

**MINUTES**  
**New Castle City Planning Commission**  
**Parking Study Sub-Committee Meeting**  
**February 19, 2015 – 6:30 p.m.**  
**City of New Castle Town Hall**

Members Present: Dr. Joanne Viola, Chair  
Jonathan Justice  
Gail Seitz  
Tom Whitehead

Members Absent: Lt. Adam Brams  
Heather Dunigan, WILMAPCO  
Andrew Hayes  
Richard Robinson, Chief, Good Will Fire Co.  
Albert Vannucci  
Jim Vincent

Dr. Viola called the meeting to order. Roll call followed.

**Minutes** – The date of the meeting was corrected. **A motion was made and seconded to approve the 11/20/14 minutes as corrected. Motion approved.**

Dr. Viola reminded that future meeting dates and time will be the third Thursday of the month at 6:30 p.m.

**Communications (from residents and committee members)** – Dr. Viola reported on several communications. There is a new Chairperson of the Planning Committee. Dr. Viola made contact with Michael Quaranta and she and Mr. Vincent met with him on 1/24/15 to give a status of this group’s work as it relates to the 2009 Comprehensive Plan, Transportation Plan (strategies and goals). Mr. Quaranta reported the Planning Commission appreciates the work of the Parking Sub-committee. There was no action taken on having a back-up to Mr. Justice. Another appointee from the Planning Commission is anticipated. It is the Planning Commission’s opinion that the City needs to follow up on certain items and the City Planner will be addressing accordingly.

Mr. Quaranta forwarded a copy of a letter dated 2/12/15 to Michelle Quaranta from Bob Fleck making suggestions on revising one-hour parking on Delaware Street. Mr. Fleck owns a business on Delaware Street. (*Dr. Viola read the letter into the record.*) The letter was given to Dr. Viola for discussion/consideration by this group. Enforcement of current parking signage along Delaware Street was discussed. When parking issues were addressed along Market Street, residents were urged to report violations to the police non-emergency number (573-2800).

**Parking Utilization Study Plan** – Mr. Vincent and Mr. Hayes are still working on the plan. WILMAPCO study – Data was provided by this group. Ms. Seitz questioned some of the data and suggested revisiting capacity numbers to ensure they are accurate before distributing the summary data.

Dr. Viola wants the committee to consider doing a spring survey of Delaware Street usage on high-volume days to define who is parking there. East Second and West Third Streets could be included in the survey.

Dr. Viola further suggested working with WILMAPCO to design a survey and determine a good time to do the survey. It would not require as much manpower this time. Ms. Seitz thinks doing the survey in the summer again would be a better timeframe. The consensus was to do the survey in the summer and on high-volume days (Thursdays and Saturdays) over a five-week span. Roger Clark was in the audience and volunteered to assist.

**Event Parking** – Dr. Viola distributed an outline draft of allocation of available parking in the City of New Castle. Mr. Quaranta, Planning Commission Chairperson, feels it would be helpful to have a big picture of New Castle showing all available parking for residents, visitors, and events and he would be willing to use some of the Planning Commission’s budget and enlist the services of the City Planner. Dr. Viola said street cleaning and snow removal needs to be part of the outline. A suggestion was made to have the City start a metered-parking system using a kiosk for high-volume areas and high-volume times. There could possibly be a budget for enforcement and a timeline developed for implementation.

Dr. Viola distributed information authored by Donald Shoupe, an economics and public policy professor, about people being willing to pay for parking when it is less available to them. Another point he made was having minimum parking requirements. (*Discussion followed.*) Mr. Clarke said the cost of maintaining whatever tool is used (kiosk, etc.) and enforcement were issues raised when he worked on a previous parking committee. Dr. Viola asked if parking revenues and permitting for residents is worth pursuing. Mr. Justice asked Mr. Clarke if he has any of the work the initial parking committee did regarding revenues and kiosks/meters. Mr. Clarke said no minutes were taken, but they did have various representatives from collecting device businesses (kiosks/meters) who said if the equipment wasn’t maintained year round then the City had to pay someone to do it. Costs for servicing machines and enforcement may not be feasible given the size of the City.

Mr. Justice spoke about a solution used in a foreign country using an “exclusive parking fee” idea to hold a parking space. There are pros and cons to the idea. A permitting system will have many of the same costs as a kiosk/meter system.

Based on the inventory and studies to date, Mr. Clarke suggested implementing limited parking (ex.-2 hours) using signage along Delaware Street during the summer season. Enforcement by the police bike patrol was suggested.

Ms. Seitz spoke about parking relating to the First National Monument. Parking counts continue and they are looking at projections for the future. The court house has some baseline and visitor data. (Visitor Data: 2011 – 13,000; 2012 – 16,500; 2013 – 16,600; 2014 – about 20,000 through October.) When comparing with other historic parks, a good estimate for future visitation is approximately 40,000.

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Mr. Whitehead raised discussion about lack of consideration for parking associated with the Sheriff's House and parking costs involved. Ms. Seitz said we are still in the study period noted for parking and being a national park gives us access to grant monies.

There being no further business to discuss the meeting was adjourned at 7:30 p.m.

Debbie Turner  
Stenographer

*(Stenographer not present at meeting; minutes prepared from recording.)*