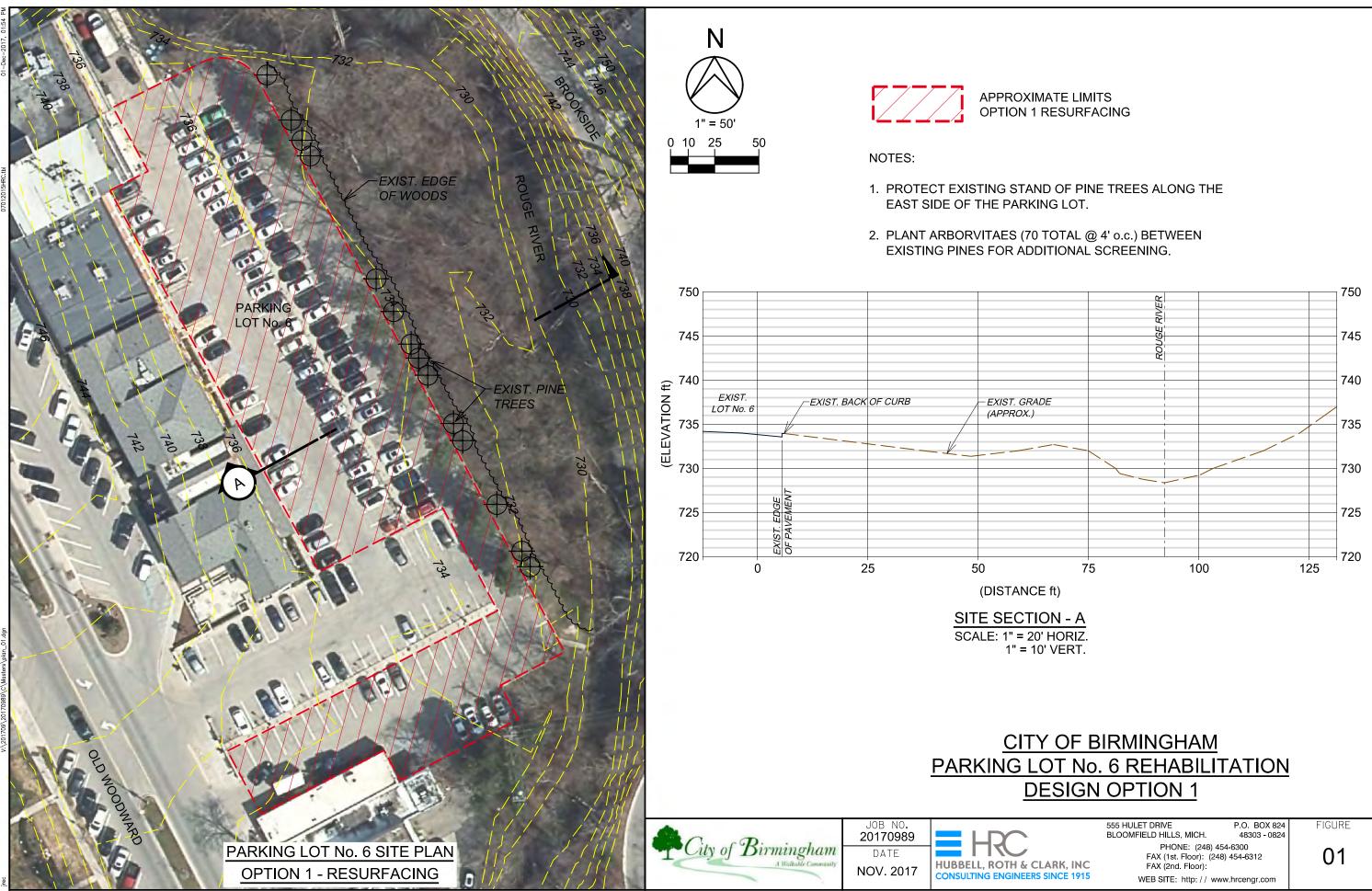
The farmer's market, now considered an important weekly City event, draws a significant number of visitors to the lot every Sunday from the beginning of May to the end of October, which is also the practical time of year to conduct this work. Once an option for this project has been determined, we plan to work with both the Birmingham Shopping District (BSD) and representatives of the business community to determine how to quickly complete this work in a way that is least disruptive to both interests. Given the number of visitors to the lot each week, the Option 3 design would provide a positive image for the City in terms of the environmental investment that could be showcased as a part of the market.

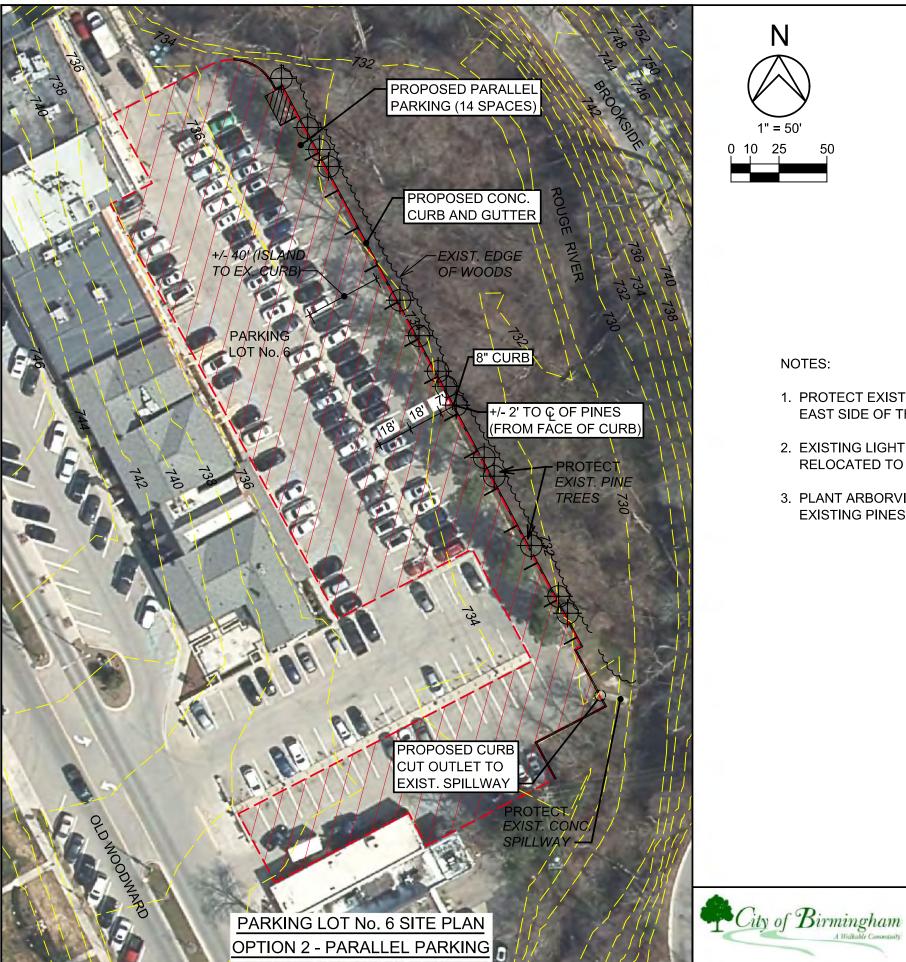
An representative from engineering firm Hubbell, Roth, & Clark will be in attendance for the meeting to help with the discussion, and answer questions. Should the APC agree upon a favored design, a public hearing for both the business community and the adjacent residential community would be appropriate. A suggested resolution is provided below:

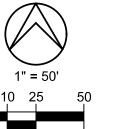
# SUGGESTED RESOLUTION:

To endorse Option \_\_\_\_\_ design for the Parking Lot Number 6 Rehabilitation Project, and to conduct a public hearing for the surrounding business and residential

communities at the regularly scheduled meeting of the Advisory Parking Committee, to be held on January 3, 2018, at 7:30 AM.









# NOTES:

- 1. PROTECT EXISTING STAND OF PINE TREES ALONG THE EAST SIDE OF THE PARKING LOT.
- 2. EXISTING LIGHT POLES (4 TOTAL) WILL NEED TO BE RELOCATED TO ACCOMODATE NEW PARALLEL PARKING.
- 3. PLANT ARBORVITAES (70 TOTAL @ 4' o.c.) BETWEEN EXISTING PINES FOR ADDITIONAL SCREENING.

JOB NO. 20170989

DATE

NOV. 2017



 $\mathcal{F}$ 

# APPROXIMATE LIMITS OPTION 2 RESURFACING

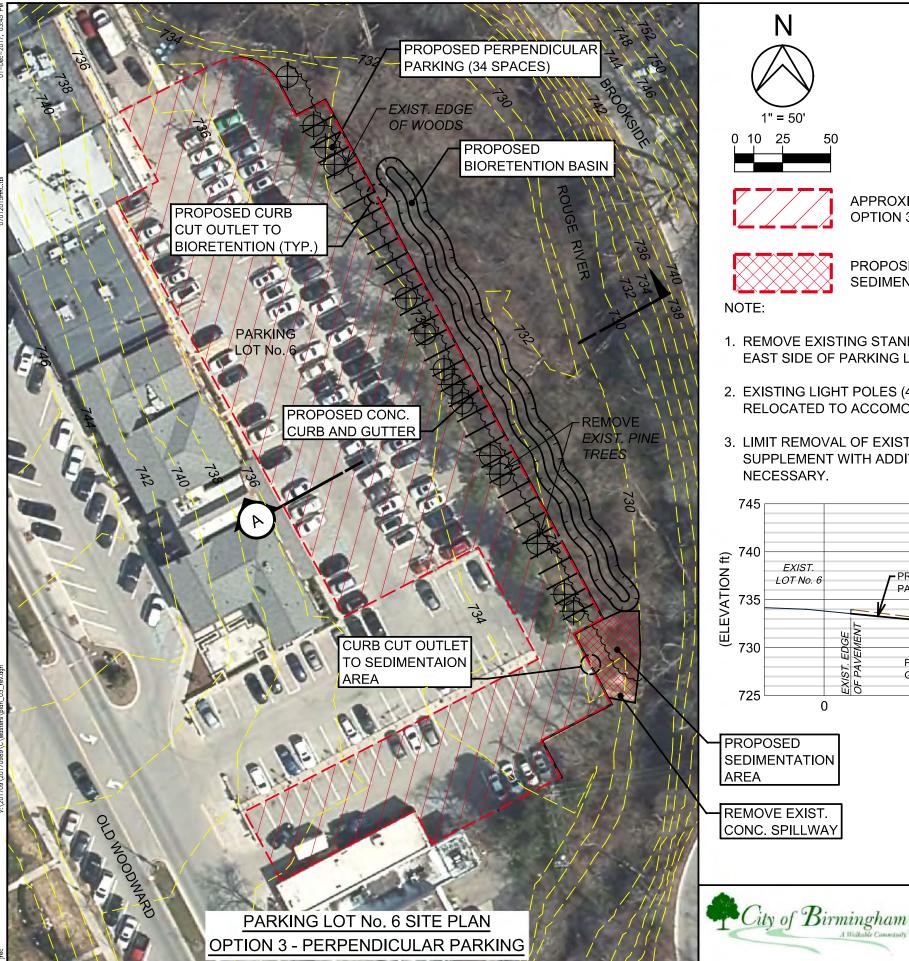
# **CITY OF BIRMINGHAM** PARKING LOT No. 6 REHABILITATION **DESIGN OPTION 2**

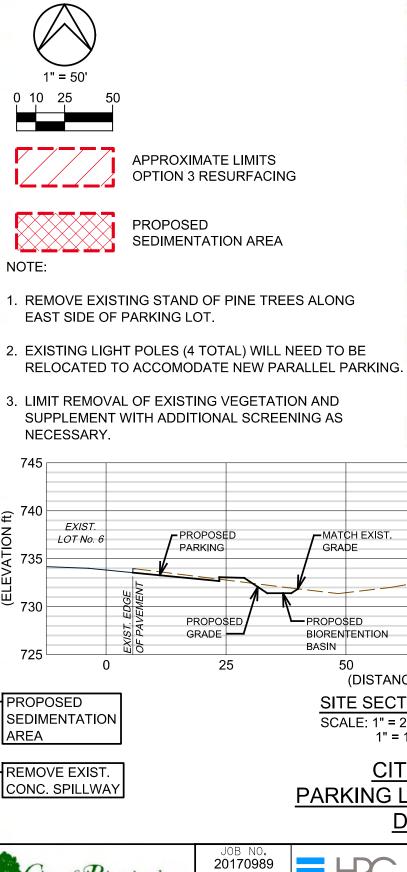
HUBBELL, ROTH & CLARK, INC CONSULTING ENGINEERS SINCE 1915 555 HULET DRIVE BLOOMFIELD HILLS, MICH. P.O. BOX 824 48303 - 0824 PHONE: (248) 454-6300 FAX (1st. Floor): (248) 454-6312 FAX (2nd. Floor): WEB SITE: http:// www.hrcengr.com

FIGURE

02

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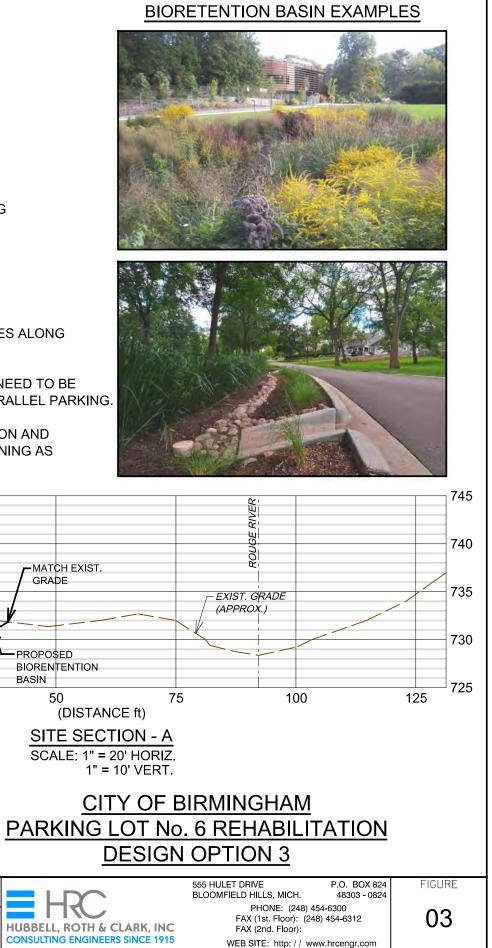




 $\mathcal{T}$ HUBBELL, ROTH & CLARK, INC CONSULTING ENGINEERS SINCE 1915

DATE

NOV. 2017





# City of Birmingham

Parking Lot No. 6 Resurfacing and Environmental Enhancements Preliminary Estimate

HRC Job No. 20170989

			Option 1 - Resurface Existing Parking Lot			Option 2 - Resurface with Parallel Lane Expansion			Option 3 - Resurface with Full Lane Expansion and Bioretention		
PRINCIPALS Daniel W. Mitchell Nancy M.D. Faught	Pay Item	Item Description	Quantity	Unit Price	Total Cost	Quantity	Unit Price	Total Cost	Quantity	Unit Price	Total Cost
Keith D. McCormack Jesse B. VanDeCreek	1	Mobilization, Max 5%	1 LS	\$10,000.00	\$10,000.00	1 LS	\$11,900.00	\$11,900.00	1 LS	\$20,600.00	\$20,600.00
Roland N. Alix Michael C. MacDonald	2	Cold Milling HMA, Surface 2"	4500 syd	\$6.00	\$27,000.00	4500 syd	\$6.00	\$27,000.00	4500 syd	\$6.00	\$27,000.00
James F. Burton		HMA, 5E03, Mod	500 ton	\$110.00	\$55,000.00	520 ton	\$110.00	\$57,200.00	575 ton	\$110.00	\$63,250.00
Charles E. Hart	4	Base Repair Allowance	1 LS	\$30,000.00	\$30,000.00	1 LS	\$30,000.00	\$30,000.00	1 LS	\$30,000.00	\$30,000.00
SENIOR ASSOCIATES	5	21AA Aggregate Base, 8", undercutting	400 syd	\$60.00	\$24,000.00	400 syd	\$60.00	\$24,000.00	400 syd	\$60.00	\$24,000.00
Gary J. Tressel Kenneth A. Melchior	6	Soil Erosion Control Measures	1 LS	\$5,000.00	\$5,000.00	1 LS	\$10,000.00	\$10,000.00	1 LS	\$10,000.00	\$10,000.00
Randal L. Ford William R. Davis	7	Curb and Gutter	525 lft	\$35.00	\$18,375.00	535 lft	\$35.00	\$18,725.00	570 lft	\$35.00	\$19,950.00
Dennis J. Benoit	8	Curb Removal	525 lft	\$15.00	\$7,875.00	525 lft	\$15.00	\$7,875.00	525 lft	\$15.00	\$7,875.00
Robert F. DeFrain Thomas D. LaCross	9	Adjust Structure	3 ea	\$650.00	\$1,950.00	3 ea	\$650.00	\$1,950.00	3 ea	\$650.00	\$1,950.00
Albert P. Mickalich Timothy H. Sullivan	10	Restoration	1 LS	\$5,000.00	\$5,000.00	1 LS	\$10,000.00	\$10,000.00	1 LS	\$15,000.00	\$15,000.00
Thomas G. Maxwell	11	Maintenance of Traffic	1 LS	\$5,000.00	\$5,000.00	1 LS	\$7,500.00	\$7,500.00	1 LS	\$7,500.00	\$7,500.00
ASSOCIATES	12	MDEQ Permit Fee Allowance	1 LS	\$1,000.00	\$1,000.00	1 LS	\$5,000.00	\$5,000.00	1 LS	\$5,000.00	\$5,000.00
Marvin A. Olane	13	Restriping	1 LS	\$2,500.00	\$2,500.00	1 LS	\$3,000.00	\$3,000.00	1 LS	\$3,000.00	\$3,000.00
Marshall J. Grazioli Donna M. Martin	14	Replace Bollard	1 LS	\$750.00	\$750.00	1 LS	\$750.00	\$750.00	1 LS	\$750.00	\$750.00
Colleen L. Hill-Stramsak Bradley W. Shepler	15	Excavation, Earth				100 cyd	\$15.00	\$1,500.00	1450 cyd	\$15.00	\$21,750.00
Karyn M. Stickel	16	HMA, 3C				30 ton	\$90.00	\$2,700.00	110 ton	\$90.00	\$9,900.00
Jane M. Graham Todd J. Sneathen	17	21AA Aggregate Base, 6", pavement				30 cyd	\$75.00	\$2,250.00	130 cyd	\$75.00	\$9,750.00
Aaron A. Uranga Salvatore Coniglario	18	Decorative Light Pole Relocation				4 ea	\$2,500.00	\$10,000.00	4 ea	\$2,500.00	\$10,000.00
Salvatore conigiano	19	Relocate Bench				1 ea	\$500.00	\$500.00	1 ea	\$500.00	\$500.00
	20	Parking Meter Removal				2 ea	\$250.00	\$500.00	2 ea	\$250.00	\$500.00
HUBBELL, ROTH & CLARK,	21	Parking Meter Installation				7 ea	\$250.00	\$1,750.00	14 ea	\$250.00	\$3,500.00
OFFICE: 555 Hulet Drive	22	Tree Removal							20 ea	\$1,000.00	\$20,000.00
Bloomfield Hills, MI 48302-0360 MAILING: PO Box 824	23	Clearing							1 LS	\$10,000.00	\$10,000.00
Bloomfield Hills, MI 48303-0824	24	Plantings, Arborvitaes	70 ea	\$250.00	\$17,500.00	70 ea	\$250.00	\$17,500.00			
PHONE: 248.454.6300 FAX: 248.454.6312	25	Tree Plantings							14 ea	\$500.00	\$7,000.00
WEBSITE: www.hrc-engr.com EMAIL: info@hrc-engr.com	26	Peat Fill Material							900 cyd	\$40.00	\$36,000.00
EMALE. Info@inc chgr.com	27	Sedimentation Fill Material							200 cyd	\$25.00	\$5,000.00
	28	Plantings							1 LS	\$50,000.00	\$50,000.00
	29	Rip Rap at Outlet to River							20 cyd	\$100.00	\$2,000.00
	30	Geotextile Fabric at Outlet to River							20 syd	\$50.00	\$1,000.00
		Concrete and stone spillway							5 ea	\$1,000.00	\$5,000.00
		Aesthetic Additions							1 LS	\$5,000.00	\$5,000.00
	EST	TIMATED CONSTRUCTION COSTS			\$210,950.00			\$251,600.00			\$432,775.00
	Cons	truction Contingency (15% of total cost)			\$31,600.00			\$37,700.00			\$64,900.00
		TOTAL PROJECT COST			\$242,550.00			\$289,300.00			\$497,675.00

City of	Birmingham	MEMORANDUM
DATE:	March 7, 2018	Engineering Dept.
то:	Advisory Parking Committee	
FROM:	Paul T. O'Meara, City Engineer	
SUBJECT:	298 S. Old Woodward Ave. Daxton Hotel Valet Parking Propos	al

1

As you may recall, a five story hotel is proposed for the northwest corner of S. Old Woodward Ave. and E. Brown St., now known as the Daxton Hotel. Last July and August, the Advisory Parking Committee (APC) reviewed a proposal from the owner to remove all of the metered parking in front of the property in order to make space for a valet parking zone that would operate at all times. The APC approved a recommendation in favor of this proposal.

The recommendation was reviewed by the City Commission at their meeting of October 16, 2017. The Commission took issue with aspects of the design, and asked the applicant to consider the following:

- 1. Consider moving the valet operation to the Brown St. frontage of the property in order to preserve the parking spaces on the Old Woodward Ave. frontage.
- 2. If that is not feasible, provide some form of compromise plan such that the number of parking meters taken out of service at all times can be reduced.

With the above in mind, the applicant has worked with their traffic engineering team to develop a computer model to demonstrate what would happen if the valet operation was moved to Brown St. Secondly, the applicant is now on record indicating that they can make the valet operation work with two metered parking spaces being installed just south of the proposed Old Woodward Ave. garage exit, with the provision that during times of peak occupancy, the meters could be bagged and taken out of service for additional valet staging area. Since the original proposal called for the removal of eight metered parking spaces, this new proposal is asking for the removal of just six metered parking spaces.

The City Commission also questioned the suggested cost per parking space removed from service. It was noted that precedent had been set for another similar agreement wherein the price was reduce to reflect the assumption that the meters did not actually collect revenue during all hours of every business day. The Commission asked that the rate per meter be increased to reflect the true value of the property. With that in mind, the new rate per meter is set at \$5,400 per meter per year, which is calculated by using \$18 per day for 300 days per year. The number of days per year reflects the fact that parking is not charged on Sundays, nor on legal holidays, which average 13 per year.

Mr. Rick Rattner, the applicant's representative, as well as their traffic engineer, are expected to attend the meeting. A suggested recommendation follows.

# SUGGESTED RECOMMENDATION:

To recommend to the City Commission the removal of six metered on-street parking spaces at 298 S. Old Woodward Ave. to allow for the operation of a valet service by the adjacent property owner, in exchange for an annual payment of \$32,400 (at \$5,400 per meter) to be charged annually.

City of	Birmingham A Walkable Community	MEMORANDUM
DATE:	March 2, 2018	Engineering Dept.
TO:	Advisory Parking Committee	
FROM:	Paul T. O'Meara, City Engineer	
SUBJECT:	298 S. Old Woodward Ave. Daxton Hotel Valet Parking Proposa	1

1

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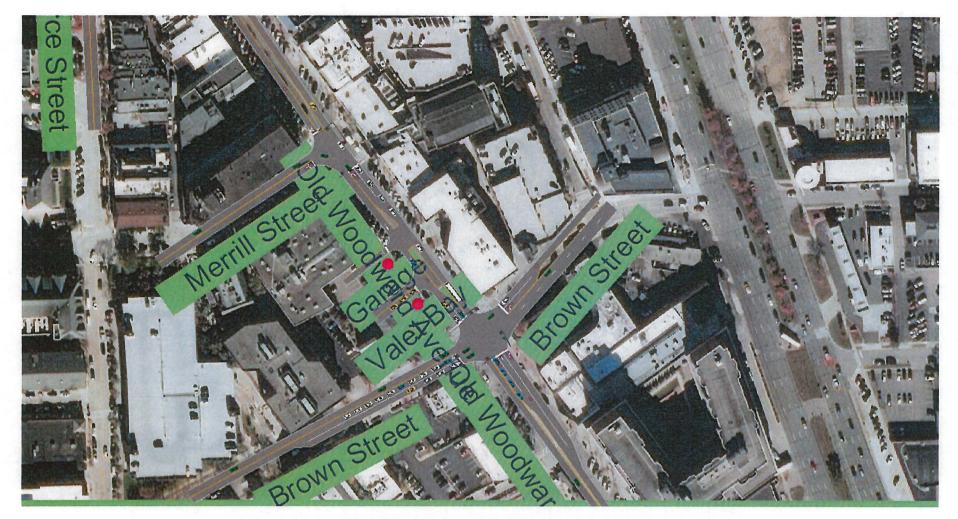
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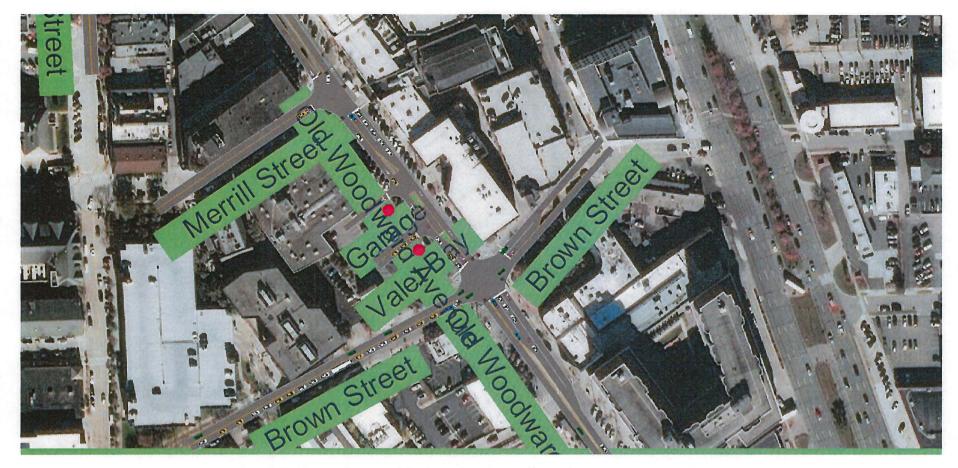
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## SUGGESTED RECOMMENDATION:

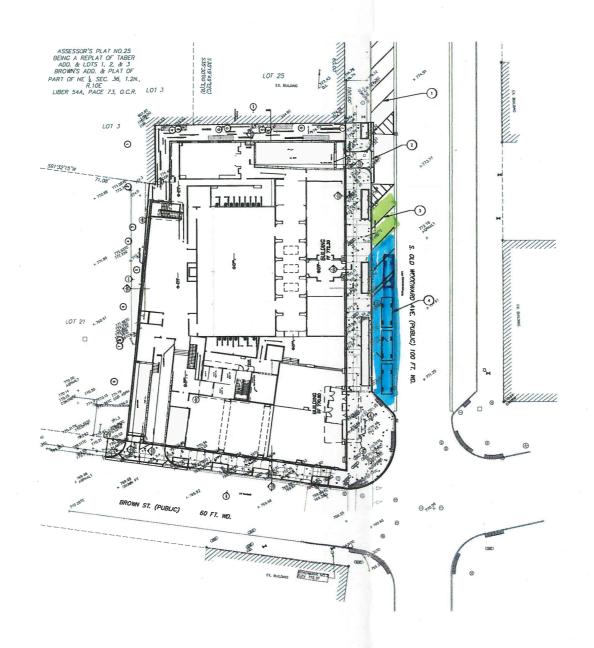
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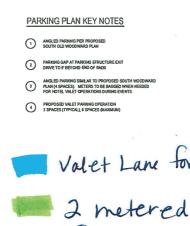


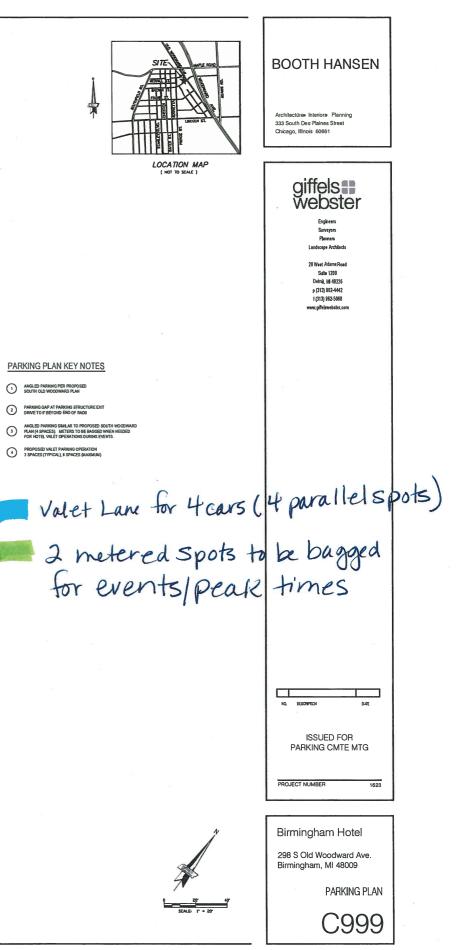
Typical EB Queuing in PM Peak Hour with Two-Lane Brown Street Approach



Typical EB Queuing in PM Peak Hour with One-Lane Brown Street Approach









Williams Williams Rattner & Plunkett, P.C. Attorneys and Counselors

380 North Old Woodward Avenue Suite 300

Birmingham, Michigan 48009 Tel: (248) 642-0333 Fax: (248) 642-0856

Richard D. Rattner rdr@wwrplaw.com

# March 1, 2018

# Hand-delivery and e-mail pomeara@bhamgov.org

City of Birmingham 151 Martin Street Birmingham, MI 48009 Attn: Jana Ecker, Planning Director Paul O'Meara, City Engineer Timothy Currier, City Attorney

Re; License Agreement for Parking; Woodward Brown Ventures, LLC ("Applicant")

Dear Ms. Ecker, Mr. O'Meara, and Mr. Currier:

The Applicant requests review of its proposed curbside valet lane at 298 S. Old Woodward.

This matter was previously before the Advisory Parking Committee (APC) on August 2, 2017, at which time the APC recommended removal of 5 current parking spaces at the curb along 298 S. Old Woodward (8 spaces under the Woodward reconstruction plan), in order to accommodate the Daxton Hotel's valet lane. The City Attorney drafted a license agreement to memorialize the Applicant's annual payment for the removal of the metered parking spaces. The City Commission requested further review of the valet lane and removal of less than all 5 metered spaces. The Applicant was asked to (i) provide a traffic analysis for the placement of the hotel's valet operation on Brown Street with the assumption that Brown Street would be modified for two-way traffic with one lane in each direction; and (ii) consider removal of less than 5 current spaces for the valet lane along S. Old Woodward. We have accomplished both tasks.

# The Brown Street Study

Enclosed is a Memorandum by Michael G. Darga, P.E., the traffic engineer who conducted the traffic analysis requested by the City. The study reveals that a Brown Street valet operation would result in the doubling of morning-peak traffic delays at the intersection of Old Woodward and Brown. Further, a Brown Street valet operation would increase evening peakhour traffic delays by 60%. Based on this data, a relocation of the valet service to Brown Street Jana Ecker, Planning Director Paul O'Meara, City Engineer Timothy Currier, City Attorney March 1, 2018 Page 2

# WWRP

does not seem to be a satisfactory alternative for the City.

# Use of Fewer Angled Spaces than Original Request

In addition, the Applicant has considered and, while not ideal, could accommodate a valet lane that is two angled metered spaces less than the 8 angled spaces initially requested. See the enclosed rendering of the valet lane with two angled metered spaces. A 4-car valet lane is consistent with existing hotel valet operations in the City.

To minimize interference with traffic at the intersection of S. Old Woodward and Brown Street, it is best for the two remaining metered spaces to be located immediately to the south of the hotel garage exit ramp. Also, as is permitted with other valet services in the City, the Applicant should have the ability to bag the two meters when necessary at peak times and for events, in order to prevent traffic congestion on S. Old Woodward. Therefore, at no-peak times, this configuration would leave space for 4 cars to queue in the curbside valet lane.

Please contact the undersigned should you have any questions or comments.

Very truly yours,

WILLIAMS, WILLIAMS, RATTNER & PLUNKETT, P.C.

unand DRath

cc: Mark Mitchell David Berman Michael Kitchen

# MEMORANDUM



TO:	Richard Rattner, Esq. Williams, Williams, Rattner & Plunkett, P.C.
FROM:	William Stimpson, P.E., Senior Traffic Engineer
CC:	Michael G. Darga, P.E.
SUBJECT:	Birmingham Boutique Hotel / Evaluation of EB Brown with Single Lane and No EB Left Turns
DATE:	January 30, 2018

Late last year, Giffels Webster was asked by the City to consider the feasibility of shifting the hotel's valet service area from the Old Woodward frontage to the Brown Street frontage. The objective of such a shift would be to preserve existing parking spaces along the hotel's Old Woodward frontage.

Our memo of 12-08-17 addressed the operational impacts of the one-lane reduction in EB Brown that would be necessary to relocate the valet service area. These impacts included the possibility of more frequent backups into the travel lanes due to a Brown Street service area accommodating fewer (4-5) vehicles; pedestrian safety issues at the Brown/Old Woodward crosswalks; and increased delays for both EB traffic and the overall intersection. To further illustrate the delay issue, animation videos of peak-hour traffic with one versus two EB lanes were provided; these showed significantly longer EB queues on the red signal.

As a follow-up to the above analysis, we have been asked to consider the impacts of not only limiting EB Brown to a single lane, but also prohibiting left turns from that lane. It is assumed in the current resulting analysis that vehicles otherwise turning left from Brown onto Old Woodward will, instead, use Pierce and Merrill Streets to reach Old Woodward at its signalized intersection with Merrill. For this rerouting to be effective, advance signage would be required at both the Brown/Pierce intersection and within the City's Pierce Street parking deck, accompanied by suitable police enforcement activity.

The Synchro traffic simulation model was again used to predict intersection delays and associated levels of service. The model runs are detailed in the attached printouts and summarized in Table 1. A five-minute animation video for the more critical PM peak hour is being provided separately.

Part of	art of Two EB Lanes <sup>2</sup>		One EB Lane, N	lo Restrictions <sup>2</sup>	One EB Lane, No Left Turns		
Intersection	AM Peak Hr	PM Peak Hr	AM Peak Hr	PM Peak Hr	AM Peak Hr	PM Peak Hr	
Overall	20.9	24.3	40.8	39.1	29.2	32.4	
EB Only	30.6	29.1	78.8	42.4	46.3	44.4	

Table 1. Average Delays for Three Alternative Lane Configurations on EB Brown Approach<sup>1</sup>

<sup>1</sup> In each case, it is assumed that the existing 80-sec signal cycle would be re-optimized for the forecasted volumes.

<sup>2</sup> See details in Giffels Webster memo of 12-08-17.

Giffels Webster \* 6303 26 Mile Rd, Suite 100, Washington, MI 48094 \* 586.781.8950

# HCM 2010 Signalized Intersection Summary 20: Old Woodward Avenue & Brown Street

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## Single EB lane on Brown - No Left Turns with optimized cycle split

	٠	-	7	4	-	A.	1	1	1	4	ŧ	1
Movement		EBI	EBR	WEL	WEIT	WER	NEL	NET	NER	SEL	SET	SET
Lane Configurations		Þ		۴	ŧ,		ħ	4		ካ	4	and a standard and a standard at
Traffic Volume (veh/h)	0	248	123	15	182	30	305	204	69	61	183	.251
Future Volume (veh/h)	0	248	123	15	182	30	305	204	69	61	183	251
Number	7	4	14	. 3	8	18	5	2	12	1	6	16
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(AspbT)	1:00		1.00	1.00		A 0.94	1:00		(0.98)	0.99	12505	0.98
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1,00	1.00	0.85	1.00	1.00	1.00
Adj[Sat Flow, veh/h/ln		1782	1800	1765	1765	1800	1765	1765	1765		1748	1800
Adj Flow Rate, veh/h	0	282	140	18	219	36	351	234	79	67	201	276
Adj No. of Lanes	0	S. al	0.	1	1	0	1	1		51		0
Peak Hour Factor	0.88	0.88	0.88	0.83	0.83	0.83	0.87	0.87	0.87	0.91	0.91	0.91
Percent Heavy Veh; %	10		1	2	2 -	2.	2	.2	2	3	3	3
Cap, veh/h	0	323	160	132	421	69	395	993	702	555	371	509
Arrive On Green	0.00	0.29,-	0.29	0.29	0.29	0,29	0.56	0.56	0.56	0!56	0.56	0.56
Sat Flow, veh/h	0	1124	558	864	1463	241	822	1765	1248	939	659	905
Grp.Volume(v), veh/h	0	0.	422	, 18	Öí	255	351	234	79	67	0	477
Grp Sat Flow(s), veh/h/ln	0	0	1681	864	0	1704	822	1765	1248	939	0	1565
Q:Serve(g_s), s	0.0	0.0	19:1	1.6	(0.0)	10.0	29.6	5.4	2.4	3:1	0.0	15.4
Cycle Q Clear(g_c), s	0.0	0.0	19.1	20.7	0.0	10.0	45.0	5.4	2.4	8.5	0.0	15.4
Prop In Lane	0.00		0.33	1.00		0.14	1.00	0.7	1:00	1:00	0.0	0.58
Lane Grp Cap(c), veh/h	0	0	483	132	0	490	395	993	702	555	0	880
V/C/Ratio(X)	0.00	0.00	0.87	0.14	0.00	0.52	0.89	0.24	0.11	0.12	0.00	0.54
Avail Cap(c_a), veh/h	0	0.00	483	132	0.00	490	395	993	702	555	0:00	880
HCM Platoon Ratio	1.00	1.00	1.00	1:00	1:00	1.00	1.00	1.00	1.00	1:00	1!00	1.00
Upstream Filter(I)	0.00	0.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	0.0	0:0	27:1	37:0	0.0	23.9	27.1	8:8	8:2	1,10	0.00	1.00
Incr Delay (d2), s/veh	0.0	0.0	19.2	2.1	0.0	3.9	24.5	0.6	0.2	0.4	0.0	2.4
Initial Q Delay(d3);s/veh	.0.0	0.0	0.0		0.0	(0:0)	0.0	0.0	0.0	0:0	0:0	0.0
%ile BackOfQ(50%),veh/In	0.0	0.0	11.4	0.5	0.0	5.2	10.4	2.8	0.9	0.9	0.0	7.1
LnGrp Delay(d) s/veh	0.0	0:0	46.3	39.1	0.0	27.8	51.7	9.4	8.5	11:4	0.0	
LnGrp LOS		0.0.0	D	D	0.0	C	D	A	A	B	U:U	13.4
Approach Vol, veh/h	1. 1. 1. A. A.	422			273	<u> </u>		664			EAL	B
Approach Delay, s/veh		46.3			28.5			A The second second	. Company	the second	544	7.00
Approach LOS		40.3 D		- Frank A	20,9 C		THE SEALS	31.6 C			13.2	
Chblosom Cool		U		NO AN							B	
101-0	1	2	3	4	- \$ <u>j</u>	6	7	8	Sectors and			
Assigned Phs	Part Traff	2		4		6	$a^{120} a^{120} a^{120}$	8		20,000,000	() e 4 (0 <sup>+</sup>	
Phs Duration (G+Y+Rc), s		51.0		29.0		51.0		29.0		and and an and a local date.	ense hondsæddebt	and the second se
ChangelPeriod (Y+Rc) s		6.0		6.0		6.0		6.0	1	41 T		
Max Green Setting (Gmax), s		45.0		23.0	and the second	45.0		23.0				
Max Q Clean Time (g_c+11) s		47:0		21:1	1.2.2	17:4		22:7		St. State	an shuk	
Green Ext Time (p_c), s	and the second secon	0.0		0.2	a service services	0.8		0.0	the second second			
mension Summary												
HCM 2010 Ctrl Delay			29.2					and the second				
HCM 2010 LOS	4, 1. H. S.	N.T. Y. C.	C.C									and and a state of the

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# HCM 2010 Signalized Intersection Summary 20: Old Woodward Avenue & Brown Street

## Single EB lane on Brown - No Left Turns with optimized cycle split

den se inte	۶	-	7	4	-	*	1	†	1	4	¥	1
Mox-ment	EBU	EBT	EBR	WBL	WET	111-121	NEN	NBIT	NER.	SEL	SBR	1011
Lane Configurations		1		7	1	ang ng n	¥	¢	1	ĥ	<b>Å</b>	
Traffic, Volume (veh/h)	0.	380	232		189	69	171	254	49	106	255	-171
Future Volume (veh/h)	0	380	232	37	189	69	171	254	49	106	255	171
Number	7	4	14	3.	8	18	5	2	12	1	6	16
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1:00	1445-16	0.99	1.00		0.97	1.00		0.93	0.98	(1999) 1997 - 1997 - 1997 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 19	0!93
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.80	1.00	1.00	1.00
Adj Sat Flow, veh/h/ln	0	1782	1800	1782	1782	1800	1765	1765	1765	1765	1765	1800
Adj Flow Rate, veh/h	0	427	261	42	215	78	184	273	53	115	277	186
Adj No. of Lanes	0	1	. 0	1	25-1	0	and the local terms of C		1	- 1 - <b>1</b> -	. 1	
Peak Hour Factor	0.89	0.89	0.89	0.88	0.88	0.88	0.93	0.93	0.93	0.92	0.92	0.92
Percent Heavy, Veh; %	0	11	1	1	1	- 1	2	2	2	2	2	2
Cap, veh/h	0	451	275	117	541	196	234	728	463	373	394	265
Arrive On Green	0.00	0:44	0.44	.0.44	0.44	0.44	0.41	0.41	0.41		the second second second	0.41
Sat Flow, veh/h	0	1030	630	683	1237	449	833	1765	1121	928	956	642
Grp Volume(v), veh/h	0	:0]	688	42	Ö	293	184	273	53	115		463
Grp Sat Flow(s), veh/h/ln	0	0	1660	683	0	1686	833	1765	1121	928	0	1598
Q Serve(g_s) is	0.0	0.0	31.9	3:1	0.0	9.5	13:8	8.6	2.3	7:9	0!0	19.2
Cycle Q Clear(g_c), s	0.0	0,0	31.9	35.0	0.0	9.5	33,0	8.6	2.3	16.5	0.0	19.2
Prop In Lane	0.00		0.38	1.00		0.27	1.00	ج. معالم المحمد المحمد الم	1.00	1.00		0:40
Lane Grp Cap(c), veh/h	0	0	726	117	0	738	234	728	463	373	0	659
V/CRatio(X)	0.00	0.00	0.95	0.36	0:00	0;40	0:7,9	0.38	0.11		0.00	0:70
Avail Cap(c_a), veh/h	0	0	726	117	0	738	234	728	463	373	0	659
Upstream Filter(I)	the to Terrowe this is to	1:00	1:00	1.00	1:00	1.00	1.00	1:00	1!00	Coloredance & second distant	1.00	1:00
Uniform Delay, (d), s/veh	0.00	0.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00
Incr Delay (d2), s/veh	0.0	0.0	21:6	39.0	0.0	15.3	34.6	16:3	14:5	1943 4 4 4 4 5 7 1 5 7 1	0.0	19:4
nitial Q Delay (d2), s/ven	0.0	0.0	0.0	8.4	0.0	1.6	22.8	1.5	0.5	2.1	0.0	6.2
%ile BackOfQ(50%),veh/In	0.0	0.0	19.1	1.2	0.0	0.0	0:0	0.0	0.0	0:0	0.0	0.0
LnGrp Délay(d);s/veh	0.0	0.0	44.4	47.4	0.0	4.7	5.5	4.5	0.8	2.2	0.0	9,5
LnGrp LOS	UIU	0:01	D	047.4 D	UIU	Station and in the station of the	57:4	17:8	(15.0	24:2	0.0)	25.6
Approach Vol, veh/h	union is consider	688	annie en	annanaster	NOACU	B	E	B	B	C	1010	C
Approach Delay, s/veh	Autoria	44.4			335		1997 A 1997 A	.510			578	
Approach LOS	dir Kamudan	44.4 1			20.7	(Incoloring)	W. Collinson	31.8	in the second	Harris and the second second	25.3	THE REAL PROPERTY.
<u>Abintroo</u>	ALC: NO. OF THE PARTY OF		Constantial States	2 autoria	<u>ل</u> ار	i den in in	20, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1,	. C .	(1 states)	4. 4. 19	C	
Inter	1	2	<u>(i</u>		- B	6		6				
Assigned Phs		2	15 (A) (E (S)	4.		6		8	THE PART		1. S. P. S.	91220
Phs Duration (G+Y+Rc), s		39.0		41.0		39.0	and the date of the	41.0		Carlenge Constants	and the second states	No. of Concession, Name
Change Period (Y+Rc) s		6:0		6.0		6:0		6.0				
Max Green Setting (Gmax), s		33.0		35.0		33.0		35.0			the lind of a lind of a	
Max Q Clear Time (g_c+l1), s	a still the	35.0		33.9		21.2		37.0	T Star I II		1.50.21	
Green Ext Time (p_c), s		0.0		0.2		0.7		0.0			and a second second (s)	CALL COLOR
ntes ellen Summersy	, a We											
ICM 2010 Ctrl Delay			32.4			2. 1			49 ind ** 12 in 2 in 2 in 1 in 1 in 1			and an and a second
ICM 2010 LOS			Č.			and the second second			20 12 Parts			

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# giffels webster

то:	Richard Rattner, Esq. Williams Williams Rattner & Plunke	ett, P.C.	
FROM:	William Stimpson, P.E., Senior Traf	fic Engineer	
CC:	Michael G. Darga, P.E.		
SUBJECT:	Birmingham Boutique Hotel / City's	s Suggestion of a Brown Street Valet Service Area	
DATE:	December 8, 2017		

Giffels Webster has been asked by the City to consider the feasibility of shifting the hotel's approved valet service area from the Old Woodward frontage to the Brown Street frontage. The primary objective of such a shift would be to preserve existing parking spaces along the hotel's Old Woodward frontage. This memo addresses the traffic operational issues involved with such a site plan change.

