



TOWN OF FAIRFAX

SPECIAL MEETING STAFF REPORT

June 17, 2020

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager

SUBJECT: Discuss/consider the further use of public spaces (e.g., parking lots) for temporary outdoor businesses uses and provide direction to staff

RECOMMENDATION

Discuss/consider the further use of public spaces (e.g., parking lots) for temporary outdoor businesses uses and provide direction to staff

BACKGROUND

At its June 3rd meeting, the Council approved business activity programs to allow local restaurants and businesses to use outdoor spaces to expand their operations and to resume operations in compliance with social distancing requirements. The two programs are: 1) Temporary Use Permit (TUP) for use of private property and 2) temporary encroachment permits. Specifically, the Town Manager was authorized to establish standards that allow restaurants and other businesses to temporarily operate in a safe, expanded outdoor capacity in the public right-of-way (e.g., parking spaces, ballfield for classes) and private areas adjacent to their businesses. Both permits are good for an initial 120-day period and can be extended for one 60-day period. There are no fees for the permits. Both permits expire on November 30, 2020. The Council also gave the Town Manager authority to close a portion of Mono Alley adjacent to Bolinas Road.

These two programs are up and running. Businesses can apply for encroachment permits on-line. For a TUP, businesses are directed to contact Planning staff.

During the June 3rd meeting, the Council also discussed other issues such as the use of Bolinas Park and parking lots and indicated it would like to further discuss/consider those issues.

DISCUSSION

Since the June 3rd meeting, Mayor Goddard and staff had a subsequent meeting with John Bela, Fairfax resident and partner/director of Gehl San Francisco, regarding the use of outdoor spaces, such as parking spaces and parking lots, to assist Fairfax businesses to gradually reopen in accordance with State and local health requirements. John prepared some additional diagrams regarding public areas and we believe it would be helpful to receive Council direction on his suggestions. Attached are some of the diagrams/exhibits which staff will discuss at the meeting.

We are seeking Council direction on the items described below regarding the use of public right-of-way for outdoor business uses. This is not intended to be a comprehensive list and the Council is welcome to discuss other policy issues.

Use of Bolinas Road Parking Spaces (Elsie to Broadway)

- For those parking spaces not used by businesses, should we create a few 20-30 minute parking zone which would allow for curbside pick-ups?
- Allow temporary closure of the commercial loading zone for outdoor use by Coffee Roastery.
- New temporary commercial loading zone would be in the middle of Bank Street.
- Allow the parking spaces to be used all week or just limit to the weekends for outdoor business uses.
 - If we use red traffic cones and A-frames that are easy to move, we can accommodate these uses only on the weekends.
 - If we install plastic delineators which are glued down to the road, the use of the parking space would need to be allowed 7 days a week.
- Are we open to the idea of extending the use of the parking spaces into Bolinas Road by 1-2 ft? The concept is the table and chairs would be placed by the curb and pedestrians could walk around the area either on the sidewalk or in the parking space. The pedestrian access would be on the outside of the parking space towards Bolinas Road. Under this concept, Bolinas Road would have 10-11 ft. per travel lane. The Fire Chief has indicated that since the barriers are moveable (i.e., traffic cones or plastic delineators) and there are no tables or chairs in that 1-2 ft. area, it would not cause a problem for Fire responding to emergency calls.

Mono and Broadway/Claus Parking Lots

- The lower half of the Mono Parking Lot would be closed from Friday afternoon until early Monday morning. A hammerhead turnout would be created in the lot to allow vehicles entering from Bank St. to enter and turnaround so they can park diagonally. We did this when we replaced the sidewalk and curb ramps on Bolinas Road in front of the parking lot.
- The entire 8-space parking lot on Broadway (west of Claus) would be closed from Friday afternoon until early Monday morning.
- Use for general dining/seating
- Allow alcoholic beverages purchased with/without food to be consumed in the area.
- Use Town tables and chairs.
- Contract with Chamber of Commerce to clean/disinfect tables and chairs.
- Ideally, the Chamber's insurance would cover the use of the area.
- The Town would put out the tables & chairs on Friday afternoon and pick-up on Monday morning. Public Works crews would do this during their normal working hours so we would not incur overtime costs.

Parking Spaces on Broadway (Claus to Pacheco)

- Create a few 20 to 30 minute parking zones not used for outdoor businesses uses.
- Allow outdoor business use for the entire week or just on the weekends.

- If we use red traffic cones and A-frames that are easy to move, we can accommodate only on weekends. The traffic lanes are much wider so we can probably just use traffic cones and A-frames.
- If we install plastic delineators which are glued down to the road, the use of the parking space would need to be allowed 7 days a week.
- Do we want to install a temporary bike lane on Broadway?
- Ok to create a bike parking area on Broadway with adjacent business owners' consent?
- If business owners agree, would it be ok to create a "streaterie" in diagonal parking spaces on Broadway/Bolinas Road?

FISCAL IMPACT

To be determined

ATTACHMENTS

Diagrams and exhibits from John Bela