#### **The Concept**

MEMORANDUM

Figure 1 (attached) shows a total Brown Street frontage of approximately 150 feet, referenced to the marked crosswalk on the eastbound Brown approach to Old Woodward. At the east end of this frontage, vehicles should not be permitted to stop for a significant period of time for a valet operation within 20 feet of the crosswalk (by State law). At the west end of the frontage, at least 30 feet should be kept open for the hotel's garage entrance drive and associated turning radii. This would leave about 100 feet of curb space for a valet service area, assuming that Brown's existing westbound lane is removed from service by narrowing the street to two travel lanes. One hundred feet of valet service area would accommodate only 4-5 passenger-size vehicles.

#### **Operational Impacts**

The above proposal would have several negative impacts relative to safe and efficient traffic operations, as follows:

- □ A Brown Street valet service area would accommodate 1-2 fewer vehicles than the approved area on Old Woodward. This would at least marginally increase the possibility of a spillback into the travel lanes and therefore complicate the safe and efficient management of valet operations.
- Potential short-term backups from a Brown Street valet service area could endanger pedestrians crossing both Brown and Old Woodward at the intersection's northwest corner. Such backups could also unexpectedly delay vehicles about to turn right from Old Woodward onto Brown; unexpected delays of this nature could contribute to rear-end crashes.
- Deleting one of the two eastbound travel lanes on Brown would not only increase delays for all eastbound traffic at the intersection due to longer-delayed left-turn vehicles sharing a

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# HCM 2010 Signalized Intersection Summary 20: Old Woodward Avenue & Brown Street

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### Single EB lane on Brown with optimized cycle split

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Novement	EEL	ावधा	ESR	MAST.	WET	WER	.NET.	NBT	NEW	SBL	(अंस)	SPE
Lane Configurations		4		ሻ	4	- A and bolies of \$1,5 time	4	*	7	٦	4Î	
Traffic Volume (veh/h)	58	248	123	15	182	30	305	204	69	61	183	-251
Future Volume (veh/h)	58	248	123	15	182	30	305	204	69	61	183	251
Number	7	4	14	3	8	18	5	2	12	त	6	16
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Red-Bike Adj(AtpbT)	0.97		0.94	1.00		0.94	1.00		0.98	0.99	Recounted	0.98
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.85	1.00	1.00	1.00
Adj Sat Flow, veh/h/in	1800	1782	1800	1765	1765	1800	1765	1765	1765	1748	1748	1800
Adj Flow Rate, veh/h	66	282	140	18	219	36	351	234	79	67	201	276
Adj No. of Lanes	0	1	0	1		0	1	1	1	1	- 1	<b>N</b>
Peak Hour Factor	0.88	0.88	0.88	0.83	0.83	0.83	0.87	0.87	0.87	0.91	0.91	0.91
Rercent Heavy Veh, %	1	প	1	2	2	2	21	2	2	3	3	3
Cap, veh/h	90	262	121	207	458	75	365	949	670	528	354	486
Arrive On Green	0.31	0.31	0.31	0.31	0.31	0.31	0.54	0.54	0:54	0.54	0.54	0.54
Sat Flow, veh/h	125	838	388	865	1465	241	822	1765	1247	939	659	905
Grp.Volume(v), veh/h	488	0	iõ i	18	0	255	351	234	7.9	167	10.	477,
Grp Sat Flow(s), veh/h/in	1351	0	0	865	0	1705	822	1765	1247	939	Contraction of the DOLD	
Q Serve(g_s) s	15:3	0.0	0.0	0.0	0.0	9:7	26.8	5.7	2.5	3.3	0	1564
Cycle Q Clear(g_c), s	25.0	0.0	0.0	2.8	0.0	9.7	43.0	5.7	2.5	<u>3.3</u> 8.9	Contraction of the local	16.2
Prop'in Lane	0.14	0.0	0:29	1.00	0.0	0.14	1100	J./	1:00		0.0	16.2
Lane Grp Cap(c), veh/h	473	0	0.28	207	0	533	365	949	670	1.00	0	0.58
V/C Ratio(X)	1:03	0.00	0.00	10.09	0.00	0.48	0,96	0:25	0:12	528 0.13	0	840
Avail Cap(c_a), veh/h	473	0.00	0.00	207	0.00	533	365	949	670		0.00	0.57
HCM Platoon Ratio	1:00	1:00	1.00	1.00	1:00	1:00	11.00	1.00	1.00	528	0	840
Upstream Filter(I)	1.00	0.00	0.00	1.00	0.00	1.00	1,00	1.00	and the second	All a second	the second s	1.00
Uniform Delay, (d); s/veh	29.2	0.0	0.00	19.9	0.0	22.2	29.5	9.9	1.00	1.00	0.00	1.00
Incr Delay (d2), s/veh	49.6	0.0	0.0	0,8	0.0	3.1	38.4	0.6	Chandred and the Road of the R	12.2	0.0	12.3
Initial Q Delay(d3), s/veh	(0.0	0.0	0.0	0.0	0.0	0.0	0:0	0.0	0.4	0.5	0.0	2.8
%ile BackOfQ(50%),veh/In	16.9	0.0	0.0	0.3	0.0	5.0	11.6	and a second side	0.0	0.0	(0:0)	0.0
LnGrp,Delay(d);s/veh	7,8.8	(0.0)	(0.0)	20.7	0.0			2.9	0.9	0.9	0.0	7.5
LnGrp LOS	r,o:o F	10.03	0.0	Acres and a start of the start	0:0	25:3	67.9	10.5	9!5	12.7	(0:0)	15.1
Approach Vol, veh/h		400		C	2070	С	E	B	<u>A</u>	B		B
prop # 6 6 method and a state of the state o	- winner	488			273		in Street of	664			544	
Approach Delay, s/veh	N. A. Starter	78.8		Constanting of	25.0	-	N MARK PROVIDE	40.7	CALENCE CONTRACTOR		14.8	Margaretter and
Approach LOS		E,			C			D			B	il
lines:	. 9]	2	3	4	- 45		Ū.					
Assigned Phs		2	1.1	4		6	uture and	8		Same and		dia and
Phs Duration (G+Y+Rc), s		49.0	* 1000 W	31.0	-	49.0		31.0				
Change Period (Y+Rc), s	n in Real	6:0		6:0	Ser and	6.0		6.0		4		Star Provent
Max Green Setting (Gmax), s		43.0	TTA Decrease	25.0	(Maleria) Maleria	43.0		25.0				
MaxiQ Clear (Time (g_c+11), s		45.0	27.21	27.0		18:2		111.7	-			
Green Ext Time (p_c), s		0.0		0.0		1.6		1.0				
				in any and								
HCM 2010 Ctrl Delay			40.8									
ICM/2010 LOS			D					6				

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# HCM 2010 Signalized Intersection Summary 20: Old Woodward Avenue & Brown Street

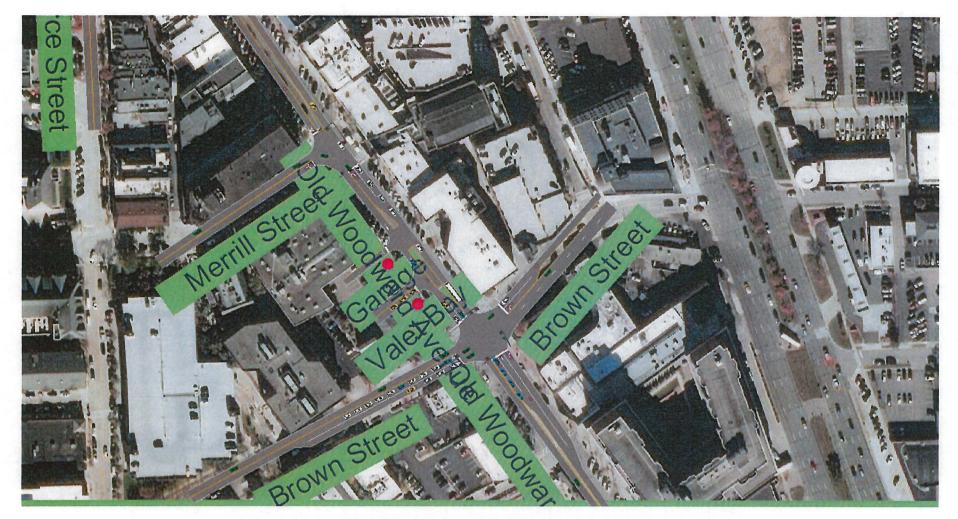
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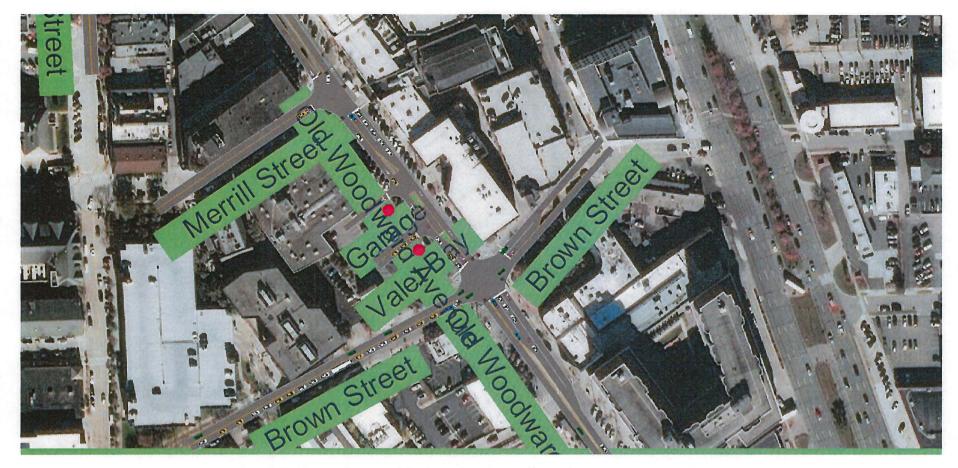
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Rovement	EBL,	EBI	EBR	WEL	WEIT	WBR	NEL	NBT	NBR	Sal	SET	ST
Lane Configurations		4		٢	<u>î</u>		ሻ	<b>^</b>	7	۲,	4Î	and a second
Traffic Volume (veh/h)	76	380	232	37	189	(69	171	254	49	106	255	171
Future Volume (veh/h)	76	380	232	37	189	69	171	254	49	106	255	171
Number	7	4.	14	31	8	18	5	2	12	1	6	16
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	0.99		0,97	1.00		0.97	11.00		0.93	0.98		0.93
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.80	1.00	1.00	1.00
Adj Sat Flow, veh/h/In	1800	1782	1800	1782	1782	1800	1765	1765	1765	1765	1765	1800
Adj Flow Rate, veh/h	85	427	261	42	215	78	184	273	53	115	277	186
Adj No. of Lanes	0	া	.0.	্ৰ	1	0	1	1	1	1	1	0
Peak Hour Factor	0.89	0.89	0.89	0.88	0.88	0.88	0.93	0.93	0.93	0.92	0.92	0.92
Percent Heavy Veh, %	1	1	1	1	1.	<b>1</b>	2	2	2	2	2	2
Cap, veh/h	114	441	257	223	604	219	174	640	403	318	345	232
Arrive, On, Green	0.49	0.49	0.49	0.49	10.49	0.49	0.36	0.36	0.36	0.36	0.36	0.36
Sat Flow, veh/h	130	904	528	683	1239	449	833	1765	1111	927	952	639
Grp.Volume(v), veh/h	7.73	0	Ö	42	Ö	293	184	273	53	115	10.	463
Grp Sat Flow(s), veh/h/ln	1563	0	0	683	0	1688	833	1765	1111	927	0	1591
Q Serve(g1s), s	30.2	0.0	0.0	0.0	0.0	8.6	8.1	19:3	2.6	8.5	0:0	20.9
Cycle Q Clear(g_c), s	39.0	0.0	0.0	7.4	0.0	8.6	29.0	9.3	2.6	17.9	0.0	20.9
Rrop In Lane	0511		0:34	1.00		0:27	1.00		1.00	1.00		0.40
Lane Grp Cap(c), veh/h	812	0	0	223	0	823	174	640	403	318	0	577
V/C Ratio(X)	0.95	0.00	0.00	0:19	0:00	0.36	1.06	0.43	0.13	0:36	0.00	0.80
Avail Cap(c_a), veh/h	812	0	0	223	0	823	174	640	403	318	0	577
HCM Platoon Ratio	1.00	1.00	1.00	1:00	1:00	1.00	1.00	1.00	1:00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	0.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	-20.5	0.0	0:0	12:4	0.0	12.7	38.1	19.2	17.1	26.0	0.0	22.9
Incr Delay (d2), s/veh	21.9	0.0	0.0	1.9	0.0	1.2	84.2	2.1	0.7	3.2	0.0	11.3
Initial Q Delay(d3) s/veh	.0:0	0:0	0.0	0.0	0.0	0,0	0.0	0.0	0,0	:0.0	0.0	0.0
%ile BackOfQ(50%), veh/In	21.9	0.0	0.0	0.7	0.0	4.3	7.9	4.9	0.9	2.5	0.0	10.9
LnGrp Delay(d), s/veh	.42.4	0.0	0.0	14:3	0.0	13 9	122.2	21.3	17:7	29.1	(0:0)	34:2
LnGrp LOS	D			В		B	F	С	В	С		C
Approach Vol, veh/h		773		- 15	335			510			578	
Approach Delay, s/veh		42.4			14.0			57.3			33.2	
Approach LOS		D			Β.			E			C	
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Assigned Phs		2		4		6		8				
Phs Duration (G+Y+Rc), s		35.0	1	45.0	and the second	35.0		45.0				
Change Period (Y+Rc), s		6:0		6.0		6.0		6.0	1.10m	A STATE OF A		
Max Green Setting (Gmax), s		29.0	and the second second	39.0		29.0		39.0				
Max Q Clear, Time (g_cfl1), s		31:0		41:0		22.9		10.6			The second second	
Green Ext Time (p_c), s		0.0		0.0	a constants	1.0	and the second second	1.9			5 - 6 - 6 - 6 - 6 - 6 - 6 - 6 - 6 - 6 -	
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2019 Fut Total PM Pk Hr - High Trip Gen Scenario Giffels Webster / W. A. Stimpson, P.E.

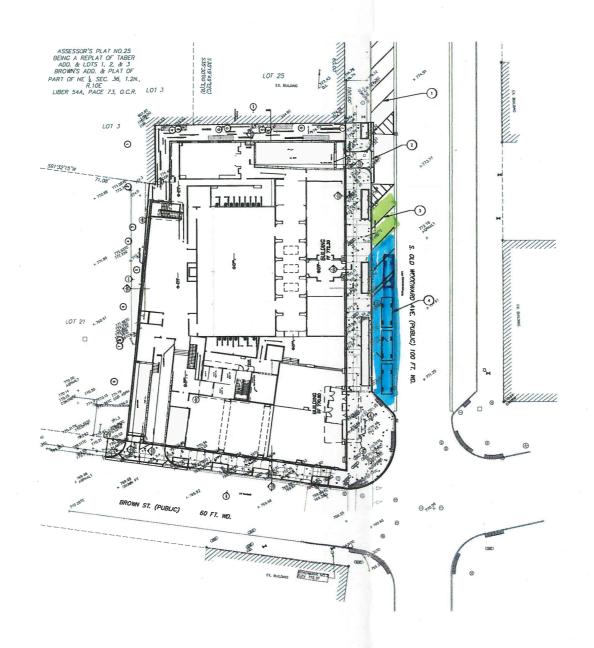
Synchro 9 Light Report Page 1

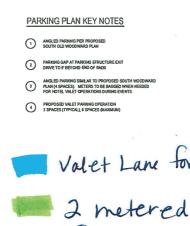


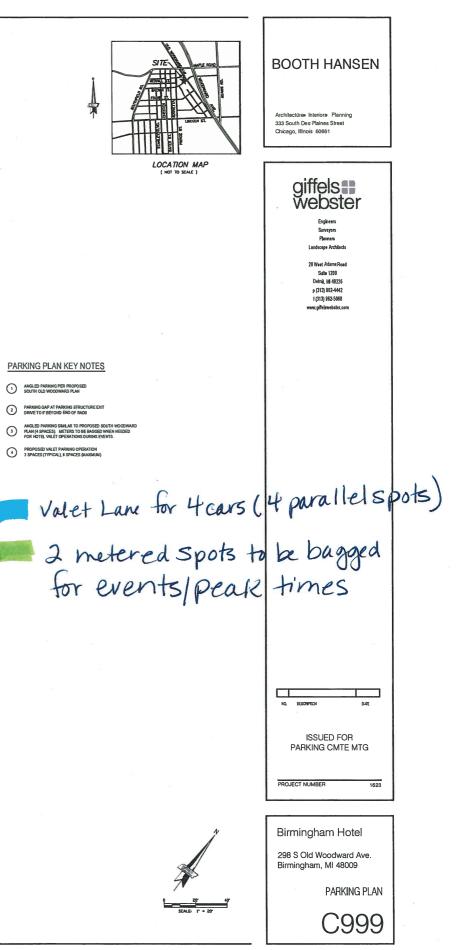
Typical EB Queuing in PM Peak Hour with Two-Lane Brown Street Approach



Typical EB Queuing in PM Peak Hour with One-Lane Brown Street Approach







- The Surnow Company offered to take on additional conditional zoning in order to maintain the intended use category long-term.
- VOTE: Yeas, 7 Nays, 0 Absent, 0

# 10-268-17 298 S. OLD WOODWARD AVE. PERMANENT REMOVAL OF ON-STREET PARKING

From City Engineer O'Meara's staff report to City Manager Valentine dated October 5, 2017: In June, the Planning Board issued preliminary site plan approval to the owner of the above property (owned by Lorient Capital, LLC), located at the NW corner of Brown St. The applicant has proposed the construction of a five-story hotel, containing 126 rooms, 17 long-term stay apartments, as well as banquet, restaurant, and lounge facilities on the first floor. Due to the nature of the business, Lorient has designed the plan to include 24hour a day valet service at the front door, located on the S. Old Woodward Ave. frontage. The valet loading zone will occupy space that is currently used for on-street metered parking. Therefore, the valet operation will require the permanent removal of metered public parking.

On August 2, 2017 the Advisory Parking Committee voted to recommend to the City Commission the removal of eight on-street parking spaces at 298 S. Old Woodward Ave. to allow for the operation of a valet service by the adjacent property owner, in exchange for an annual payment of \$24,000 (at \$3,000 per meter) to be charged annually once the adjacent hotel is open for business.

City Engineer O'Meara added that:

- While the removal of metered parking is usually inappropriate within a systems viewpoint, Lorient took the proposal very seriously and considered the interests of adjacent businesses regarding the proposal.
- The Townsend Hotel's similar arrangement with the City serves as a precedent.
- The proposal includes an exit from the planned two-level basement garage.
- The applicant proposes building 56 parking spaces, and if additional spaces are required cars may need to be parked off-site.
- As this corner and the corner of Maple Road may be reconstructed in the near future following the City's three-phase reconstruction plan for downtown, if these eight spaces are removed the City will have a total loss of fifteen spaces.

City Engineer O'Meara confirmed:

- For Commissioner Boutros that the applicant believes they will need all eight meterspaces across the frontage in order to run the valet;
- For Mayor Nickita that the amount of frontage being discussed is a little over 100 feet;
- For Commissioner Hoff that the driveway is a critical part of the plan; and,
- For Commissioner Bordman that the Townsend Hotel took seven spaces off Merrill Street for their valet, and an estimated three spaces for the front door of the original hotel.

City Planner Ecker explained:

 To Commissioner Hoff that 1¼ spaces of parking per unit are required if there are three or more room units available, and that as long as the applicant provides parking for residential units, they are not required to provide any additional spaces since they are in

October 16, 2017

the parking assessment district. The applicant is offering to provide 33 additional spaces that are not required.

- To Commissioner Bordman that the Parking Committee looked into finding parking alternatives to Old Woodward, but it was determined that using Old Woodward is the best option in order to maintain the speed and efficiency of the valet during high-traffic times.
- To Commissioner DeWeese that Brown Street was discussed extensively and did not receive favorable reviews from the Parking Committee as an alternative.

Commissioner Hoff stated that the eight metered spaces being discussed seem to hold a lot of value, and that the proposed building does not have a lot of parking.

Commissioner DeWeese explained that for every space of on-street parking removed the City will need to provide garage parking, and that the City is not getting a sufficient amount back for the use of public space. He continued that:

- The number of spaces removed should be considered carefully.
- While the applicant may want this much street space, they may not need this much space.
- The compensation estimates are based on an assumption that the meters would not be utilized full-time, which Commissioner DeWeese questions.

Commissioner Sherman offered that the amounts being considered are consistent with the application for parking while utilizing meters on the street, and requested that Chief Clemence come forward and explain the methodology for calculating the costs.

Chief Clemence clarified that the amounts represent the amount of revenue the City would make per year if there were metered parking there, and that these numbers represent the number of spaces that would have been available on Old Woodward after the re-design.

Mayor Nickita stated that the issue is whether the current standard of compensation is appropriate going forward, and that the Commission can direct the Advisory Parking Committee to take a look at that. He continued that a move to revise standards at this time, however, is not pertinent to the current proposal before the Commission.

Richard Rattner, developer, explained that:

- The biggest focus over many months of study was the maintenance of efficient traffic flow outside of the hotel.
- Both Birmingham's traffic consultants and Lorient put immense effort into making sure that the hotel would not stop traffic on Old Woodward. Adding a second level of underground parking to keep the valet process expedient and to keep the flow moving by having enough spaces on the street that lead to the underground garage are two of the ways the issue will be addressed.
- He believes Lorient's architects included a separate entrance and egress to promote internal traffic flow within the garage.
- The development will have as many valets as needed.

City Engineer O'Meara explained to Mayor Pro Tem Harris that the only spaces being removed are the ones needed to keep the driveway operating safely.

Commissioner Bordman stated concern that there would not be sufficient parking for the number of people the 4,823 sq. ft banquet room could contain.

Mr. Rattner explained that if there were a large event, the cars would be brought underground by a valet and then moved from the underground parking to a different parking facility off-site as necessary. This allows Old Woodward to be unobstructed.

Commissioner Sherman said Lorient should not need eight metered spots – or 110 ft. – cleared, when hotels in other cities are able provide valet service with fewer. He continued that requesting eight spots for valet, instead of one or two, is unnecessary and an attempt to plan for the occasional large event instead of the hotel's day-to-day operations.

Commissioner Bordman explained that while the goal of maintaining traffic flow on Old Woodward is commendable, the Commission is also tasked with looking out for the interests of pedestrians and retailers, both of whom may be negatively impacted by the loss of eight metered spots.

Mr. Rattner expressed understanding and stated he would not want to make a change to the number of spaces in his request until he can re-consult with the City's traffic engineers.

Commissioner Hoff suggested to Mr. Rattner that he revisit the project with an eye towards addressing the Commission's concerns, specifically:

- Increasing walkability, which is challenged with cars coming in and out on Old Woodward, and;
- The location of the valet entrance and exit from the garage.

Mayor Nickita added that the Commission can only grant what is necessary in the way of a request like this, and not what is desired. He suggested that the option of Brown Street be reconsidered. He finished that while the Commission seeks to prevent traffic congestion, they need to protect other City interests as well.

The Commission took no action.

#### 10-269-17 ORDINANCE AMENDMENT FOR HISTORIC DESIGNATION OF 927 PURDY

From Senior Planner Baka's staff report to City Manager Valentine dated October 10, 2017:

In March of 2016 the owner of the house located at 927 Purdy, Luis Barrio, requested that the City Commission consider designating his home as a historic structure within the City of Birmingham. In accordance with this request, the City Commission passed a resolution directing the Historic District Study Committee to prepare a study committee report evaluating the home for historic designation as outlined in section 127-4 of the City Code, Establishing additional, modifying, or eliminating historic districts.

The committee has prepared a final report with its recommendations which is now ready for consideration by the City Commission for the establishment of a new historic district.

Senior Planner Baka provided history of the house and the owners. He then confirmed for Commissioner Hoff that while the house had aluminum siding at one time, wood siding has been restored on the home.

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October 16, 2017

# **TAB 1**

### CITY OF BIRMINGHAM PLANNING BOARD ACTION ITEMS OF WEDNESDAY, AUGUST 9, 2017

Item	Page
OLD BUSINESS	· · · · · · · · · · · · · · · · · · ·
Final Site Plan Review	
1. 298 S. Old Woodward Ave. (former Doctors House Call Building)	2
Request for approval of a new five-story hotel with commercial and	4
residential uses (postponed from July 26, 2017)	
Motion by Mr. Williams	4
Seconded by Mr. Koseck that the Planning Board recognizes that the	
applicant has addressed the comments provided by Fleis & Vandenbrink as	
set forth in the Fleis & Vandenbrink letter in the materials dated July 19,	
2017 regarding Trip Generation and Parking Generation Assumptions and	
Traffic Operations and is now in compliance with the conditions set forth in the initial CIS approval.	
the initial CIS approval.	
Motion carried, 6-0.	4
	_
Motion by Ms. Whipple-Boyce	5
Seconded by Mr. Williams to approve the Final Site Plan & Design Review	
for 298 S. Old Woodward, including the use of non cut-off bollard and in- ground lighting in the via to the north of the building, with the following	
conditions:	
(1) Advisory Parking Committee approval of removal of eight parking	
spaces on Old Woodward Ave. or applicant must apply for revised Final Site	
Plan.	
(2) Submit a revised photometric plan providing measurements for lights	
proposed on the property only for administrative approval;	
(3) Comply with the requirements of all City departments; and (4) Provide tint levels for all glazing for administrative approval.	
Motion carried, 6-0.	5
PUBLIC HEARINGS	5
<b>1.</b> An ordinance to amend Chapter 126, Zoning to consider changes to Article 03 section 3.04 to exclude community uses in the Redline Retail	5
District and Article 09, Definitions to define Personal Services	
· · · · · · · · · · · · · · · · · · ·	
Motion by Chairman Clein Seconded by Mr. Williams that the Planning Reard of the City of	10
Seconded by Mr. Williams that the Planning Board of the City of	L

#### Item

Birmingham acknowledges the importance of a vibrant, active Downtown with strong first-floor retail uses. However, tonight he moves that the Planning Board recommend that the City Commission does not adopt the definition of Personal Services as presented in the proposed amendment to Zoning Ordinance Article 9, section 9.02, Definitions, and further recommend that the City of Birmingham expedite an immediate update to our comprehensive City wide Master Plan in order to properly address this issue and those that surround it.

Motion carried, 6-0.

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#### CITY OF BIRMINGHAM REGULAR MEETING OF THE PLANNING BOARD WEDNESDAY, AUGUST 9, 2017 City Commission Room 151 Martin Street, Birmingham, Michigan

Minutes of the regular meeting of the City of Birmingham Planning Board held on August 9, 2017. Chairman Scott Clein convened the meeting at 7:30 p.m.

**Present:** Chairman Scott Clein; Board Members Robin Boyle, Stuart Jeffares, Bert Koseck, Vice- Chairperson Gillian Lazar, Janelle Whipple-Boyce, Bryan Williams; Alternate Board Member Daniel Share; Student Representative Ariana Afrakhteh

Absent: Alternate Board Member Lisa Prasad; Student Representative Isabella Niskar

Administration: Matthew Baka, Sr. Planner Jana Ecker, Planning Director Carole Salutes, Recording Secretary

#### 08-148-17

#### APPROVAL OF THE MINUTES OF THE REGULAR PLANNING BOARD MEETING OF JULY 12, 2017

Motion by Mr. Boyle Seconded by Ms. Lazar to approve the Minutes of the Regular Planning Board Meeting of July 12, 2017

Motion carried, 7-0.

VOICE VOTE Yeas: Boyle, Lazar, Clein, Jeffares, Koseck, Whipple-Boyce, Williams Nays: None Abstain: None Absent: Prasad

# APPROVAL OF THE MINUTES OF THE REGULAR PLANNING BOARD MEETING OF JULY 26, 2017 as presented

Motion by Ms. Whipple-Boyce Seconded by Ms. Lazar to approve the Minutes of the Regular Planning Board Meeting of July 26, 2017

Motion carried, 4-0.

VOICE VOTE

Yeas: Whipple-Boyce, Lazar, Boyle, Koseck Nays: None Abstain: Clein, Jeffares, Williams Absent: Prasad

#### 08-149-17

#### CHAIRPERSON'S COMMENTS (none)

#### 08-150-17

**APPROVAL OF THE AGENDA** (no change)

#### 08-151-17

OLD BUSINESS Final Site Plan Review

1. 298 S. Old Woodward Ave. (former Doctors House Call Building) Request for approval of a new five-story hotel with commercial and residential uses (postponed from July 26, 2017)

Ms. Lazar recused herself from this review as well as the public hearing to amend Chapter 126. Chairman Clein also recused himself from this review because his firm is involved in the project. Mr. Share joined the board.

#### Motion by Mr. Williams Seconded by Ms. Whipple-Boyce for Mr. Boyle to take over as Chairman.

Motion carried, 6-0.

ROLLCALL VOTE Yeas: Williams, Whipple-Boyce, Boyle, Jeffares, Koseck, Share Nays: None Recused: Clein, Lazar Absent: Prasad

#### Final Site Plan

Ms. Ecker recalled the subject property is currently the site of two vacant office buildings and a surface parking lot, and has a total land area of .618 acres. It is located on the northwest corner of S. Old Woodward Ave. and Brown St. in the Downtown Overlay District. The applicant is proposing to demolish the existing buildings and surface parking lot to construct a 25,182 sq. ft., five-story mixed-use building. The building will provide ground floor retail, three floors of hotel guest rooms, and 17 residential units on the fifth floor. Parking for the residential units will be provided in the lower level of the building. As the building is located within the Parking Assessment District, no on-site parking is required for commercial uses.

On May 24, 2017, the Planning Board approved the Community Impact Statement ("CIS") and Preliminary Site Plan Review for 298 S. Old Woodward Ave. on the conditions that the applicant revise the traffic and parking study to address the comments provided by Fleis & Vandenbrink regarding the trip generation and parking generation assumptions and traffic operations,

respond to the concerns and requests of all City Departments and provide all necessary information. All of those issues have been resolved.

On August 2, 2017, The Advisory Parking Committee approved a recommendation to remove eight on-street parking meters in front of the new boutique hotel, and to charge them \$3,000 per meter per year for this benefit. The fee matches what is happening at the Townsend Hotel per a similar arrangement started in 1999.

#### Design Review

The applicant is proposing to utilize the following materials for the construction of the fivestory, mixed-use building:

• Dark grey granite for the base of the building (Wisp granite from Quarrastone);

• Limestone cladding for the façade of the first – fourth floor facades (Grey, "Madison Café" from Quarrastone);

• Various varieties of vegetation for the green roof on the mezzanine, second level, and fifth level terraces;

• Aluminum window systems along all elevations (Low E glass with slight grey tint);

• Dark bronze coated metal to surround the windows and coping along top of the fourth and the fifth floor (Lintec, "Ascher Bronze");

• A dark bronze coated metal canopy at the main entrance on S. Old Woodward;

• Corrugated metal panels to screen the rooftop mechanical units (Lintec, "Ascher Bronze"); and

• Aluminum and glass skylights on the S. Old Woodward Ave. elevation.

Material samples were passed around for review by the Planning Board. The applicant indicated that the garage doors will be coated metal with a grey tone. The proposed building appears to meet most of the architectural standards set out in Article 3, 04 (E) Downtown Birmingham Overlay District, of the Zoning Ordinance, as the first-floor storefronts are directly accessible from the sidewalk, the storefront windows are vertically proportioned, no blank walls face a public street, and the main entry has a canopy to add architectural interest on a pedestrian scale. The applicant has submitted calculations showing 90% of the exterior façade consists of high quality building materials (91.7% on the east façade and 90.6% on the south façade). Calculations have also been submitted for the glazing requirements outlined in Article 3, Section 3.04 of the Zoning Ordinance.

Mr. Richard Rassel, Williams Williams Rattner & Plunkett, 380 N. Old Woodward Ave., said the conditions that have been specified by the Planning Dept. are acceptable to the developer/owner. He introduced their design team: Mr. Charlie Stetson and Mr. Scott Seifers, Architects from Booth Hansen; Mr. Sweig from Giffels Webster; and Mr. David Berman with Lorient Capital, agent for Woodward Brown Ventures, LLC Ownership Group.

Acting Chairman Boyle invited the architects to talk about the finish, the design process they brought to this property, and the glazing and lighting.

Mr. Charlie Stetson gave a brief design overview of the project. He showed images of the building exterior. The ground floor is intended to create interest and excitement for pedestrians as they walk by. The via to the north is also pedestrian friendly and has an entrance to a wine bar. He described the two types of light fixtures proposed for the via. The 3.5 ft. high bollard fixture has a cut off and it shines straight down. The second fixture is in-ground with a plastic reflector uplight at the top. The proposed lighting will ensure an inviting and safe place for people to walk.

Mr. Stetson took the board through the hotel's floor plan. The mezzanine has meeting rooms that open up out onto a green roof. Acting Chairman Boyle inquired whether the managers have experience in running a green roof. Mr. Stetson replied these planting materials require very little maintenance. He went on to talk about tinting on the glazing. The ground floor windows will be as inviting and transparent as possible. Maybe a little less transparency on the upper floors. They intend to get the required tinting percentages. Signage is ultimately planned for the top of the canopy.

There were no comments from members of the public at 8:02 p.m.

Mr. David Berman with Lorient Capital responded to Mr. Jeffares that Aparium Hotels cross trains all of their staff to also valet cars. When there is an influx of vehicles pretty much anyone who works at the property can park the cars. Mr. Jeffares asked how parking would work when both the hotels in town are using the same deck for a big event. Mr. Berman said their property is located in a central location that has access to multiple parking facilities within the City. Additionally, with stacking they can get a total of 88 cars into their own parking garage.

#### Motion by Mr. Williams

Seconded by Mr. Koseck that the Planning Board recognizes that the applicant has addressed the comments provided by Fleis & Vandenbrink as set forth in the Fleis & Vandenbrink letter in the materials dated July 19, 2017 regarding Trip Generation and Parking Generation Assumptions and Traffic Operations and is now in compliance with the conditions set forth in the initial CIS approval.

There were no comments from the audience on the motion at 8:08 p.m.

#### Motion carried, 6-0.

VOICE VOTE Yeas: Williams, Koseck, Boyle, Jeffares, Share, Whipple-Boyce Nays: None Recused: Clein, Lazar Absent: Prasad

#### Motion by Ms. Whipple-Boyce

Seconded by Mr. Williams to approve the Final Site Plan & Design Review for 298 S. Old Woodward, including the use of non cut-off bollard and in-ground lighting in the via to the north of the building, with the following conditions:

(1) Advisory Parking Committee approval of removal of eight parking spaces on Old Woodward Ave. or applicant must apply for revised Final Site Plan.

(2) Submit a revised photometric plan providing measurements for lights proposed on the property only for administrative approval;

(3) Comply with the requirements of all City departments; and

(4) Provide tint levels for all glazing for administrative approval.

The Chairman called for public comments on the motion at 8:10 p.m.

Mr. James Esshaki, Essco Development Co. received confirmation that the eight spaces that will be removed are right in front of the property.

Mr. Peter Noonan with Bailey Schmidt, managers of the building next door, received an explanation that the via will terminate into their parking lot and not obstruct any of their parking spaces. No gate is proposed.

#### Motion carried, 6-0.

ROLLCALL VOTE Yeas: Whipple-Boyce, Williams, Boyle, Jeffares, Koseck, Share Nays: None Recused: Clein, Lazar Absent: Prasad

#### 08-152-17

#### **PUBLIC HEARINGS**

**1.** An ordinance to amend Chapter **126**, Zoning to consider changes to Article **03** section **3.04** to exclude community uses in the Redline Retail District and Article **09**, Definitions to define Personal Services

The Chairman opened the public hearing at 8:15 p.m.

Ms. Lazar and Mr. Share recused themselves and Chairman Clein rejoined the board.

Ms. Ecker explained that at the last meeting based on the direction memo from the City Manager, the point was to solely focus on the Personal Services definition. Thus, tonight the board will focus on Article 9, section 9.02 Definitions to add a definition for Personal Services. The proposed definition is as follows:

Personal Services: An establishment that is open to the general public and engaged primarily in providing services directly to individual consumers, including but not limited to: personal care services, services for the care of apparel and other personal items but not including business to business services, medical, dental and/or mental health services.

There has been a lot of discussion so far and Ms. Ecker briefly went through some of that history. The Planning Board started discussing retail at large in March of this year. In April and again in May there was direction from the City Commission to move forward with ordinance amendments that would provide temporary relief to halt the addition of non-retail uses into storefronts in Downtown while the Planning Board continues to study the issue of retail uses Downtown. The Planning Board talked about this at several subsequent meetings.

On June 19, 2017 the Planning Board and City Commission held a joint workshop session. At that time it was discussed that the public hearing scheduled for July 12, 2017 should be postponed. The Planning Board postponed the public hearing to August 9, 2017 to allow the Planning Board to hold an additional study session on July 12, 2017, specifically with regards to drafting a definition for Personal Services. Based on the direction by the City Commission and City Manager to review the Redline Retail Area, staff provided a review of the retail intent in the 2016 Plan, including the type of uses through the definition of retail and commercial. Within the definition of commercial the 2016 Plan said that personal services should be included and permitted in the Redline Retail District. It did not, however, define personal services.

Therefore, the City Commission has directed the Planning Board to zero in on a discussion of personal services and to draft a definition to be added to the Zoning Ordinance.

Thus, tonight the board will talk about a potential definition for personal services and what should be included in the Redline Retail District. In the direction from the City Manager that the Planning Board received, there was a recommendation not to list the businesses that are not included. However, at the last meeting the Planning Board felt they wanted to leave in the list of exclusions for business to business services, medical, dental and/or mental health services. The thought was that this list clarifies which services are allowed and which services are not allowed when reading the ordinance.

Mr. Williams received information that the Red Line Retail District stops just before Oak on the east side of Woodward and goes all the way down to Lincoln. In response to Mr. Williams, Ms. Ecker noted the City does not have a listing of all vacancies, although the BSD does have a list of some vacancies as reported by brokers and property owners. Also, the City has a list of all of the Downtown businesses, but they are not categorized as retail or non-retail under the definitions in the Zoning Ordinance.

It was concluded that in order to categorize a business the City would need a letter from them indicating what their primary business is.

Mr. Boyle noted this is a very wide spread concern among other communities and not something that is specific to Birmingham. This board is attempting to try and find a way to continue to have activity on our City streets. Mr. Jeffares thought Birmingham has been incredibly successful for being able to still have its retail environment.

Chairman Clein brought out the fact that the 2016 Plan was drafted in 1996 and it is 21 years old now. If there is ever a reason a Master Plan should be updated it is this. It will be important to have a full discussion with all stakeholders about the nature of modern businesses in our community.

Mr. Williams stated it is a mistake to downplay the Master Plan in order to have piecemeal items before it on the Planning Board's Action List. On a priority basis the board will never get to it. The Master Plan should be moved up, but this board does not control that agenda. He feels the board is currently dealing with a problem that doesn't exist.

In response to a question from the board, Ms. Ecker explained that any existing use can continue as long as it is consistent and continuous and isn't stopped for more than six months.

Mr. Jeffares thought it is very remiss that the people in this building who could be of help as part of this process are not present. At this point several board members thought the list of businesses not included as Personal Services causes more trouble than it is worth.

Chairman Clein noted the following correspondence that has been received:

- Letter dated July 27, 2017 from Joseph A. Sweeney, Intercontinental, against the definition;
- Letter dated August 4, 2017 from Paul S. Magy, Clark Hill, concerned that the planned action will erode the City's tax base by restricting the use of first floor commercial in the Redline Retail District;
- Letter dated August 8, 2017 replying to Mr. Magy from Timothy J. Currier, Birmingham City Attorney, indicating that public meetings are the place for discourse;

• Letter dated August 9, 2017 from James Esshaki, Essco Development Co., against the proposed definition and citing several buildings that would be difficult if not impossible to fill with retail.

#### Motion by Mr. Williams Seconded by Mr. Koseck to receive and file the four letters.

Motion carried, 6-0.

ROLLCALL VOTE Yeas: Williams, Koseck, Clein, Boyle, Jeffares, Whipple-Boyce Recused: Lazar, Share Nays: None Absent: Prasad

At 8:43 p.m. Chairman Clein opened up public discussion on the definition before the board.

Mr. James Esshaki, Essco Development Co., questioned how medical services cannot be considered as Personal Services. Chairman Clein responded there is strong consideration to just eliminate that from the definition. Further Mr. Esshaki asked what landlords, after spending millions of dollars for their buildings, should do with their spaces when they cannot lease them. No retailer would come in and pay money for a secondary location where there is no traffic. In his mind this is a take.

Mr. Paul Terrace, 1288 Bird, said he is a host of *Tough Talk with Terrace*, which is a public access TV show. It is his intention to tape a show with a developer and a broker and invited anyone who supports this proposal to come on his show also.

Mr. Ted Alsos, Retired Regional Manager of Ford Motor Credit Co, said he resides at 401 S. Old Woodward, unit 806. He is president of the Condominiums of Birmingham Place Master Association and is appearing on behalf of the members of the association. He read a statement to the effect that their association is opposed to the proposed action to limit the uses in the Redline Retail District. They believe that restructuring the uses in Downtown Birmingham will result in increased numbers of vacant storefronts. As vacant storefronts increase, the appeal of Downtown Birmingham decreases and correspondingly decreases values for property owners in Downtown Birmingham, if not the entire City. They are concerned that reduction of the tax base will fall on the residents. Lastly, the Association firmly believes that landlords need flexibility to cope with the changing market conditions for tenancy in Downtown Birmingham.

Mr. Michael Surnow, 320 Martin, co-founder of the Surnow Co. said that boards rely on experts and hire them all the time. The experts are right here - the landlord community -and they are all vehemently opposed to this action.

Mr. Richard Huddleston asked if there is a precise definition of the Redline Retail District in words in the Zoning Ordinance. Ms. Ecker answered that the ordinance refers to a map of the District, which can be found on the City's website.

Mr. Derick Hakow, 211 E. Merrill, Apt. 504, noted that he appreciates the vibrancy of the Downtown Community. He loves the live, work, play mentality that the City has created and would not want to see that jeopardized by change.

Mr. Richard Sherer said he owns multiple properties in Birmingham. He read a couple of sentences from two magazines. Amazon has online sales six times higher than those of Walmart, Target, Best Buy, Nordstrom, Home Depot, Macy's, Kohl's and Cosco combined. The New York Times states that the retail sector looks quite vulnerable economically with the transition to e-commerce. However, health care has much better numbers. This is the direction things are going.

Ms. Jeanette Smith is VP of Core Partners who has a lot of clients and listings in Birmingham. She has been to all of these meetings and thinks there are a couple of points that are recurring:

- Incomplete data Other communities should be investigated for either successes or failures when they have enacted a change like this. It just feels premature to make a change at this time;
- She believes it is within the Planning Board's purview to decline to vote this and send it forward as well as to urge the City Commission to work on the Master Plan.

Mr. Paul Magi from Clark Hill, 151 S. Old Woodward Ave., Suite 200, and also a Birmingham resident at 708 Shirley, said he represents many of the people in the room this evening. They not only care about their buildings, but they really deeply care about the City. It seems that it would be appropriate for the board to say they are very interested in doing the right thing. However, before they do that they will make sure they have a full and complete understanding that there is in fact a problem to solve; that they have a study of this District that identifies all of the existing uses and the vacancies; an understanding of how long those vacancies may have occurred; what efforts have been made to re-tenant those spaces, and what the prospects are. Their recommendation should be to first determine if it is broken before it is fixed. If the board has to do something it seems what they could do is request that the important studies be done, including what the long-term impact might be on the City's tax base. This is an absolutely wonderful place and it is likely to continue that way without any kind of change.

Ms. Cheryl Daskas, a resident, property owner and successful retailer spoke. She said the reason people want to come to Birmingham is because of the vibrancy of the Downtown. If it all became offices people would not want to be here. That would affect the property values of the people who do live here. Every other business would shut down at 5 p.m. and at night Downtown will be dark and dreary. It is a shame the building owners don't want to work with someone who is experienced with bringing retailers into town. They would rather lease to office.

Mr. Dan Jacob, 361 E. Maple Rd., said he works with many national retailers every day. He doesn't think the landlords should be restricted. It is not like people are knocking on their doors. He understands the synergy of retail and that some of the retailers want that co-tenancy, but trends are changing and landlords are desperate. Malls pay their tenants for co-tenancies but for individual landlords it is hard to get that synergy.

Mr. Williams noted the BSD expert has not come to these meetings. He thought it would be difficult to take a percentage of how many sales a business has to individuals versus to contractors. What evidence will be required and how will it be policed.

Mr. Koseck wondered how medical/dental crept in as an exclusion and why some are suggesting that it be included. For simplicity purposes he is willing to move this forward and let the Commission do as they please, but he really would like to study it in greater detail.

Mr. Jeffares said that personally he does not like to walk by a storefront and see people hunched over in a cube and working on a PC. It would be horrible to have that everywhere. However, this process doesn't feel right to him for something that has this kind of magnitude - the first floor on the biggest chunk of Downtown. He doesn't feel that he has all of the necessary information to move this forward. He still thinks it is something for a Master Plan and he would prioritize that as number one on the Action List.

Ms. Whipple-Boyce indicated she doesn't like the definition for a couple of different reasons. She doesn't believe that medical/dental and mental health services are an appropriate use for our first-floor retail. Also she does not see how it is possible to not allow a business to business service and be able to understand and keep track of that. She is in favor of a true retail situation in the Redline District and she thinks a lot of the Personal Services that are included in the definition are inappropriate. She hopes to have an opportunity to study the retail situation further through a Master Plan approach.

Mr. Williams indicated he does not like the definition for a variety of reasons. He thinks the board can vote no and send it up to the City Commission and that is what he intends to do.

Mr. Boyle proposed that the board vote tonight on a request to the City Commission that its conclusion is to delay any decision on retail zoning until the City completes its deliberations through a comprehensive Master Plan process.

Chairman Clein took that a step further and made the following motion:

#### **Motion by Chairman Clein**

Seconded by Mr. Williams that the Planning Board of the City of Birmingham acknowledges the importance of a vibrant, active Downtown with strong first-floor retail uses. However, tonight he moves that the Planning Board recommend that the City Commission does not adopt the definition of Personal Services as presented in the proposed amendment to Zoning Ordinance Article 9, section 9.02, Definitions, and further recommend that the City of Birmingham expedite an immediate update to our comprehensive City wide Master Plan in order to properly address this issue and those that surround it.

Mr. Koseck summarized that this motion suggests the Master Plan be taken off the back burner and brought to the front so that the Planning Board can bring in people with much more of a global expertise and unbiased opinions. The Chairman explained that his point is to address not only the definition but to address the limits of the Redline Retail as well as residential neighborhoods, the Triangle and Rail Districts, along with the parking implications.

Mr. Williams explained one of the reasons he felt the impetus to move towards a Master Plan was the experience with O-1, O-2, TZ-1, TZ-2, TZ-3 where they tried to grapple with transition areas affecting residents and commercial property owners in transition areas. What the board learned was that they didn't have a Master Plan and it took them seven years from the time they started talking about it until they reached a final conclusion on all of the pieces. They took their time, did it right, and didn't move on an interim solution. What they learned was that piecemeal solutions are a bad idea. That is why he thinks this City needs a Master Plan. He would like to hear from all property owners and would also like the residents to speak up.

No one from the public had comments on the motion at 9:24 p.m.

#### Motion carried, 6-0.

ROLLCALL VOTE Yeas: Clein, Williams, Boyle, Jeffares, Koseck Whipple-Boyce Recused: Lazar, Share Nays: None Absent: Prasad

The Chairman closed the public hearing at 9:30 p.m.and board members took a short recess.

#### 08-153-17

#### STUDY SESSIONS 1. Bistro Regulations

Mr. Baka noted that in 2007 the City of Birmingham amended the Zoning Ordinance to create the bistro concept that allows small eclectic restaurants to obtain a Liquor License. Bistros are permitted in certain zone districts with a valid Special Land Use Permit ("SLUP") under several conditions. As the bistro concept has evolved over the past ten years, new applicants have sought creative ways to make their establishments distinctive from the other restaurants and bistros in the City, and to increase the number of seats through the use of all season outdoor dining.

At the joint City Commission/Planning Board meeting of June 19, 2017 the issue of clarifying bistro regulations was discussed at length. There seemed to be consensus that a review of the bistro requirements and how they relate to the various areas in which they are permitted is warranted. Additionally, Commission members saw good reason to potentially regulate bistros differently depending on the district in which they are located.

The Planning Division would like to begin to consider addressing the issues of **parking**, **outdoor dining** and **Eisenglass enclosures** via ordinance language changes. The following examples of potential ordinance language changes are based on two methods of regulating bistros. The thinking is that current bistros would not be impacted by what is being proposed.

The first option would be to amend Chapter 126, Zoning, to universally create development standards for bistros that would apply to all zoning districts that permit bistros. Universal regulation would ensure that the dining experience in one bistro (outside of menu, service, theme etc.) is the same as dining in any other bistro. This could mean putting a limit on outdoor seating of 40 seats for all districts, even if there is room (public property or private property) for more. Eisenglass or vinyl enclosures could be prohibited entirely as to not abuse the outdoor dining season limit set forth by the City (April-November). As for parking, requiring all bistros to include their outdoor dining square footage in parking requirements could make sure that there will be enough parking for all of those extra seats. Creating extra parking requirements, though, could also discourage outdoor seating and counteract a key intent of the Bistro Ordinance.

The second approach to clarifying bistro regulations would be to amend Chapter 126, Zoning, to create separate bistro standards depending on the bistro's location in the Downtown, Triangle or Rail Districts. In doing so separately, the City can take into account the different space and parking conditions present in different districts. Adding parking requirements, like including outdoor dining area square footage in the parking calculation, to the conditions of certain bistro

location districts could help alleviate parking issues. Outdoor dining maximums are a reasonable consideration Downtown because there is less space for a large outdoor dining area. In the Rail and Triangle Districts where street frontage is typically larger, outdoor dining maximums of 40 or 60 seats could be appropriate. Finally, Eisenglass or vinyl enclosures might be considered in some areas along the Woodward Ave. frontage of the Triangle District to alleviate the noise pollution patrons receive from the major road.

Mr. Williams thought the major focus should be that one size doesn't fit all. Mr. Jeffares commented that it would be interesting to find out how much of the lunch crowd consists of office users who are already parked in town. It was consensus that there should not be an enclosure that allows bistros to extend their outdoor dining season. The bistro concept is being pushed beyond its original boundaries.

Mr. Boyle thought they should be discussing the issue of 65 indoor seats. The board needs to review that and consider the possibility that number could go up. Then bistros could rely less on large outdoor seating and have a stronger business that doesn't tie them to 65 indoor seats.

Ms. Whipple-Boyce thought there could be implications to allowing more indoor seating. They don't want Birmingham to become an all restaurant city. She doesn't think parking is that much of a concern because when the offices clear out the restaurants become busy. Don't forget that there are many local residents who walk from their homes to the Downtown bistros. She does not want to encourage a bistro model behind the building. She likes the outdoor seating in the front of buildings to activate the sidewalk space. Look at each bistro independently and see what makes sense, rather than putting a number to it. Also, consider opportunities for rooftop dining. Maybe the districts need be viewed differently because they are different and because some of the parking situations are different.

Mr. Koseck said in his opinion the bistros are working. The intent was to attract small scale, unique establishments with a variety of different food types. Why treat the districts differently? Forty outdoor seats is fine and he doesn't want to get caught up in parking for outdoor dining. He totally thinks the outdoor dining should not be enclosed. Pick half of the number of interior seating for outdoor dining; 40 seats is fine. He would rather see three small bistros in the Rail District than one that has 150 seats.

Mr. Williams echoed that and added if seating is outdoor, it shouldn't be enclosed. The total seating ought be the combination of both indoor and outdoor. Parking generally works and the only time it doesn't is the 10 a.m. to 12 p.m. window. Lunch is problematic in the Downtown area.

Chairman Clein observed he doesn't think including parking in the count really matters. To him the issue is not so much the size of the bistros; it is that they are allowed to be wrapped in plastic and located in places the board doesn't like. Perhaps some incentives could be put forth for establishments to meet if they want to increase their outdoor dining.

Mr. Boyle hoped to find a way to make the industrial land use in the Rail District work for bistros.

Mr. Baka summarized that the board is divided on whether or not there should be a limit on the number of outside seats. Board members stated they were definitely not in favor of outdoor dining enclosures, and most of the board is leaning against adding additional parking

requirements for outdoor dining seats. Nearly everyone wants to keep the districts separate. Mr. Williams added they need to look at the parking, but not Downtown.

No one from the public wanted to comment at 10:10 p.m.

#### 08-154-17

#### 2. Renovation and New Construction of Commercial and Mixed-Use Buildings

Mr. Baka advised that questions have been posed recently as to the procedure for determining what level of board review is required for the renovation of an existing building or construction of a new building. The Zoning Ordinance establishes the review process for new construction and renovation of existing buildings. However, the Zoning Ordinance is not clear as to the extent an existing building can be renovated before it is deemed new construction, and the ordinance is not clear as to what specific changes trigger site plan review. There are three boards that review building improvements: the Planning Board, the Design Review Board ("DRB") and the Historic District Commission ("HDC").

Article 7, section 7.25 provides for site plan review for new development of all historic properties by the HDC and the Planning Board, and for site plan review for new development of non-historic properties by the Planning Board.

Article 7, section 7.08 of the Zoning Ordinance establishes the review procedure for design reviews for all building renovation and construction activities. For all new non-historic construction projects the Planning Board is responsible for conducting both the Site Plan Review and Design Review. All plans for projects not requiring Site Plan Review or HDC review such as exterior alternations, lighting, signs, equipment or other structures that substantially alter the exterior appearance of the building shall be reviewed by the DRB.

Finally, Article 7, section 7.08 states that all Special Land Use Permit ("SLUP") reviews will be conducted by the City Commission, with recommendations from the Planning Board.

The DRB is responsible for conducting design reviews for new construction and the alteration of existing buildings when no site plan review is required. However, it is not explicitly delineated when a design review is required or what necessitates a site plan review. City policy for many years has been to require proposals that add square footage to a building or make changes to a site that would affect vehicle or circulation patterns to obtain site plan approval. Proposals that are limited to modifying the exterior of the building but do not expand the building or alter the site are required to obtain design review only.

On June 19, 2017 the City Commission and the Planning Board held a joint study session to discuss current planning issues in the City. When discussing the existing regulations regarding the renovation of existing buildings, several deficiencies and/or ambiguities were identified in the Zoning Ordinance. Specifically, the question was raised as to what triggers a Site Plan Review as opposed to a Design Review. There was a general consensus among the group that these issues should be studied by the Planning Board with the goal of providing recommendations to the City Commission for ordinance amendments that will clarify which type of reviews are required.

Ms. Ecker explained that right now there is no distinction between minor renovation and major re-build. Mr. Baka said the DRB did the Design Review for the Fred Lavery building. No one

knew that he was going to tear half of his building down but use the same footings and foundation. Mr. Lavery didn't anticipate how much of his building would have to come down until they were into construction. The question is how to handle that sort of situation.

Ms. Ecker maintained that if nothing else, the board should define what a site plan change is. Applicants are still appearing before a board, unless the change is so minor that it can receive administrative approval. Mr. Baka thought if a threshold is set where a project requires site plan review, but there are larger buildings that might not be making significant changes, they shouldn't be required to have a site plan review.

#### 08-155-17

#### 3. Economic Development Liquor License Boundaries

Ms. Ecker recalled that in 2009, the City Commission approved the creation of an Economic Development Liquor License as an incentive to encourage development in certain areas of the City. The properties that are eligible for this incentive are predominately located on or near Woodward Ave.

On February 13, 2017, the owners of the Whole Foods property at 2100 E. Maple Rd. requested that the City either expand the Rail District boundary to include the Whole Foods property so that a Bistro License could be approved, or expand the boundaries of the Economic Development License area along Woodward Ave. to allow Whole Foods to qualify for an Economic Development Liquor License. The City Commission reviewed both options, and voted to include Whole Foods within the Rail District to allow the operation of a bistro, and decided not to expand the Economic Development boundaries at that time.

On June 19, 2017 at the joint meeting, both the City Commission and the Planning Board discussed the expansion of the Economic Development License area to include a larger area of the City, perhaps including the Triangle District and/or the Rail District. On July 10, 2017, the City Commission amended the Planning Board's Action List to include a review of the Economic Development License boundaries as the third priority.

Draft ordinance language is presented that expands the boundaries established in Exhibit 1 of Appendix C to include all of the Rail District, and the remainder of the Triangle District, with the exception of the single-family residential area (zoned R-2, Single-Family Residential, and ASF-3, Attached Single-Family Residential).

Mr. Williams did not think the Crosswinds project in the Rail District should be on the Economic Development License map. It was discussed that the Economic Development License is already allowed on numerous parcels in the Triangle District. Ms. Ecker suggested cutting out sites that are immediately adjacent to residential and potentially include sites perhaps along Adams that do not abut single-family residential.

The Chairman called for public comments at 10:35 p.m.

Ms. Catherine Abhoud, said she is a resident at 367 Suffield; a property owner of 2125 E. Lincoln and 2159 E. Lincoln; and also a business owner of Armstrong White which is the tenant at 2159 E. Lincoln. Ms. Abhoud observed there has not been an enormous amount of economic development in the Rail District. So she feels that expanding the Economic Development into

the Rail District would foster development. Everything in that area is moving and it is ripe for economic development.

This matter will come to the board one more time with revised draft ordinance language before going to a public hearing.

#### 08-156-17

#### MISCELLANEOUS BUSINESS AND COMMUNICATIONS

- a. <u>Communications</u> (none)
- b. <u>Administrative Approval Correspondence</u>
  - Ms. Ecker advised that at 999 Haynes there is a dumpser in the middle of the parking lot facing toward Bowers. They want to move the location to where it is on the south side facing Haynes and tucked in right against the building and against their parking and screenwall. Board members were in favor of relocating the dumpster.

There was general consensus that dumpster gates should be allowed to consist of other materials besides wood.

- c. Draft Agenda for the Regular Planning Board Meeting on August 23, 2017
  - > 277 Pierce, Varsity Shop Final Site Plan Review;
  - > 2010 Cole CIS and Preliminary Site Plan;
  - > Seven Greens Restaurant Outdoor dining platform;
  - > Peabody Site Preliminary Site Plan Review.
- d. <u>Other Business</u> (none)

#### 08-157-17

#### PLANNING DIVISION ACTION ITEMS

- a. <u>Staff report on previous requests (none)</u>
- b. <u>Additional items from tonight's meeting (none)</u>

## 08-158-17

### ADJOURNMENT

No further business being evident, the Chairman adjourned the meeting at 10:43 p.m.

Jana Ecker Planning Director

# **TAB 2**

Back to Agenda

City of	Birmingham	MEMORANDUM
	A Walkable Community	Planning Division
DATE:	July 11 <sup>th</sup> , 2017	
TO:	Jana Ecker, Planning Director	
FROM:	Nicholas Dupuis, Planning Intern	
SUBJECT:	298 S. Old Woodward — Birmingha <del>n</del> Plan & Design Review	n Boutique Hotel — Final Site

#### Introduction

The subject site, 298 S. Old Woodward, is currently the site of two vacant office buildings, and a surface parking lot, and has a total land area of .618 acres. It is located on the northwest corner of S. Old Woodward and Brown Street in the Downtown Overlay District.

The applicant is proposing to demolish the existing buildings and surface parking lot to construct a 25,182 sq.ft., 5-story mixed use building. The building will provide ground floor retail, 3 floors of hotel guest rooms, and 17 residential units on the fifth floor. Parking for the residential units will be provided in the lower level of the building. As the building is located within the Parking Assessment District, no on-site parking is required for commercial uses.

On April 26, 2017, the Planning Board first reviewed the Preliminary Site Plan for the proposed hotel at 298 S. Old Woodward, and postponed the site plan review to May 24, 2017 pending resolution of the following issues:

- 1. The applicant will need to relocate the garage door for trash collection and loading away from the public street or obtain a variance from the BZA;
- 2. Provide details regarding the type and placement of all mechanical equipment and associated screening at Final Site Plan Review;
- 3. Add one street tree along S. Old Woodward Ave. or obtain a variance from the BZA;
- 4. Provide a detailed streetscape plan that incorporates all of the proposed design changes for the reconstruction of Old Woodward Ave., including required lighting, benches, pavement materials etc.;
- 5. Applicant meet the minimum size requirement for the proposed parking spaces or obtain a variance from the BZA;
- 6. Increase the size of the proposed loading space to meet minimum requirements or obtain a variance from the BZA;
- 7. Submit a photometric plan and specification sheets on all proposed lighting at Final Site Plan Review;
- 8. Comply with the requirements of all City departments;
- 9. Provide material samples and specification sheets at Final Site Plan Review; and
- 10. Applicant address issues concerning car movement, vehicle loading/ unloading, and

#### storage with a traffic management plan.

On May 24<sup>th</sup>, 2017, the Planning Board approved the CIS and Preliminary Site Plan Review for 298 S. Old Woodward on the conditions that the applicant revise the traffic and parking study to address the comments provided by Fleis & Vandenbrink regarding the trip generation and parking generation assumptions and traffic operations, and respond to the concerns and requests of all City departments and provide all necessary information.

On August 2, 2017, The Advisory Parking Committee approved a recommendation to remove 8 on-street parking meters in front of the new boutique hotel, and to charge them \$3,000 per meter per year for this benefit. The fee matches what is happening at the Townsend Hotel per a similar arrangement started in 1999.

#### **1.0** Land Use and Zoning

- 1.1 <u>Existing Land Use</u> The existing land uses on the site include the DRS Housecalls building, a vacant two story office building, and a surface parking lot. All are proposed to be demolished to allow construction of the proposed five-story mixed use building.
- 1.2 <u>Zoning</u> The property is zoned B-4 Business- Residential, and D-4 in the Downtown Overlay District. The proposed commercial and residential uses and surrounding uses appear to conform to the permitted uses of the zoning district.
- 1.3 <u>Summary of Adjacent Land Use and Zoning</u> The following chart summarizes existing land use and zoning adjacent to and/or in the vicinity of the subject site, including the 2016 Regulating Plan

	North	South	East	West
Existing Land	Retail/	Retail/	Office/	Surface Parking
Use	Commercial	Commercial	Commercial	Lot
Existing	B-4	B-2	B-4	B-4
Zoning	Business-	General	Business-	Business-
District	Residential	Business	Residential	Residential
Overlay Zoning District	D-4	D-3	D-4	D-4

#### 2.0 Setback and Height Requirements

Please see the attached Zoning Compliance Summary Sheet for detailed zoning

compliance information. The proposed height, scale and mass of the building meet all required development standards for the D-4 Downtown Overlay District. The proposed building will be 69 feet high at the 5<sup>th</sup> floor, with mechanical equipment reaching 78 feet. The building is proposed to be built to the property line at all elevations except the north elevation which is set back 10 feet for the inclusion of a via. The building meets the required setback and height requirements.

#### 3.0 Screening and Landscaping

- 3.1 <u>Dumpster Screening</u> The applicant is proposing to store all trash in containers in a refuse room on the ground floor. In accordance with Article 3, section 3.04(B) (7), Downtown Birmingham Overlay District, doors for access to interior loading docks and service areas shall not face a public street. The plans submitted by the applicant indicate that the door for trash collection and loading faces west into the open air loading area. All trash will be stored within the interior of the building.
- 3.2 <u>Parking Lot Screening</u> The applicant is proposing 56 on-site parking spaces, including 2 barrier-free spaces contained within the lower level of the building. All parking is fully screened by the building.
- 3.3 <u>Mechanical Equipment Screening</u> No specifications have been submitted at this time on any proposed rooftop or ground-mounted mechanical equipment. The proposed roof plan does include a 10 foot coated metal panel mechanical screen enclosure housing three large mechanical units and various exhausts. The applicant has provided specifications on all of the proposed rooftop mechanical units for the Boutique Hotel. The proposed 10 ft. coated metal screening wall will adequately screen the mechanical equipment.
- 3.4 <u>Landscaping</u> –The landscape plan shows 9 street trees, 4 on Brown and 5 on S. Old Woodward. Based on the linear frontage along each street, 4 trees are required along Brown (141' frontage), and 5 trees are required along S. Old Woodward (218' frontage). The applicant is also proposing 4 raised planters with shrubs, perennials, and ornamental grasses along the via on the north side of the building. All landscaping requirements have been met.

#### 4.0 Streetscape Elements

In accordance with Downtown Streetscape Standards, the following streetscape standards must be met:

- <u>Sidewalks</u> The plans do provide for sidewalks along Brown and S. Old Woodward. Recently, the City Commission voted to approve 17' wide sidewalks for S. Old Woodward. The Final Site Plan proposes 16.6' wide sidewalks along S. Old Woodward, and 11.6' sidewalks along Brown Street.
- Exposed aggregate along curb with broom finish in pedestrian path The plans indicate that all pavement materials and details will match the

approved new streetscape elements for the reconstruction of Old Woodward.

- Pedestrian level street lighting along all sidewalks with hanging planters -Plans submitted indicate the required pedestrian scale street lights are in place along S. Old Woodward, and are not required along Brown Street. The final plans now include the use of the new pedestrian scale lights as proposed in the Old Woodward reconstruction project. The City Commission voted to use current style street lights, but with a new placement pattern. Four lights are proposed along Old Woodward as required. The applicant has advised that all street lighting will be placed as required by the City to comply with the new design of Old Woodward.
- <u>Benches and trash receptacles in park and plaza areas and along adjoining sidewalks where pedestrian activity will benefit as determined by the Planning Board</u> The applicant is proposing to include 6 benches and 1 trash can along S. Old Woodward, to match the design and materials of street furnishings proposed in the reconstruction project. Four bike racks are also proposed along S. Old Woodward. No street furniture is proposed along Brown Street or in the via along the north elevation of the building.

The applicant has provided a detailed streetscape plan that shows many of the elements proposed for the reconstruction of S. Old Woodward. The revised streetscape plan does not include the angled on-street parking proposed along the west side of S. Old Woodward as a part of the reconstruction project (thus eliminating approximately 12 on street parking spaces). This change requires approval of the Advisory Parking Committee and City Commission. The Advisory Parking Committee met on July 12<sup>th</sup>, 2017 to discuss this matter. After a lengthy discussion, a decision was not made and the Committee voted to postpone the matter to their next meeting on August 2, 2017. Please see attached minutes. After a recommendation is made by the Advisory Parking Committee, the request to eliminate the 12 parking spaces will be forwarded to the City Commission who will make the final determination as to whether these spaces may be eliminated.

#### 5.0 Parking, Loading and Circulation

5.1 <u>Parking</u> – In accordance with Article 4, section 4.43 (PK) of the Zoning Ordinance, a total of 22 parking spaces are required for the residential level of the building (17 units x 1.25 parking spaces). No on-site parking is required for the proposed commercial hotel or retail uses as the site is located within the Parking Assessment District. The applicant is proposing 56 parking spaces on site, including 2 barrier free spaces. All spaces proposed on the revised plans meet the 180 sq.ft. minimum size requirement.

In accordance with Article 3, section 3.04(D) (5), Downtown Birmingham Overlay District, parking contained in the first story of a building shall not be permitted within 20' of any building façade on a frontage line or between the building facade and the frontage line. All parking will be contained in the lower level of

the building, fully screened by the building itself.

- 5.2 <u>Loading</u> In accordance with Article 4, section 4.22 of the Zoning Ordinance, one loading space is required for the proposed development. One loading space is proposed at this time. In accordance with Article 3, section 3.04(B) (7), Downtown Birmingham Overlay District, doors for access to interior loading docks and service areas shall not face a public street. The applicant is proposing an open air loading space measuring 40' by 12' by 14' in height, and the door for trash collection and loading has been relocated so that it does not face Brown Street, but rather faces west into the loading area. The loading space is not located within the building, but is open air, with a green roof canopy above. Thus, no variance is required for a door to an interior loading space.
- 5.3 <u>Vehicular Circulation and Access</u> The proposed development includes the relocation of one curb cut on S. Old Woodward and one curb cut on Brown. A loading space is proposed along the Brown Street elevation. Vehicles entering the lower level parking garage will do so from Brown St. via a 9' wide garage door entrance. The plans include a one way entrance ramp down to the lower parking levels off of Brown St., just east of the loading area. A 9' wide garage door is set back from the southern building façade. A one way exit ramp from the lower parking levels is proposed off of S. Old Woodward. A 9' wide garage door is set back from the eastern building façade. The proposed changes to vehicular ingress and egress to the underground parking levels will increase the efficiency of the proposed valet service. One way circulation aisles exist within the underground parking levels, the narrowest of which is 13'. The proposed drive widths within the parking level are adequate for proper maneuvering within the site.
- 5.4 <u>Pedestrian Circulation and Access</u> The applicant has provided pedestrian entrances on both Brown and S. Old Woodward; three will be along S. Old Woodward, and a restaurant entrance will be on Brown. All entrances are accessible from a City sidewalk and a proposed 10' via will run along the north side of the building and connect to the sidewalk on S. Old Woodward.

#### 6.0 Lighting

The applicant has submitted a photometric plan and specification sheets as part of the Final Site Plan Review application. In adherence with Article 4, Section 4.21 of the Zoning Ordinance, illuminance levels may not exceed one and one half (1.5) maintained foot-candles at any property line for any other zoned property. The photometric plan submitted appears to include light levels emitted from pedestrian street lights as well as building lights. To verify that building lights do not exceed the maintained foot candle illumination levels, the applicant will need to submit a photometric plan with light emitted only from lights on the property. The lighting schedule is as follows:

Туре	Quantity	Dimensions	Manufacturer	Bulb	Model #	Lumens	Wattage
Bollard Light	4	W: 4.5″	Louis Poulsen	LED	Flindt Bollard	538	14

		H: 43.3″			3000K		
In-ground Light	21	L: 1-4'	Lumenfacade	LED	LOID-24V-48- 40K-NO	811	18
Streetlight	4	H: 16′	BEGA	LED	77 210	2869	66
Canopy Light	13	W: 3″	BEGA	LED	55 822	290	6
Wall Luminaire	1	L: 8″ W: 4″ H: 4.5″	BEGA	LED	22 359	331	14
Wall Sconce	4	L: 16.25″ W: 9″ H: 4″	Lithonia Lighting	LED	WST LED P1 30K VW MVOLT	1548	12

The bollard lights are proposed in the via along with the strips of in-ground lighting. The four streetlights are present on S. Old Woodward as required. The 13 canopy lights are located on the canopy over the main entrance on S. Old Woodward, the recessed door in the via, and the recessed door entering the restaurant on Brown. The wall sconces are most notably located over the two garage doors, but are also located over the loading area and a staff access door at the end of the via. The wall luminaire is also at the rear of the via. The wall luminaire, sconces, and the canopy lighting are all cutoff as required by the lighting standards outlined in Article 4, Section 4.21 of the Zoning ordinance. The bollard lighting and in-ground lighting will require approval from the Planning Board based on the following conditions:

- 1. The distribution of upward light is controlled by means of refractors or shielding to the effect that it be used solely for the purpose of decorative enhancement of the luminaire itself and does not expel undue ambient light into the nighttime environment.
- 2. The luminaire is neither obtrusive nor distracting, nor will it create a traffic hazard or otherwise adversely impact public safety, with appropriate methods used to eliminate undesirable glare and/or reflections.
- 3. The luminaire is consistent with the intent of the Master Plan, Urban Design Plan(s), Triangle district plan, Rail District plan and/or Downtown Birmingham 2016 Report, as applicable.
- 4. The scale, color, design or material of the luminaire will enhance the site on which it is located, as well as be compatible with the surrounding buildings or neighborhood.
- 5. Lighting designed for architectural enhancement of building features (i.e. architectural enhancement lighting). Appropriate methods shall be used to minimize reflection and glare.
- 6. The site lighting meets all requirements set forth in this ordinance including, but not limited to, light trespass and nuisance violations.

#### 7.0 Departmental Reports

7.1 <u>Engineering Division</u> – The Engineering Department has the following comments:

The Engineering Dept. has reviewed the plans and CIS dated June 12, 2017. Our comments are as follows:

- 1. Construction plans for the Old Woodward Ave. reconstruction project are now finalized, and it is anticipated that construction will occur in the late winter to early summer of 2018. Working together with the applicant will become critical as this project moves to construction:
  - 1. We currently plan to replace one sewer lateral, and maintain another, on the Old Woodward Ave. frontage of the site, to ensure that the current parking lot continues to drain properly. We encourage the design team to work with this office to finalize their sewer lateral needs for the building, so they can be built as a part of the City's sewer upgrades on this corridor, and left at the property line for their use after the City's project is complete.
  - 2. Substantial streetscape investment is planned along the Old Woodward Ave. frontage of this site, which would potentially be damaged during the construction of this building. The design team is encouraged to finalize a construction schedule, and start a dialog with the City relative to what improvements should occur along this frontage as a part of the City's project.

The sections of the CIS that raised concern in February are not included in this submittal, so it is not clear if they have been addressed. With that in mind, the comments provided at that time are repeated below:

- 1. Answers for Questions 17 & 20 make references that they have obtained information from the Engineering Dept. relative to soil stability and hazardous wastes contained on the site. The Engineering Dept. does not keep this level of information on private properties, and it is unlikely that such information was obtained from this office. The applicant is advised to not make any budget or design decisions based on whatever information they believe was obtained, but rather, to hire their own professionals for this expertise.
- 2. The answer to Question 30 indicates that the City sidewalks will be unchanged after development. The City will require a complete upgrade to current downtown City streetscape standards upon completion of the new building.
- 3. The CIS has provided a space for the traffic impact study, but this information is not included. The Engineering Dept. will reserve the right to review and comment on this information as it becomes available.

Permits required for this project will include:

- Sidewalk/Drive Approach Permit
- R.O.W. Permit
- 7.2 <u>Department Public Services</u> No concerns were reported by the Department of Public Service.
- 7.3 <u>Fire Department</u> The Fire Department has no concerns with this project.

- 7.4 <u>Police Department</u> The Police Department has no concerns with servicing this project. However, they requested an operating plan to demonstrate where staff and patrons will park, as well as how valet service and deliveries will be performed. The applicant has provided a Traffic Management Plan as requested.
- 7.5 <u>Building Department</u> –As requested, the Building Department has examined the plans for the proposed project referenced above. The plans were provided to the Planning Department for site plan review purposes only and present conceptual elevations and floor plans. Although the plans lack sufficient detail to perform a code review, the following comments are offered for Planning Board and applicant consideration:
  - 1. The total parking spaces has been increased and a total of three accessible parking spaces are now required. An additional barrier free parking space will be required.

## 8.0 Design Review

The applicant is proposing to utilize the following materials for the construction of the fivestory, mixed use building:

- Dark grey granite for the base of the building (Wisp granite from Quarrastone);
- Limestone cladding for the façade of the first fourth floor facades (Grey, "Madison Café" from Quarrastone);
- Various varieties of vegetation for the green roof on the mezzanine, second level, and fifth level terraces;
- Aluminum window systems along all elevations (Low E glass with slight grey tint);
- Dark bronze coated metal to surround the windows and coping along top of the fourth and the fifth floor (Lintec, "Ascher Bronze"); ;
- A dark bronze coated metal canopy at the main entrance on S. Old Woodward;
- Corrugated metal panels to screen the rooftop mechanical units (Lintec, "Ascher Bronze"); and
- Aluminum and glass skylights on the S. Old Woodward elevation.

# Material samples have been provided for review by the Planning Board. However, the applicant has not indicated what material will be used for the garage doors.

Article 3, section 3.04(E), Downtown Overlay District, of the Zoning Ordinance contains architectural and design standards that apply to this building, including specific requirements for the design and relief of front façades, glazing requirements, window and door standards and proportions, roof design, building materials, awnings and other pedestrian scaled architectural features.

The proposed building appears to meet most of the architectural standards set out in Article 3, Downtown Birmingham Overlay District, of the Zoning Ordinance as the first floor storefronts are directly accessible from the sidewalk, the storefront windows are

vertically proportioned, no blank walls face a public street, and the main entry has a canopy to add architectural interest on a pedestrian scale.

The applicant has submitted calculations showing 90% of the exterior façade consists of high quality building materials (91.7% on the east façade and 90.6% on the south façade). Calculations have also been submitted for the glazing requirements outlined in Article 3, Section 3.04 of the Zoning Ordinance.

## 8.0 Approval Criteria

In accordance with Article 7, section 7.27 of the Zoning Ordinance, the proposed plans for development must meet the following conditions:

- (1) The location, size and height of the building, walls and fences shall be such that there is adequate landscaped open space so as to provide light, air and access to the persons occupying the structure.
- (2) The location, size and height of the building, walls and fences shall be such that there will be no interference with adequate light, air and access to adjacent lands and buildings.
- (3) The location, size and height of the building, walls and fences shall be such that they will not hinder the reasonable development of adjoining property not diminish the value thereof.
- (4) The site plan, and its relation to streets, driveways and sidewalks, shall be such as to not interfere with or be hazardous to vehicular and pedestrian traffic.
- (5) The proposed development will be compatible with other uses and buildings in the neighborhood and will not be contrary to the spirit and purpose of this chapter.
- (6) The location, shape and size of required landscaped open space is such as to provide adequate open space for the benefit of the inhabitants of the building and the surrounding neighborhood.

## 9.0 Recommendation

Based on a review of the site plan submitted, the Planning Division recommends that the Planning Board APPROVE the Final Site Plan & Design Review for 298 S. Old Woodward, with the following conditions:

- (1) Advisory Parking Committee approval of removal of 12 parking spaces or applicant must apply for revised Final Site Plan.
- (2) Submit a revised photometric plan providing measurements for lights proposed on the property only for administrative approval;
- (3) Planning Board approves the use of non-cut off bollard and in-ground lighting;
- (4) Comply with the requirements of all City departments;

(5) Provide garage door material samples for administrative approval; and

### **10.0 Sample Motion Language**

Motion to APPROVE the Final Site Plan & Design Review for 298 S. Old Woodward, with the following conditions:

- (1) Advisory Parking Committee approval of removal of 12 parking spaces or applicant must apply for revised Final Site Plan.
- (2) Submit a revised photometric plan providing measurements for lights proposed on the property only for administrative approval;
- (3) Planning Board approves the use of non-cut off bollard and in-ground lighting;
- (4) Comply with the requirements of all City departments;
- (5) Provide garage door material samples for administrative approval; and

OR

Motion to POSTPONE the Final Site Plan & Design Review for 298 S. Old Woodward pending resolution of the following:

- (1) Advisory Parking Committee approval of removal of 12 parking spaces or applicant must apply for revised Final Site Plan.
- (2) Submit a revised photometric plan providing measurements for lights proposed on the property only for administrative approval;
- (3) Planning Board approves the use of non-cut off bollard and in-ground lighting;
- (4) Comply with the requirements of all City departments;
- (5) Provide garage door material samples for administrative approval; and

OR

Motion to DENY the Final Site Plan & Design Review for 298 S. Old Woodward for the following reasons:

1.	
2.	
3.	

## Planning Board Meeting Minutes April 26<sup>th</sup>, 2017

#### COMMUNITY IMPACT STUDY ("CIS") AND PRELIMINARY SITE PLAN REVIEW

### 1. 298 S. Old Woodward Ave.

New boutique hotel (currently vacant Drs. House Call Building)

Request for CIS and Preliminary Site Plan Review to allow the construction of a new five-story boutique hotel with first-floor retail and fifth floor residential uses

Ms. Lazar indicated she is recusing herself based on a familial relationship with the applicant. Chairman Clein said he is recusing himself on this matter as well because his firm, Giffels Webster, is involved in the development.

## Motion by Mr. Share Seconded by Ms. Lazar to nominate Ms. Whipple-Boyce as Chairperson to take over on this matter.

### Motion carried, 7-0,

VOICE VOTE Yeas: Share, Lazar, Clein, Jeffares, Koseck, Prasad, Whipple-Boyce Nays: None Absent: Boyle, Williams

#### CIS

Ms. Ecker described the site. It currently contains two vacant office buildings and a surface parking lot, and has a total land area of .618 acres. It is located on the northwest corner of S. Old Woodward Ave. and Brown St. The site is zoned B-4, Business Residential, and D-4 in the Downtown Overlay District.

The applicant is proposing to demolish the existing buildings and surface parking lot to construct a 25,182 sq. ft., five-story mixed use building. The building will provide ground floor retail, three floors of hotel guest rooms, and the fifth floor will contain 17 residential units. Parking for the residential units will be provided in the lower level of the building. As the building is located within the Parking Assessment District, no on-site parking is required for the commercial uses.

The applicant was required to prepare a CIS in accordance with Article 7, section 7.27(E) of the Zoning Ordinance, as they are proposing a new building containing more than 20,000 sq. ft. of gross floor area.

#### CIS

Ms. Ecker highlighted the CIS and reported the following issues remain outstanding with regard to the CIS:

(1) Submit a drainage plan for review and approval;

(2) Provide the volume of excavated soils to be removed from the site and/ or delivered to the site, and a map of the proposed haul routes;

(3) Confirm that all new utility lines will run underground;

(4) Provide information on the details of on-site recycling separation and collection;

(5) Provide details of the proposed water connections for approval by the Engineering Dept.;

(6) Provide details of the proposed security system for the building for approval by the Police Dept.;

(7) Revise the traffic and parking study to address the comments provided by F &V regarding the trip generation and parking generation assumptions; and

(8) Respond to the concerns and requests of all City departments and provide all necessary information.

Ms. Ecker confirmed the applicant meets the parking requirements of the City Code.

Mr. Mike Darga with Giffels Webster said they intend to work with the City on the new streetscape for S. Old Woodward Ave.

Mr. Labadie discussed the traffic and parking study that was completed for the proposed hotel development. Below are several of his comments:

- The proposed trip generation analysis should be compared with the typical trip generation analysis that is consistent with accepted engineering practice.
- The trip generation forecast assumes the meeting rooms and banquet rooms would not be used concurrently; however, there is no basis for this assumption. The applicant needs to figure out a traffic management plan for events.
- The projected queue lengths on southbound Old Woodward Ave/ are expected to block the proposed valet area during peak periods.

Ms. Ecker noted a letter has been received from Robert Carson, Carson Fischer, PLC that emphasizes particular concerns with regards to traffic. Also there is a letter from Midwestern Consulting that critiques the traffic study and indicates the scope should be expanded.

#### Motion by Mr. Share

Seconded by Mr. Jeffares to accept the letters into the record with the request that Mr. Carson indicate who his client is.

#### Motion carried, 7-0,

VOICE VOTE Yeas: Share, Jeffares, Clein, Koseck, Lazar, Prasad, Whipple-Boyce Nays: None Absent: Boyle, Williams

Mr. Robert Carson indicated that he represents Sillman Enterprises at 380 N. Old Woodward Ave.

Mr. Rick Rattner, Attorney, said this is one of the most exciting projects he has seen. He listed ten people from all disciplines who were present to answer questions.

Mr. Koseck thought most issues with the CIS are simple to resolve. The last matter can be left to the traffic engineers to determine.

In response to a question from Mr. Share about the proposed plan for the 17 residential units with kitchenettes on the fifth floor, Mr. Charlie Stetson, from Booth Hanson Architects said they would be residential and not hotel units that are leased to executives for extended periods.

#### Motion by Mr. Koseck

Seconded by Mr. Jeffares to postpone to May 24, 2017 the CIS as provided by the applicant for the proposed development at 298 S. Old Woodward Ave., pending resolution of the outstanding issues 1 - 8.

### Motion carried, 7-0.

VOICE VOTE Yeas: Share, Jeffares, Clein, Koseck, Lazar, Prasad, Whipple-Boyce Nays: None Absent: Boyle, Williams

### Preliminary Site Plan

Ms. Ecker stated the parking spaces do not meet the minimum size requirement of 180 sq. ft., as some are shown at 139 and 144 sq. ft. *The applicant will need to meet the minimum size requirement for the proposed parking spaces or obtain a variance from the Board of Zoning Appeals ("BZA").* 

# The applicant will need to add one street tree along S. Old Woodward Ave. or obtain a variance from the BZA.

In accordance with Article 3, section 3.04 (B) (7), Downtown Birmingham Overlay District, doors for access to interior loading docks and service areas shall not face a public street. *Thus, the applicant will be required to relocate the loading space garage door away from the public street or obtain a variance from the BZA.* 

In addition, the loading space that is proposed does not meet the required dimensions. The proposed space is 41 ft.  $\times$  8 ft.  $\times$  14 ft. and the required dimensions are 40 ft.  $\times$  12 ft.  $\times$  14 ft. *The applicant must increase the size of the proposed loading space to meet minimum requirements or obtain a variance from the BZA.* 

#### Design Review

The applicant is proposing to utilize the following materials for the construction of the five-story mixed-use building:

- Granite for the base of the building;
- Stone cladding for the façade of the first fourth floor facades;
- Coated metal cladding for the façade on the fifth story;
- Various varieties of vegetation for the green roof on the mezzanine, second level, and fifth level terraces;
- Aluminum window systems along all elevations;
- Coated metal to surround the windows;

- Coated metal coping along the top of the fourth and the fifth floor;
- A coated metal canopy at the main entrance on S. Old Woodward Ave.;
- Metal panels to screen the rooftop mechanical units; and
- Aluminum and glass skylights on the S. Old Woodward Ave. elevation.

It is unclear at this time as to whether at least 90% of the exterior finish of the

building is cast stone, granite and glass (due to metal cladding on fifth floor) and whether the storefront windows have mullion systems with doorways and signage integrally designed and meet the glazing requirements required by Article 3 of the Zoning Ordinance. The Planning Division will reserve detailed analysis and comments regarding architectural standards and design related issues for the Final Site Plan and Design Review.

In response to an inquiry from Mr. Koseck, Mr. Labadie said the ideal drop-off spot for the hotel entry should be shifted to the north away from the intersection.

Mr. Charlie Stetson stated their team plans to go back and consider everything that has been talked about today. Mr. Koseck said he would like to see the curb cut on N. Old Woodward Ave. shifted somewhere else, and it would make room for another retail component. Mr. Stetson thought that is something they could look at.

The Chairperson asked for public comment at 9:50 p.m.

Mr. Robert Carson noted that the lack of parking availability will impact the Traffic Study. If there are no vacant spots, people will re-circulate around again. Further, Brown will shut down for a semi backing in. Also, there is the question of where deliveries for ancillary uses will park.

Mr. Jeffares noted it would be a perfect storm when both hotels have big events and need to use the decks.

Mr. Steven Ferich who operates the valet service at the Townsend Hotel stated they don't have enough parking as it is when there is an event. Ms. Ecker advised that an RFQ is out for qualified development firms to submit to expand the N. Old Woodward Parking Deck with regard to increasing parking downtown. Mr. Ferich observed that when the parking structures get backed up it could take anywhere from 10 to 20 minutes to get out. He tries to avoid them and uses a rented lot off of Brown.

## Motion by Mr. Koseck

Seconded by Mr. Jeffares to postpone the Preliminary Site Plan approval for 298 S. Old Woodward Ave. to May 25, 2017 pending resolution of the following:

(1) The applicant will need to relocate the garage door for trash collection and loading away from the public street or obtain a variance from the BZA;

(2) Provide details regarding the type and placement of all mechanical equipment and associated screening at Final Site Plan Review;

(3) Add one street tree along S. Old Woodward Ave. or obtain a variance from the BZA;

(4) Provide a detailed streetscape plan that incorporates all of the proposed design changes for the reconstruction of Old Woodward Ave., including required lighting, benches, pavement materials etc.;

(5) Applicant meet the minimum size requirement for the proposed parking spaces or obtain a variance from the BZA;

(6) Increase the size of the proposed loading space to meet minimum requirements or obtain a variance from the BZA;

(7) Submit a photometric plan and specification sheets on all proposed lighting at Final Site Plan Review;

(8) Comply with the requirements of all City departments;

(9) Provide material samples and specification sheets at Final Site Plan Review;

(10) Applicant address issues concerning car movement, vehicle loading/ unloading, and storage with a traffic management plan.

### Motion carried, 5-0.

VOICE VOTE Yeas: Koseck, Jeffares, Prasad, Share, Whipple-Boyce Nays: None Recused: Clein, Lazar Absent: Boyle, Williams

Board members took a short recess at 10:05 p.m. and following that Chairman Clein took back the gavel.

Planning Board Meeting Minutes May 24<sup>th</sup>, 2017

## 2. 298 S. Old Woodward Ave., New boutique hotel (currently vacant Drs. House Call Building

Request for Community Impact Study ("CIS") and Preliminary Site Plan Review to allow the construction of a new five-story boutique hotel with first-floor retail and fifth-floor residential uses (postponed from April 26, 2017).

Mr. Share joined the board, as Ms. Lazar was recused.

## CIS

Ms. Ecker advised the subject site is currently the site of two vacant office buildings, and a surface parking lot, and has a total land area of .618 acres. It is located on the northwest corner of S. Old Woodward Ave. and Brown St. in the Downtown Overlay District.

The applicant is proposing to demolish the existing buildings and surface parking lot to construct a 25,182 sq. ft., five- story mixed-use building. The building will provide ground floor retail, three floors of hotel guest rooms, and 17 residential units on the fifth floor. Parking for the residential units will be provided in the lower level of the building. As the building is located within the Parking Assessment District, no on-site parking is required for commercial uses.

On April 26, 2017, the Planning Board reviewed the CIS, and postponed the hearing on the CIS to May 24, 2017 after requesting additional information from the applicant.

The applicant has now revised their site plan and elevations to address the requested issues. Outstanding requirements at this time include revision of the traffic and parking study to address the comments provided by F&V regarding the trip and parking generation assumptions; and response to the concerns of all City Departments. Mrs. Ecker noted the applicant meets the parking requirements. Since last time, based on the discussion they have added an additional level of underground parking. Now two levels of underground parking are proposed with a total of 56 parking spaces. The City's plans for S. Old Woodward Ave. show 12 angled parking spaces in front of the building where presently six parallel spaces exist. The proposal is not consistent with that because the applicant is proposing not to provide those and to use the space as a valet area.

Mr. Share asked what ability this board has to give away parking spaces that don't exist but are planned for.

Mr. Rick Rattner, Attorney, 380 N. Old Woodward Ave., noted their entire design team has been assembled for this meeting: Mr. Michael Kitchen, VP of Development and Acquisitions for Aperian Hotels; Mr. Charlie Stetson and Mr. Scott Seifers, Architects from Booth Hansen.

Mr. Kitchen said Aperian has ten upscale luxury hotels around the country. They aim to deliver the very top level of service. They are almost all in very dense urban environments with no onsite parking. Because parking is such a sensitive subject for Birmingham, the owner went ahead and added 56 spaces to the site. They do not rely purely on a third party valet operator. Everybody in the front of the house is called an ambassador and they are also trained to park cars if they are starting to stack. He explained the assumption made by the City's traffic consultant that the hotel needs 330 spaces is not valid. Mr. Share was concerned about the traffic flow and the stacking and queuing and all of that on S. Old Woodward Ave. He was further concerned that the present operators may not be there a year or five or seven years from now. So there may not be all of those employees parking cars to ensure the traffic flow works on S. Old Woodward Ave. Mr. Kitchen responded they have a long-term contract to run this property for 20+ years. He explained their redesign allows short-term cars to be pulled down into the garage and then right back up and out. There are parking garages within two blocks.

In response to the Chairman, Mr. Kitchen replied their banquet facility holds 300 guests. They find the average is over two people / car. That leaves 150 people, but some are staying at the hotel for the event. Others are coming from the airport or with Uber, versus those that are local. They can staff appropriately when events are happening. There will be approximately 100 to 120 full time employees. The hotel does not provide parking for its employees. At any given time there will be about 40 employees on-site.

### Motion by Mr. Williams

# Seconded by Ms. Prasad to receive and file 17 letters of support for the hotel from business people in Downtown Birmingham.

### Motion carried, 7-0.

VOICE VOTE Yeas: Williams, Prasad, <del>Lazar</del>, **Share**, Boyle, Jeffares, Koseck, Whipple-Boyce Nays: None Absent: Clein

Mr. Labadie said if their use is not the same as described by the Institute of Transportation Engineers or the Urban Land Institute or anybody like that then compare their rates with accepted practice. He knows there is a lack of parking during peak times when they assume it will take 4.7 minutes for a valet to get to a parking space. But if there isn't one, where will they go? He had asked for the comparison several times but it wasn't given.

Mr. Williams confirmed the board is talking about issues related to valet and to congestion at the intersection at peak hours, and the ability of the operator to move cars in and out in the valet process; they are not talking about parking places.

Mr. Labadie thought that even 15 seems like a lot of valets to run back and forth to places where they don't even know if there is parking. His concern was if everyone shows up during peak hours there will be a couple of hundred cars sitting there trying to get parked. Mr. Jeffares noted the hotel could purchase parking spaces from the City for a certain period of time for an event.

Mr. Labadie demonstrated that during regular use of the hotel they will end up on a regular basis blocking their own driveway. Mr. Williams observed that one way to relieve congestion at peak times would be to get rid of the left turn lane by saying no left turns onto Brown from S. Old Woodward Ave.

Chairman Boyle invited comments from the public at 9:10 p.m.

Mr. Clint Mansour, Mansour Co., said he owns 330 Hamilton, the Jeff Glover Building; and the Peabody Mansion where Adachi will open. In his opinion what better way to activate this intersection than a five star luxury boutique hotel. He gave his full support to the ownership group.

Mr. David Foster, 512 Wallace, announced he is vehemently opposed to this project. He asked the board to contemplate

- how many cars are too many;
- how many employees need parking space--too many for the existing parking structures; and
- how much congestion do you want in this city?

The project will upset the balance in this community.

Mr. Steve Ferich, 282 Derby, runs the valet in Downtown Birmingham. In his opinion there is not enough parking. During a luncheon last week he had 180 cars coming at him all at once. Even though he had 20 parkers there was still a backup. The biggest issue he has is where to put the cars. He has 100 spaces in the Townsend Garage and he uses it for queuing but it's not enough. Overnights in the hotel will eat up the 53 spots in the proposed hotel, so where will they put people that come in.

Mr. Kitchen said they are here to do the right thing for the community and to help all of the businesses in town.

Mr. David Berman with the Ownership Group said their underground parking will be purely for residents, hotel guests and to accommodate whatever flow comes through. They have built a plan where they think they can manage the traffic efficiently. There will be occasions where traffic spills out of the valet stand onto N. Old Woodward Ave. That happens currently at several of the restaurants on Old Woodward Ave. But they think their project will be amazing and make a huge difference in the City.

Mr. Share indicated he would not be in favor of accepting the CIS conditionally. Mr. Koseck agreed because he thought there seems to be a gap in communications or assumptions. It would give him a level of comfort to have further discussion.

On the other hand, Ms. Whipple-Boyce said she was prepared to accept the CIS tonight with conditions. It doesn't seem like the parties are coming together. There are times when there will be overflow and that can be accepted because it happens all over the City. Parking is the problem, and parking is not what the board is here to talk about tonight. This development is in the Parking Assessment District. The applicant has more than satisfied their parking requirements. Mr. Jeffares agreed. To him the queuing is the big issue but preparations for an event can be made ahead of time. Ms. Prasad also agreed. She did not understand why the particular data is not being provided to the City's consultant by the developer. As a courtesy to the City there is no reason for them to not do that. If the parking numbers grow it not their problem, it is the City's problem. The project seems compelling enough such that she is comfortable going forward with it.

Chairman Boyle asked if the developers are sent back to do their due diligence on this topic, what will the board hear differently in six weeks?

Mr. Williams indicated he is opposed. Mr. Labadie asked for information and it wasn't provided. So he thinks it is not appropriate to go forward at this time. There is a failure to communicate between the developer and the City's Traffic Consultant.

Ms. Afrakhteh did not think the applicant should be put on pause just because of a parking issue.

Chairman Boyle stated the challenge this board faces is the nature of the developer's way of dealing with their visitors. To what extent does their model have the potential of slowing/blocking traffic in this junction. We don't know if traffic flow will be impacted by the number of people who come to be valet parked.

Chairman Boyle asked the applicant if they feel they have provided the information that was requested by the City's Traffic Consultant. Mr. Rattner answered in the affirmative. There has been much information going back and forth between the traffic consultants. Their consultant gave information, believing that was what Mr. Labadie wanted. Since it was not satisfactory, they will get to the bottom of what is needed.

### Motion by Ms. Whipple-Boyce

Seconded by Mr. Jeffares to approve the CIS as provided by the applicant for the proposed development at 298 S. Old Woodward Ave., allowing the applicant the opportunity to address the following conditions of approval prior to Final Site Plan Review:

(1) Revise the traffic and parking study to address the comments provided by Fleis & Vandenbrink regarding the trip generation and parking generation assumptions and traffic operations; and

(2) Respond to the concerns and requests of all City departments and provide all necessary information.

#### Motion carried, 5-2.

ROLLCALL VOTE Yeas: Whipple-Boyce, Jeffares, Boyle, Koseck, Prasad Nays: Williams, Share Absent: Clein

#### Site Plan Review

Based on the linear frontage, five trees are required along S. Old Woodward Ave. (218 ft. frontage), and thus the applicant is required to add one more street tree along S. Old Woodward Ave. or obtain a variance from the Board of Zoning Appeals.

It was discussed there are presently six parallel parking spaces that are proposed to be removed to accommodate valet. This board does not have jurisdiction on that issue.

Mr. Share expressed his concern about the level of congestion in the intersection. Mr. Williams suggested adding a condition that the site plan approval is conditional on the Police Dept.'s approval of the valet parking to eliminate congestion as much as possible in the intersection.

There was no public discussion at 9:53 p.m.

## Motion by Ms Whipple Boyce

Seconded by Ms. Prasad to approve the Preliminary Site Plan for 298 S. Old Woodward Ave. with the following conditions:

(1) Provide details regarding the type and placement of all mechanical

equipment and associated screening at Final Site Plan review;

(2) Add one street tree along S. Old Woodward Ave. or obtain a variance from the Board of Zoning Appeals or a waiver from the City Arborist;

(3) Submit a photometric plan and specification sheets on all proposed lighting at Final Site Plan Review;

(4) Comply with the requirements of all City departments;

(5) Provide material samples and specification sheets at Final Site Plan Review;

(6) Removal of public parking on S. Old Woodward Ave. is subject to approval by the Advisory Parking Committee and the City Commission; and

(7) Subject to Police Dept. approval of the valet.

There was no one in the audience who wished to comment on the motion.

## Motion carried, 7-0.

ROLLCALL VOTE Yeas: Whipple-Boyce, Prasad, Boyle, Jeffares, Koseck, Share, Williams Nays: None Absent: Clein

The Chairman asked people in the room to find a way to overcome any deep challenges. Everyone on the board wants to make this work but they don't want to create problems in doing so.

## Zoning Compliance Summary Sheet Final Site Plan &Design Review 298 S. Old Woodward – Boutique Hotel

## Existing Site: DRS Housecalls, Medical Office

- Zoning: B-4, Business-Residential, D-4 (Overlay)
- Land Use: Vacant office buildings and a surface parking lot

## Existing Land Use and Zoning of Adjacent Properties:

		North	South	East	West
	Existing Land Use	Retail/ Commercial	Retail/ Commercial	Office/ Commercial	Surface Parking Lot
	Existing Zoning District	B-4 Business- Residential	B-2 General Business	B-4 Business- Residential	B-4 Business- Residential
	Overlay Zoning District	D-4	D-3	D-4	D-4
Land Area:		Existing:	0.618 acres		
		Proposed:	0.618 acres		
Minimum Lot Area:		Required:	N/A		
		Proposed:	N/A		
Min. Floor Area /Unit:		Required:	600 ft2 / 1 bedroom, 800 ft2 / 2 bedrooms, 1000 ft <sup>2</sup> / 3 bedroom residential unit		
		Proposed:	600- 818 ft2 for on 5th floor)	r all 17 residential	units (all 1-Bedroo
Max.	Total Floor Area:	Required:	N/A		
		Proposed:	N/A		

Min. Open Space:	Required:	N/A
	Proposed:	N/A
Max. Lot Coverage:	Required:	N/A
	Proposed:	N/A
Front Setback:	Required:	0 ft., building facades at the first story must be located at the frontage line (on or within 3 ft. of the frontage
	Proposed:	line) O ft.
Side Setbacks:	Required:	O ft.
	Proposed:	0, 10 ft. (north elevation for via)
Rear Setback:	Required:	10 ft. from midpoint of alley or equal to that of adjacent building (0 ft.)
	Proposed:	O ft.
Max. Bldg. Height:	Permitted:	D-4 – 80' overall (including mechanical), 58 ft. maximum eave height, 5 stories
	Proposed:	78 ft. overall height at tallest point including mechanical equipment and screening, 57 ft. 4 in. to the eave line, 5
Min. Eave Height:	Required:	stories 20 ft.
	Proposed:	57 ft. 4 in.
1 <sup>st</sup> Floor-Ceiling Height:	Required:	10 ft.
	Proposed:	11 ft.
Front Entry:	Required:	Principal pedestrian entrances must be on frontage line
	Proposed:	The principle pedestrian entrances are located on the frontage line and recessed 3 ft.to accommodate door swing
Absence of Bldg. Façade:	Required:	Screen wall along all frontage lines where there is no building façade to provide a continuous street wall
	Proposed:	Building provides continuous building façade on S. Old Woodward and Brown
Opening Width:	Required:	Maximum 25 ft. opening

	Proposed:	Two 9 ft. wide garage doors, one on Brown and one on S. Old Woodward
Parking:	Required:	22 (1.25 spaces x 17 two room units); none required for commercial uses as property is located in the Parking
	Proposed:	Assessment District 56 parking spaces in lower level of the building
Min. Parking Space Size:	Required:	180 ft <sup>2</sup>
	Proposed:	180 ft <sup>2</sup>
Parking in Frontage:	Required:	No parking in front open space or within 20' of building frontage on first floor
	Proposed:	All parking is proposed to be contained on the lower level within the building
Loading Area:	Required:	1 loading space (commercial space <20,000 ft <sup>2</sup> ), must be within the rear yard and doors to interior loading areas cannot face a public street. Space must be 40' by 12' by 14' in height.
	Proposed:	1 open air loading space 40' by 12' by 14' in height.
Screening:		
Parking:	Required:	Minimum 32 in. high masonry wall with stone cap
	Proposed:	All parking is proposed to be contained on the lower level, fully screened within the building
Loading:	Required:	Minimum 6 ft. screening where open to public view
	Proposed:	Loading on west side of building with ornamental metal screening gate facing Brown
Rooftop Mechanical:	Required:	Full screening to compliment the building
	Proposed:	10 ft. painted metal panels. No specification sheets for mechanical equipment submitted for screening verification.
Elect. Transformer:	Required:	Fully screened from public view
	Proposed:	N/A
Dumpster:	Required:	6 ft. high capped masonry wall with wooden gates
	Proposed:	All trash and recyclable storage is proposed within the building



## **Birmingham Boutique Hotel**

298 S Old Woodward Ave Birmingham, MI 48009



Prepared by Booth Hansen Architects 333 S Desplaines Street Chicago, II 60661

Owner

Lorient Capital as agent for Woodward Brown Ventures, LLC. 102 Pierce Street Birmingham, MI

## **Birmingham Boutique Hotel**

Birmingham, MI

## **Development Team**

#### Owner

Lorient Capital as agent for Woodward Brown Ventures, LLC 102 Pierce Street Birmingham, MI 48009 C: 617-388-2538

#### Architect

Booth Hansen 333 S DesPlaines St Chicago, Il. 60661 (312) 869-5000

### **Hotel Operator**

Aparium Hotel Group 833 West Washington Boulevard Second Floor Chicago, Illinois 60607 (312) 275-1077 O

#### **Development Manager**

Tynan Group, Inc. 760 N. Frontage Road, Suite 101 Willowbrook, IL 60527 630 479-0457

#### **Structural Engineer**

Goodfriend Magruder Structure, LLC. 53 W Jackson Blvd 1019 Monadnock Block Chicago, IL 60604 (312) 607-9898 O

#### **MEP/FP Engineers**

Elara Engineering 30 N Wolf Rd, 2<sup>nd</sup> Floor Hillsdale, II. 60162-1605 (708) 236-0300 O

Civil Engineers/Traffic Engineers Giffels Webster 28 W. Adams Street, Suite 1200 Detroit, MI 48226 (313) 962-4442 O

#### Landscape Architect

Wolff Landscape Architecture, Inc. 307 N Michigan Ave, Suite 601 Chicago, II. 60601 (312) 663-5494

#### Accessibility

LCM Architects 819 S Wabash Ave, Suite 509 Chicago, II. 60605-2153 312.913.1717 O

#### Acoustics

Shiner + Associates, Inc. 225 West Washington St – Suite 1625 Chicago, Il. 60606 (312) 849-3340 O

#### Elevator

Jenkins & Huntington, Inc. Jenkins & Huntington Inc. 17W106 91st Street Willowbrook, IL 60527 (630) 325-4450 O

## **Food Service**

Clevenger, Frable, LaValle 39 Westmoreland Ave. White Plains, NY 10606 (914) 997-9660 ext 223

## **Geotechnical Engineer**

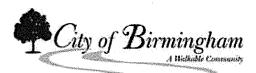
2 G Consulting Group 1595 Eisenhower Place Ann Arbor, MI 48108 734 390-9330

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## Section 1

Final Site Plan & Design Review Application



## Final Site Plan & Design Review Application

## **Planning Division**

Form will not be processed until it is completely filled out.

## 1. Applicant

Name:	Charlie Stetson AIA, LEED AP	
Address: 333 S Desplaines St. Suite 100		
Chicago, Il. 60661		
Phone Number: (312) 869-5000		
Fax Number	er: (312) 869-5011	
Email Add	ress:cstetson@boothhansen.com	

## 2. Applicant's Attorney/Contact Person

Name:	WWRP (Richard Rattner		
Address:	Address: 380 North Old Woodward Suite 300		
	Birmingham, MI 48009		
Phone Number: (248) 642-0333			
Fax Num	ber: (248) 642-0856		
Email Ad	dress: <u>rdr@wwrplaw.com</u>		

## 3. Required Attachments

· Warranty Deed with legal description of property

Required fee (see Fee Schedule for applicable amount)
Two (2) folded copies of scaled plans including a certified

land survey, color elevations showing all materials, site plan, landscape plan, photometric plan, and interior plan

Photographs of existing site and buildings

## 4. Project Information

Address/Location of Pro	perty: 298 S Old Woodward Ave		
	Birmingham, MI 48009		
Name of Development:	Birmingham Boutique Hotel		
Sidwell #:	19-36-202-009 and 19-36-202-016		
Current Use:	Office and surface parking lot		
Proposed Use:	Mixed Use - Commercial/Residential		
Area in Acres:	.618 acres		
Current Zoning:	B-4/D-4 Overlay		
Zoning of Adjacent Properties: B-4 East, North and West, B-2 South			
Is property located in the floodplain? <u>No</u>			

#### **Property Owner**

Name: <u>Lorient Capital as agent for Woodward Brown Ventures</u>, LLC Address: 102 Pierce St

Birmingham, MI 48009
Phone Number: (617) 388-2538
Fax Number:
Email Address: david@lorientcap.com

### **Project Designer/Developer**

Name:	Charlie Stetson AIA, LEED AP
Address:	333 S Desplaines St Suite 100
	Chicago, Il. 60661
Phone Number:	(312) 869-5000
Fax Number:	(312) 869-5011
Email Address:	cstetson@boothhansen.com
-	

•Catalog sheets for all proposed lighting, mechanical

- equipment & outdoor furniture
- Application Fee
- Digital copy of plans
- Samples of materials used
- Additional information as required

Name of Historic District site is in, if any: <u>Historic Business District</u>
Date of HDC Approval, if any: TBD
Date of Application for Preliminary Site Plan: 4-26-17

Date of Preliminary Site Plan Approval:	5-24-17
Date of Application for Final Site Plan:	6-28-17
Date of Final Site Plan Approval:	TBD
Date of Revised Final Site Plan Approval:	
Date of Revised Final Site Plan Approval:	
Date of DRB approval, if any: none	
Will proposed project require the division of	of platted lots? No

## 5. Details of the Nature of Work Proposed (Attach separate sheet if necessary)

5 Story Mixed Use Commercial/Residentail building with 2 level underground parking. Ground (street level) floor is proposed to be a restaurant, commercial space and hotel lobby. Mezzanine level is proposed to be meeting rooms. Levels 2-4 are proposed to be hotel rooms. Level 5 is proposed to be Residential rental units.

Exterior Material include: Grey Limestone. "Madison Cafe" from Quarrastone. Dark grey Granite base. "Wisp Granite from

Quarrastone. Painted aluminum metal panels and widow frames - Color Linetec "Ascher Bronze. Painted perforated corrugated matal panel screen wall - color Linetec "Ascher Bronze".

Painted aluminum louvers. Finish to match metal panels. Metal panels to be Pac-Clad or equal. Stone cladding to be large format 2'X4' or 3'X6' modules.

### 6. Buildings and Structures

Number of Buildings on site:	1	Use of Buildings:	Commercial/Residentail
Height of Building & # of stories:	70 feet/5 stories	Height of rooftop me	chanical equipment: 79.50 feet

## 7. Floor Use and Area (in square feet)

#### **Commercial Structures:**

Total basement floor area:	50,364 SF (two levels)
Number of square feet per u	pper floor: 25,182 SF
Total floor area: 159,59	7 SF (including basement levels)
Floor area ratio (total floor a	area divided by total land area): 5.92
Open space: 1,753 SF	· · · · · · · · · · · · · · · · · · ·
Percent of open space: 6.5	%

#### **Residential Structures:**

Total number of units:	17 - at 5th floor only
Number of one bedroom units:	9
Number of two bedroom units:	8
Number of three bedroom units:	0
Open space:	
Percent of open space:	

#### Office space: 1,587 SF Retail space: 11,539 SF Industrial space: NA Assembly space: 7,446 SF Seating Capacity: 497 Maximum Occupancy Load: 1,384 (includes office, retail, assembly and hotel

Rental units or condominiums?:	Rental	
Size of one bedroom units:	600 SF to 818 SF	
Size of two bedroom units:	664 SF to 823 SF	
Size of three bedroom units:	NA	
Seating Capacity:	NA	
Maximum Occupancy Load: 76 (includes 5th floor residential only		

### 8. Required and Proposed Setbacks

Required front setback:	0'	
Required rear setback:	0'	
Required total side setback:	0'	
Side setback:	0'	

## 9. Required and Proposed Parking

Required number of parking spaces:	1.25X9 + 1.5X8 = 24 spaces	
Typical angle of parking spaces:	90 degree/45 degree	
Typical width of maneuvering lanes:	varies - see plans	
Location of parking on the site:	basement	
Location of off site parking:	none	
Number of light standards in parking area:		
Screenwall material:		

## 10. Landscaping

Location of landscape areas:

Streetscapes along Old Woodward and Brown St. Via route

North of proposed project. Second floor green roof. Fifth floor green roof and pavers.

Proposed front setback:	0'	
Proposed rear setback:	0'	
Proposed total side setback:	10'	
Second side setback:	0'	

Proposed number of parking spaces:	56	
Typical size of parking spaces:	10'X18' or larger	
Number of spaces < 180 sq. ft.:	0	
Number of handicap spaces:	2	
Shared Parking Agreement?:	no	
Height of light standards in parking area:		
Height of screenwall:		

Proposed landscape material:

Decorative flowering annuals, grasses and shrubs. Stone pavers and steel plate raised planters in via. Old Woodward

reconstruction streetscapestandards along Old Woodward.

## 11. Streetscape

Sidewalk width: 17' at Old Woodward. 10' at via.	Description of benches or planters:
Number of benches: 6	Raised planters with steel edge at via. Birmingham City
Number of planters: 4 at via and 4 at Old Woodward	standard along Old Woodward. See landscape plan.
Number of existing street trees: <u>6</u>	Species of existing street trees:
Number of proposed street trees: 9	Species of proposed street trees: <u>4" caliper shade trees. Regal</u>
Streetscape Plan submitted?:yes	Prince Oak and Triumph Elm.

## 12. Loading

Required number of loading spaces: (3) 40'X12'X14' H	
Typical angle of loading spaces:90 degree	
Screenwall material: ornamental metal gate	
Location of loading spaces on the site: <u>Loading doors o</u>	
toward rear yard	l.
13. Exterior Trash Receptacles	
Required number of trash receptacles: located indoors	Proposed number of trash receptacles: located indoors
Location of trash receptacles:located in doors	
Screenwall material:	Height of screenwall: located indoors
14. Mechanical Equipment	
Utilities & Transformers:	A set of the city of the set of the City il Utility Plan
Number of ground mounted transformers: 0	
Size of transformers (LxWxH):	
Number of utility easements:	
Screenwall material: <u>underground</u>	Height of screen wall: underground
Convert Manuated Markensiant Frankingsonts	
Ground Mounted Mechanical Equipment: Number of ground mounted units: 0	Location of all ground mounted units: <u>NA</u>
Size of ground mounted units (LxWxH):	
Screenwall material:	
Rooftop Mechanical Equipment:	
Number of rooftop units: (2) MAU 50 tons each	Location of all rooftop units: refer to roof plan
Type of rooftop units: (30) air cooled VRF conde	ensors Size of rooftop units (LxWxH): MAU-22'X11"X 8'H
(11) toilet exhaust fans	
(1) kitchen exhaust fan	
Screenwall material: perforated corrugated meta	l panel Height of screenwall: 11'-0"
Location of screenwalls: fifth floor rooftop	Percentage of rooftop covered by mechanical units: 33%
	Distance from rooftop units to all screenwalls: varies

### 15. Accessory Buildings

Number of accessory buildings:NA	Size of accessory buildings: Height of accessory buildings:	
16. Building Lighting		
Number of light standards on building: 18 Size of light fixtures (LxWxH): varies see plans	Type of light standards on building: varies - see cut sheets Height from grade: refer to elevations	
Maximum wattage per fixture: see fixture cuts	Proposed wattage per fixture:	
Light level at each property line: see photometric studies	tric studies Number & location of holiday tree lighting receptacles: TBD	

The undersigned states the above information is true and correct, and <u>understands that it is the responsibility of</u> the applicant to advise the Planning Division and / or Building Division of any additional changes made to an <u>approved site plan</u>. The undersigned further states that they have reviewed the procedures and guidelines for site plan review in Birmingham, and have complied with same. The undersigned will be in attendance at the Planning Board meeting when this application will be discussed.

Signature of Owner:	Nark Mitchell	Date:
Signature of Applicant: Print Name:	ACStr	Date:6-12-17
Signature of Architect: Print Name:	ALCSH Charlie Stetson	Date:6-12-17
	Office Use Only	na a na manénanan né na mananana na 1960 na 1960 na 1960 na manana na kata ang mangana kana ang manana na panan
Application #:	Date Received:	Fee:
Date of Approval:	Date of Denial:	Accepted by:

## Section 2

Final Site Plan & Design Review Application Checklist



## FINAL SITE PLAN AND DESIGN REVIEW APPLICATION CHECKLIST – PLANNING DIVISION

Applicant:	Charlie Stetson AIA, LEED AP	Ca	lse #:	Date:	6-12-17
Address:	298 Old Woodward Ave	Project:	Birmingham Boutique	Hotel	

All site plans and elevation drawings prepared for approval shall be prepared in accordance with the following specifications and other applicable requirements of the City of Birmingham. If more than one page is used, each page shall be numbered sequentially. All plans must be legible and of sufficient quality to provide for quality reproduction or recording. Plans must be no larger than 24" x 36", and must be folded and stapled together. The address of the site must be clearly noted on all plans and supporting documentation.

## **Final Site Plan**

A full site plan detailing the proposed changes for which approval is requested shall be drawn at a scale no smaller than  $1^{"}$  = 100' (unless the drawing will not fit on one 24" X 36" sheet) and shall include:

- Х 1. Name and address of applicant and proof of ownership; Х 2. Name of Development (if applicable); X 3. Address of site and legal description of the real estate; х 4. Name and address of the land surveyor; Х 5. Legend and notes, including a graphic scale, north point, and date; Х 6. A separate location map; Х 7. A map showing the boundary lines of adjacent land and the existing zoning of the area proposed to be developed as well as the adjacent land; X 8. A list of all requested elements / changes to the site plan; X 9. Any changes requested marked in color on the site plan and on all elevations of any building(s); Х 10. A chart indicating the dates of any previous approvals by the Planning Board, Board of Zoning Appeals, Design Review Board, or the Historic District Commission ("HDC"); Х 11. Existing and proposed layout of streets, open space and other basic elements of the plan; Х 12. Existing and proposed utilities and easements and their purpose; X 13. Location of natural streams, regulated drains, 100-year flood plains, floodway, water courses, marshes, wooded areas, isolated preservable trees, wetlands, historic features, existing structures, dry wells, utility lines, fire hydrants and any other significant feature(s) that may influence the design of the development; X 14. General description, location, and types of structures on the site; X 15. Details of existing or proposed lighting, signage and other pertinent development features; X 16. A landscape plan showing all existing and proposed planting and screening materials, including the number, size, and type of plantings proposed and the method of irrigation; and
- X 17. Any other information requested in writing by the Planning Division, the Planning Board, or the Building Official deemed important to the development.

### **Elevation Drawings**

Complete elevation drawings detailing the proposed changes for which approval is requested shall be drawn at a scale no smaller than  $1^{"} = 100$  (unless the drawing will not fit on one 24" X 36" sheet) and shall include:

- X 18. Color elevation drawings showing the proposed design for each façade of the building;
- X 19. List of all materials to be used for the building, marked on the elevation drawings;
- X 20. Elevation drawings of all screenwalls to be utilized in concealing any exposed mechanical or electrical equipment, trash receptacle areas and parking areas;
- X 21. Details of existing or proposed lighting, signage and other pertinent development features;
- X 22. A list of any requested design changes;
- X 23. Itemized list of all materials to be used, including exact size specifications, color, style, and the name of the manufacturer;
- X 24. Location of all exterior lighting fixtures, exact size specifications, color, style and the name of the manufacturer of all fixtures, and a photometric analysis of all exterior lighting fixtures showing light levels to all property lines; and
- X 25. Any other information requested in writing by the Planning Division, the Planning Board, or the Building Official deemed important to the development.

## Section 3

Final Site Plan & Design Review-Supplemental Information

## Birmingham Boutique Hotel 298 S Old Woodward Ave Birmingham, MI 48009

## Final Site Plan & Design Review-Supplemental Information

#### **FINAL SITE PLAN**

1. Name and address of applicant and proof of ownership;

David Berman Lorient Capital as Agent for Woodward Brown Ventures L.L.C. 102 Pierce Street Birmingham, MI 48009 Phone 248-247-258.3813 <u>david@lorientcap.com</u> Proof of Ownership: see attached Covenant Deed dated 1-8-16

- 2. Name of Development (if applicable); Birmingham Boutique Hotel
- 3. Address of site and legal description of the real estate;
  - 298 S Old Woodward Avenue & 325 East Brown St Birmingham, MI 48009 See survey for legal description
- 4. Name and address of the land surveyor; Giffels Webster 28 W Adams Street, Suite 1200 Detroit, MI 48226 (313) 962-4442
- 5. Legend and notes, including a graphic scale, north point, and date; See Site Plan
- 6. A separate location map;
  - Please refer to Appendix for Vicinity and Location map

7. A map showing the boundary lines of adjacent land and the existing zoning of the area proposed to be developed as well as the adjacent land; Please refer to Appendix for Zoning Map

- 8. A list of all requested elements /Changes to the site plan.
  - Preliminary Site Plan Changes
  - Show mechanical equipment details and all screening
  - Provide exterior wall material samples
  - Add (1) additional tree to the ROW for this property along Old Woodward Ave.
  - Add pedestrian light fixtures per the Old Woodward street reconstruction project.

- Add exterior lighting and photometric studies.
- Reach agreement on traffic study between City Consultant and Project traffic consultant.
- Address removal of diagonal parking along Old Woodward with City Parking Commission.
- Address approval of valet plan with the Birmingham Police Department.
- Address all comments from City engineering department.

9. Any changes requested marked in color on the site plan and on elevations of any buildings.

• Changes described above

10. A chart indicating the dates of any previous approvals by the Planning Board, Board of Zoning Appeals, Design Review Board, or the Historic District Commission ("HDC").

- Preliminary Site Plan Approval 5-24-17
- Historic District Commission Will present 6-21-17

11. Existing and proposed layout of streets, open space and other basic elements of the plan. Refer to proposed site plan

12. Existing and proposed utilities and easements and their purpose. Refer to Civil Utility Plan

13. Location of natural streams, regulated drains, 100 year flood plains, floodway, water courses, marches, wooded areas, isolated preservable trees, wetlands, historic features, existing structures, dry wells, utility lines, fire hydrants and any other significant features that may influence the design of the development.

Refer to survey and site plan drawings.

14. General description, location, and types of structures on the site.

- Existing 1 story brick and block building at the corner of Old Woodward and Brown St.
- Existing 2 story brick and block building at the SW corner of the site.
- Existing surface parking lot.

15. Details of existing or proposed lighting, signage, and other pertinent development features.

- Refer to Landscape Site Plans, Building Elevations, and Photometric studies for exterior lighting design.
- Signage package is not yet included.

16. A landscape plan showing all existing and proposed planting and screening materials, including the number, size, and type of plantings proposed and the method of irrigation. Refer to Landscape plans.

17. Any other information requested in writing by the Planning Division, the Planning Board, or the Building Official deemed important to the development.

See Item 8 above.

#### **ELEVATION DRAWINGS**

18. Color elevation drawings showing the proposed design for each façade of the building. Refer to attached elevations and rendered perspective views.

19. List of all materials to be used for the building, marked on the elevations. Refer to attached elevations and Item 5 from the Final Site Plan & Design Review Application.

20. Elevation drawings of all screen walls to be utilized in concealing any exposed mechanical or electrical equipment, trash receptacle areas and parking areas.

#### Refer to attached elevations and rendered perspective views.

21. Details of existing or proposed lighting, signage and other pertinent development features.

- Refer to Landscape Site Plans, Building Elevations, and Photometric studies for exterior lighting design.
- Signage package is not yet included.

22. A list of any requested design changes. See Item 8 above.

23. Itemized list of all materials to be used, including exact size specifications, color, style, and the name of the manufacturer.

Refer to attached elevations and Item 5 from the Final Site Plan & Design Review Application.

24. Location of all exterior lighting fixtures, exact size specifications, color, style and the name of the manufacturer of all fixtures, and a photometric analysis of all exterior lighting fixtures showing light levels to all property lines. Refer to Landscape Site Plans, Building Elevations, and Photometric studies for exterior lighting design.

25. Any other information requested in writing by the Planning Division, the Planning Board, or the Building Offical deemed important to the development.

See item 8 above.

## Section 4

## Appendix

- 4.1 Proof of Ownership
- 4.2 Maps
- 4.3 List of Changes From Preliminary Site Plan Approval
- 4.4 Drawings

## 4.1 Proof of Ownership

DAKLAND COLINTY TREASURERS CERTIFICATE This is to cardly their there hav no definquent property large as of this date eved is our cliese on this property. No representation is made its to the status of any laxes, tax liens or lities eved to any ethor entities. JAN 12 2016 ANDREW E. MEISNER, County Treasuror Sec. 135, Act 206, 1893 as amended CHECKING COMPLETED AT REGISTER OF DEEDS JAN 122016

Content Register of Deeds

## COVENANT DEED

THIS INDENTURE is made this 8th day of January, 2016, between WMSR COMPANY, L.L.C., a Michigan limited liability company, whose address is 30150 Telegraph Road, Suite 373, Bingham Farms, Michigan 48025 ("Grantor") and WOODWARD BROWN VENTURES, LLC, a Michigan limited liability company, whose address is 102 Pierce Street, Birmingham, Michigan 48009 ("Grantee").

#### WITNESSETH:

That the Grantor, for and in consideration of the sum disclosed on the Real Estate Transfer Tax Valuation Affidavit filed herewith to it paid by the Grantee, the receipt of which is hereby confessed and acknowledged, has transferred, granted, sold, and conveyed, and by these presents does transfer, grant, sell and convey, unto the Grantee, and to its successors and assigns, forever, all that certain real estate located in the City of Birmingham, County of Oakland, State of Michigan, described on **Exhibit** A attached hereto and incorporated herein, to have and to hold the premises as before described unto the Grantee, its successors and assigns, forever.

And the Grantor, for itself, and its successors, does hereby covenant, promise and agree to and with the Grantee, its successors and assigns, that Grantor will warrant and defend the said premises with the hereditaments and appurtenances unto the Grantee, its successors and assigns, forever against the lawful claims of all persons claiming by, from or under Grantor, but against no other claims or persons.

Subject, however, to easements, zoning ordinances, and restrictions of record, if any and to the exceptions set forth on the attached Exhibit B.

The Grantor grants to the Grantee the right to make all divisions legally available to the Property under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967, as amended.

This property may be located within the vicinity of farm land or a farm operation. General accepted agricultural and management practices which may generate noise, dust, odors and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

63-15431453-scm

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## REVENUE TO BE AFFIXED AFTER RECORDING

5-23

7224 LIBER 48970 PAGE 673 \$19.00 DEED - COMBINED \$4.00 REMONUMENTATION 01/13/2016 10:57:08 A.N. RECEIPT# 4719 PAID RECORDED - OAKLAND COUNTY LISA BROWN, CLERK/REGISTER OF DEEDS IN WITNESS WHEREOF, the Grantor has executed this instrument on the date first written above and has declared this conveyance to be binding upon it and its personal representatives, heirs, successors and assigns.

WMSR COMPANY, L.L.C., a Michigan limited liability company

Bv:

Mark A. Thomas, Member

0 By: William P. Jamnick Member

STATE OF MICHIGAN ) ) SS. COUNTY OF <u>Oakiand</u>)

The foregoing instrument was acknowledged before me this  $\mathcal{J}^{\mathcal{H}_{L}}$  day of January, 2016, by Mark A. Thomas and William P. Jamnick, the Members of WMSR Company, L.L.C., a Michigan limited liability company, on behalf of said Company.

Tina M Easley Notary Public of Michigan Oakland County Expires 04/18/2021 Acting in the County of <u>United States</u>

Imamasluj

\_\_\_\_\_, Notary Public \_\_\_\_\_\_ County, Michigan

Drafted By And When Recorded, Return To:)

Send Subsequent Tax Bills To:

Grantee

Mary P. Nelson, Esq. Abbott Nicholson, P.C. 300 River Place, Suite 3000 Detroit, Michigan 48207-4225

Return to: Mark Mitchell, 102 Pierce Street, Birmingham, HI 48009

4843-7274-0652, v. 1

## EXHIBIT A

## **LEGAL DESCRIPTION**

Property located in the City of Birmingham, Oakland County, Michigan more particularly described as:

Part of Lot 21 of Assessor's Plat No. 25, being a Replat of Taber Addition and Lots 1, 2 and 3, Brown's Addition and Plat of the Northeast 1/4 of Sec. 36, Town 2 North, Range 10 East, according to the Plat thereof as Recorded in Liber 54A, Page 73 of Plats, Oakland County Records, described as beginning at the Southeast corner of said Lot 21, thence North 35 degrees 59 minutes 36 seconds West along the east line of said Lot 21 a distance of 80.47 feet, thence South 61 degrees 39 minutes 51 seconds West 34.25 feet, thence South 30 degrees 13 minutes 39 seconds East 79.76 feet to the South line of said Lot 21, thence North 61 degrees 42 minutes 50 seconds East along said South line 42.34 feet to the point of beginning.

RE: 325 E. Brown Street, Birmingham, Michigan 48009

Tax Item No. 19-36-202(09)009

## LEGAL DESCRIPTION

Property located in the City of Birmingham, Oakland County, Michigan more particularly described as:

Easterly part of Lot 3 lying adjacent to Lot 24, described as: Beginning at Northwest corner of Lot 24; thence South 35 degrees 30 minutes 00 seconds East 40.51 feet; thence South 61 degrees 32 minutes 15 seconds West 23.77 feet; thence North 36 degrees 25 minutes 04 seconds West 37.09 feet; thence North 53 degrees 16 minutes 30 seconds East 24.19 feet to beginning. Also part of Lot 21, beginning at Southwest corner of Lot 23; thence North 35 degrees 49 minutes 05 seconds West 52.93 feet; thence South 31 degrees 27 minutes 05 seconds East 52.56 feet; thence North 61 degrees 41 minutes 10 seconds East 4.04 feet to beginning. Also all of Lot 22, also Lot 23, except beginning at Northwest lot corner; thence North 61 degrees 32 minutes 15 seconds East 2.35 feet; thence South 31 degrees 27 minutes 05 seconds East 30.56 feet; thence North 35 degrees 49 minutes 05 seconds West 30.78 feet to beginning, also all of Lot 24, "Assessor's Plat No. 25", as recorded in Liber 54A, Page 73 of Plats, Oakland County Records.

RE: 298 South Old Woodward, Birmingham, Michigan 48009

Tax Item No. 19-36-202-016

## **EXHIBIT B – EXCEPTIONS TO TITLE**

1. Any facts, rights, interests, or claims that are not shown by the public records but that could be ascertained by an inspection of the property or by making inquiry of persons in possession of the property.

2. Easements, liens, encumbrances, existing water, mineral, oil and exploration rights, or claims thereof, not shown by the public records.

3. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the title including discrepancies, conflicts in boundary lines, shortage in area, or any other facts that would be disclosed by an accurate and complete land survey of the Land, and that are not shown in the public records.

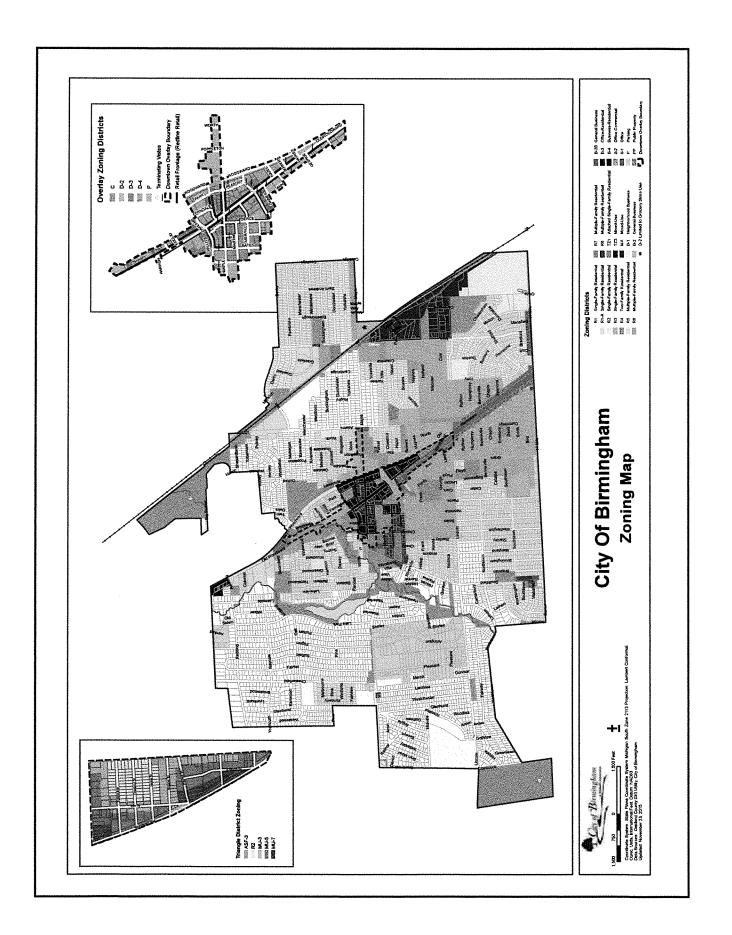
4. Taxes and assessments not assessed, due or payable as of the date hereof.

5. Subject to the rights of the public and of any governmental agency in any part of the land thereof taken, used or deeded for street, road or highway purposes.

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4843-7274-0652, v. 1

# 4.2 Maps



4.3 List of Changes from Preliminary Site Plan Review

## **BOOTH HANSEN**

June 12, 2017

298 S Old Woodward Ave Birmingham Boutique Hotel

### List of Changes from Preliminary Site Plan Approval Meeting on 5-24-17

- 1. Show mechanical equipment details and all screening
- 2. Provide exterior wall material samples
- 3. Add (1) additional tree to the ROW for this property along Old Woodward Ave.
- 4. Add pedestrian light fixtures per the Old Woodward street reconstruction project.
- 5. Add exterior lighting and photometric studies.
- 6. Reach agreement on traffic study between City Consultant and Project traffic consultant.
- 7. Address removal of diagonal parking along Old Woodward with City Parking Commission.
- 8. Address approval of valet plan with the Birmingham Police Department.
- 9. Address all comments from City engineering department.

4.4 Drawings

#### PROJECT INFORMATION

PROJECT NUMBER 1623.00

ADDRESS 298 S Old Woodward Ave Birmingham, MI 48009

CONTACTS LORIENT CAPITAL LLC David Borman & Mark Mitcheli 102 Pierce Street Birmingham, MI 48009 david@iorientcap.com / mark@iorientcap.com

TYNANGROUP, INC. Steve Morris & John P. Tynan 760 N. Frontage Road, Svite 101 Wilkowbrock, IL 60527 smorris@tynangroup.com / jytnan@tynangroup.com

APARIUM Mario Tricoci & Michael Kitchen 833 W Washington Blvd, 2nd Floor Chicago, IL 60607 mario@aparium.com / michael@aparium.com

TEAM Larry Booth , BOOTH HANSEN Ibooth@boothhansen.com

lbooth@boothhansen.com

Charlie Stetson, BOOTH HANSEN cstetson@boothhansen.com

Scott Cyphers, BOOTH HANSEN scyphers@boothhansen.com



## BIRMINGHAM BOUTIQUE HOTEL 298 S OLD WOODWARD AVE BIRMINGHAM, MI 48009

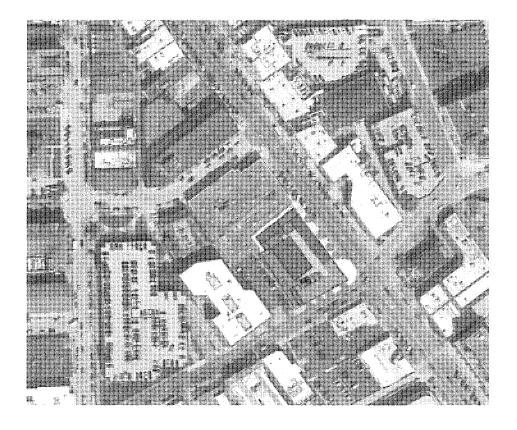
FINAL SITE PLAN & DESIGN REVIEW APPLICATION 06-12-2017



**BOOTH HANSEN** 

FINAL SITE PLAN

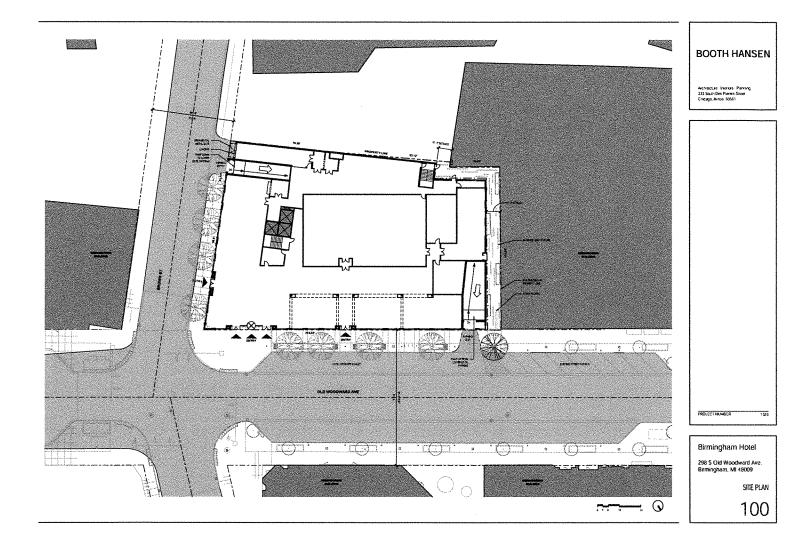
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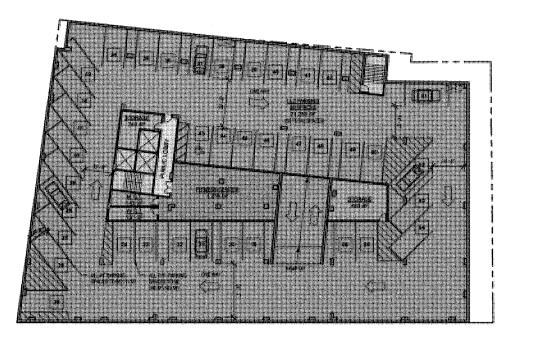


GROUND LEVEL SITE PLAN

minghem Boutique Hotel 293 S. Old Woodward Ave Brininghain, MI 48009 QS-12-2017

FINAL SITE PLAN







LOWER LEVEL 2 PLAN

298 S Old Woodward Ave. Browngtoon, MI 45003 06-12-2017

FINAL SITE PLAN

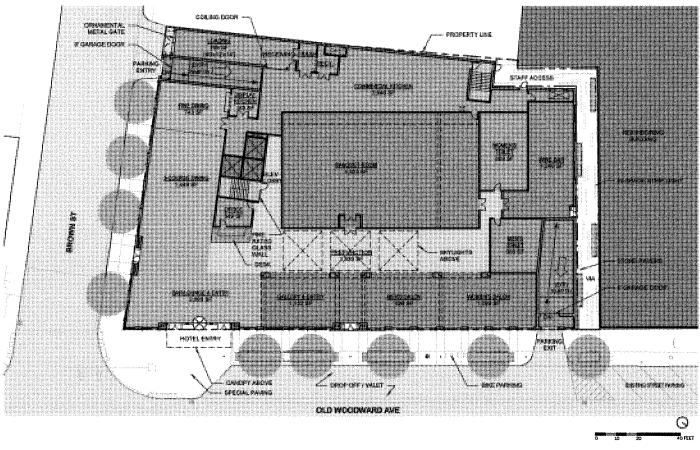


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LOWER LEVEL 1. PLAN

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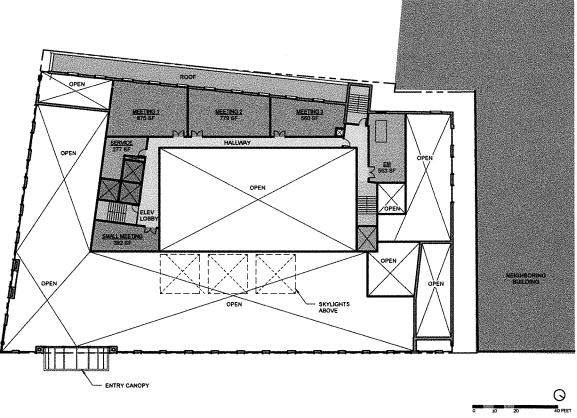
FINAL SITE PLAN



#### GROUND LEVEL PLAN

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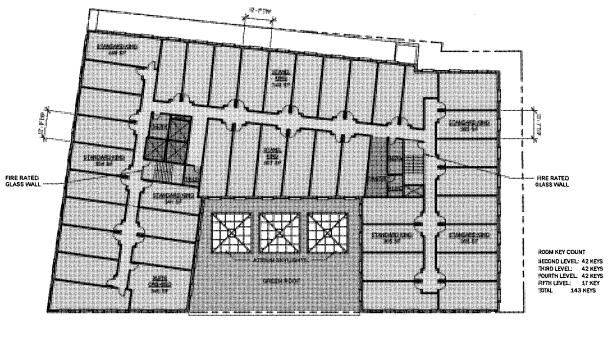
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MEZZANINE LEVEL PLAN

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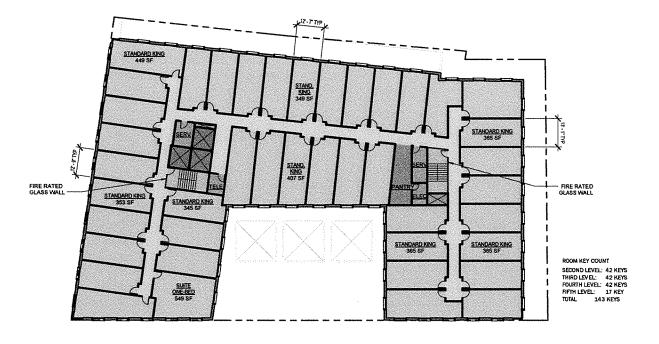


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SECOND LEVEL PLAN

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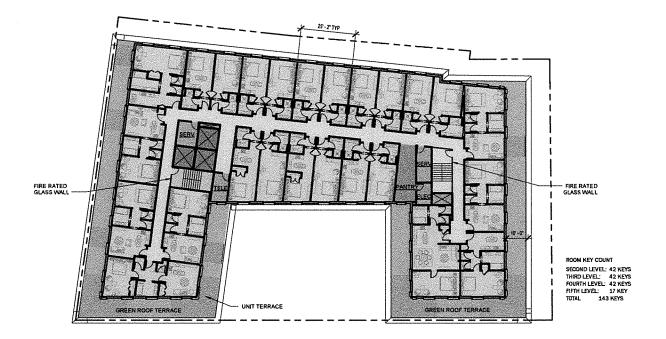
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THIRD - FOURTH LEVEL PLAN

mingham Boutique Hotel 238 S Old Woodward Ave Brmingham, MI 49009 06-12-2017

BOOTH HANSEN

FINAL SITE PLAN



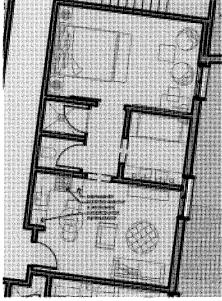


FIFTH LEVEL PLAN

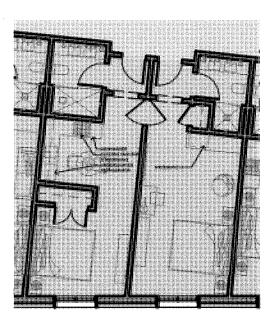
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BOOTH HANSEN

FINAL SITE PLAN





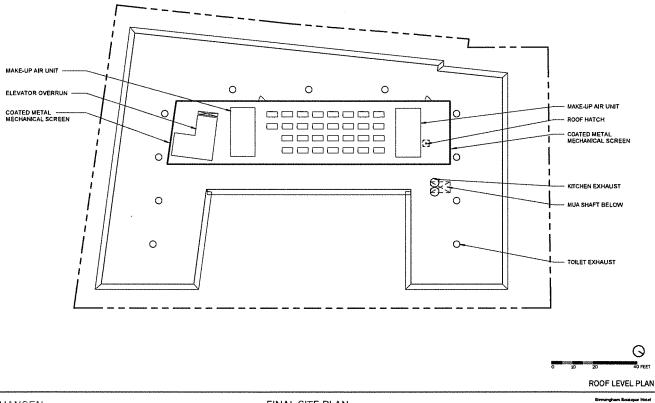


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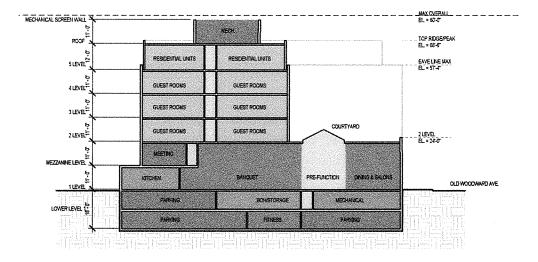
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FINAL SITE PLAN



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FINAL SITE PLAN





BUILDING SECTION

minghem Bootique Hotef 298 S Old Woodward Avc Briningham, X9 40009 06-12-2017

FINAL SITE PLAN

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**BOOTH HANSEN** 

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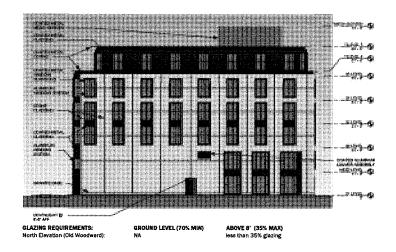


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**BOOTH HANSEN** 

FINAL SITE PLAN



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NORTH ELEVATION

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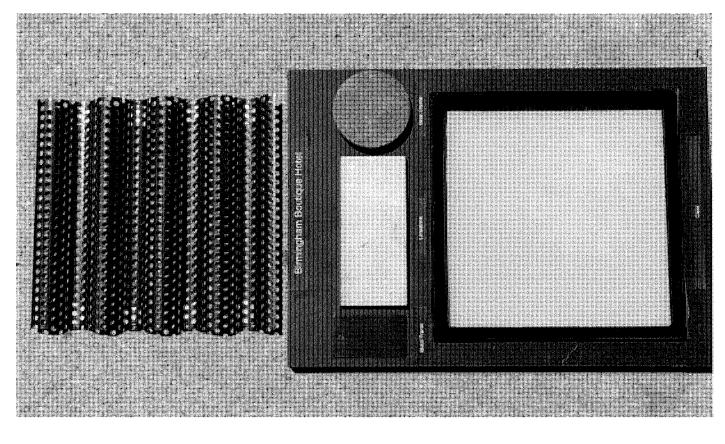
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**BOOTH HANSEN** 

FINAL SITE PLAN

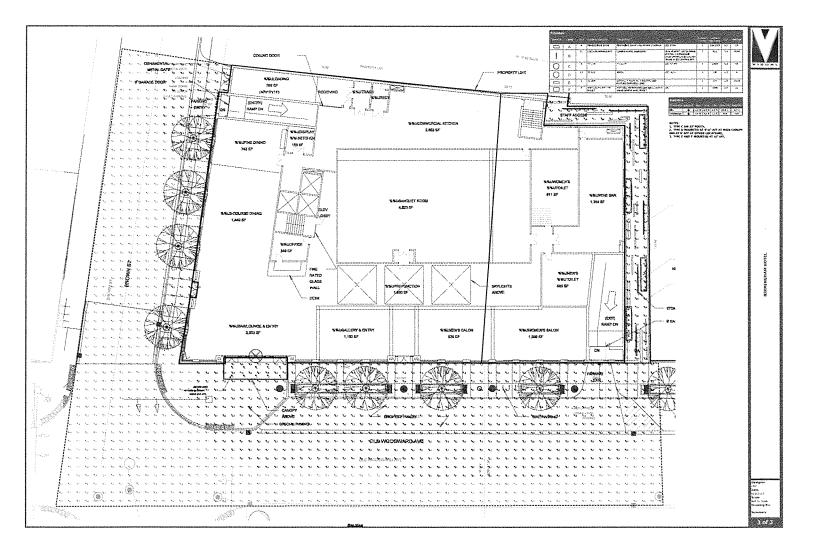
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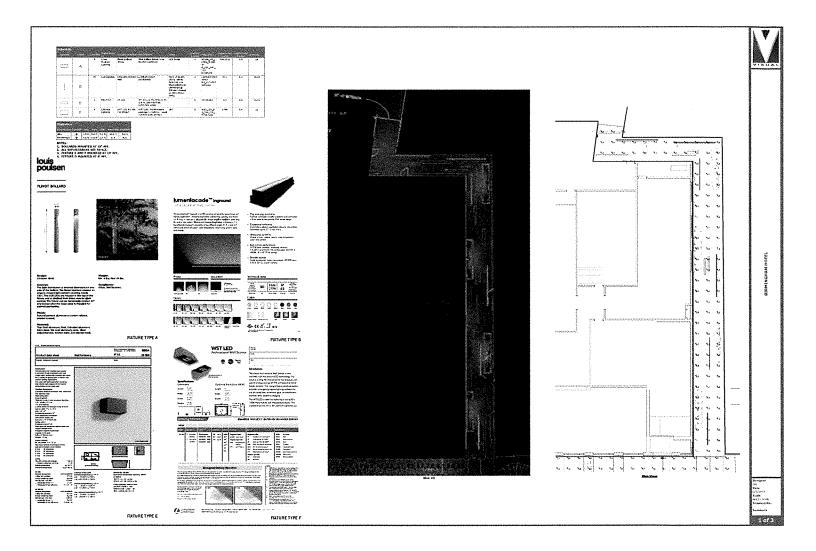


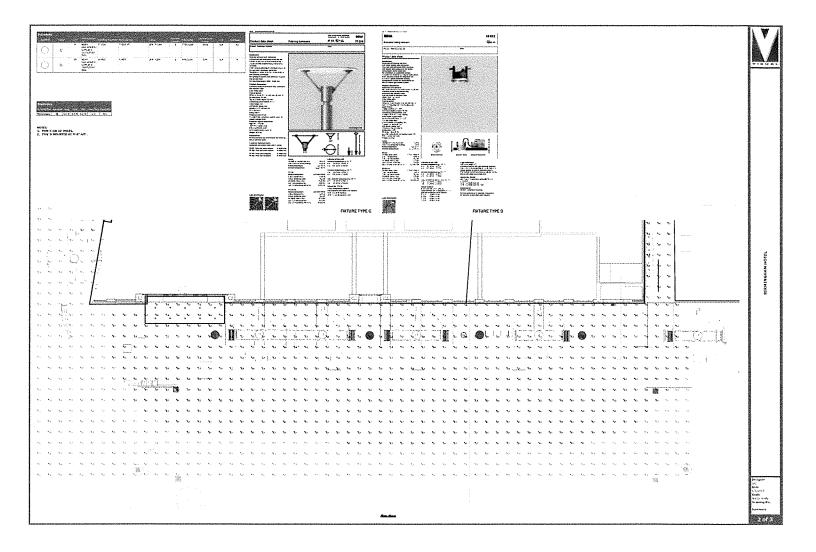
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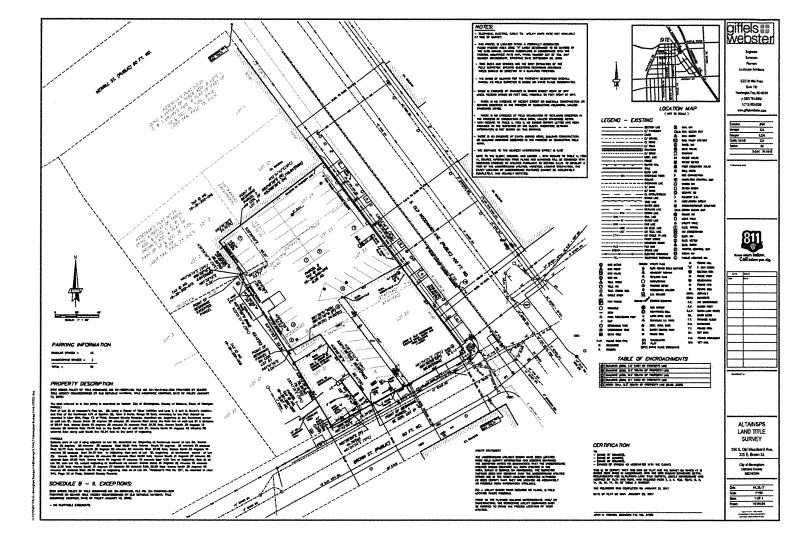
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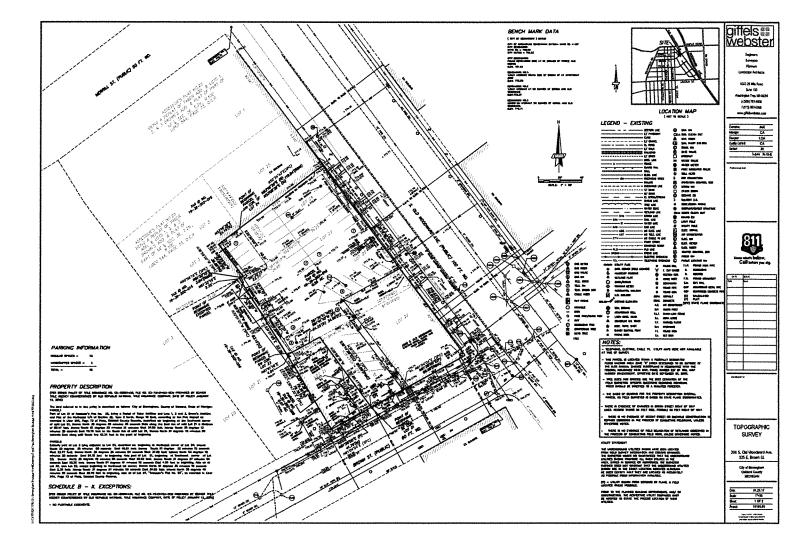
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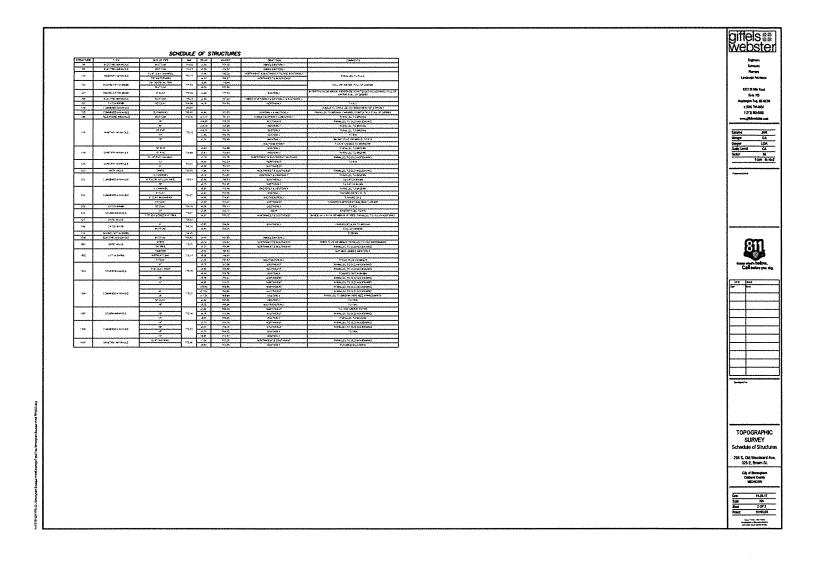












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PROJECT NUMBER Birmingham Hotel

298 S Old Woodward Ave Birmingham, MI 48009 GENERAL NOTES AND LEGEND C100

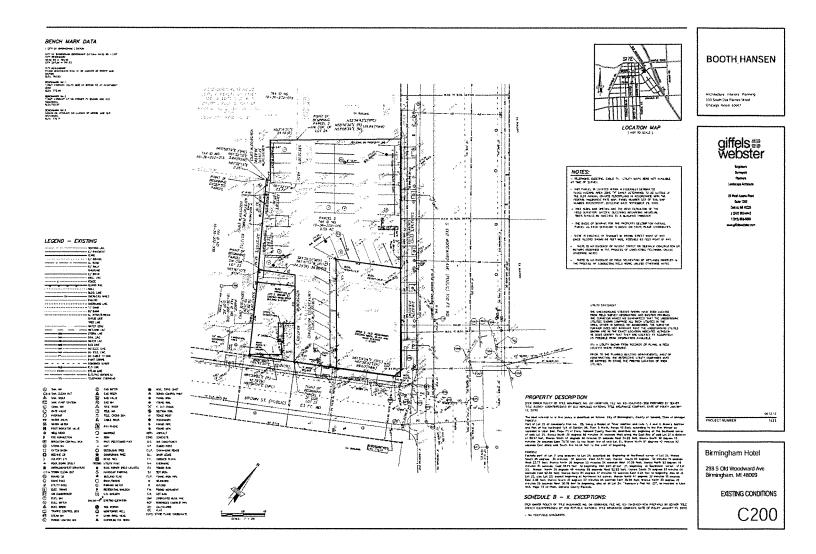
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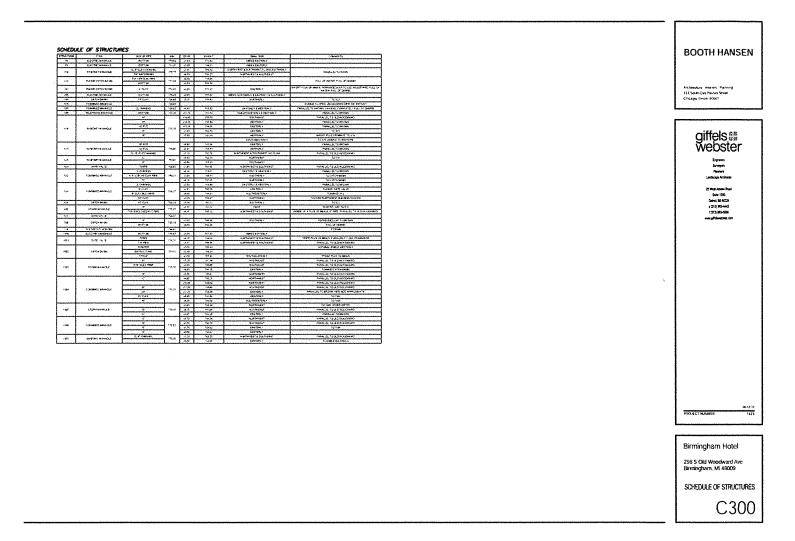
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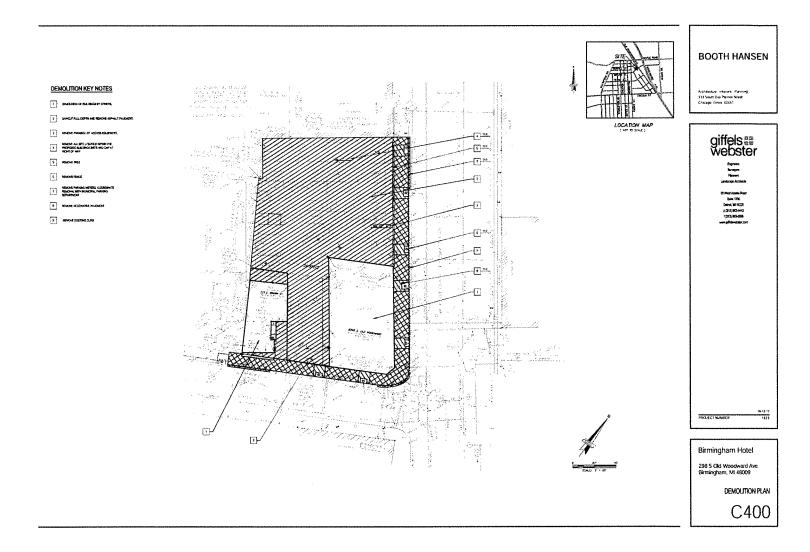
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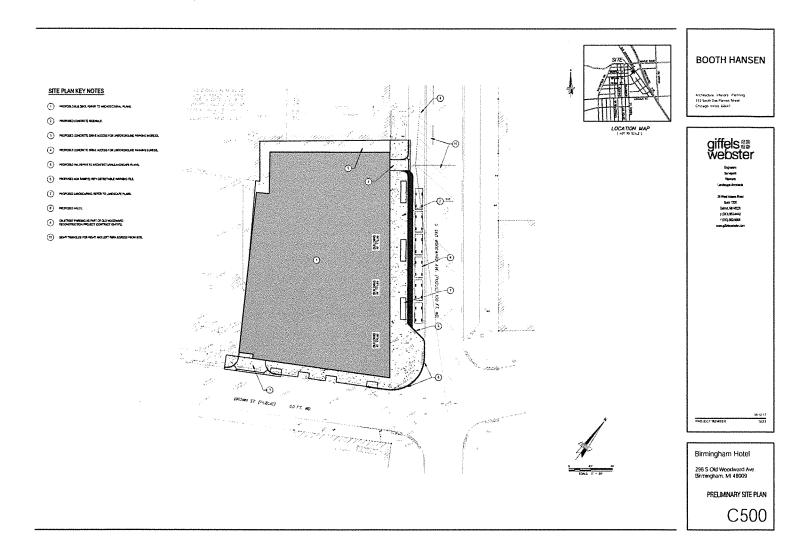
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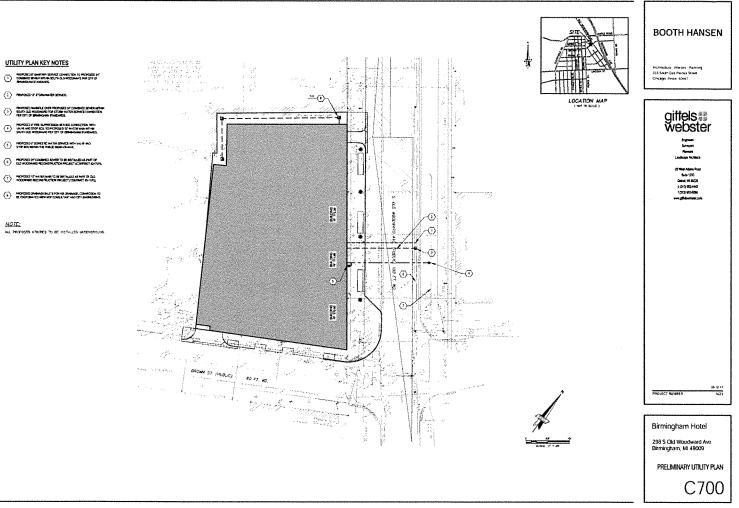
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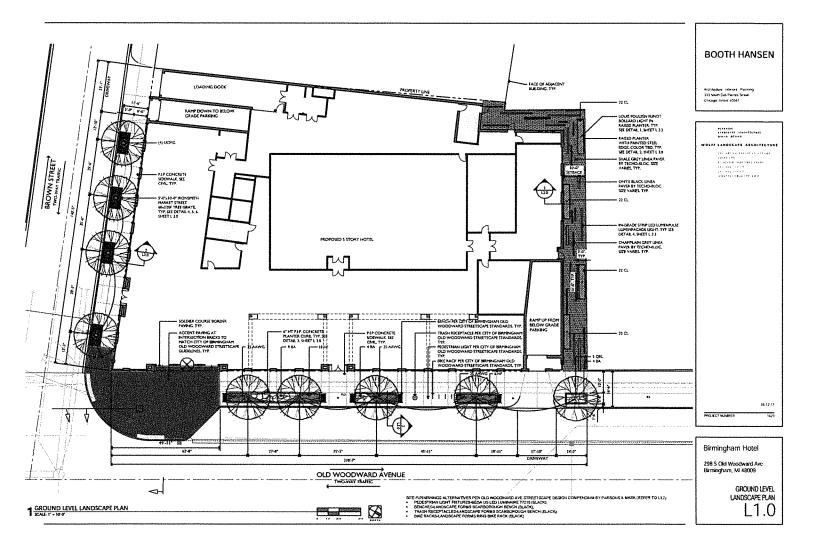


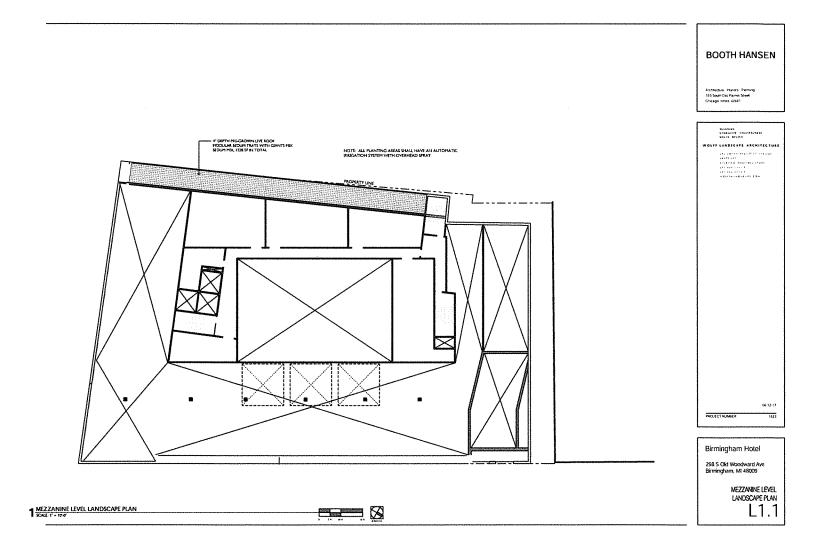






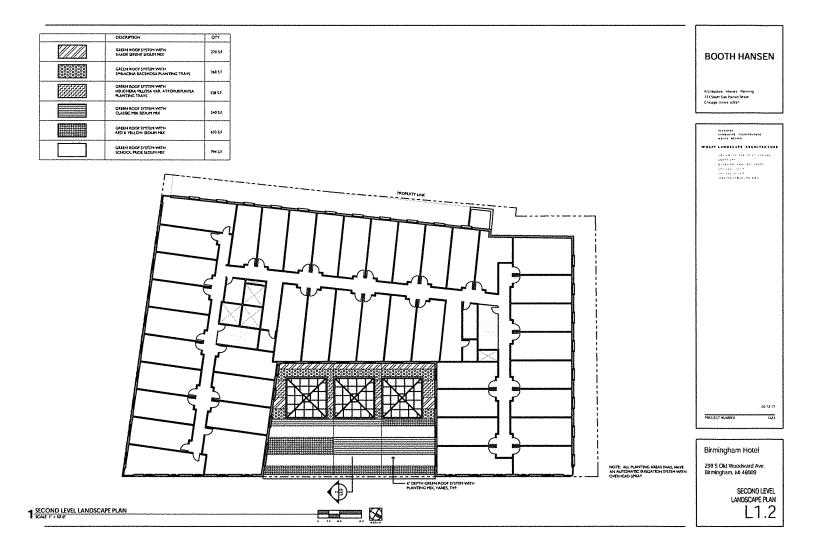




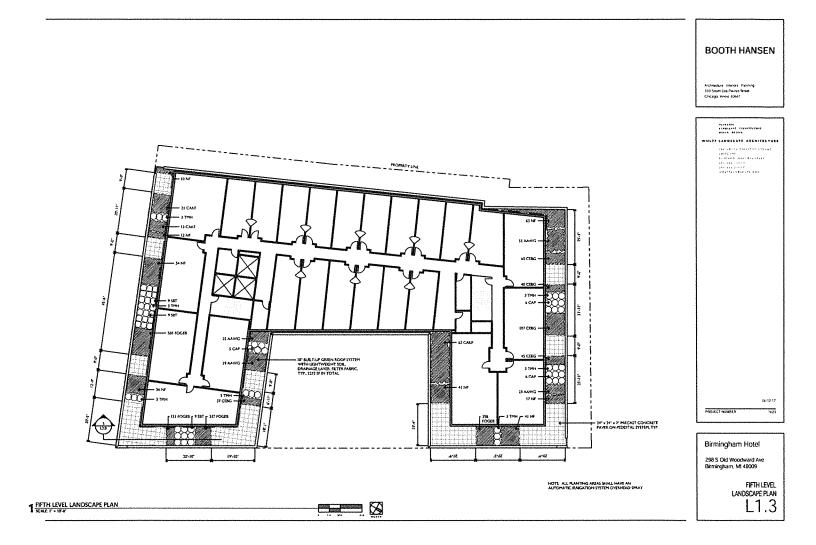


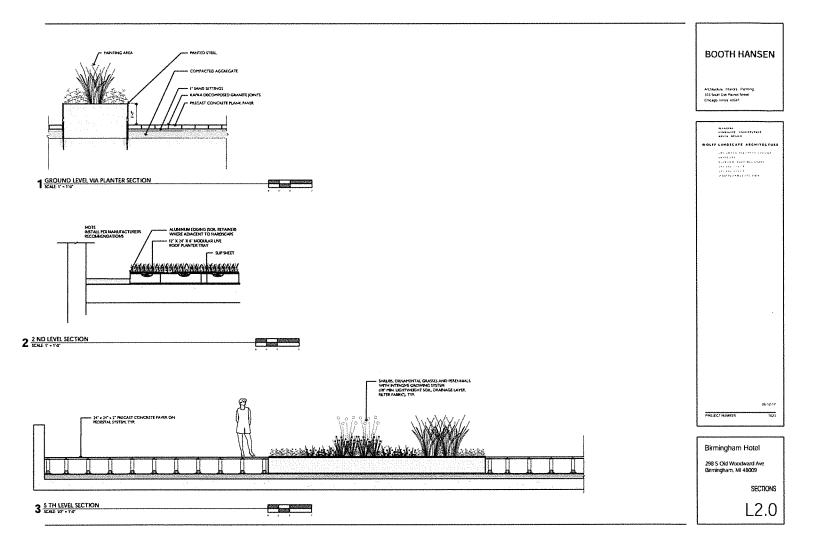
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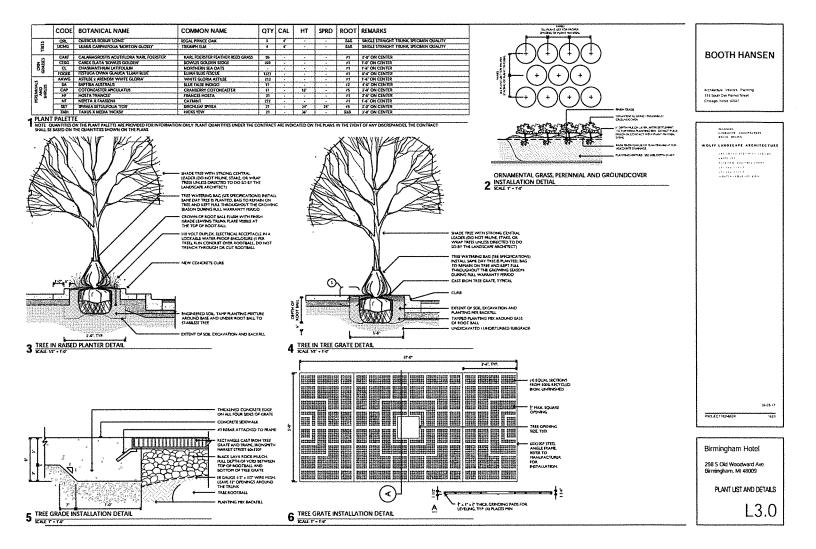


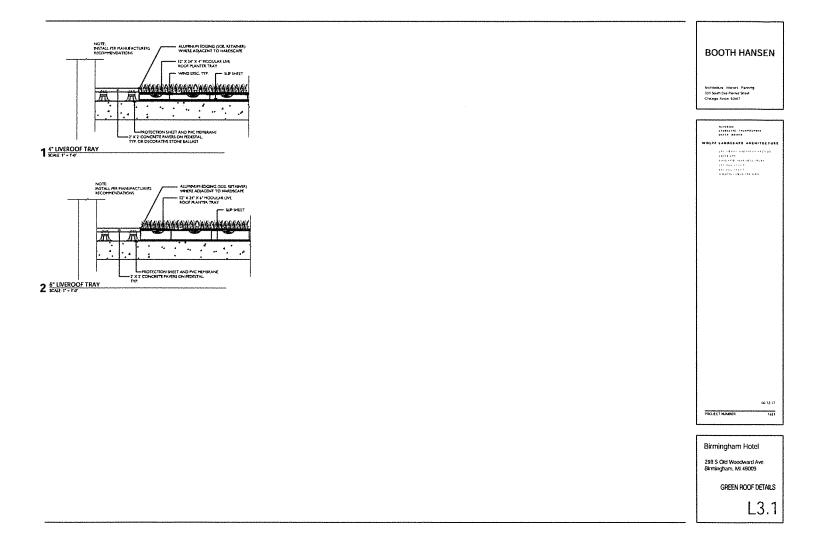
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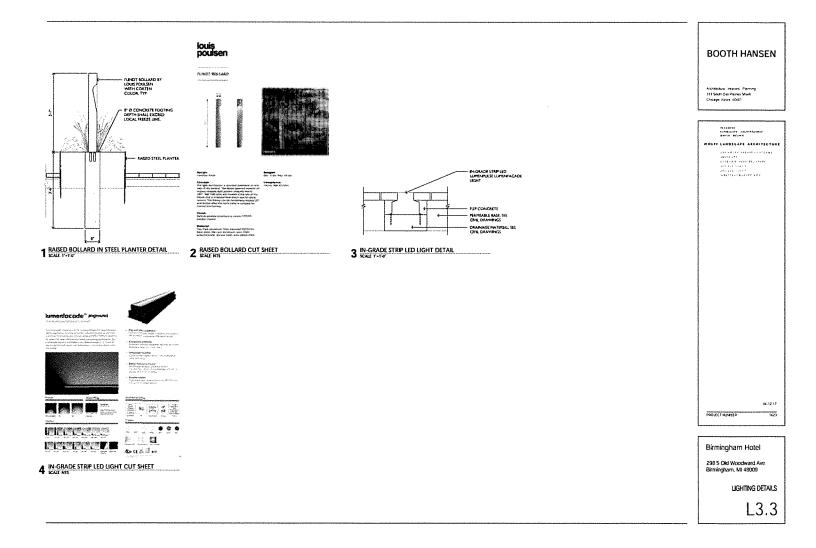


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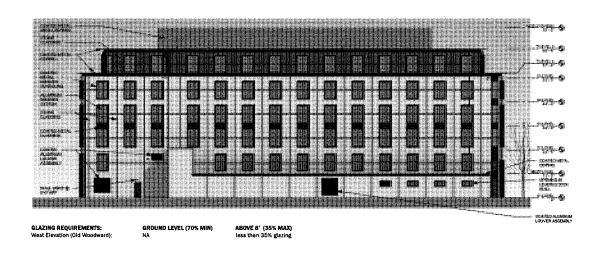
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EAST ELEVATION

Birmingham Boutique Hotel 205 S Old Woodward Ave Brinnigham, MI 48000 07-26-2017

BOOTH HANSEN

FINAL SITE PLAN



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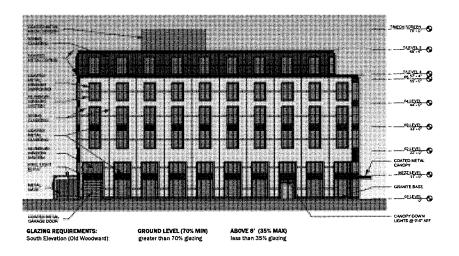
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WEST ELEVATION

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FINAL SITE PLAN

**BOOTH HANSEN** 



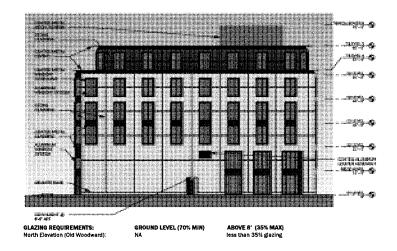
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SOUTH ELEVATION

singhan Bostique Hotel 296 S Old Woodward Ave Binningham, Hi 45009 07-26-2017

**BOOTH HANSEN** 

FINAL SITE PLAN



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NORTH ELEVATION

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FINAL SITE PLAN

**BOOTH HANSEN** 

## MAJOR EVENT TRAFFIC PLAN 298 S. OLD WOODWARD HOTEL

TRIGGER EVENT:	Description of Event:
Any event where the attendance in the banquet room plus the meeting rooms is expected to equal or exceed the (building code) capacity of the banquet room of 321 persons.	
Important Fact to Consider During a Major Event at the hotel:	The hotel will have two levels of underground parking which will be used during a Major Ever This parking provides the hotel and community with a great advantage as immediate queuing of cars will be under the hotel and <i>not</i> on S. Old Woodward, S. Old Woodward will not be congested and traffic should not be adversely impacted.
Description of Valet set-up and layout including points of ingress and egress.	<ul> <li>Staging of Vehicles:</li> <li>1<sup>st</sup> point of arrival is front of hotel.</li> <li>2<sup>nd</sup> a valet moves car underground by turning right onto Brown Street and entering the hotel underground parking garage at the Brown Street entrance and queues cars for valet movement from garage.</li> <li>3<sup>rd</sup> a valet moves cars to offsite parking structures from underground garage staging area by exiting garage with a rig turn onto S. Old Woodward and disburses vehicles from that point.</li> </ul>
Notice will be given to stakeholders of any Major Event at the hotel.	<ul> <li>Notice to Stakeholders:         <ul> <li>Meeting with Valet and all Hotel personnel.</li> <li>Alert Birmingham Police Department</li> </ul> </li> <li>Transmittal List:         <ul> <li>City of Birmingham Police Department</li> </ul> </li> </ul>

# **PRIM**

June 20, 2017

Ms. Jana L. Ecker Planning Director City of Birmingham 151 Martin Street Birmingham, MI 48012 *Via Electronic Mail* 

## Re: Traffic Management Plan For Birmingham Boutique Hotel at Brown and Old Woodward (the "Hotel")

Dear Ms. Ecker,

As previously shared, Aparium Hotel Group ("Aparium"), as manager of the Hotel, has extensive experience operating valet and parking in like hotel properties in urban and suburban environments with heavy densities and significant traffic flow.

Our entire Front of House staff is expertly trained to handle back flow of guest arrivals. In delivering the very best, luxury service, the first and last guest experience is imperative to our overall success and much stress is put on providing seamless arrival and departure experiences. Our Standard Operating Procedures or "SOPs" are attached as it relates to the Valet component.

In addition, it is very important to us that we are in regular communication with the applicable City channels when we expect large events and increased traffic patterns. As such, we are more than happy, as is the case with our other hotels, to put into practice the following.

- 1.) City parking deck utilization data and reports will be reviewed considering the day, time and month to determine the most suitable parking structure(s) for major events and prioritize their use.
  - a. The Pierce Street deck will be the default parking structure for daily operations of the Hotel.
  - b. Should the Pierce Street structure be fully occupied, the Peabody and Chester parking structures may be used, particularly if there is an event that will require these alternative structures.

# PRIM

- c. To accommodate the longer turnaround times at the Chester and/or Peabody structures, we will consider the use of shuttles to shorten the car retrieval times.
- 2.) The City Police Department will be given advanced notice for major events that would cause for significantly greater traffic patterns.
- 3.) Guests to the Hotel, for any purpose, will be instructed to the greatest extent possible to arrive from the north on Old Woodward for valet drop off.
- 4.) If Old Woodward traffic is expected to be impeded for a meaningful period of time, operations will commit to hiring suitable traffic control persons (i.e. off-duty police) to assist and enforce proper traffic flow.
- 5.) Rather than queuing cars extensively on Old Woodward, the garage would be used for short term arrivals/departures to keep Old Woodward free of congestion.
- 6.) All of the Front of House ("Ambassador") staff will be cross-trained to park and retrieve vehicles and will act quickly to fill any voids in valet staff should in unexpected influx of traffic arrive to the Hotel.

We are, of course, open to further recommendations and suggestions from the City. We remain very confident in our ability to operate the arrival/departure experiences at a world-class hospitality level, without causing burden to the City as a result of the Hotel.

Sincerely,

Mati

Mario Tricoci CEO Aparium Hotel Group

### Attachment:

Aparium Hotel Group Employee Resource Guide (Arrival / Departure Related Contents)

## **GUEST SERVICES SEQUENCE OF SERVICE**

The Sequence of Service is the recommended order that service will be given to every guest or tasks that will need to be done during, before, or after the interaction. Each sequence is created to consistently meet the standards and to ensure efficient and effective service or completion of tasks.

#### VALET

Guest Automobile Security

- Always be aware of strangers loitering on the hotel driveway or in the garage
- The valet areas should be off-limits to those who are not associates of the hotel
- If you spot anyone who is without a specific purpose in the valet's area or is loitering, notify your supervisor or security immediately

The following services should be made available through a local garage or auto service:

- Jump starting (based on valet company liability coverage)
- Fixing a flat tire or adding air
- Window washing
- Car wash/auto detailing
- Gas and oil
- Maintenance
- Lock out assistance
- Associates should not change tires on behalf of guests because of liability issues. It must be done by qualified
  mechanics through a garage or auto service

Handling a challenging guest request

- We will attempt to accommodate any reasonable request that a guest makes
- When a guest asks for something we do not have or is difficult to provide, follow the problem resolution standards:
  - Listen carefully to what the guest is saying
  - Begin with a positive attitude, empathize
  - Ask questions when appropriate
  - o Offer options; let guest select solution
  - o Follow-up and ensure the solution was given
  - o Tell and involve your manager



#### **Parking Vehicles**

#### Sequence of Service

	Explain parking	Review vehic	le N	
Greet guest	options	/ for damage	Park vehicle	e Store keys
		A	/	

- 1. Greet the guest
  - a. Approach the guest, acknowledge them within 10 seconds of arriving, "Good morning, welcome to the hotel, will you be valet parking with us today?" if the guest indicates yes, "May I have your name please?"
  - b. Next, radio the Front Desk with the name of the guest to start the check in process.
- 2. Explain parking options
  - a. For valet parking inform guest of valet charge for overnight guests only
  - b. Generally tickets are marked to indicated whether a guest is parking for an event and will need to pay at the cashier station in the event space or guest is staying in the hotel and charges to be added to the guest room folio
- 3. Review vehicle for damages. Vehicles should be checked for:
  - a. Pre-existing damage. If applicable, a notion should be made on the reverse of the ticket or where available. The guest should be notified of damage on the vehicle while the guest is there, whenever practical, if damage is of concern advise your manager to ensure the guest is informed
  - c. Any items of value left in the vehicle should be reported to a manager or supervisor, with notation on ticket
  - 4. Park Vehicle
    - a. If you must move the seat of a guest's automobile to safely operate it, return the seat to its original position when you exit the car
    - b. Do not smoke, eat, or drink in any guest's car
    - c. Do not listen to or change stations on the radio
    - d. Do not drive a guest's automobile to any location outside the designated delivery points, unless instructed to do so by the garage manager
    - e. Ensure door locks, lights and windows are properly secured
    - f. Do not spin wheels
    - g. Do not slam door or trunk
    - h. Check side view mirror before opening door
    - i. Do not rev the car engine



- j. While driving in the garage, on the motor concourse, or on the street, you should obey all traffic, directional and stop signs
- k. Leave the appropriate portion of the ticket on the dashboard to identify and match numbers when the car is retrieved.
- I. For security reasons, do not write the guest's name and room number on the portion of the ticket that remains visible in the vehicle

#### 5. Store Keys

- a. Tag the car keys
- b. Place keys in locked valet cabinet
- c. Retain the valet ticket portion containing vehicle condition and place in filing system
- d. Do not hold a set of keys for any length of time



#### **Retrieving Vehicles**

#### Sequence of Service

- 1. Retrieve ticket from valet printer or other device
  - a. Upon receiving ticket from printer or other device, locate the valet ticket number for retrieving keys
  - b. Retrieve keys from locked cabinet
  - c. Open cabinet and match the guest ticket number to the valet ticket
- 2. Locate vehicle
  - a. Review valet ticket attached to keys to identify parked location of vehicle
  - b. Upon locating vehicle cross reference valet ticket attached to keys to the valet ticket placed in the vehicle
- 3. Drive vehicle to the front drive
  - a. If you must move the seat of a guest's automobile to safely operate it, return the seat to its original position when you exit the car
  - b. Do not smoke, eat, or drink in any guest's car
  - c. Do not listen to or change stations on the radio
  - d. Do not drive a guest's automobile to any location outside the designated delivery points, unless instructed to do so by the garage manager
  - e. Ensure door locks, lights and windows are properly secured
  - f. Do not spin wheels
  - g. Do not slam door or trunk
  - h. Check side view mirror before opening door
  - i. Do not rev the car engine
- 4. Wait for the guest
- 5. Greet the guest
  - a. Inquire if the guest would like a bottle of water
  - b. Retrieve bottled water from the refrigerator underneath the valet counter
- 6. Obtain claim ticket
  - a. Verify the valet claim ticket to the ticket in the vehicle
- 7. Inquire if the guest enjoyed their visit

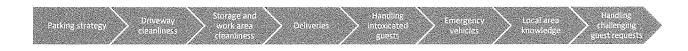
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- 8. Assist the guest with any items
  - a. Inquire where the guest would like the items placed in the vehicle
  - b. Items are to be handled with the utmost of care. Do not toss carelessly or stack improperly in vehicle
- 9. Offer directions
  - a. Inquire if the guest is in need of directions, if the guest says yes, maps and printed directions for popular destinations should be readily available at the door post
- 10. Bid the guest farewell



Door Post General Responsibilities Sequence of Service



#### 1. Parking strategy

- a. The traffic lane closest to the hotel must be kept clear for the convenience of arriving and departing guests
- b. Established hand signals should be used by door posts with a professional and directive motion while moving traffic through the hotel drive
- c. Arriving guest automobiles should be removed from the hotel entrance immediately to the parking garage
- d. Automobiles should not remain on the drive, this causes congestion and detracts from the welcoming environment of the hotel entrance
- e. Door posts should ensure consistent posting of valet hikers on the drive. Valet hikers must be immediately available to handle all automobiles
- f. Temperature permitting, parked automobiles should have their engines turned off
- 2. Driveway cleanliness
  - a. Cleanliness is imperative to the hotel's image
  - b. Litter on the drive and entrance way, ash-urns and trash cans are to be the responsibility of the door attendant to monitor and maintain
- 3. Storage and work area cleanliness
  - a. Umbrellas are freely available at the front door and a stock is kept to ensure they are always available to resident guests of the hotel
  - b. Water bottles for guests should be available at all times, a cooling facility fridge or large ice bin should be available within close access to the drive to ensure a constant cold supply is available
- 4. Deliveries
  - a. Large deliveries are to be made through the loading dock without exception
  - b. Receiving and banquets are to be notified immediately by telephone when deliveries are referred to the loading dock
- 5. Handling intoxicated guests
  - a. In the event you observe a guest to be unsuitable to operate their automobile due to intoxication, you are to contact the GSM and security



- b. Do not release the automobile unless approved by GSM and/or security. Look for the following conditions:
- c. Slurred speech or diction
- d. Physical coordination- stumbling or falling
- e. Impaired judgment
- f. If a guest is under the influence of alcohol, offer a taxi or the designated driver service through hotel valet to take the guest home or if necessary offer a room to stay-over
- g. The most senior person on duty will handle this tactfully and preferably out of the public view without embarrassing the guest
- 6. Emergency vehicles
  - a. In case of emergencies, all staged or parked automobiles must be promptly moved in the anticipation of emergency automobiles
  - b. Door post and valet hikers/parking attendants are to direct emergency response personnel to the proper area within the hotel, always providing clear and precise directions
  - c. Contact security immediately via radio
- 7. Local area knowledge
  - a. Door posts and valet parkers are to be well informed and knowledgeable on routes to popular destinations and approximate costs of taxis
  - b. Popular roadways or transportation methods to be knowledgeable about include:
  - c. Knowledge of the highways, interstates, and motorways within the hotel's vicinity
  - d. Directions to and from airports, approximate costs
  - e. Airport shuttle services, approximate cost
  - f. Provide guest destinations to the cab driver (especially if there may be a language barrier)
  - g. Popular destinations and routes to be knowledgeable include:
  - h. Directions and locations of the various restaurants and cuisines, bars and night clubs of interest
  - i. Directions to shopping centers, fashion malls, museums, hotels
  - j. Directions to sport facilities and main tourist attractions
  - k. Knowledge of hotel activities relating to arrivals and departures of guest functions
  - I. Knowledge of jogging trails
  - m. Knowledge of nearest ATM or bank
- 8. Handling a challenging guest request
  - a. We will attempt to accommodate any reasonable request that a guest makes
  - b. When a guest asks for something we do not have or is difficult to provide, follow the problem resolution standards:

N.,



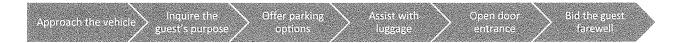
- c. Listen carefully to what the guest is saying
- d. Begin with a positive attitude, empathize
- e. Ask questions when appropriate
- f. Offer options; let guest select solution
- g. Follow-up and ensure the solution was given
- h. Tell and involve your manager

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#### Arriving Guest

Sequence of Service



- 1. Approach the vehicle
  - a. Be aware of all activity in the main entrance area. When an automobile approaches, move towards the vehicle and observe occupants
  - b. After you have opened the door and established eye contact, acknowledge the guest by saying "welcome to the hotel."
  - c. If the guest is a return guest, welcome them back by saying, "Welcome back, Mr. Smith. We are glad to see you."
  - d. Dialogue should be attentive and natural
  - e. Door posts should remain outside the hotel positioned between drive and front doors, striving to greet all automobile doors and assist guests
- 2. Inquire the guest's purpose
  - a. If guest is arriving via house transportation, guest purpose should be determined from the communication center agent or metro dispatch
  - b. If guest is arriving in transportation other than house car, decide if the guest is checking in or just visiting the hotel
  - c. Determine the reason for the guest's arrival by asking, "How may I assist you today?" or "Welcome back" The guest will provide you with the needed answer if they are checking in, returning, or attending an event or function in the hote!
  - d. Ask the guest their name if unknown or check valet ticket
  - e. Assist the guest based upon the reason for their visit
  - f. If the guest is checking in, immediately radio front desk post of guest arrival in order for escorting ambassador to retrieve the key packet and exit to meet the guest in the courtyard
- 3. Offer parking options
  - a. Offer the guest parking options for:
    - i. Checking in to the hotel
    - ii. Dining in the restaurant
    - iii. Visiting an in house guest
    - iv. Using the spa



- v. Attending a function
- b. Be informed of the prices for valet
- c. If parking options are available at your hotel, they should be offered at this time
- d. Know how to respond to guests who request for their vehicle to remain in the driveway
- e. Have street parking information readily available to hand out to guests

#### 4. Assist with luggage

- a. Remove luggage from automobile promptly once doors are open and salutation is completed
- b. Immediately look on the luggage tags for guest's name and count pieces. Confirm with the guest using guest name, "Mr. Smith, we have 3 pieces of luggage. Is this correct?"
- c. If the guest has multiple pieces they are unable to handle, you can assume they will accept your offer of assistance. Explain to the guest, "Mr. Smith, we will have the luggage delivered to your room shortly."
- d. Tag each piece of luggage and provide bell post with claim stubs
- e. Guest luggage is to be handled with the utmost of care. Do not toss carelessly or stack improperly on cart or in storage areas
- f. If luggage is damaged pre-arrival, such as a loose handle or broken zipper, offer damage repair. "Mr. Smith, I noticed your suitcase handle is loose. We can have that sent out and repaired for you" Advise your manager of the response and ensure prompt follow up of the request
- 5. Open door entrance
  - a. The front door will always have an associate in position to assist with opening and closing of the door
  - b. All interactions with guests should be enthusiastic, upbeat, positive and immediate
  - c. When giving a guest directions, escort them towards the destination until they are comfortable they can find it (for non-check in guests)
  - d. Be informed of the daily functions and events that are happening at your property
- 6. Bid the guest farewell
  - a. As a final contact courtesy for a guest arriving to the hotel, bid the guest an enjoyable stay by saying, "Mr. Smith, enjoy your stay with us."
  - b. If the guest has arrived at the hotel for a reason other than checking in, you can say, "Enjoy your dinner this evening in the restaurant."
  - c. Inform the guest that they may pay for valet by credit card at the front desk.



#### Departing Guests

Sequence of Service

	©pen d	oor entrance Offer assistance Inquire to guest's Bid the guest farewell needs
1.	Open do	oor entrance
	a.	Door Post will hold doors open for all arriving and departing guests
	b.	The Door Post is in control of maintaining the flow of the driveway or front entrance. A crunch procedure is to be established when the door becomes busy. This includes greeting guests, parking cars and handling of luggage
	с.	All interactions with guests should be enthusiastic, upbeat, positive and immediate
	d.	Door Posts should remain outside the hotel positioned between drive and front doors, striving to greet all automobile doors and assist guests

#### 2. Offer assistance. Here are some suggested phrases:

- a. "How can we help you?"
- b. "Let me take your luggage miss."
- c. "Can I assist you with directions?"
- d. "Do you need assistance with transportation?"
- 3. Inquire to guest's needs
  - a. Be aware of guests leaving the hotel and anticipate their purpose for their exit of the hotel. Guest will either be:
  - b. Checking-out of the hotel and in need of transportation
  - c. In need of transportation to another location
  - d. Walking to their next destination
  - e. Ask departing guests if they would like directions to their destination by saying, "Mr. Smith, do you need directions for the airport?" if the guest says yes, maps and printed directions for popular destinations should be readily available at the Door Post

If a guest is checking-out and departing from the hotel, determine:

- a. Where the guest is going and if they need transportation
- b. If the guest is going to the airport, ask what time their flight is and what airline they are flying on. Provide any useful information about the airport.



#### Arrange transportation via taxi

- a. Front desk is responsible for all taxi requests.
- b. If valet receives a request they radio guest services to place the call.
- c. Quote the guest the approximate arrival time of the taxi.
- d. Ensure the quality of the taxi cabs used is of our hotel standards and the expectations of our guests
- e. Maintain orderly queue of taxis if they are waiting for guest pick up
- f. Respect guest requests for air-conditioning, non-smoking, etc.
- g. Door attendants have the ability to reject taxis that are not deemed appropriate
- h. Verify interior of taxi and overall cleanliness and condition of automobile
- i. Door Attendant should ask guest of their destination and advise taxi driver
- j. Verify the driver understands the destination. Door Attendant may be expected to give the approximate cost of the taxi ride
- k. Provide guest destination to cab drivers, giving written directions to guest. It is the responsibility of the Door Post and not the guest to inform the driver of the destination

#### Arrange transportation busses

- a. Be aware of all planned pickups and drop offs by coach companies planned by the hotel
- b. The door attendant should ensure that the driver has detailed directions for the guest's destination to ensure against errors

#### Arrange transportation limousine

- a. The hotel will develop local procedures to ensure the smooth communication between the limousine car service, concierge desk and Door Attendants
- b. Door Attendant will ensure that drivers maintain decorum and composure expected of all associates
- c. Drivers will advise the Door Attendant of pick up times and information. It is important that the Door Attendant maintains good control of the location and placement of drivers while waiting for guests
- d. Door Attendant should communicate directly with concierge when drivers arrive at the hotel to ensure good communication with the guest
- 4. Bid the guest farewell
  - a. Offer all departing guests a sincere farewell by saying, "Thank you Mr. Smith for staying with us. We look forward to your return," or "Goodbye Mr. Smith, have a safe journey."
  - b. Always use the guest's name during departure. This provides a sense of caring and appreciation that the guest chose us as their hotel of choice
  - c. Ensure that the door of the automobile is closed securely



Land Use	ITE Use Size	Weekday Trips	AM Peak-Hour Trips			PM Peak-Hour Trips			
			In	Out	Total	In	Out	Total	
	Giffe	els Webster (GV	V) Forecast A	ppearing	in Its Rep	ort of 5-1	1-17		
		Trips on Av	erage Weekda	ay withou	t Special	Events			
Apartments	220	17 d.u.	113	2	7	9	7	4	11
Hotel <sup>3</sup>	310	126 rooms	755	40	27	67	39	37	76
Subto	tals (mir	)	868	42	34	76	46	41	87
Addit	tional Tri	os on a Day Exp	eriencing Max	cimum Us	e of Banq	uet and M	eeting R	ooms	
Banquet Room	-	321 seats	Unk.	107	0	107	0	80	80
Meeting Rooms	-	174 seats	Unk.	58	0	58	0	44	44
Subtotals		Unk.	165	0	165	0	124	124	
		Wee	ekdays Featur	ing Specia	l Events				
Tota	als (max)		Unk.	207	34	241	46	165	211
Fleis	& Vando	enBrink (F&V) F	orecast Appe	aring in I	s Letters	of 5-09-17	and 5-1	9-17	
Apartments	220	17 d.u.	113	2	7	9	7	4	11
Hotel	310	126 rooms	1,029	40	27	67	39	37	76
Subtotals		1,142	42	34	76	46	41	87	
Banquet Facility	710	321 seats	1,186	160	0	160	0	148	148
Mtg. Facilities	710	174 seats	709	95	0	95	0	103	103
Subtotals		1,894	255	0	255	0	251	251	
Totals		3,036	297	34	331	46	293	339	
Differences between Total Forecasts, GW(max) – F&V		Unk.	- 90	0	- 90	0	- 128	- 128	

## Comparison of GW and F&V Trip Generation Forecasts<sup>1,2</sup>

<sup>1</sup> GW would like to note for the record that it had not received the May 9 forecast prior to completing the analysis discussed its May 11 report.

<sup>2</sup> A trip is defined as a one-directional vehicular movement to or from the site.

### BIRMINGHAM BOUTIQUE HOTEL GW RESPONSES TO F&V COMMENTS OF 5-19-17

- 1. The latest trip generation forecasts of Giffels Webster and Fleis and VandenBrink are compared in the attached table, per F&V's request of 6-12-17.
- 2. In any future analyses, we would propose to limit the Synchro street network to Old Woodward's intersections with Brown and Merrill. As in earlier analyses, only the Brown intersection would be considered part of the study area; the Merrill intersection would be included only to reflect any influence it might have on SB traffic approaching Brown.
- 3. As can be seen on our attached aerial photo, the NB Old Woodward approach to Brown is wide enough to facilitate its restriping to match the directional distribution of both current and future traffic volumes. Presently, the left-turn lane is too short and the right-turn lane is unnecessarily long. Pending the City's 2022 provision of a continuous left-turn lane on this section of Old Woodward, this approach could be restriped to lengthen the existing 80-ft-long left-turn lane to as long as 200 ft, thereby substantially decreasing the potential frequency of left-turn vehicles spilling back into the through lane. In conjunction with this restriping, it would be advisable to relocate the Old Woodward crosswalk at Daines to the south side of the intersection (i.e., out of the left-turn lane entry gap and nearer the existing SB bus shelter).
- 4. Despite the modeling need to identify a discrete exit point from the valet service bay, assumed here to be the longitudinal midpoint, the actual exiting points will vary with stopping position and the manner in which vehicles are processed.
- 5. The requisite clear-vision triangles are best illustrated on the proposed site plan. These triangles are shown (but not detailed) for the garage exit on Old Woodward in Figure 19 of our revised TIS report. To minimize the loss of parking along Old Woodward north of the garage exit, consideration should be given to converting the first few angled parking spaces to parallel parking, effectively removing them the clear-vision triangle. No clear-vision triangles will be needed at the site access drive on Brown, as that drive will serve only entering traffic.
- 6. The existing infrastructure adjacent to the site includes varying widths of sidewalk but no pedestrian benches or bike racks (see Figure 3 in our TIS reports). The nearest bus stops in each direction are (and will remain) one block away. The site plan details proposed sidewalk and associated landscaping improvements, pedestrian benches and bike racks, and other amenities (as determined by others). As previously proposed, consideration should also be given to installing directional signing to the nearest bus stops north and south of the site.
- 7. Comment acknowledged. No further response on our part is required.
- 8. Comment acknowledged. Please note, however, that the reference to "existing public offstreet parking facilities" only applies to the two City parking decks addressed in our study

(Pierce and Peabody). Other public (as well as authorized private) parking spaces, elsewhere in Birmingham, may also be used by the hotel's valet operator.

- 9. It is expected that the valet operator will identify and make appropriate use of alternative parking locations within a reasonable distance of the hotel (per response 8). It is not certain that there will be any displacement of current users of existing City parking facilities.
- 10. The quotation from our TIS report is an alternative way of stating what we have said in response 8 (above). The applicant cannot identify and commit to specific off-parking parking locations at this early stage. This is an operational decision to be made closer to the time of hotel completion and occupancy. The hotel operator has a vested interest in ensuring a successful valet operation.
- 11. Relative to our modeling of the valet operation:
  - The 4.7-minute average valet service time was estimated by GW, not ABM.
  - The service time sampling was done by two people significantly older and slower than typical valets. Also contributing to the estimation of conservatively high service times was GW's method of making all runs to the *top level* of the Pierce deck. Together, these two aspects of the method were considered adequate to offset the transaction times between valets and customers, which were not explicitly estimated or modeled.
  - Hotel guest traffic as a percent of total traffic would be only about 28% in the AM peak hour and 36% in the PM peak hour. It is GW's opinion that any time spent loading or unloading (the typically minimal) amount of luggage, for this small proportion of total valet traffic, would be so minor relative to the overall valet service time as to be negligible.
  - Test runs were made in the late morning of a typical weekday, verging on the onset of the lunchtime peak.
  - One must insert a ticket into the exiting machine and have it processed, regardless of the time spent in the parking deck. Any additional time needed to process a credit card (for stays exceeding 2 hours) was considered negligible relative to overall run time.
  - GW is confident that experienced valet operators are efficient at locating and retrieving vehicles parked earlier.
  - All employees will be encouraged to self-park at relatively remote locations. None will be authorized to use the hotel's valet service.

- Lastly, it should be noted that the valet queuing analyses documented in the revised TIS report also estimated the valet requirements for a hypothetical average service time 50% longer than sampled; that is, 7 minutes.
- 12. See comment 4 above relative to the operation of the valet service bay. As discussed in the Traffic Management section of GW's revised report, "Valet staffing levels will be adjusted as required to meet the operational requirements of the hotel and/or banquet events... In instances where southbound through traffic and hotel traffic are at unusual peak levels, traffic control personnel (private and/or public/police) will be engaged to maintain traffic flow in the area." Also, in response to the meeting discussion of 6-08-17, GW has determined that the underground garage could easily accommodate as many as 21 additional vehicles if short-term stacking is needed to avoid backups into the through lane of SB Old Woodward.
- 13. During the peak special event operations, hotel ownership, management, and its valet company is committed to providing required number of valets to maintain the queue within the valet staging area and expected turnaround times. It is noted that hotel staff is cross-trained to act as valets in the event that the regular valets are not able to maintain adequate turnaround times. To assist in special event operations, the hotel parking garage can be used as a valet staging area to take some pressure off the on-street staging area. On rare occasions, the hotel and valet company will coordinate with the city's Police Department to ensure that traffic operations at the hotel do not significantly impact S. Old Woodward.

# **TAB 3**



July 19, 2017

VIA EMAIL

Ms. Jana L. Ecker Planning Director City of Birmingham 151 Martin Street Birmingham, Michigan 48012

#### RE: Birmingham Boutique Hotel – Brown & Old Woodward Revised Traffic Impact & Parking Study Review

Dear Ms. Ecker:

Fleis & VandenBrink (F&V) staff has completed our review of the revised traffic and parking study completed for the proposed Hotel development located in the northwest quadrant of the Brown Street & Old Woodward intersection. The study prepared by Giffels Webster (GW) is dated May 11, 2017 and was received by F&V on May 17, 2017, and the supplemental Synchro/SimTraffic models were received by F&V on May 18, 2017. In addition, Aparium has provided a traffic management plan dated June 20, 2017. Based on this review, we have the following comments and observations:

- A typical day at the proposed hotel will include trips generated by the apartments and the hotel. The trips
  generated by a typical day at this facility can be accommodated by the adjacent roadway network. There
  may be days where the meeting rooms and/or the banquet facility will be occupied. If both of these ancillary
  uses are concurrently occupied, the hotel will implement their Traffic Management Plan (TMP). The
  implementation of this plan will help provide mitigation for delays identified in the traffic impact study.
- It should be noted that the TMP will not entirely mitigate all traffic delays associated with the peak operations
  of the site; however, these events will be short duration events that occur only during the peak ingress and
  egress of the events and not a typical day-to-day operation. If the hotel finds that the event facility and
  meeting rooms are frequently occupied (more than 3 days per week), then more permanent mitigation
  measures (such as geometric improvements) should be implemented.
- The proposed development includes the elimination of 10 on-street parking spaces to provide the egress
  driveway to the parking garage and the valet drop-off lane.
- The intersection sight distance shows there will be some limitation for vehicles exiting the parking garage onto Old Woodward. Approximately four additional parking spaces would need to be eliminated to meet the recommended sight distance requirements.
- There are currently no pedestrian benches in the vicinity of the site development that will be impacted; however, there is a single bike rack that will be removed. The proposed development includes the addition of landscaping improvements and six bike racks which will be provided in the pedestrian walkway between the hotel and the adjacent Plaza building to the north.
- The hotel proposes to use valet services for all hotel patrons, including the meeting rooms and banquet facility uses. The valet will use the on-site parking garage to accommodate patrons on typical days. In the event the on-site parking is full, the valets will utilize the Peabody and/or Pierce Street decks, depending on parking availability.

- Apartment residents will have access to reserved parking in the on-site parking garage and employees will be responsible for self-parking offsite.
- During the peak special event operations, the valet will need to provide 24-27 staff to accommodate the demand.
- Overall, the daily operations of the site are expected to have limited impact to the adjacent roadway network. The TMP should be implemented as necessary to address the peak operations. The TMP should also be reviewed by the City of Birmingham Police Department.

We hope that this review satisfies the City's current planning needs regarding this project. If you have any questions or concerns, please contact our office.

Sincerely,

FLEIS & VANDENBRINK

abachie

Michael J. Labadie, PE Group Manager

JMK:mjl

## City of Birmingham

## ADVISORY PARKING COMMITTEE

## REGULAR MEETING

Birmingham City Hall Commission Room 151 Martin, Birmingham, Michigan Wednesday, August 2, 2017

## **MINUTES**

These are the minutes for the Advisory Parking Committee ("APC") regular meeting held on Wednesday, August 2, 2017. The meeting was called to order at 7:35 a.m. by Chairman Lex Kuhne.

Present:	Chairman Lex Kuhne Gayle Champagne Anne Honhart Steven Kalczynski Lisa Krueger Al Vaitas
Absent:	Judith Paskiewicz
Birmingham Shopping District	Richard Astrein Ingrid Tighe
SP+ Parking:	Catherine Burch Sara Burton Jay O'Dell
Administration:	Commander Mike Albrecht Austin Fletcher, Asst. City Engineer Paul O'Meara, City Engineer

RECOGNITION OF GUESTS (none)

## MINUTES OF REGULAR MEETING OF July 12, 2017

Motion by Ms. Champagne

Seconded by Dr. Vaitas to approve the Minutes of the APC Meeting of July 12, 2017 as presented.

Carole Salutes, Recording Secretary

## **TAB 4**

Advisory Parking Committee Proceedings August 2, 2017 Page 2 of 6

## Motion carried, 6-0.

VOICE VOTE: Yeas: Champagne, Vaitas, Honhart, Kalczynski, Krueger, Kuhne Nays: None Absent: Paskiewicz

## 298 S. OLD WOODWARD AVE. VALET PARKING REQUEST

Mr. O'Meara advised that the owner of the above property, located at the northwest corner of Brown St., has submitted plans requesting a permit to construct a five-story hotel with two underground levels of private parking. The plans have received Community Impact Study ("CIS") and Preliminary Site Plan approval from the Planning Board. As a condition of such approval, the Planning Board asked the applicant to appear before the Advisory Parking Committee ("APC") to receive a recommendation relative to the removal of on-street parking, as proposed on their plan.

The applicant is requesting approval to remove all existing parking spaces to create a permanent valet service at the front door of the new building on S. Old Woodward Ave. The applicant plans to have valet service available for all visitors to the building, whether they are overnight guests, long term residents, patrons at the restaurant, meeting attendees, etc. Vehicles will be taken to the building's proposed Brown St. garage entrance when space permits, and they will be returned to the valet area using the S. Old Woodward garage exit. When space does not permit, the valet drivers will seek other options, such as the Pierce St. Parking Structure. There is precedent in town for removing parking spaces for valet. The Townsend Hotel pays a fee for the meters and uses seven parking spaces along Merrill St.

With the recent change in the metered parking rate to \$1.50 per hour, the City will now charge \$3,000/year per meter per space.

At the July 12, 2017 meeting of the Advisory Parking Committee ("APC"), the above topic was reviewed. The APC asked to have the opportunity to review the traffic impact analysis prepared for the project as a part of the Planning Board's review. That information is now provided.

It was mentioned that there is no space on Brown St. for delivery trucks to line up to unload, as there is only the one traffic lane. Mr. Kalczynski observed that traffic flow and parking are intertwined. The APC is being asked to remove eight

Advisory Parking Committee Proceedings August 2, 2017 Page 3 of 6

spaces at a time when the City is in a crisis mode with parking. When additional people are added, where do they go?

Addressing a question, Mr. O'Meara advised the bus stop will be moved north of Merrill St., and the space will be turned back to parking. The redesign will represent a net gain of two parking spaces.

Mr. John Gaber, Attorney with Williams Williams Rattner & Plunkett, PC, spoke to represent the property owner, Lorient Capital, LLC. Mr. Gaber wanted to ensure there is no conflict of interest with respect to Mr. Kalczynski being the manager of the Townsend Hotel. The Chairman indicated the nature of this board is that it is comprised of stakeholders. Mr. Kalczynski provides insight into situations that the committee would not have otherwise.

Mr. Kalczynski noted he does not have a conflict of interest. His role on the APC is only to approve or disapprove recommendations for parking. Therefore he will not recuse himself from the consideration of this matter.

Mr. Gaber went on to note that under the current parking nine spaces will be removed. After the street is reconstructed, the are<u>a</u> is proposed for 12 spaces. However, accommodating three spaces for the driveway and one space for the sidewalk bumpout at the corner gets it down to eight. The project is a five-story luxury boutique hotel comprised of 126 guest rooms with 17 rental apartments on the fifth floor. There will be a banquet hall, meeting rooms, restaurants, and bars. One component of the building is the two floors of underground parking which provide 56 parking spaces. Only 22 of those spaces are required for the apartment units on the top floor. So the other 34 are available for the general use of the facility. Another feature of this project is enhancement of the streetscape which will help to facilitate some of the City's goals and objectives relative to pedestrian and bicycle traffic.

Their Traffic Management Plan has been reviewed by the City's Traffic Engineer and he has signed off, as has the Planning Board. That plan provides for valet at the front. From there the valets will circulate around the Brown St. side of the building and enter the parking garage there. If there is not room below to park the cars they will be stacked and the valets will relocate them off site. One feature of the Plan they think is important is there will be cross training of hotel employees in valet service. Then they can assist when needed.

With regard to the loading situation on Brown St., trucks will back up into a driveway, be off of the road, and be able to use that area for loading and unloading.

Advisory Parking Committee Proceedings August 2, 2017 Page 4 of 6

There was discussion by the APC members that \$3,000/year per space seems low. Mr. O'Meara explained that figure is based on 60% occupancy. Mr. Richard Astrein received confirmation that the City Commission is the final arbitor of the cost structure.

#### Motion by Ms. Champagne

Seconded by Ms. Krueger to recommend to the City Commission the removal of eight on-street parking spaces at 298 S. Old Woodward Ave. to allow for the operation of a valet service by the adjacent property owner, in exchange for an annual payment of \$24,000 (at \$3,000 per meter) to be charged annually once the adjacent hotel is open for business.

Ms. Champagne added she thinks one of the things that makes the Townsend Hotel really special and part of the ambiance of the City is the valet in front.

Mr. Gaber stated they think that a hotel is the highest and best use for this property. The City could be looking at a dense office building there. That would put more daytime peak demand on the system than the hotel will. Secondly, in addition to the 56 spaces underneath, there is stacking for 20 more cars. Also, if public spaces are not available they are obligated to work out an arrangement for other parking. Lastly, progress is being made because the City has recognized the parking problem and is expanding the N. Old Woodward Structure.

## Motion carried, 5-1.

#### VOICE VOTE:

Yeas: Champagne, Krueger, Honhart, Kuhne, Vaitas Nays: Kalczynski Absent: Paskiewicz

Mr. Astrein brought up the point that the rate to pay into the Parking Assessment District is low, as is the rate being charged to the hotels for taking meters off the street. Someone coming into the Parking Assessment District now should be paying market rates to buy in to the structures.

## AD HOC PARKING DEVELOPMENT COMMITTEE UPDATE

Mr. O'Meara reported there were four different development teams that submitted a response to the Request for Qualifications of how they thought the N. Old Woodward Ave. property could be redeveloped. All four were brought to the Ad Hoc Parking Development Committee. It was decided that all four are viable options and the teams will have another 90 days to submit their final proposal. Advisory Parking Committee Proceedings August 2, 2017 Page 5 of 6

After that the Development Committee will review them and interview the parties that are still on the table.

## CONSTRUCTION UPDATE

Mr. O'Meara advised that the painting project at the Park St. project is now well under way. It is still cheaper to keep fixing that structure than to tear it down and start over.

## MONTHLY FINANCIAL REPORTS

Mr. O'Dell noted there have been increases in revenue both in the monthly and the transient figures. They are seeing the garages being slower than last year. As a direct result of all of the new equipment that has been added, there have been fewer free cars. The number of people who were previously scamming the system has been cut down. Generally SP+ keeps a very close eye on the app to make sure it relays an accurate report on the available spaces in each garage.

The Chairman asked if there is a way to audit whether the people who have permits are still the ones using them. Mr. O'Dell replied that when an account gets behind, the contact the owner of the permit. The permit is taken away when a customer says they don't park there anymore. Individuals are not allowed to switch their permit to another individual.

People without a credit card can purchase an In Card, which has been popular. Also, the readers have been placed as close as they can go to the vehicles, and that has resulted in a better traffic flow in and out of the structures.

## MEETING OPEN FOR MATTERS NOT ON THE AGENDA

After discussion, Commander Albrecht agreed to address the valet service about parking cars too close to the intersections.

Chairman Kuhne noted the rates on the street and in the structures have been increased to reflect market rates. However, the one core thing that does not reflect market rates is allowing the first two hours free. Ms. Burch observed that that pricing strategy is still important. Not having that feature would reduce usage of the parking structures, and people would be circling the streets looking for a spot or not coming at all. Neighboring communities are modeling what Birmingham is doing in this regard.

Dr. Vaitas noted he has been getting reports about the new meters. When a meter is below the maximum time limit with a few minutes left and a parker puts

Advisory Parking Committee Proceedings August 2, 2017 Page 6 of 6

in a quarter, the meter zeroes out before adding time. So, the parker loses a few minutes rather than having time added up to the max time limit. Commander Albrecht verified there is still a ten minute grace period.

As the former vice-chairman is no longer on the committee, the following motion was made:

## Motion by Ms. Champagne Seconded by Ms. Honhart to nominate Dr. Vaitas as Vice-Chairman.

## Motion carried, 6-0.

VOICE VOTE: Yeas: Champagne, Honhart, Kalczynski, Krueger, Kuhne, Vaitas Nays: None Absent: Paskiewicz

## NEXT REGULARLY SCHEDULED MEETING

September 6, 2017

## **ADJOURNMENT**

No further business being evident, the chairman adjourned the meeting at 9:10 a.m.

City Engineer Paul O'Meara



## REVISED TRAFFIC & PARKING STUDY FOR PROPOSED BIRMINGHAM BOUTIQUE HOTEL



Prepared for LORIENT CAPTIAL LLC Birmingham, MI

By GIFFELS WEBSTER Washington Township, MI

May 11, 2017

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- A: Shared Parking Analysis
- B: Assignments of Site Traffic by Type
- C: Synchro Printouts\*\*

<sup>\*</sup> For additional background material, see Appendices A-F in *Traffic & Parking Study for Proposed Birmingham Boutique Hotel*, Giffels Webster, April 2017.

<sup>\*\*</sup> Printouts for the current and future background traffic scenarios are found only in Appendix I of the April 2017 report.

#### REVISED TRAFFIC & PARKING STUDY FOR PROPOSED BIRMINGHAM BOUTIQUE HOTEL

#### **EXECUTIVE SUMMARY**

Lorient Capital LLC is proposing to demolish the two existing one-story office buildings on the northwest corner of Old Woodard and Brown and replace them with a five-story boutique hotel. The first four levels of the hotel (plus a mezzanine) will include 126 guest rooms, two restaurants, two bars, a banquet room, four meeting rooms, and other ancillary facilities. Level 5 will include 17 rental apartments. Two underground levels will provide 56 on-site parking spaces, 22 of which must (by ordinance) be reserved for the apartments. Proposed floor plans for all levels are included in the body of this report. Construction and full use of the building is desired within two years.

The cars of all arriving residents and patrons will be parked (and later un-parked) by valets based at a service bay on the hotel's Old Woodward frontage. These valets will take those cars to the building's underground garage, one or more City parking decks, or other available public places in the general area; those needing to be parked during the peak hours of street traffic are expected to be parked west of Old Woodward in the general vicinity of the new hotel.

This study was prepared by Giffels Webster staff, guided by the City of Birmingham's Traffic Study Questionnaire Form B, comments by the City's traffic engineering consultant, and widely accepted traffic planning and engineering practice for such studies. Since the April 2017 release of the original study report, the proposed site plan has changed somewhat, along with various study's assumptions, findings, and conclusions. Appendices A-F of the earlier report contain information still valid in the revised study, so they are incorporated herein by reference.

Key findings and conclusions developed in this revised study are as follows:

- □ All cars transporting building residents and visitors to and from the site will be parked by valets. The hotel's proposed two-level underground garage will feature 56 parking spaces, with 22 of those spaces being reserved for fifth-floor apartment residents and 34 being available to other valeted visitor cars. Valets needing to park additional cars will seek public off-site parking spaces, ideally in the City's nearby Pierce Street parking deck.
- □ The trip generation forecast provides a separate forecast for the proposed banquet and meeting rooms, since their combined floor area (7,446 s.f.) will be relatively large compared to the number of guest rooms (126). At the direction of the City's traffic consultant, this study assumes a maximum special-event scenario, wherein the banquet and meeting rooms are in full simultaneous day-long use, with all arrivals occurring during the AM peak hour of street traffic and all departures occurring during the PM peak hour of street traffic. Also at the consultant's request, no walking trips are assumed, whether from guest rooms within the hotel or from various off-site locations.

- □ Valet queuing analyses were completed for both an average weekday without special events and a maximum special-event weekday. Based on field measurements, it was assumed that the valet service time would average 4.7 minutes. To keep the service bay occupancy limited to its six-vehicle capacity (at a 95% confidence level), it was found that on an average weekday, the AM peak hour would require nine valets and the PM peak hour would require ten valets. On a maximum special-event day, however, the peak-hour valet requirements could be as high as 27 and 24, respectively.
- □ The traffic impacts of the proposed hotel will be minimal and can be easily mitigated. For the future total peak-hour traffic volumes forecasted at the Old Woodward/Brown intersection, very acceptable levels of service of C or better for most individual movements as well as for the overall intersection can be achieved with signal retiming (level of service is assigned on an A-F grading scale based on anticipated vehicular delays).
- Vehicles exiting the hotel's parking garage and valet service bay can be expected to experience a level of service of B. On average, southbound backups from the signal at Brown should not materially interfere with egress from the service bay. Drivers attempting to exit that bay will, however, occasionally find it to their advantage to pause until signal-queued vehicles have discharged after receiving the green light.
- □ The valet operation and associated pedestrian movements will benefit from the streetscape plan outlined in this report. In addition to the features shown, it is recommended that the plan also include pedestrian benches and bike racks on the site's Old Woodward frontage (at a minimum, on the nearby intersection bump-out). Directional signing for the nearest bus stops north and south of the site may also be appropriate.

#### TRAFFIC & PARKING STUDY FOR PROPOSED BIRMINGHAM BOUTIQUE HOTEL

#### INTRODUCTION

Lorient Capital LLC is proposing to demolish the two existing one-story office buildings on the northwest corner of Old Woodard and Brown (Figures 1-3) and replace them with a five-story boutique hotel. The first four levels of the hotel (plus a mezzanine) will include 126 guest rooms, two restaurants, two bars, a banquet room, four meeting rooms, and other ancillary facilities. Level 5 will include 17 rental apartments. Two underground levels will provide 56 on-site parking spaces, 22 of which must (by ordinance) be reserved for the apartments. Proposed floor plans for all levels are included in the body of this report (Figures 4-10). Construction and full use of the building is desired within two years.

The cars of all arriving residents and patrons will be parked (and later un-parked) by valets based at a service bay on the hotel's Old Woodward frontage. These valets will take those cars to the building's underground garage, one or more City parking decks, or other available public places in the general area; those needing to be parked during the peak hours of street traffic are expected to be parked west of Old Woodward in the general vicinity of the new hotel.

This study was prepared by Giffels Webster staff, guided by the City of Birmingham's Traffic Study Questionnaire Form B, comments by the City's traffic engineering consultant, and widely accepted traffic planning and engineering practice for such studies. Since the April 2017 release of the original study report, the proposed site plan has changed somewhat, along with various study assumptions, findings, and conclusions. Appendices A-F of the earlier report contain information still valid in the revised study, so they are incorporated herein by reference.

#### **EXISTING CONDITIONS**

#### **Roadway Characteristics**

Both Old Woodward and Brown are lighted, 25-mph streets under the jurisdiction of the City of Birmingham. The existing lane configuration of the two streets near their intersection can be seen in Figure 3. This intersection is controlled by a two-phase pre-timed traffic signal now operating on an 80-sec cycle 24 hours a day, seven days a week (per timing permit in Appendix C of April report).

#### **Alternative Modes**

Given their downtown location, both streets abutting the site are equipped with sidewalks on both sides. All four intersection approaches are equipped with zebra-bar crosswalks and count-down pedestrian signals. There are no public pedestrian benches near the intersection.

SMART offers fixed-route bus service along Old Woodward, with two bus stops for each direction of travel within one block of Brown. The nearest stops for SB travel are on the southwest corner of Old Woodward and Merrill and a short distance south of Daines. For NB travel, there are stops opposite both Daines and Merrill.

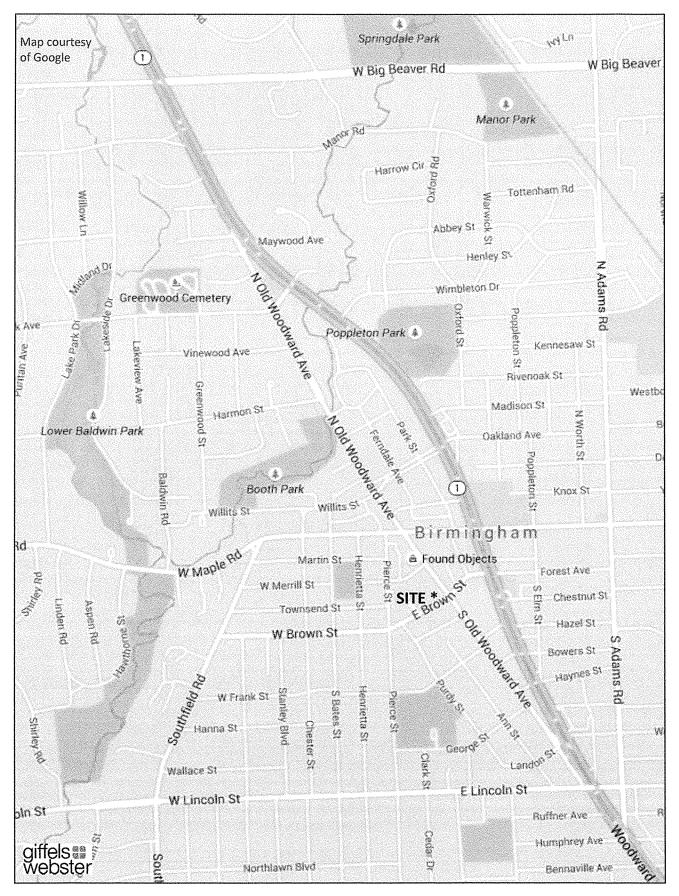


Figure 1. Vicinity Map

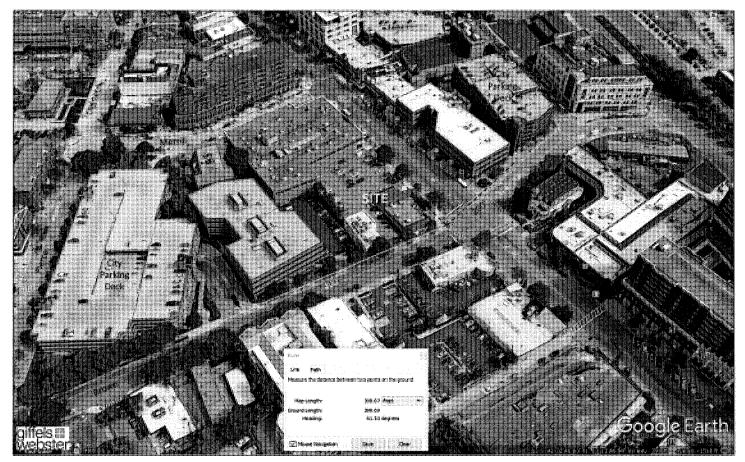
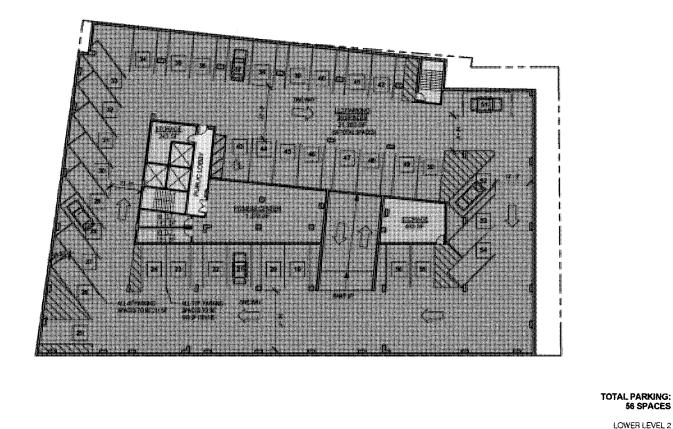


Figure 2. Walking Distance, Site to Nearest Two City Parking Decks



Figure 3. Site Aerial



BOOTH HANSEN

CONCEPT PLANS

LOWER LEVEL 2 Birningham Hotel 2017.05.01 1623

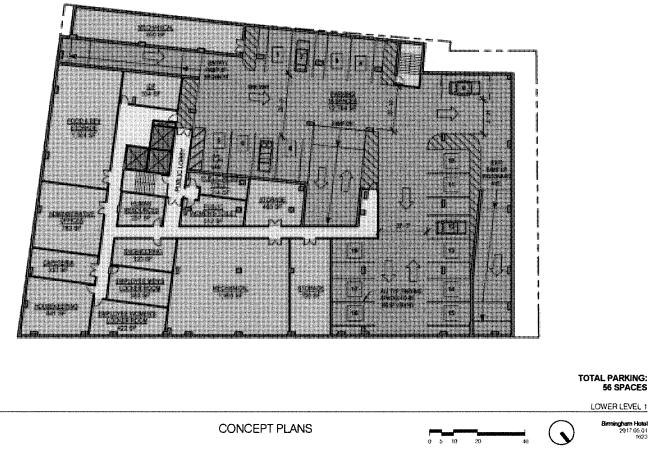
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Figure 4. Floor Plan for Lower Underground Parking Level



**BOOTH HANSEN** 

CONCEPT PLANS

LOWER LEVEL 1 Birmingham Hotel 2017.05.01 1623

10 20

Figure 5. Floor Plan for Upper Underground Parking Level

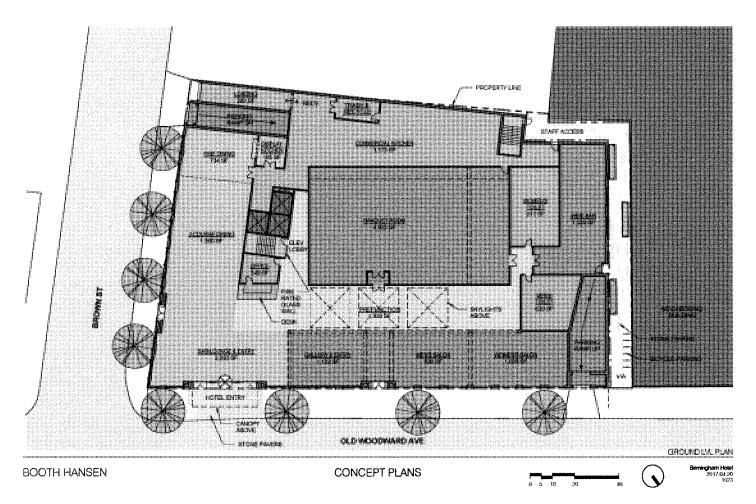
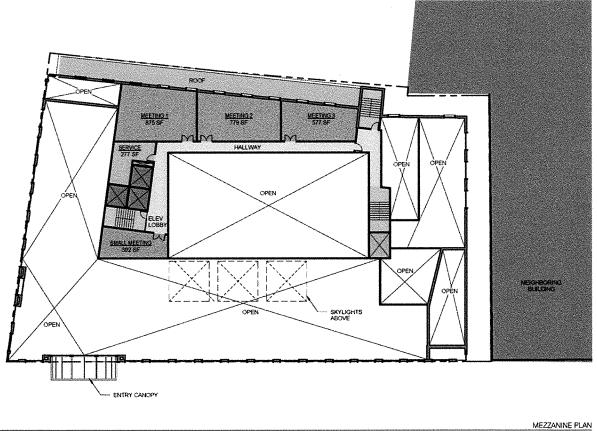


Figure 6. Ground-Level Floor Plan (4/20/17)



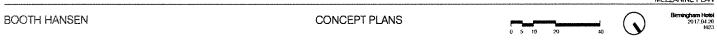
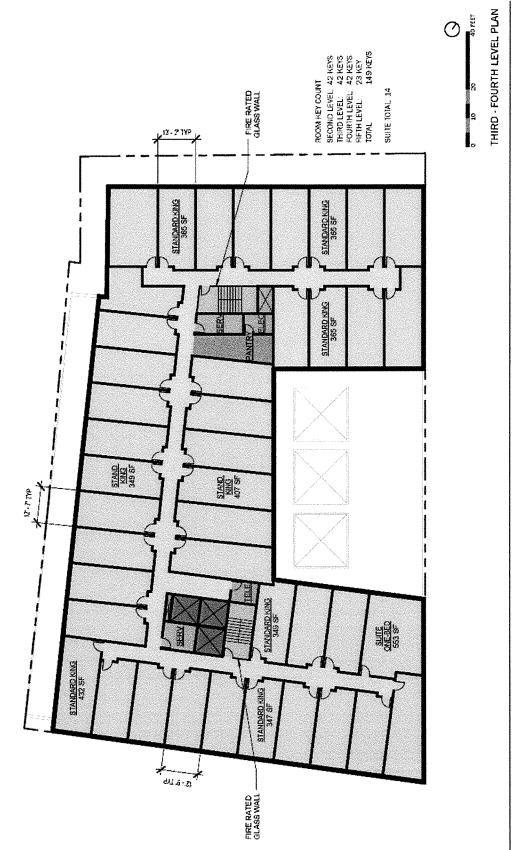


Figure 7. Mezzanine-Level Floor Plan (4/20/17)



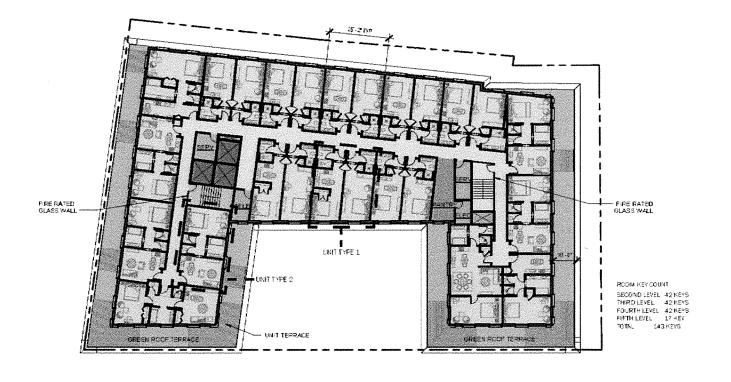
Figure 8. Second-Level Floor Plan

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Figure 9. Third- and Fourth-Level Floor Plan



**BOOTH HANSEN** 

COMMUNITY IMPACT STUDY

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FIFTH LEVEL PLAN

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Figure 10. Fifth-Level Floor Plan

Presently, there are no signed bike lanes or bike routes near the site. Most bicycle parking in the area occurs informally. There is only one nearby bike rack, on the southwest corner of Old Woodward and Merrill.

#### **Current Use of Pierce and Peabody Street Parking Decks**

It is expected that the hotel parking valets will primarily utilize the City's Pierce and/or Peabody Street parking decks. To determine the prospective parking space availability in those decks – as now configured – GW acquired current occupancy data from the deck operator (SP+) for representative weeks in July 2016 and March 2017. These data are detailed in Appendix E of this study's April report and are summarized in Tables 1 and 2 (below).

If the existing parking availability in the Pierce and Peabody decks is insufficient to handle proposed new developments in the area, one or both decks may have to be enlarged by the City as part of its parking assessment district. Alternatively, other locations for adding parking in the general vicinity may have to be identified by the City. Certain simplifying assumptions in this regard are made in this study, however, in order to reasonably distribute the hotel's valet-related parking traffic (see later section on trip distribution).

#### **Current Traffic Volumes**

At the direction of the City's traffic consultant, GW estimated the current (March 2017) peak-hour volumes at the Old Woodward and Brown (shown in Figure 11) by adjusting the May 2016 counts done for the City by Traffic Data Collection (see Appendix F of the April report). The needed adjustment factor was developed by first estimating the average annual rate of increase in the Annual Average Daily Traffic (AADT) volume on Old Woodward. In searching SEMCOG's on-line data base, the nearest point on that street for which AADT data were found to exist for two different years was north of the site, between Maple and Oak. The two-way AADT volumes on that segment were 10,355 in 2013 and 8,830 in 2007, which indicate an effective annual average rate of increase of 2.7%. Since only 10 months elapsed between May of last year and March of this year, it was then estimated that the increase over this period was likely on the order of (10/12) x 2.7%, or 2.25%. The latter value was applied to the City counts to predict the current volumes. The above method and results were reviewed and approved by the City's traffic consultant.

Assuming that traffic volume in the PM peak hour represents a typical 9% of daily traffic, the estimated current PM peak-hour volumes suggest that the average daily volumes at the subject intersection are approximately 8,200 vehicles on Old Woodward and 10,300 on Brown.

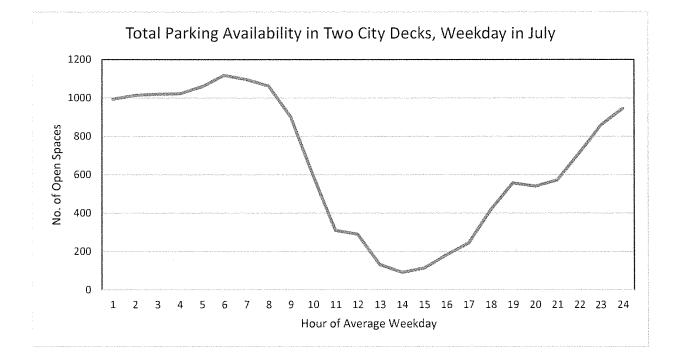
#### **FUTURE CONDITIONS**

#### **Background Traffic Volumes**

A traffic impact study generally forecasts the future background traffic that can be expected to exist at the time of project build-out, but in its hypothetical absence; this is done to provide a suitable "base case" for evaluating the impacts of adding project-generated traffic. The projected growth in

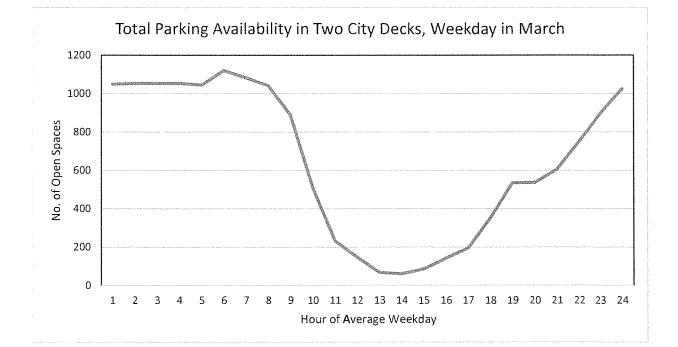
llarun	Pierce Deck		Peabo	dy Deck	Total of Two Decks		
Hour	Weekdays	Saturdays	Weekdays	Saturdays	Weekdays	Saturdays	
12:00 AM	609	676	385	146	994	822	
1:00 AM	628	679	386	334	1014	1013	
2:00 AM	635	682	385	395	1020	1077	
3:00 AM	637	682	386	396	1023	1078	
4:00 AM	648	684	412	407	1060	1091	
5:00 AM	694	696	424	425	1118	1121	
6:00 AM	688	690	409	423	1097	1113	
7:00 AM	667	684	396	422	1063	1106	
8:00 AM	565	673	337	431	902	1104	
9:00 AM	395	661	203	399	598	1060	
10:00 AM	224	655	86	398	310	1053	
11:00 AM	147	651	143	382	290	1033	
12:00 PM	98	653	34	353	132	1006	
1:00 PM	61	650	30	325	91	975	
2:00 PM	75	648	38	311	113	959	
3:00 PM	<b>1</b> 25	648	58	314	183	962	
4:00 PM	169	647	76	296	245	943	
5:00 PM	232	653	187	280	419	933	
6:00 PM	312	662	246	257	558	919	
7:00 PM	273	664	268	234	541	898	
8:00 PM	257	666	316	209	573	875	
9:00 PM	344	668	371	186	715	854	
10:00 PM	468	669	391	158	859	827	
11:00 PM	558	673	387	155	945	828	

 Table 1. Open Parking Deck Spaces in July 2016



Hour Pierce Dec		e Deck	Peabody Deck		Total of Two Decks		
Hour	Weekdays	Saturdays	Weekdays	Saturdays	Weekdays	Saturdays	
12:00 AM	657	575	392	392	1049	967	
1:00 AM	660	624	393	410	1053	1034	
2:00 AM	659	646	394	411	1053	1057	
3:00 AM	659	648	394	411	1053	1059	
4:00 AM	667	654	378	419	1045	1073	
5:00 AM	695	694	425	427	1120	1121	
6:00 AM	685	689	398	427	1083	1116	
7:00 AM	662	676	380	422	1042	1098	
8:00 AM	562	640	326	383	888	1023	
9:00 AM	361	580	149	326	510	906	
10:00 AM	197	480	35	300	232	780	
11:00 AM	136	401	11	312	147	713	
12:00 PM	60	336	8	291	68	627	
1:00 PM	53	283	8	265	61	548	
2:00 PM	78	280	8	249	86	529	
3:00 PM	128	323	15	294	143	617	
4:00 PM	164	358	32	304	196	662	
5:00 PM	233	394	120	304	353	698	
6:00 PM	320	418	215	307	535	725	
7:00 PM	301	379	237	304	538	683	
8:00 PM	323	346	283	285	606	631	
9:00 PM	423	378	329	274	752	652	
10:00 PM	536	439	362	318	898	757	
11:00 PM	636	520	388	371	1024	891	

 Table 2. Open Parking Deck Spaces in March 2017



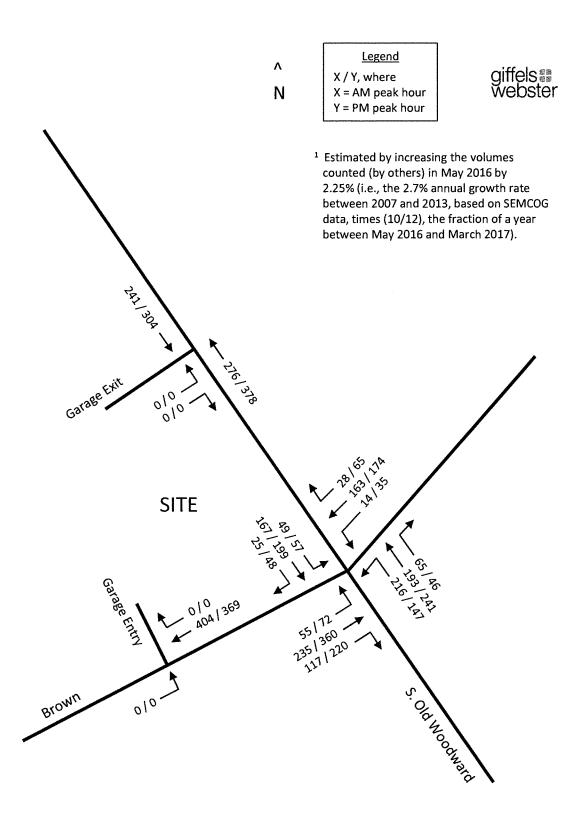


Figure 11. Current Peak-Hour Traffic Volumes<sup>1</sup>

background traffic typically accounts for both regional economic development and the future occupation of approved but as yet unbuilt nearby developments. The City and its traffic consultant confirmed that there are no such developments likely to add significant new traffic to the Old Woodward/Brown intersection during this project's assumed two-year buildout period. Hence, the study assumes the above-forecasted 2.7% annual rate of traffic growth, compounded over two years to yield a 5.5% volume increase between 2017 and 2019. Figure 12 shows the expected peakhour background traffic at the earliest time the hotel is likely to be built and fully occupied.

## **Hotel Parking**

Since the subject site is within the City's downtown Parking Assessment District, only its residential uses (i.e., 17 apartments) require on-site parking spaces. The Zoning Ordinance specifies 1.25 parking spaces per residential unit, so 22 of the 56 new underground spaces must be reserved for residents. The parking demand generated by the building's other proposed uses can be partially accommodated in the 34 spare underground spaces, with the balance served by off-site public parking spaces, at a location or locations selected by the applicant.

Since the non-residential uses within the proposed hotel will share the use of an off-site parking supply (via valet service), it is appropriate to estimate the needed total supply with the Urban Land Institute's *Shared Parking Model* (the 2nd Edition of the *SPM* was released in 2005). This Excelbased model was designed to account for:

- Timesharing of parking space use. The SPM uses nationally sampled typical variations in parking demand by use, month, type of day (weekday versus weekend day), hour of the day, and type of arrival (visitor versus employee). These time-based variations are represented by a series of embedded tables indicating the percentage of peak parking demand occurring each hour for each arrival type.
- Capture and mode adjustments. Ordinance-specified parking ratios in most Michigan communities generally reflect a suburban, non-CBD setting. These ratios are intended to establish the peak parking needs of individual land uses as if each use is isolated and operated independently of all other uses. They also assume negligible walking, transit use, and ridesharing. To more realistically estimate the parking needed for a mixed-use development, the SPM includes capture and mode adjustments reflecting the reduction in parking due to the use of alternative modes primarily walking between one site use and another (internal capture) or between the site and off-site locations (mode adjustment).

At the direction of the City' traffic consultant in this particular application, no capture or mode adjustments were assumed in the analysis described below. The shared parking analysis requested by the City's traffic consultant also assumes:

- □ Full simultaneous use of the proposed banquet and meeting rooms. These rooms have a total floor area of 7,446 s.f.; per the building code, this would accommodate 496 persons.
- □ To properly apply the *Shared Parking Model*, the amount of "conference" space per guest room must be determined; per the preceding assumption, this ratio is (7,446 s.f./126 guest

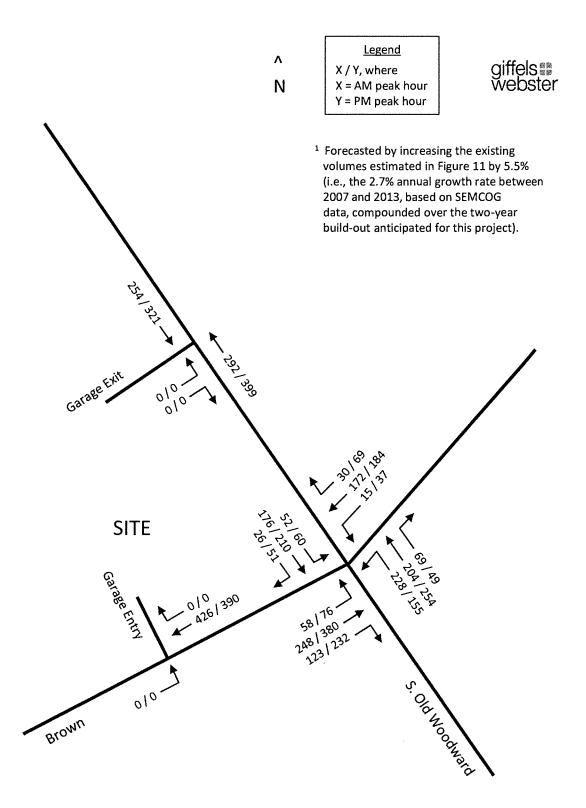


Figure 12. Future Background Peak-Hour Traffic Volumes<sup>1</sup>

rooms=) 59.1 s.f./guest room. As can be seen in appendix Table A-1, ULI considers this high of a ratio to indicate "convention" space rather than "conference center/banquet" [space]. The "Convention Space' designation prompts lower recommended parking ratios, and as will be seen later, also yields a critical parking scenario in the daytime rather than evening.

Absent any timesharing of parking spaces, the ULI-recommended parking ratios for the preceding uses indicate a total need for 307 spaces on a weekday and 210 spaces on a weekend day (see columns headed "Max Parking Spaces" in Table A-2).

An *SPM* analysis based on the above assumptions predicts that the time of peak parking need will be 9 a.m. on a weekday in February, when the total need (with timesharing) will be 253 spaces. At the same time on a weekend day in the same month, the total need will be 162 spaces (Table A-3).

The model also predicts the parking need by hour in the peak month (February), for both weekdays and weekend days (Table A-4). The peak parking demand by month is graphed for weekdays and for weekend days in Figures A-1 and A-2, respectively. Finally, the hotel's peak-month daily parking demand by hour and type of day is charted in Figure 13.

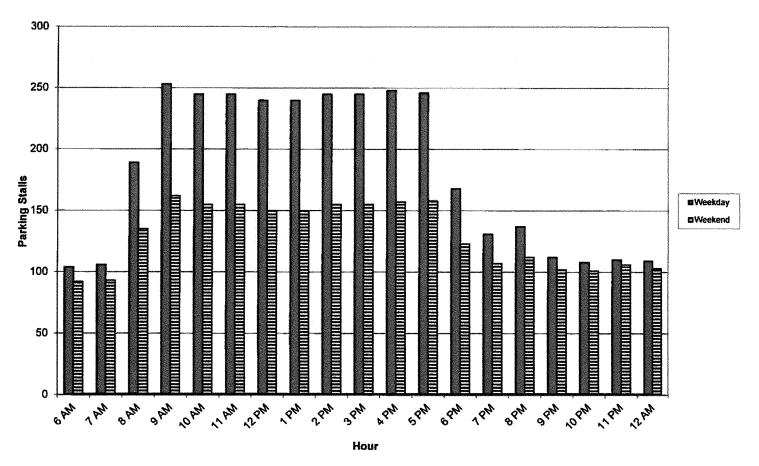
For the City's planning purposes, the hotel's projected late-winter weekday parking demand by hour is compared in Table 3 to the corresponding deck parking space availability this March. This table predicts significant deficiencies in the existing midday parking supply. These predicted deficiencies should be considered "worst-case," however, in that they are based on the very conservative shared parking assumptions described above.

It is also important to recognize that more of the hotel's off-site parking will likely consist of selfparking – on-street or in other lots – than assumed here. Again, the reader is reminded that the projected hotel parking demand is not an issue relative to site plan approval; it should be, however, a matter of some concern to the City as it plans its future public parking supply.

#### **Trip Generation**

Table 4 summarizes the trip generation forecast prepared in general accordance with GW's understanding of the guidelines provided by the City's traffic consultant. This forecast assumes:

- The "hotel" forecast includes trips generated by the guest rooms plus all ancillary facilities except the banquet and meeting rooms. The latter are treated separately because their combined floor area is relatively large compared to the number of guest rooms, likely more so than typical in ITE's trip generation sample for generic hotels (predominately suburban).
- □ Full simultaneous use of the proposed banquet and meeting rooms. These rooms have a total floor area of 7,446 s.f.; per the building code, this would accommodate 496 persons.
- Consistent with the ULI Shared Parking Model, the banquet and meeting rooms are considered "convention space," with all arrivals occurring during the AM peak hour of adjacent street traffic and most departures occurring during the PM peak hour of adjacent street traffic (about 75%, according to the model's estimated hourly parking demands;



#### Peak Month Daily Parking Demand by Hour

Figure 13. Total Peak Hotel Parking Need Based on Shared Parking Model (with Combined Meeting Spaces and No Capture)

Hour	Supply in March 2017 (Table 2)			Hotel Off-Site	Surplus (Supply - Need)		
nour	Pierce	Peabody	Total	Need (Table A-4 less 34)	Both Decks	Pierce	
12:00 AM	657	392	1049	75	974	582	
1:00 AM	660	393	1053				
2:00 AM	659	394	1053	Values not			
3:00 AM	659	394	1053	computed by			
4:00 AM	667	378	1045	SPM .			
5:00 AM	695	425	1120				
6:00 AM	685	398	1083	70	1013	615	
7:00 AM	662	380	1042	72	970	590	
8:00 AM	562	326	888	155	733	407	
9:00 AM	361	149	510	219	291	142	
10:00 AM	197	35	232	211	21	-14	
11:00 AM	136	11	147	211	-64	-75	
12:00 PM	60	8	68	206	-138	-146	
1:00 PM	53	8	61	206	-145	-153	
2:00 PM	78	8	86	211	-125	-133	
3:00 PM	128	15	143	211	-68	-83	
4:00 PM	164	32	196	214	-18	-50	
5:00 PM	233	120	353	212	141	21	
6:00 PM	320	215	535	134	401	186	
7:00 PM	301	237	538	97	441	204	
8:00 PM	323	283	606	103	503	220	
9:00 PM	423	329	752	78	674	345	
10:00 PM	536	362	898	74	824	462	
11:00 PM	636	388	1024	76	948	560	

Table 3. Weekday-in-March Parking Space Availability in Two City Decks vs.Potential Hotel Off-Site Parking Need in Peak Month of February, per Shared Parking Model<sup>1</sup>

<sup>1</sup> Assumes banquet room and all four meeting rooms simultaneously occupied at full capacity; no internal capture (walking between those rooms and hotel guest rooms); no downtown capture (walking between the hotel and other buildings or self-park locations); and no hotel room guests using alternative transportation services (taxis, limousines, shuttles, etc.).

Land Use	ITE Size	Weekday	AM Peak-Hour Trips			PM Peak-Hour Trips			
	Use	e <sup>Size</sup>	Trips	In	Out	Total	In	Out	Total
Trips on Average Weekday without Special Events									
Apartments	220	17 d.u.	113	2	7	9	7	4	11
Hotel <sup>2</sup>	310	126 rooms	755	40	27	67	39	37	76
Su	Subtotals 868			42	34	76	46	41	87
Additic	nal Trips	on a Day Expe	riencing Maxi	mum Use	of Banqu	let and M	eeting Ro	oms <sup>3,4</sup>	
Banquet Room	-	321 seats	Unk.	107	0	107	0	80	80
Meeting Rooms	-	174 seats	Unk.	58	0	58	0	44	44
Subtotals Unk.			165	0	165	0	124	124	
Weekdays Featuring Special Events⁵									
Totals U			Unk.	207	34	241	46	165	211

#### Table 4. Trip Generation Forecast (without Capture)<sup>1</sup>

<sup>1</sup> A trip is defined as a one-directional vehicular movement to or from the site. All trips will be serviced here by valets; however, to simplify this table, only trips by apartment residents and other site visitors are listed. Reverse trips by valets are not shown in this table but are accounted for in the valet queuing and traffic impact analyses. Trip forecasts for the apartments and hotel are based on rates and methodology recommended by the Institute of Transportation Engineers in its *Trip Generation Manual – 9<sup>th</sup> Edition* (2012). All trip forecasts in this table are conservatively high, as they assume that all visitors will arrive and depart in an automobile, and all employees will park on-site.

<sup>2</sup> Hotels sampled by ITE typically include supporting facilities, such as "restaurants, cocktail lounges, meeting and banquet rooms, limited recreational facilities, and/or other retail and service shops," and are generally located in suburban rather than downtown locations.

- <sup>3</sup> Given the sizable amount of meeting and banquet space proposed relative to the number of guest rooms separate "worst-case" trip forecasts are made here for the banquet and meeting rooms. ITE has not published any trip rates for this type of use; however, in cases such as this, it does state that another "reasonable predictor of trip generation may be used" (see *Transportation Impact Analyses for Site Development*, 2005, p. 40). Accordingly, the forecasts in this table assume seating capacities consistent with the building code (1 person per 15 s.f.) and vehicle occupancies consistent with the Zoning Ordinance parking requirement for banquet facilities (3 persons per vehicle).
- <sup>4</sup> The shared parking analysis (Table A-4) estimates peak "convention space" parking to be 149 spaces at 9 a.m.; hence, all visitors to the banquet and meeting rooms are assumed to arrive in the preceding hour, which happens here to be the peak hour of adjacent street traffic. The shared parking analysis also estimates "convention space" parking of 149 spaces at 4 p.m. and 75 spaces at 6 p.m.; it is reasonable to assume that the average of these two values, 112 spaces, occurs at 5 p.m., the start of the afternoon peak hour of adjacent street traffic. The exiting trips that hour are therefore assumed to equal (112/149 =) 0.75 times the number of arrivals in the AM peak hour. Absent any available data to the contrary, it is assumed that visitors make no exiting trips in the AM peak hour or entering trips in the PM peak hour.

<sup>5</sup> These trip totals would occur only on days featuring special events making maximum use of the banquet room and all four meeting rooms.

Note: No internal capture (i.e., walking internally between hotel guest rooms and the banquet and meeting rooms) is quantified in this table, since the associated ITE methodology uses data collected at relatively large mixed-use suburban study sites (not downtown infill sites), and since it does not address banquet facilities per se.

see footnote 4). For purposes of this analysis, no departures are assumed to occur in the AM peak hour, and no arrivals are assumed to occur in the PM peak hour.

Special events making maximum simultaneous use of the banquet and meeting rooms are expected by the operator to be rare to non-existent. Hence, subsequent analyses in this study look at two operating scenarios: an average weekday without special events, and weekdays featuring maximum potential special events.

### **Valet Service**

As mentioned in this study's first report, the proposed valet service bay will be large enough to accommodate six passenger vehicles. To determine the number of valets needed to generally keep single-file queuing of vehicles within the bay, an analysis was performed using methodology outlined on pp. 230-231 of ITE's *Transportation and Land Development (1st Edition, 1988)*. This analysis assumed Poisson (random) arrivals and negative exponential service times.

One of the main inputs to the queuing analysis is the assumed average arrival rate, in vehicles per hour. The trip generation forecast in Table 4 shows only arriving and departing residents and patrons; it does not show the reverse "trips" made by valet drivers. To properly evaluate the flow of all vehicles – driven by valets as well as residents and patrons – this flow is referred to here as "throughput." See Table 5.

To estimate valet service rate for use in the queuing analysis, several tests were conducted in the field. These tests found that a valet would need about 4.6 minutes to drive from the midpoint of the site's Old Woodward frontage (approximating the future hotel's main entrance) to the top level of the Pierce parking deck (via Brown Street) and then walk briskly back to the starting point. It was also found that a valet would need about 5.0 minutes to walk briskly from the future main entrance to the top of the deck and then drive back to the starting point (via Pierce, Merrill, and Old Woodward). Weighting these two round-trip times by the corresponding number of trips in Table 4, it was found that the overall average valet service time would be about 4.7 minutes. Working full-time at peak demand, each valet would be able to service (60/4.7=) 12.8 vehicles per hour.

To facilitate queuing analyses of the valet operation for alternative sets of assumptions, the queuing model was formulated as an Excel spreadsheet. Several alternatives each were evaluated for an "average weekday without special events" and for "all hotel traffic on a maximum special-event weekday," and the results are shown in Tables 6 and 7, respectively. To limit queues to six or fewer vehicles with a confidence level of 95%:

- On average weekdays, 9 valets would be needed in the AM peak hour and 10 valets would be needed in the PM peak hour.
- On maximum special-event weekdays, 27 valets would be needed in the AM peak hour and 24 valets would be needed in the PM peak hour. (Bear in mind that this scenario assumes 496 convention attendees arriving in the AM peak hour, plus hotel guests and employees, restaurant patrons, and apartment residents both coming and going.)

Land Use	ITE	Size	Vehicle	AM Pe	ak-Hour V	'ehicles	PM Pea	ak-Hour V	ehicles
	Use	Size	Class	In	Out	Total	In	Out	Total
Anartmont	220	17 d <i>.</i> u.	Resident	2	7	9	7	4	11
Apartment	220	17 a.u.	Valet	7	2	9	4	7	11
Hotel	310	126 rooms	Patron	40	27	67	39	37	76
notei	510	120100/05	Valet	27	40	67	37	39	76
Average Weekday	Through	put without Spe	ecial Events	76	76	152	87	87	174
Panguat Page		221 contr	Patron	107	0	107	0	80	80
Banquet Room	-	321 seats	Valet	0	107	107	80	0	80
Maating Booms		174 seats	Patron	58	0	58	0	44	44
Meeting Rooms	-	174 Sedis	Valet	0	58	58	44	0	44
Maximun	Maximum Special-Event Throughput			165	165	330	124	124	248
Maximum	Total We	eekday Through	put	241	241	482	211	211	422

Table 5. Valet Service Bay Throughput in Weekday Peak Hours<sup>1</sup>

<sup>1</sup> Necessary to properly complete the queuing analysis for the valet service bay. Resident and patron numbers here are also shown in the Table 4 trip generation forecast. All residents and patrons are assumed to arrive and depart by automobile.

## Table 6. Valet Queuing Analysis:Average Weekday without Special Events<sup>1</sup>

No. of Peak-	Assumed Valet Cycle	Total Service	I Factor I III		No. of Queue Confidence l	
Hour Valets	Time (min.) <sup>2</sup>	Rate (Q, vph)	$(\rho = q/Q)$	(= ρ for n=1)	90% (p =)	95% (p =)
					0.10	0.05
			AM Peak Hour			
		Arrival Rate =	76	vph		
8	4.7	102.1	0.7442	0.7442	6	8
9	4.7	114.9	0.6615	0.6615	4	5
13	7.0	111.4	0.6821	0.6821	4	6
17	9.4	108.5	0.7004	0.7004	4	6
			PM Peak Hour			
		Arrival Rate =	87	vph		
9	4.7	114.9	0.7572	0.7572	6	9
10	4.7	127.7	0.6815	0.6815	4	6
15	7.0	128.6	0.6767	0.6767	4	6
20	9.4	127.7	0.6815	0.6815	4	6

<sup>1</sup> Based on methodology described in the ITE publication entitled *Transportation and Land Development (1st Edition, 1988)* and the average arrival rates shown in Table 5 (which assume everyone arrives by automobile). A confidence level of 95% is most often preferred. The valet service bay will accommodate a single file of 6 queued vehicles (hence the bolding).

<sup>2</sup> An average valet cycle time of 4.7 min. was sampled for the Pierce St deck. This table also shows what the effects would be hypothetically increasing that average cycle time by 50% and 100%.

Table 7. Valet Queuing Analysis:All Hotel Traffic on a Maximum Special-Event Weekday1

No. of Peak-	Assumed Valet Cycle	Total Service	I Factor I				
Hour Valets	Time (min.) <sup>2</sup>	Rate (Q, vph)	$(\rho = q/Q)$	(= ρ for n=1)	90% (p =)	95% (p =)	
					0.10	0.05	
			AM Peak Hour				
		Arrival Rate =	241	vph			
25	4.7	319.1	0.755 <b>1</b>	0.7551	6	9	
27	4.7	344.7	0.6992	0.6992	4	6	
40	7.0	342.9	0.7029	0.7029	5	6	
			PM Peak Hour				
		Arrival Rate =	211	vph			
22	4.7	280.9	0.7513	0.7513	6	8	
24	4.7	306.4	0.6887	0.6887	4	6	
36	7.0	308.6	0.6838	0.6838	4	6	

<sup>1</sup> Based on methodology described in the ITE publication entitled *Transportation and Land Development (1st Edition, 1988)* and the average arrival rates shown in Table 5 (which assume everyone arrives by automobile). A confidence level of 95% is most often preferred. The valet service bay will accommodate a single file of 6 queued vehicles (hence the bolding).

<sup>2</sup> An average valet cycle time of 4.7 min. was sampled for the Pierce St deck. This table also shows what the effects would be hypothetically increasing that average cycle time by 50%.

### **Trip Distribution**

Figure 14 shows the expected peak-hour directional distribution of resident and patron vehicles approaching the valet service bay, as well as the directional distribution of valet-driven vehicles leaving the bay after drivers and passengers have alighted. These distributions assume that:

- The percentage arriving from the north will correspond to the SB directional split of total traffic now passing the site on Old Woodward: 47% in the AM peak hour and 45% in the PM peak hour. The balance will generally approach from the east, west, and south in proportion to the number of vehicles at Old Woodward and Brown now turning right from WB Brown, left from EB Brown, and continuing through from NB Old Woodward.
- Given that U turns will not be permitted to enter the service bay, arrivals from the east and south will pass the site and use other streets west of Old Woodward (such as Pierce and Merrill) to reach a SB site approach on Old Woodward. Arrivals from the west will turn left before reaching the site and use such streets to reach the site frontage.
- The critical hour in the morning experiences the maximum-event arrival traffic forecasted in Table 4. In that hour, the new underground garage will have more-than-adequate parking for residents, plus 34 other spaces available for parking event visitors (cars belonging to overnight hotel guests are assumed here to have been parked off-site, so as to alleviate the morning "surge" of event arrivals). Hence, the number of arriving cars assumed to be parked by valets in the new garage that hour equals (2 residents + 34 visitors=) 36. The corresponding percentage of entering valets is therefore (36/207=) 17%.
- □ The balance of valet-driven arrival vehicles (83%) will be parked west of Old Woodward, since this maximizes the share of traffic exiting the service bay able to turn right at Brown (easier than turning left). It also avoids requiring patrons and valets to cross Old Woodward on foot during the busiest traffic hours.

Figure 15 shows the expected peak-hour directional distribution of resident and patron vehicles departing the valet service bay, along with the directional distribution of valet-driven vehicles approaching the bay prior to pick-up. These distributions assume that:

- Resident and patron vehicles all departing to the south will distribute at the Old
   Woodward/Brown intersection in proportion to the current peak-hour volumes there.
- Given that U turns will not be permitted in exiting the service bay, departing drivers desiring to go north will make SB right turns at Brown and "go around the block" to reach northbound Old Woodward (e.g., via Pierce and Merrill).
- Per Table 4, only valet-driven resident vehicles will exit the new garage in the AM peak hour, destined for the valet service bay. They will constitute (7/34=) 21% of all departure-serving valet traffic that hour; the other 79% will go to the service bay from off-site parking locations west of Old Woodward.

(continued)

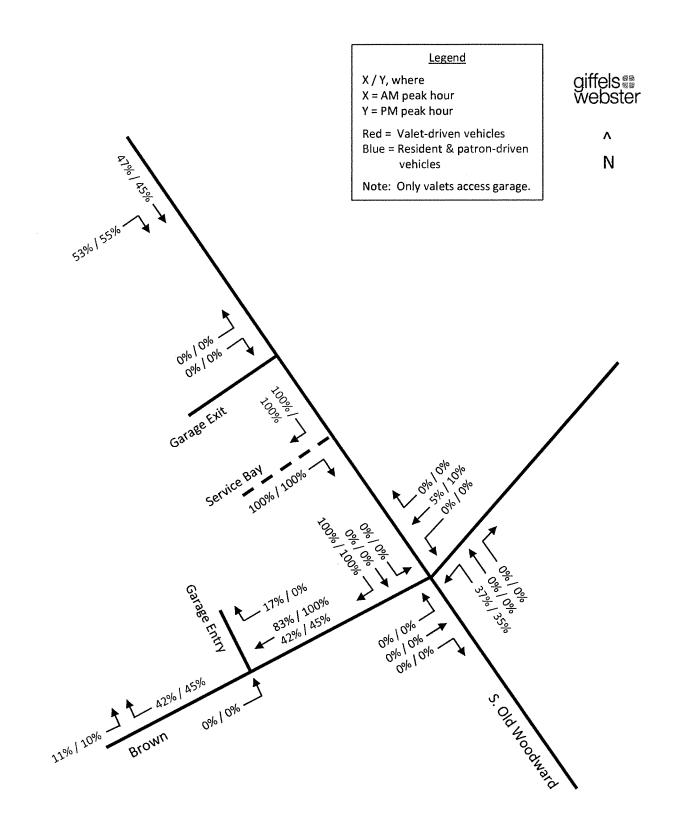


Figure 14. Distribution of Arriving Vehicles (Residents + Patrons In & Valets Out)

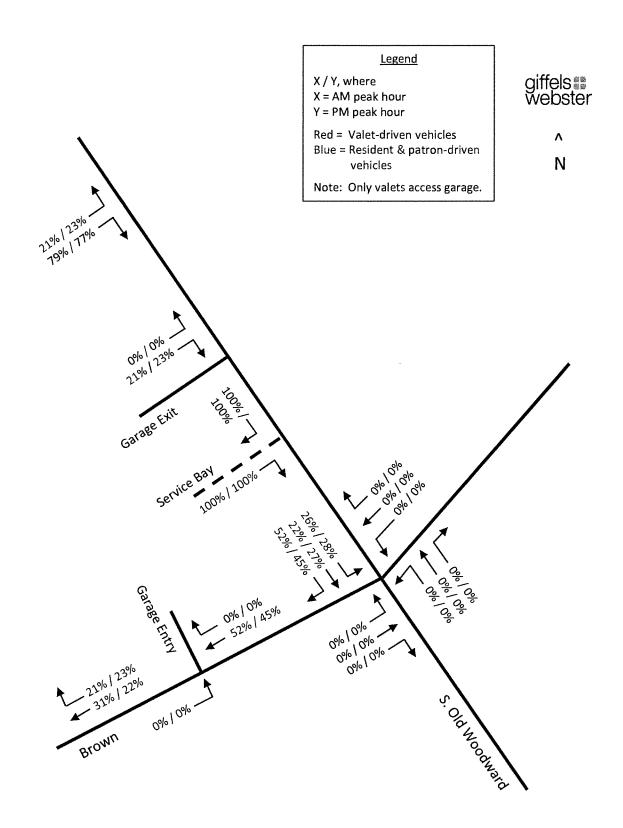


Figure 15. Distribution of Departing Vehicles (Valets In & Residents + Patrons Out)

□ In the PM peak hour, valet traffic exiting the new garage will consist of the four exiting resident vehicles (per Table 4) plus 34 "convention" vehicles assumed to have been parked there all day. This subtotal of 38 vehicles will constitute (38/165=) 23% of all valet-driven departure vehicles that hour.

### **Traffic Assignment**

The trip distribution percentage models described above were applied to the corresponding trip generation subtotals in Table 4 (with consideration given to the associated valet "trips") to produce the peak-hour assignments of arrival- and departure-related site traffic illustrated in appendix Figures B-1 and B-2, respectively. Figure 16 (below) sums those two figures to determine the total volumes of peak-hour site traffic. Finally, Figure 17 forecasts future total traffic by adding the site traffic shown in Figure 16 to the future background traffic shown in Figure 12.

### **IMPACT ANALYSES**

### **Levels of Service**

**Method and Criteria** – Capacity analyses were conducted using the *Synchro 9 Light* computerized traffic model, based on methodologies contained in the Transportation Research Board's 2010 *Highway Capacity Manual*. The primary objective of such analyses is to determine the *level of service*, a qualitative measure of the "ease" of traffic flow based on vehicular delay. Analytical models are used to estimate the average control delay for specific vehicular (through or turning) movements – and in the case of all-way stop-controlled and signalized intersections – each approach and the overall intersection as well. The models account for lane configuration, grade (if any), type of traffic control, traffic volume and composition, and other traffic flow parameters.

Level of service (LOS) is expressed on a letter grading scale, with A being the highest level and F being the lowest level. Achieving an overall intersection and/or approach LOS of D or better is the normal objective in an urban or suburban area; however, LOS of E or worse may be unavoidable for some turning movements onto heavily traveled roads, especially when those movements are controlled by stop signs as opposed to signals.

Table 8 (below) defines LOS, in terms of average control delay per vehicle, for signalized intersections and unsignalized intersections, respectively (the latter include road/driveway intersections).

**Unmitigated Results** – *Synchro* was used to evaluate AM and PM peak-hour traffic conditions at the intersection of Old Woodward and Brown under current, future background, and future total traffic volumes, and at the valet bay and garage exit under future total traffic. The entry-only driveway on Brown was not included in the *Synchro* network, since there will be no entering left turns there as well as no exiting movements (entering right turns are not assigned a LOS rating).

*Synchro* printouts for the current and future background traffic scenarios appear in Appendix I of the April study report and are included here by reference. Printouts for future total traffic scenario are included in Appendix C of the present report.

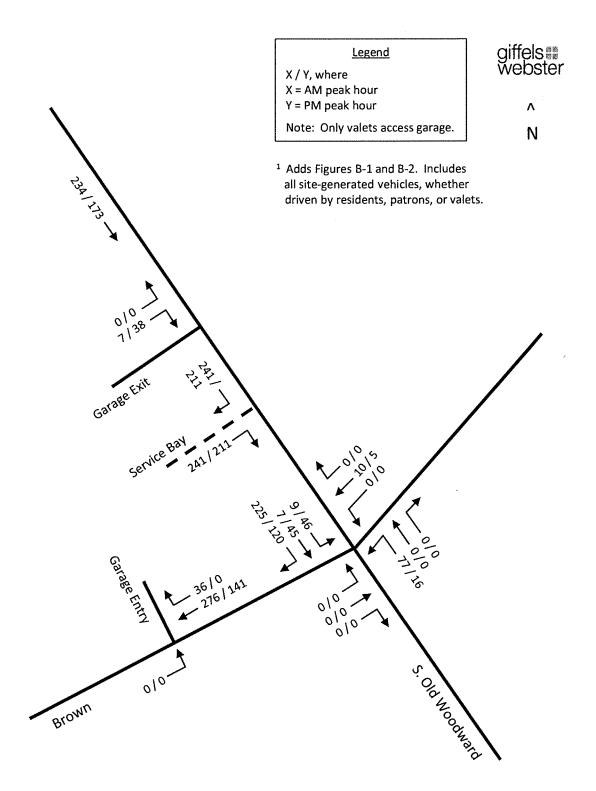


Figure 16. Site-Generated Trips<sup>1</sup>

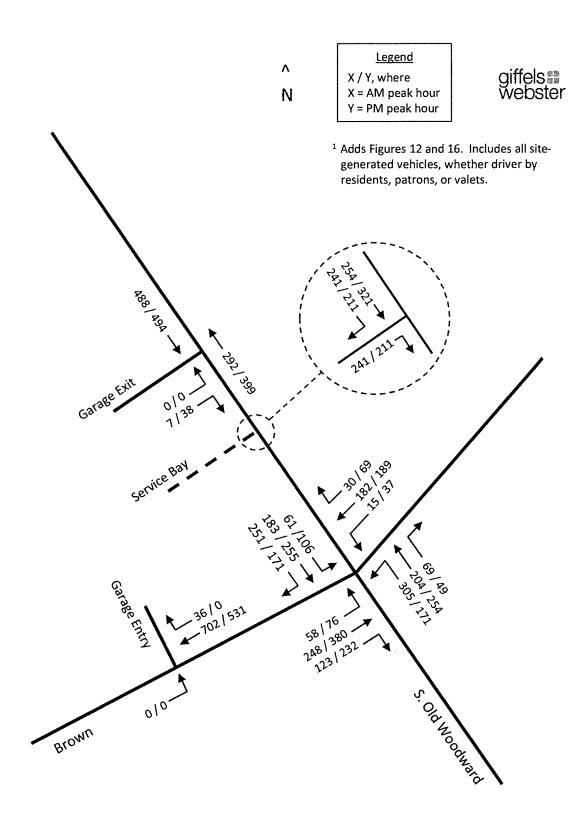


Figure 17. Future Total Peak-Hour Volumes<sup>1</sup>

Level of Service	Control Delay p	per Vehicle (sec)
Level of Service	Signalized Intersections	Unsignalized Intersections
A	≤ 10	≤ 10
В	>10 and ≤20	>10 and ≤15
С	> 20 and ≤ 35	> 15 and ≤ 25
D	> 35 and ≤ 55	> 25 and ≤ 35
E	> 55 and ≤ 80	> 35 and ≤ 50
F	> 80	> 50

### Table 8. Level of Service Criteria

The estimated average delays and associated levels of service are summarized in Tables 9-11 (below). All of these "unmitigated" results assume no changes to lane use or signal timing at the Old Woodward/Brown intersection.

Table 9 shows northbound left turns to be the only movement of potential concern, as follows:

- Background traffic growth alone will decrease this movement's PM peak-hour LOS to a D from the current C; however, a D would still be acceptable and would be due to an increase in average delay of only 2.4 sec (7%).
- □ The further addition of site-generated traffic would without any signal timing changes decrease the LOS for NB left turns to F in both peak hours; this would be undesirable and should be mitigated if possible.

Tables 10 and 11 (above) show that site traffic exiting both the valet bay and garage would experience a level of service of B in both peak hours.

**Mitigated Results** – Given the LOS F predicted for northbound left turns in the PM peak hour, *Synchro* was used to hypothetically optimize signal timing for the forecasted future AM and PM peak-hour volumes; basically, this involved borrowing some green time from Brown to decrease delays on Old Woodward (maintaining the current 80-sec signal cycle). Table 12 shows that such mitigation would yield for that movement acceptable levels of service of D in the AM peak hour and C in the PM peak hour, while retaining LOS A, B, or C or all other movements.

### **Signal-Related Queuing**

The City's traffic consultant asked that this study evaluate signal-produced traffic backups potentially affecting site access. The only affected access locations requiring evaluation in this regard are the proposed valet service bay – and possibly the proposed garage exit – both on Old Woodward. The garage entry on Brown will receive entering right turns only, so EB traffic backups from the signal will not be an issue.

*SimTraffic,* a companion microsimulation based on *Syncho* inputs, was used to forecast the extent of the peak-hour traffic backups on the SB Old Woodward approach to Brown, assuming that the

Annranch	Mayamant		AM Peak Hour			PM Peak Hour	
Approach	Movement	Volume	Delay (sec)	LOS	Volume	Delay (sec)	LOS
			Current	Traffic			
Inters	ection	1,327	20.2	С	1,664	20.9	С
<b>FD</b>	L	55	20.6	С	72	16.5	В
EB	T+R	352	20.9	С	580	17.4	В
	L	14	22.6	С	35	21.3	С
WB	T+R	191	19.6	В	239	14.3	В
	L	216	25.3	С	147	34.1	С
NB	Т	193	13.4	В	241	20.1	С
	R	65	12.2	В	46	16.9	В
C D	L	49	25.1	С	57	33.0	С
SB	• T + R	192	22.2	С	247	29.2	С
			Future Backg	round Traffic			
Inters	ection	1,401	20.8	С	1,757	21.6	С
<b>CD</b>	L	58	21.3	С	76	17.3	В
EB	T+R	371	21.3	С	612	18.0	В
W/D	L	15	23.2	С	37	22.4	С
WB	T+R	202	19.9	В	253	14.5	В
	L	228	26.9	С	155	36.5	D
NB	Т	204	13.5	В	254	20.4	С
	R	69	12.2	В	49	17.0	В
CD.	L	52	25.6	С	60	33.8	С
SB	T + R	202	22.4	С	261	29.7	С
		Futur	e Total (Backg	round + Site) 1	raffic		
Inters	ection	1,729	43.3	D	1,989	27.7	С
гD	L	58	21.6	С	76	17.5	В
EB	T+R	371	21.3	С	612	18.0	В
	L	15	23.3	С	37	22.4	С
WB	T + R	212	20.2	С	258	14.6	В
	L	305	154.6	F	171	96.2	F
NB	Т	204	13.5	В	254	20.4	С
	R	69	12.2	В	49	17.0	В
CD	L	61	16.4	В	106	27.7	С
SB	T+R	434	20.1	С	426	31.5	С

### Table 9. Unmitigated Levels of Service at Old Woodward and Brown

Approach	Movement		AM Peak Hour			PM Peak Hour	
Approach	Movement	Volume	Delay (sec)	LOS	Volume	Delay (sec)	LOS
	Future Total (Background + Site)						
EB	R	241	14.4	В	211	14.6	В

### Table 10. Levels of Service at Old Woodward and Valet Service Bay

### Table 11. Levels of Service at Old Woodward and Hotel Parking Garage Exit

Approach	Movement		AM Peak Hour			PM Peak Hour	
Approach	Movement	Volume	Delay (sec)	LOS	Volume	Delay (sec)	LOS
	Future Total (Background + Site)						
EB	L+R	7	11.7	В	38	12.4	В

Approach Movement			AM Peak Hour		PM Peak Hour		
Approach	Movement	Volume	Delay (sec)	LOS	Volume	Delay (sec)	LOS
		Futur	e Total (Backg	round + Site) 1	Traffic		
Inters	ection	1,729	26.0	С	1,989	25.1	С
EB	L	58	32.6	С	76	37.0	D
CD	T + R	371	30.3	С	612	30.3	С
WB	L	15	30.7	С	37	34.4	С
VVD	T + R	212	27.8	С	258	22.4	С
	L	305	51.7	D	171	33.7	С
NB	Т	204	9.4	А	254	13.4	В
	R	69	8.5	А	49	11.3	В
SB	L	61	11.4	В	106	18.1	В
JD	T + R	434	13.4	В	426	18.0	В

### Table 12. Mitigated Levels of Service at Old Woodward and Brown

### Table 13. Future Queuing on SB Old Woodward Approach to Brown (feet)<sup>1</sup>

Lane	Type of Queue	AM Peak Hour	PM Peak Hour	
I	Average	35	37	
L	95 <sup>th</sup> -Percentile	76	74	
T+R	Average	79	71	
1 <del>+</del> K	95 <sup>th</sup> - Percentile	102	88	

<sup>1</sup> Assumes future total traffic flows shown in Table 12.

signal timing is optimized. These simulated queuing results are detailed in Appendix C and summarized in Table 13 (above).

On average, the predicted SB queues on Old Woodward are not expected to materially interfere with egress from the valet service bay. Ample times for egress will be available near the end of each signal cycle's green phase, if not sooner. It is important to bear in mind that the predicted 95<sup>th</sup>-percentile queues would be experienced (if at all) only very briefly within either peak hour.

### **Transportation Standards**

When the abutting section of Old Woodward is rebuilt in the near future, it will include a narrow two-way left-turn lane. This lane will not be needed for access to the hotel, however, since there will not be any entering left (or right) turns at the proposed garage access on Old Woodward.

There are generally no existing right-turn lanes along Old Woodward, even at Maple, and their addition – at Maple or elsewhere – would be inconsistent with the City's future design concept for the street (e.g., such lanes lengthen crosswalks). Adding a right-turn lane for the proposed valet service bay is unnecessary and would be inappropriate as well, since it could result in visibility-blocking vehicle stacking north of the garage access drive. Vehicles entering that bay should use the opening provided by the garage access drive as a taper area.

At a minimum, the clear line of sight to and from the north for vehicles exiting the hotel parking garage should be sufficient for through drivers on Old Woodward to stop from an assumed 25 mph approach speed. From a viewing point 10 feet (minimally) to 14.5 feet (desirably) west of the through lane, exiting drivers should be able to see the center of the southbound through lane at least 155 feet to the north; this may require some curtailment in the on-street parking north of the proposed driveway.

### **Bicycle and Transit Activity**

Once rebuilt, Old Woodward will feature "sharrow" markings reminding drivers to share the road with bicyclists. In recognition of the increased bicycle riding thus encouraged, bike racks should be added – at a minimum, on the proposed intersection "bump-outs" (aka "curb extensions"), including the new bump-out to be built on the hotel's corner.

As noted earlier in this report, there are existing bus stops on Old Woodward for each direction of travel, all about a block north and south of the hotel. To encourage bus ridership by hotel guests as well as employees, it would be advisable to provide some related directional signing for pedestrians exiting the hotel's main entrance.

### **Pedestrian Activity**

Several areas of improvement are proposed for the Old Woodward frontage of the proposed hotel. The sidewalk will be widened to a minimum of 17 feet in accordance with the Old Woodward frontage plan provided by the City Engineer. Within these 17 feet will be a clear width of sidewalk of 10 feet adjacent to the building, a 5-foot-wide planter, and a 2-foot buffer area between the planters and face of curb. A curbed bump-out will be constructed at the northwest corner of Brown and Old Woodward, in accordance with the City's streetscape plan. This bump-out will lessen the east-west crossing distance of Old Woodward, protect the valet staging area, and add a pedestrian movement area between the hotel entrance doors and valet staging area (Figure 19).

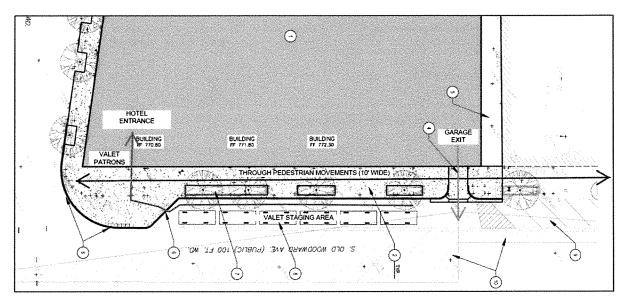


Figure 19. Concept Plan for Pedestrian Movements along Old Woodward Frontage

Valet staging is proposed for the parking area between the curbed bump-out and the garage exit drive. The valet staging (or service) area will be wide enough to keep valeted vehicles and the associated drivers, passengers, and valets safely clear of the southbound travel lane. Passengers alighting in this area will be able to proceed to the bump-out and directly enter the hotel, thus minimizing any conflicts with through pedestrian movements along the main-line sidewalk. The streetscape planters will also separate the valet operations from through pedestrian movements.

### **Traffic Management**

As noted above, all hotel parking will be serviced by valets. The hotel operator will be contracting with a professional parking management / valet service company (ABM Parking Services) to provide valet operations. On-site parking will be provided for the fifth-floor apartments and a limited number of additional vehicles. Off-site parking will occur in City-owned parking decks and/or at other locations to be determined (as required).

All valet operations will be southbound on Old Woodward, generally operating in a clockwise direction around the site and making right turns. There will be space for six vehicles in the valet staging area on Old Woodward. Valet staffing levels will be adjusted as required to meet the operational requirements of the hotel and/or banquet events. Normal valet operations are not expected to significantly impact, or be impacted by, southbound through traffic on Old Woodward.

In instances where southbound through traffic and hotel traffic are at unusual peak levels, traffic control personnel (private and/or public/police) will be engaged to maintain traffic flow in the area.

Deliveries to the building will be to the loading dock area on Brown Street. The loading dock area will be large enough to accommodate most delivery vehicles and not block Brown, except briefly when trucks are entering or leaving.

### **KEY FINDINGS AND CONCLUSIONS**

Key findings and conclusions developed in this study are as follows:

- All cars transporting building residents and visitors to and from the site will be parked by valets. The hotel's proposed two-level underground garage will feature 56 parking spaces, with 22 of those spaces being reserved for fifth-floor apartment residents and 34 being available to other valeted visitor cars. Valets needing to park additional cars will seek public off-site parking spaces, ideally in the City's nearby Pierce Street parking deck.
- The trip generation forecast provides a separate forecast for the proposed banquet and meeting rooms, since their combined floor area (7,446 s.f.) will be relatively large compared to the number of guest rooms (126). At the direction of the City's traffic consultant, this study assumes a maximum special-event scenario, wherein the banquet and meeting rooms are in full simultaneous day-long use, with all arrivals occurring during the AM peak hour of street traffic and all departures occurring during the PM peak hour of street traffic. Also at the consultant's request, no walking trips are assumed, whether from guest rooms within the hotel or from various off-site locations.
- □ Valet queuing analyses were completed for both an average weekday without special events and a maximum special-event weekday. Based on field measurements, it was assumed that the valet service time would average 4.7 minutes. To keep the service bay occupancy limited to its six-vehicle capacity (at a 95% confidence level), it was found that on an average weekday, the AM peak hour would require nine valets and the PM peak hour would require ten valets. On a maximum special-event day, however, the peak-hour valet requirements could be as high as 27 and 24, respectively.
- □ The traffic impacts of the proposed hotel will be minimal and can be easily mitigated. For the future total peak-hour traffic volumes forecasted at the Old Woodward/Brown intersection, very acceptable levels of service of C or better for most individual movements as well as for the overall intersection can be achieved with signal retiming (level of service is assigned on an A-F grading scale based on anticipated vehicular delays).
- Vehicles exiting the hotel's parking garage and valet service bay can be expected to experience a level of service of B. On average, southbound backups from the signal at Brown should not materially interfere with egress from the service bay. Drivers attempting to exit that bay will, however, occasionally find it to their advantage to pause until signal-queued vehicles have discharged after receiving the green light.

□ The valet operation and associated pedestrian movements will benefit from the streetscape plan outlined in this report. In addition to the features shown, it is recommended that the plan also include pedestrian benches and bike racks on the site's Old Woodward frontage (at a minimum, on the nearby intersection bump-out). Directional signing for the nearest bus stops north and south of the site may also be appropriate.

City of	Birmingham	MEMORANDUM
		Office of the City Manager
DATE:	March 7, 2018	
TO:	Advisory Parking Committee	
FROM:	Tiffany J. Gunter, Assistant City M	lanager
SUBJECT:	Permit Rule Change: Valet Assist Maximums	and Transient Parking 3 Hour

In the third week of March 2018, the City will undergo a major reconstruction of Old Woodward Avenue and will temporarily remove 130 on street parking spaces. Additionally, peak demand has historically been realized in May with the onset of consistently warmer weather and outdoor dining. In an effort to mitigate the impact on our transient parkers and ensure full utilization of the available roof top valet assist, staff has drafted the following recommendation for APC consideration. Today, the five city structures in Birmingham have white lined spaces (transient parking) and yellow lined spaces (monthly parking) available for parking. Staff requested that SP+ monitor the structures over the course of two weeks to determine the average utilization for each section. Our goal is to maximize availability of the first level parking spaces within the decks. The following pair of recommendations, if approved, would result in an increased capacity of 250 spaces in the existing structures and eliminate long term parking in the prime parking spaces, located on the first floors of each structure.

Table 1 below illustrates the existing spaces within the structures distinguishing between the transient and monthly parking spaces, the number of restricted parking spaces in three of the five structures, and the observed rates of utilization at 10 am.

Structure	Transient Parking Spaces (white lines)	Monthly Parking Spaces (yellow lines)	Restricted Parking Spaces (7AM to 9 or 10 AM)	%of Transient on average utilized at 10am
Chester	425	560	0	100 %
N. Old	359	386	21	100 %
Woodward				
Park	348	463	31	90 %
Peabody	224	213	0	80 %
Pierce	370	336	270	70 %

### Table 1

1

We learned that the percentage of transient parking spaces that were utilized by 10 am ranged from 70-100%. Many of these vehicles remained parked throughout the day leaving the

perception that there is no available parking in the structures throughout the day. Staff wants to increase overall capacity in the parking structures to mitigate the impact of the parking spaces that will be lost during construction and increase the availability of desirable parking to our daily visitors during this period.

Further, we know from our monthly garage calendars that our Valet Assist services are not being utilized as expected. In January of 2018, the roof top valet parked a total of eight cars in the two decks where this service is currently available. During a period spanning five months in 2017 from January – May we know that of the 149 days, none of the parking structures were reported as full for more than nine (9) days.

Staff asked SP+ to calculate the additional capacity that would be created in the structures if the roof top valet assist were being fully utilized. Table 2 below tells us that we could increase capacity by **250** spaces.

<u>Structure</u>	Total Rooftop	Additional Valet	Total Rooftop
	<b>Spaces – Self Park</b>	Spaces	Spaces – Valet Assist
Chester	<u>132</u>	<u>75</u>	<u>207</u>
N. Old Woodward	<u>122</u>	<u>50</u>	<u>172</u>
Park St.	<u>247</u>	<u>50</u>	<u>297</u>
Peabody	67	<u>N/A</u>	<u>67*</u>
Pierce St.	<u>146</u>	<u>75</u>	221

### Table 2

\*The rooftop at the Peabody structure does not accommodate valet assist.

Based on the observations gathered in Tables 1 and 2, staff would like the APC to consider a two part recommendation that will 1) open the most desired parking spaces for our transient parkers seeking to eat, dine, or recreate in the CBD while 2) simultaneously moving our monthly permit holders to higher levels within the parking structure and creating additional capacity during the reconstruction of Old Woodward.

Part 1 of the recommendation involves a change in strategy for the structures that will encourage greater turnover of parking spaces in the lower levels of the structure. Staff recommends that all garages will move away from the No Parking between 7 am and 9 am or 7 am and 10 am and replacing those signs with 3 hour maximum parking signs that exclude monthly permit holders from parking in these restricted spaces. A draft sign is attached at the end of this memo and would be applied in the structures as follows:

### **Chester Structure**

The Chester structure has 425 transient and 560 monthly parking spaces. On average at 10:00AM, approximately one hundred percent of the transient spaces are utilized; leaving only the roof and basement open for parking. Chester is a large monthly parking structure, which does not leave a lot of turn over for transient customers. The structure does not currently utilize any restricted parking signage. Staff recommends adding restricted 3-hour parking/no monthly parking signage on the L1 ramp ascending into the structure, on the south side of the building (42

spaces). While adding 42 restricted parking spaces at Chester, where there are currently no time specific restrictions, we are simultaneously increasing capacity for our monthly parkers through valet assist with the additional 75 parking spaces.

### N. Old Woodward Structure

The N. Old Woodward structure and lot has 359 transient and 386 monthly parking spaces. On average at 10:00AM, approximately one hundred percent of the transient spaces are utilized, leaving only the roof of the structure open for parking. The location includes 21 spaces on the surface lot that do not allow parking between 7:00 AM – 9:00 AM. Staff recommends adding restricted 3-hour parking/no monthly parking signage on the entire surface lot (156 spaces). There are currently 21 restricted parking spaces in the N. Old Woodward structure and we understand that increasing to 156 spaces is a substantial increase. Staff and SP+ agreed that communication and enforcement at this location would be difficult if there was an attempt to section off spaces within the existing surface lot. The assumption is that the need for transient parking within the structure would diminish as a result of this change in restricted parking and capacity would increase by 50 parking spaces with the use of valet assist. Staff would observe traffic flow to evaluate the success of the program and determine if the signage would need to be relocated inside of the structure after the initial roll out.

### Park Structure

The Park Structure has 348 transient and 463 monthly parking spaces in the structure. On average at 10:00 AM, approximately ninety percent of the transient spaces are utilized, leaving only the upper levels of the structure open for parking. The structure has 31 spaces on the first level that do not allow parking between 7:00 AM-10:00 AM. Staff recommends adding restricted 3-hour parking/no monthly parking signage on the entire first floor (78 spaces). While adding 47 restricted parking spaces at Park, we are maintaining capacity for our monthly parkers through valet assist with the additional 50 spaces.

### Peabody Structure

The Peabody structure has 224 transient and 213 monthly parking spaces in the structure. On average at 10:00 AM, approximately eighty percent of the transient spaces are utilized, leaving the upper levels of the structure open for parking. The structure does not currently utilize any restricted parking signage on any of the levels. Due to the number of open transient spaces at 10:00 AM and the physical fitness businesses in the area that see a large demand in the early morning hours, Staff recommends adding restricted parking signage on the descending first floor only, on the west side of the building (31 spaces).

### **Pierce Structure**

The Pierce Structure has 370 transient and 336 monthly parking spaces in the structure. On average at 10:00 AM, approximately 70 percent of the transient spaces are being utilized, leaving only partial first and upper levels of the structure open for parking. The structure utilizes 270 spaces on the first and second level that do not allow parking between 7:00 AM – 9:00 AM. Staff recommends adding restricted 3-hour parking/no monthly parking signage on the first level of the Piece Street Side to the right (43 spaces) and left (3 spaces). Staff also recommends adding restricted 3-hour parking signage on the Pierce Brown side directly at the left entrance (8 spaces) and left side Level One Ramp B (23 spaces). Pierce would have a total of 77 restricted 3-hour/no monthly parking signage in the structure that accommodates both

entrances. Staff recognizes that there are significantly fewer time restricted spaces for Pierce. Staff and SP+ agreed that adding signs over time, with observations to support the increase, would be easier than taking those spaces away due to an overly aggressive initial roll-out. Transient parkers will continue to have access to all levels in all of the decks.

These restrictions will create the need for heavy enforcement of each restricted area for a time to ensure the spaces are being used properly during the initial roll-out. Enforcement personnel will need to identify monthly parkers and track parking duration of the parkers in these spaces.

Given APC's approval, staff requests that SP+ monitors and enforces these spaces, which will require hiring additional staff. We recommend utilizing a team of 3 attendants to monitor the structures for a period of 3 months with the hours of enforcement being 8:00 AM to 4:00 PM Monday -Friday. This will result in additional payroll of approximately \$9,336 per month. After the initial three month period, the enforcement levels can be reduced to one attendant at a cost of approximately \$3,112.

Part II of the recommendation involves a modification to the existing rules that require the use of roof top valet assist for monthly permit parkers when the structure is full. This change would be rolled out along with the parking signage suggestions, staff recommends changing the language on the monthly parking permit rules. Number 5 on the rules **currently** states the following:

5. This permit authorizes parking only in designated areas on a first-come first serve basis. Designated areas are striped with yellow lines. If no space is available in your designated area you may park in any available space in the structure. If the structure is full, you may park in designated areas in any other City Parking Structure (not surfaces lots).

To have the monthly parkers fully utilize their designated space in each structure staff would like to change the language to the following:

5. This permit authorizes parking only in designated areas on a first-come first serve basis. If all available spaces are full, you are required to use the rooftop valet service (if available) at no extra fee. If the rooftop valet is unavailable, you may park in designated areas in any other City Parking Structure. Parking spaces marked with a 3 hour time limit, as well as any parking meters on streets and surface lots do not qualify as monthly parking spaces at any time. Any monthly parker not utilizing the rooftop valet, when available, will be required to pay the daily rate at any other City Structure (except for permit holders at the Peabody structure, where valet assist is not available).

This recommendation will significantly increase the likelihood that transient spaces remain open for daily parkers and will help promote turnover when coupled with the time restrictions. Consistent and similar signage, enforcement, and change of rules in all the structures will give a more positive impression to daily parkers. Staff would work with SP+ to evaluate the effectiveness of these changes, if implemented, so that upon the completion of the Old Woodward reconstruction project, the APC would have data to consider the possibility of issuing additional permits to address the growing waitlist. We recognize that the overall recommendation represents a significant change in policy. If approved, SP+ will begin an intense communication push with our monthly permit holders. SP+ will send emails and instruct staff to pass out flyers to drivers as they enter and exit the structure for at least a week prior to the changes taking effect.

The total cost to implement these changes in the first three months is estimated to be \$33,768 through the remainder of this current fiscal year. (Signage is estimated at \$5,760 and enforcement costs for three months totaling \$28,008.) After three months, the cost to maintain enforcement is \$3,112.

### SUGGESTED RECOMMENDATION:

The Advisory Parking Committee recommends that the City Commission approves \$33,768 to support the implementation of the restricted 3-hour parking/no monthly parking signage at all of the existing parking structures and modification of the existing permit rules to require monthly permit holders to utilize the roof-top valet assist option with an ongoing enforcement cost of \$3,112 per month.

### 1 - 12"w x 18"h white alum 1 - 12"w x 18"h white alum w/ black vinyl

# 3 HOUR PARKING MAXIMUM

## **NO MONTHLY** PERMIT HOLDERS

# 3 HOUR PARKING MAXIMUM

w/ black & red vinyl

**NO MONTHLY** PERMIT HOLDERS

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		able Community =

## MEMORANDUM

**Office of the City Manager** 

DATE:	March 7, 2018
то:	Advisory Parking Committee
FROM:	Tiffany J. Gunter, Assistant City Manager
SUBJECT:	APC Support for Construction Marketing

At the February 7 APC meeting the Advisory Parking Committee requested additional information from the Birmingham Shopping District to support the request for additional funding to market available parking options during the period that will involve the reconstruction of Old Woodward. The APC requested a specific timeframe for the marketing campaign and details concerning the total media buy. The BSD has provided the requested detail and is seeking a recommendation to approve \$60,000 in funding support.

### Background

The Birmingham Shopping District will be running a multi-faceted marketing campaign to promote the downtown shopping, dining and spa experience during the Old Woodward reconstruction project. It is vital to Birmingham restaurants, retailers, and businesses that we effectively communicate to consumers that, despite construction, businesses are open and various parking options are available to accommodate customers' parking needs. The BSD will be highlighting the downtown through TV, radio, magazine, newspaper, and social media ads promoting the popular "2 Hours Free Parking in the Decks" program and free valet parking available.

The Birmingham Shopping District has committed a total of \$100,000 for construction related activities. We are requesting the Advisory Parking Committee to approve a \$60,000 commitment from the parking fund to support the marketing campaign. All advertising will provide a strong push, via the various media channels mentioned above, for the parking system and valet parking. This request is made in addition to an approval the APC made in 2015 for \$75,000 to support valet parking services related to the Old Woodward Construction project.

Additionally, the APC has also approved annual requests from the BSD in the amount of \$25,000 to support the BSD's holiday television advertising campaign. In addition to the events and activities taking place during the holidays, these ad campaigns highlight the 2 hour free parking and holiday valet parking services.

The BSD requests that the Advisory Parking Committee recommend this expenditure in support of the BSD reconstruction marketing campaign.

The following chart annotates the different marketing channels that will be employed during construction April 2018 through end of July 2018:

Construction Advertising					
Print					
Eccentric	\$	4,000.00			
Eagle	\$	6,000.00			
Downtown Publications	\$	2,000.00			
Birmingham Magazine	\$	5,000.00			
Jewish News	\$	3,000.00			
SEEN	\$	3,000.00			
Chaldean News	\$	3,000.00			
Logical Solutions promotion cards					
(valet and event lineup)	\$	3,000.00			
TOTAL	\$	29,000.00			

Digital	
WXYZ digital	\$ 5,000.00
Boosted Facebook & Instagram Posts	\$ 11,000.00
clickondetroit.com	\$ 5,000.00
WWJ detroit.cbslocal.com	\$ 5,000.00
Fox 2 digital ads	\$ 5,000.00
Metroparent	\$ 1,000.00
Snapchat	\$ 1,000.00
Chaldean News	\$ 1,000.00
Oakland County Moms	\$ 2,000.00
TOTAL	\$ 36,000.00

Broadcast		
104.3 WOMC	\$ 5,000.00	
96.3	\$ 5,000.00	
98.7	\$ 5,000.00	
Cable TV - Comcast & AT&T U-Verse	\$ 20,000.00	
WXYZ Channel 7 (includes online ad)	\$ 20,000.00	
WDIV	\$ 20,000.00	
Ch. 2	\$ 20,000.00	
TOTAL	\$ 95,000.00	

Print Total	\$ 29,000.00
Digital Total	\$ 36,000.00
Broadcast Total	\$ 95,000.00
Grand Total	\$ 160,000.00

SUGGESTED RECOMMENDATION:

The Advisory Parking Committee recommends a one-time expenditure of \$60,000 in support of the BSD reconstruction marketing campaign.

### CITY OF BIRMINGHAM - Combined Income Statement For Periods Indicated

		Month Ended	7 Month Ending	Month Ended	7 Month Ending
REVENUES:		January 31, 2018	January 31, 2018	January 31, 2017	January 31, 2017
Revenues - Monthly parking		236.322.49	1.551.611.26	187.124.10	1,346,630.00
Revenues - Cash Parking		237,483.75	1,745,965.07	248,428.95	1,468,023.04
Revenues - Card Fees		275.00	13,665.00	172.50	5,090.00
Revenue - Lot #6		680.00	.,	# 220.00	65,795.40
	TOTAL INCOME	474,761.24	3,311,241.33	435,945.55	2,885,538.44
					,,
EXPENSES:					
Salaries and Wages		66,749,56	462.988.07	70.430.32	493,191.66
Payroll Taxes		8,553.85	45,398.90	8.933.68	49,755.14
Workmens Comp Insurance		3.090.40	19,904.34	2,988.53	19,770.17
Group Insurance		29,237.73	158,885.72	20,511.19	144,581.82
Uniforms		272.33	3,314.03	36.00	2,332.68
Insurance		10,655.44	70,631.34	9,662.92	65,257.58
Utilities		1,021.42	6,566.29	880.30	6,000.50
Maintenance		4,856.35	28,665.89	2,382.99	51,895.49
Parking Tags/Tickets			608.09		7,796.09
Accounting Fees		4,363.97	31,132.69	4,363.97	30,709.14
Office Supplies		853.25	3,433.99	379.58	3,149.45
Card Refund			-		
Operating Cost - Vehicles		672.57	3,556.86	603.61	4,064.26
Pass Cards			-		
Employee Appreciation		134.05	863.72	509.55	1,395.90
Credit Card Fees		14,131.21	90,022.57	9,770.63	58,711.18
Bank Service Charges		58.42	527.36	429.30	2,894.03
Miscellaneous Expense		1,129.83	2,842.22	1,236.04	3,019.42
Management Fee Charge		3,875.00	27,125.00	3,875.00	27,125.00
	TOTAL EXPENSES	149,655.38	956,467.08	136,993.61	971,649.51
	OPERATING PROFIT	325,105.86	2,354,774.25	# 298,951.94	1,913,888.93

### CITY OF BIRMINGHAM PIERCE DECK Income Statement For Periods Indicated

	Month Ended	7 Month Ending	Month Ended	7 Month Ending
REVENUES:	January 31, 2018	January 31, 2018	January 31, 2017	January 31, 2017
Revenues - Monthly parking	37,312.49	254,930.75	31,827.10	233,334.50
Revenues - Cash Parking	64,287.00	480,848.25	63,575.60	475,341.45
Revenues - Card Fees	75.00	1,838.00	30.00	2,715.00
TOTAL I	NCOME 101,674.49	737,617.00	95,432.70	711,390.95
EXPENSES:				
Salaries and Wages	11,459.56	85,279.66	13,123.17	89,055.00
Payroll Taxes	1,452.46	8,211.87	1,560.02	8,072.47
Workmens Comp Insurance	520.00	3,652.52	521.18	3,269.95
Group Insurance	5,861.69	36,088.89	3,937.47	29,890.54
Uniforms		514.84	7.20	250.09
Insurance	1,992.68	13,656.28	1,869.80	12,689.88
Utilities	204.26	1,200.93	176.06	1,225.33
Maintenance	328.60	4,165.00	64.62	11,610.71
Parking Tags/Tickets		119.77		1,602.66
Accounting Fees	865.37	6,057.59	865.37	6,057.59
Office Supplies	170.65	686.80	75.92	629.89
Card Refunds		-		
Operating Cost - Vehicles	134.51	711.37	120.73	812.87
Pass Cards		-		
Employee Appreciation	20.91	166.85	101.91	193.66
Credit Card Fees	3,825.33	24,886.89	2,500.41	19,106.05
Bank service charges	10.10	83.72	139.17	916.72
Miscellaneous Expenses	128.94	220.73	9.58	86.03
Management Fee Charge	775.00	5,425.00	775.00	5,425.00
TOTAL EX	PENSES 27,750.06	191,128.71	25,847.61	190,894.44
OPERATIN	G PROFIT 73,924.43	546,488.29	69,585.09	520,496.51

### CITY OF BIRMINGHAM PEABODY DECK Income Statement For Periods Indicated

REVENUES:	Month Ended	7 Month Ending	Month Ended	7 Month Ending
	January 31, 2018	January 31, 2018	January 31, 2017	January 31, 2017
Revenues - Monthly parking	33,975.00	190,665.00	22,350.00	172,757.50
Revenues - Cash Parking	41,295.00	270,040.00	62,391.25	236,987.00
Revenues - Card Fees	45.00	10,709.00	30.00	90.00
TOTAL INCOME	75,315.00	471,414.00	84,771.25	409,834.50
EXPENSES:				
Salaries and Wages	10,215.97	76,434.94	12,773.76	91,577.57
Payroll Taxes	1,380.71	7,424.57	1,513.93	8,296.04
Workmens Comp Insurance	520.05	3,330.73	506.38	3,368.70
Group Insurance	5,861.67	35,716.15	4,310.84	30,226.46
Uniforms		513.65	7.20	250.09
Insurance	1,520.17	10,043.85	1,419.03	9,770.59
Utilities	204.29	1,291.14	176.06	1,138.14
Maintenance	404.74	3,788.32	64.60	8,290.07
Parking Tags/Tickets		119.77		1,118.81
Accounting Fees	775.19	5,426.33	775.19	5,426.33
Office Supplies	170.65	686.80	75.92	629.90
Card Refund		-		
Employee Appreciation	20.91	166.85	101.91	193.66
Operating Cost - Vehicles	134.51	711.37	120.72	812.86
Pass Cards		-		
Credit Card Fees	2457.21	14,031.06	2,453.83	9,493.58
Bank service charges	10.10	76.51	82.36	574.44
Miscellaneous Expense	127.97	202.11	9.31	88.06
Management Fee Charge	775.00	5,425.00	775.00	5,425.00
TOTAL EXPENSES	24,579.14	165,389.15	25,166.04	176,680.30
OPERATING PROFIT	50,735.86	306,024.85	59,605.21	233,154.20

### CITY OF BIRMINGHAM PARK DECK Income Statement For Periods Indicated

	Month Ended	6 Month Ending	Month Ended	7 Month Ending
REVENUES:	January 31, 2018	January 31, 2018	January 31, 2017	December 31, 2016
Revenues - Monthly parking	65,437.01	382,237.51	53,170.00	327,047.50
Revenues - Cash Parking	49,684.00	357,401.00	56,868.60	345,321.40
Revenues - Card Fees	60.00	(57.00)	60.00	315.00
TOTAL INCOME	115,181.01	739,581.51	110,098.60	672,683.90
EXPENSES:				
Salaries and Wages	13,686.09	94,494.87	14,955.30	104,336.96
Payroll Taxes	1,748.83	9,176.71	1,798.75	9,727.28
Workmens Comp Insurance	620.79	4,049.22	598.75	3,880.07
Group Insurance	4,672.44	28,486.09	3,414.24	23,499.46
Uniforms		513.65	7.20	438.15
Insurance	2,276.47	15,038.91	2,125.49	14,060.41
Utilities	204.29	1,291.14	176.06	1,032.50
Maintenance	415.82	3,191.02	1,009.60	10,763.41
Parking Tags/Tickets		119.77		1,796.81
Accounting Fees	881.28	6,194.24	881.28	6,168.96
Office Supplies	170.65	686.80	75.91	629.87
Card Refund		-		-
Operating Cost - Vehicles	134.51	711.37	120.72	812.85
Pass Cards		-		-
Employee Appreciation	20.91	166.85	101.91	193.66
Credit Card Fees	2,956.39	18,331.29	2,236.62	13,791.64
Bank service charges	10.10	70.70	89.79	632.54
Miscellaneous Expenses	130.68	216.22	11.01	98.01
Management Fee Charge	775.00	5,425.00	775.00	5,425.00
TOTAL EXPENSES	28,704.25	188,163.85	28,377.63	197,287.58
OPERATING PROFIT	86,476.76	551,417.66	81,720.97	475,396.32

### CITY OF BIRMINGHAM CHESTER DECK Income Statement For Periods Indicated

REVENUES: Revenues - Monthly parking Revenues - Cash Parking Revenues - Card Fees TOTAL INCOME	Month Ended January 31, 2018 57,290.99 50,986.75 80.00 108,357.74	7 Month Ending January 31, 2018 348,787.00 352,124.82 965.00 701,876.82	Month Ended January 31, 2017 40,569.50 34,342.00 37.50 74,949.00	7 Month Ending January 31, 2017 318,006.00 186,035.74 1,220.00 505,261.74
EXPENSES:				
Salaries and Wages	16,100.71	103,164.32	12,667.16	94,061.33
Payroll Taxes	2,011.25	10,442.67	2,044.58	12,488.79
Workmens Comp Insurance	736.29	4,431.72	680.65	4,976.93
Group Insurance	8,170.57	32,180.22	4,797.46	32,671.34
Uniforms	272.33	1,258.48	7.20	1,144.29
Insurance	2,450.00	16,169.60	2,286.60	15,217.60
Utilities	204.29	1,483.74	176.06	1,466.42
Maintenance	3,378.59	11,828.50	1,179.56	11,055.76
Parking Tags/Tickets		129.01		1,187.21
Accounting Fees	950.24	7,198.66	950.24	6,722.53
Office Supplies	170.65	686.80	75.92	629.92
Card Refund		-		-
Operating Cost - Vehicles	134.51	711.37	120.72	812.83
Pass Cards		-		-
Employee Appreciation	50.41	196.32	101.91	621.27
Credit Card Fees	3,033.91	18,042.72	1,350.66	7,267.76
Bank Service Charges	18.02	225.73	10.00	72.76
Misc Expense	424.05	707.02	1,012.51	1,374.00
Management Fee Charge	775.00	5,425.00	775.00	5,425.00
TOTAL EXPENSES	38,880.82	214,281.88	28,236.23	197,195.74
OPERATING PROFIT	69,476.92	487,594.94	46,712.77	308,066.00

### CITY OF BIRMINGHAM N. WOODWARD DECK Income Statement For Periods Indicated

	Month Ended	7 Month Ending	Month Ended	7 Month Ending
REVENUES:	January 31, 2018	January 31, 2018	January 31, 2017	January 31, 2017
Revenues - Monthly parking	42,307.00	374,991.00	39,207.50	295,484.50
Revenues - Cash Parking	31,231.00	285,551.00	31,251.50	224,337.45
Revenues - Card Fees	15.00	180.00	15.00	750.00
TOTAL INCO	ME 73,553.00	660,722.00	70,474.00	520,571.95
EXPENSES:				
Salaries and Wages	15,287.23	103,614.28	16,910.92	114,160.79
Payroll Taxes	1,960.60	10,143.08	2,056.40	11,170.56
Workmens Comp Insurance	693.27	4,440.15	681.57	4,274.52
Group Insurance	4,671.36	26,414.37	4,051.18	28,294.02
Uniforms	,	513.41	7.20	250.06
Insurance	2,416.12	15,722.70	1,962.00	13,519.10
Utilities	204.29	1,299.34	176.06	1,138.11
Maintenance	328.60	5,693.05	64.61	10,175.54
Parking Tags/Tickets		119.77		2,090.60
Accounting Fees	891.89	6,255.87	891.89	6,333.73
Office Supplies	170.65	686.80	75.91	629.87
Card Refund		-		-
Operating Cost - Vehicles	134.51	711.37	120.72	812.85
Pass Cards		-		-
Employee Appreciation	20.91	166.85	101.91	193.65
Credit Card Fees	1858.37	14,730.61	1,229.11	9,052.15
Bank Service Charges	10.10	70.70	107.98	697.57
Miscellaneous Expense	131.93	223.34	12.54	105.69
Management Fee Charge	775.00	5,425.00	775.00	5,425.00
TOTAL EXPENS	SES 29,554.83	196,230.69	29,225.00	208,323.81
OPERATING PR	OFIT 43,998.17	464,491.31	41,249.00	312,248.14

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### CITY OF BIRMINGHAM lot #6 Income Statement For Periods Indicated

INCOME	Revenues - Monthly Parking L	ot #6 & Southside	Month Ended January 31, 2018 680.00	7 Month Ending January 31, 2018 101,075.55	Month Ended January 31, 2017 220.00	7 Month Ending January 31, 2017 65,795.40
EXPENSES	Liability Insurance Office Supplies (Hanging Tags Misc.	TOTAL INCOME	<u> </u>	101,075.55 1,272.80 1,272.80	220.00 181.09 181.09	65,795.40 - 1,267.63 1,267.63
		NET PROFIT	493.74	99,802.75	38.91	64,527.77

### MONTHLY PARKING PERMIT REPORT

For the month of: January 2018 Date Compiled: February 23, 2018

	Pierce	Park	Peabody	N.Old Wood	Chester	Lot #6/\$210	Lot #6/\$150	South Side	Lot B	35001 Woodward	Total
1. Total Spaces	706	811	437	745	985	174	79	8	40	40	4025
2. Daily Spaces	370	348	224	359	425	N/A	N/A	N/A	N/A	N/A	1726
3. Monthly Spaces	336	463	213	386	560	174	79	8	30	40	2289
4. Monthly Permits Authorized	550	750	400	800	1140	150	40	8	30	55	3923
5. Permits - end of previous month	550	750	400	826	1140	150	40	8	30	50	3944
6. Permits - end of month	550	750	400	810	1140	150	40	8	30	50	3928
7. Permits - available at end of month	0	0	0	-10	0	0	0	0	0	5	-10
8. Permits issued in month includes permits effective 1st of month	5	2	2	0	6	0	0	0	0	0	15
9. Permits given up in month	5	2	2	16	6	0	0	0	0	0	31
10. Net Change	0	0	0	-16	0	0	0	0	0	31	15
<ol> <li>On List - end of month*</li> <li>**On List-Unique Individuals</li> </ol>	946	875	915	1120	797	0	0	0	0	0	4653 3124
12. Added to list in month	28	10	15	17	7	0	0	0	0	0	77
13. Withdrawn from list in month (w/o permit)	0	0	0	0	0	0	0	0	0	0	0
14. Average # of weeks on list for permits issued in month	143	82	141	126	57	0	0	0	0	0	549
15. Transient parker occupied	263	248	126	233	207	N/A	N/A	N/A	N/A	N/A	1077
16. Monthly parker occupied	401	532	268	462	754	N/A	N/A	N/A	N/A	N/A	2417
17. Total parker occupied	664	780	394	695	961	N/A	N/A	N/A	N/A	N/A	3494
<ol> <li>Total spaces available at 1pm on Wednesday 1/10</li> </ol>	42	31	43	50	24	N/A	N/A	N/A	N/A	N/A	190
19. "All Day" parkers paying 5 hrs. or more A:Weekday average. B:*Maximum day	208 N/A*	180 N/A*	128 N/A*	130 N/A*	106 N/A*	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	752 0
20. Utilization by long term parkers	N/A*	N/A*	N/A*	N/A*	N/A*	N/A	N/A	N/A	N/A	N/A	#DIV/0!

term parkers (1) Lot #6 does not have gate control, therefore no transient count available (2) (Permits/Oversell Factor + Weekday Avg.) / Total Spaces \* Average Maximum day not available currently in Skidata \*\* Unique invididuals represent the actual number of unique people on the wait list regardless of how many structures they have requested.

### Birmingham Parking System Transient & Free Parking Analysis Months of January 2017 & January 2018

			H REVENUE	% FREE
17,980	12,408	\$	24,631.00	69%
18,047	10,632	\$	37,404.85	59%
5,181	3,652	\$	9,222.00	70%
12,735	8,306	\$	23,726.00	65%
26,091	15,329	\$	55,588.00	59%
	18,047 5,181 12,735	18,04710,6325,1813,65212,7358,306	18,047       10,632       \$         5,181       3,652       \$         12,735       8,306       \$	18,04710,632\$ 37,404.855,1813,652\$ 9,222.0012,7358,306\$ 23,726.00

### January 2017

<b>TOTALS</b> 80,034 50,327 \$ 150,571.85 63%					
	TOTALS	80,034	50,327	150,571.85	63%

January 2018

GARAGE	TOTAL CARS	FREE CARS	СА	SH REVENUE	% FREE
PEABODY	16,632	8,777	\$	41,295.00	53%
PARK	18,274	7,430	\$	49,684.00	41%
CHESTER	6,149	1,796	\$	50,986.75	29%
WOODWARD	11,561	5,681	\$	31,231.00	49%
PIERCE	24,195	11,225	\$	64,287.00	46%
TOTALS	76,811	34,909	\$	237,483.75	45%

BREAKDOWN:	TOTAL CARS	-4%
	FREE CARS	-31%
	CASH REVENUE	+58%

### Structure Occupancy at 1pm Tuesday-Thursday

Available Spaces

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Chester-45	2	3
				N.O.W42		
				Park-27		
				Peabody-58		
				Pierce-11		
4	5	6 Chester-38	7 Chester-58	8 Chester-42	9	10
		N.O.W43	N.O.W28	N.O.W42		
		Park-32	Park-26	Park-29		
		Peabody-58	Peabody-66	Peabody-73		
		Pierce-82	Pierce-68	Pierce-87		
11	12	13 Chester-33	14 Chester-14	15 Chester-52	16	17
		N.O.W43	N.O.W13	N.O.W51		
		Park-26	Park-21	Park-39		
		Peabody-37	Peabody-15	Peabody-61		
		Pierce-17	Pierce-14	Pierce-11		
18	19	20 Chester-109	21 Chester-56	22 Chester-63	23	24
		N.O.W101	N.O.W83	N.O.W74		
		Park-31	Park-69	Park-48		
		Peabody-83	Peabody-100	Peabody-72		
		Pierce-147	Pierce-113	Pierce-92		
25	26	27 Chester-31	28 Chester-83			
		N.O.W48	N.O.W35			
		Park-21	Park-30			
		Peabody-85	Peabody-41			
		Pierce-88	Pierce-85			
		Notes:				

### **Chester Street Structure**

Garage full list

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				Garage not filled.	Valet closed	
4	5	6	7	8	9	10
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
11	12	13	14	15	16	17
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
18	19	20	21	22	23	24
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
25	26	27	28			
	Valet closed	Garage not filled.	Garage not filled.			
		Notes:	1		l	
		1				

### N. Old Woodward Garage

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
			Garage not filled.	Garage not filled.	Valet closed	
4	5	6	7	8	9	10
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
11	12	13	14	15	16	17
	Valet closed	Garage not filled.	4 cars	Garage not filled.	Valet closed	
18	19	20	21	22	23	24
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
25	26	27	28			
	Valet closed	Garage not filled.				
		Notes:				

### Park Street Structure

Garage full list

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
11	12	13	14	15	16	17
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
18	19	20	21	22	23	24
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
25	26	27	28			
	Valet closed	Garage not filled.	1 car			
		Notes:	ł			

### **Peabody Street Structure**

Garage full list

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
-		Ū		Ū	5	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			
		Notes:	Structure did not fill.	1		

### **Pierce Street Structure**

Garage full list

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
	-		-			40
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			
		Notes:	Structure did not fill.			