



AGENDA
Committee on Public Safety
Thursday, November 7, 2019 @ 3:30 p.m.
City Council Conference Room, 10th Floor

Council Member Wood, Chair
Council Member Spitzley, Vice Chair
Council Member Hussain, Member

1. Call to Order

2. Minutes

- October 24, 2019

3. Public Comment on Agenda Items

4. Discussion:

- A.) DISCUSSION – Ingham County 911 Dispatch Director
- B.) DISCUSSION – LPD Substation at Walnut Street Apartments
- C.) DISCUSSION/FOLLOW UP – Committee Report On Ordinance Amendments to Chapter 404, Section 404.13 Parking
- D.) RESOLUTION- Reappointment; Tim Barron; Ingham County/City of Lansing Media Representative; Lansing Community Corrections Advisory Board

5. Other

6. Adjourn

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MINUTES

Committee on Public Safety
Thursday, October 24, 2019 @ 3:30 p.m.
City Council Conference Room, 10th Floor

CALL TO ORDER

The meeting was called to order at 3:47 p.m.

ROLL CALL

Council Member Carol Wood, Chair
Council Member Patricia Spitzley, Vice Chair - excused
Council Member Adam Hussain, Member

OTHERS PRESENT

Sherrie Boak, Council Staff
Lisa Hagen, Assistant City Attorney, Council Research Assistant
Mary Bowen, Assistant City Attorney
Scott Sanford, Code Compliance
Samantha Harkins, Deputy Mayor
Chief Green, LPD
Professor Linda Nubani, MSU
Brian McGrain, Economic Development & Planning
Council Member Garza
Mary Ellen Purificato

Public Comment

Council Member Garza inquired in to the status of work orders at Autumn Ridge apartments and provided information that he was told there are rodents in the walls, there is no landscaping maintenance, some appliances do not work and he then submitted photos to Mr. Sanford. Mr. McGrain asked that all complaints be forwarded to his office. Council Member Wood asked Mr. McGrain to follow up with Council Member Garza after they inspect the site and they can provide and email update to the Committee.

Minutes

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM OCTOBER 3, 2019 AS PRESENTED. MOTION CARRIED 2-0.

DISCUSSION/ACTION

RESOLUTION – Set Show Cause Hearing; Make Safe or Demolish; 818 Nipp Avenue

Mr. Sanford went through the case details including a red tag date of 1/2/2019, the estimate cost of repairs at \$6,350 because it is a garage only, and the Board is asking for 60 days make safe or demolish. At this time there have been no contact made by the owners.

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MOTION BY COUNCIL MEMBER HUSSAIN TO SET THE SHOW CAUSE HEARING FOR 818 NIPP AVENUE FOR NOVEMBER 18, 2019. MOTION CARRIED 2-0.

RESOLUTION – Set Show Cause Hearing; Make Safe or Demolish; 819 Cleveland

Mr. Sanford informed the committee this proper had a fire on 8/30/2016 and was red tagged on 11/29/2017. It went before the Demolition Board on 6/27/2019 who are asking for 30 days make safe or demolish. Currently, he added, there has been no contact by the owners nor have they applied for permits. The estimated cost of repairs is \$71,400.00. Council Member Wood asked if there was any insurance in escrow since it was a fire, and Mr. Sanford was not able to provide that information at this time. (After the meeting, Mr. Sanford emailed the Committee stating that there was no insurance money being held by the City).

MOTION BY COUNCIL MEMBER HUSSAIN TO SET THE SHOW CAUSE HEARING FOR 819 CLEVELAND FOR NOVEMBER 18, 2019. MOTION CARRIED 2-0.

RESOLUTION – Set Show Cause Hearing; Make Safe or Demolish; 3309 Viking

Mr. Sanford confirmed the property was a single-family resident with an estimate cost of repair at \$107,000 and after the Demolition Board met on July 25, 2019, they are asking for 60 days make safe or demolish. At this time, Mr. Sanford stated that there were no permits, no actions taken by the owner and no contact from the owners.

MOTION BY COUNCIL MEMBER HUSSAIN TO SET THE SHOW CAUSE HEARING FOR 3309 VIKING FOR NOVEMBER 18, 2019. MOTION CARRIED 2-0.

DISCUSSION – Update on LPD Substation at Walnut St. Apts.

Council Member Wood recapped what Chief Yankowski had stated to the Committee in July on the project including secure doors, keypad entry and additional security items added to the room. There was a discussion at some point on who would cover the cost, but at this point Council is not aware of any discussions, decisions or actions. The LPD has informed the Committee that there is now a designated CPO in North Lansing; however, the neighborhood is still anxious for this substation. Chief Green confirmed his knowledge that TWG has been asked to make the modifications, and the most recent communication he has with the owners, TWG, was in August when they agreed to put in the key pad. He added that his communications with the management is that TW itself is still working on the action plan to put in place. Council Staff was asked to send a letter to the owners to attend a future Committee meeting, either 11/7/2019 or 11/21/2019.

DISCUSSION – CPTED- Crime Prevention through Environmental Design

Council Member Wood started the discussion by noting Council is looking at problematic areas and where to increase safety. Professor Nubani provided examples of where CPTED has been successful and brief history on the design method, which began in 1970's. At that time, it received funding from the Department of Justice, however it ceased so there are not many case studies after the late 1980's in the United States. In other countries they have seen an 80% drop in crime. Areas in the United States that are starting to utilize it again have incorporated lighting, landscaping and addressed signage to increase a drop in crime.

The Committee and Professor Nubani briefly discussed options for liquor stores to increase visibility which included the reduction of signs to only cover 20-25% of the windows, and what some cities are using which is a \$300/day fine if the sign is not removed.

Council Member Garza stated his interest in any testimony from people who have experienced the crime due to the lack of change Council Member Wood pointed out to Chief Green and Professor Nubani that with the recent ordinance changes and the new Corridor Officer, the

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City is receiving complaints from the business owners and sign companies. Professor Nubani noted that some people resist because there is not a lot of creativity, but the business could use a digital screen, could still use signs but not over 20-25% of the window. She offered to provide details on what can, cannot work in CPTED, and offered to provide key findings that would support it. She noted that she has also done research with criminals, who state they look at visual access in a business; they want to see and not be seen, so the City needs to look at blind spots outside the store, the signs outside, landscaping, etc. Council Member Hussain asked her thoughts on barriers in front of buildings, and also asked if she had looked at the Grand Rapids Ordinance. Professor Nubani stated she has looked at code, which is similar to other communities, she has researched. Council Member Wood asked if there are any justice funds and Professor Nubani admitted they had hoped to have grant funds, however they had applied jointly with the City LPD and MSU on a reduction grant but they did not get it. They will apply again. Professor Nubani was asked to look at the Grand Rapids ordinance. Mr. McGrain admitted his office has been working with the OCA on what his office has seen since enforcing the new sign ordinance and having a Corridor Officer, and hoped to bring back their concerns with the ordinance to the Committee in the future. Currently they are working through each situation case by case. They have been able to connect businesses with façade grant improvement programs. Council Member Hussain asked that the group discuss how the ordinance can be good for the business and the patrons. Professor Nubani offered to research information and provide it to Council, and Council Member Wood encouraged Mr. McGrain to work with the professor on a potential public service announcement on City TV providing additional facts. Mr. McGrain acknowledged the request and noted they are working on an enhanced communication platform.

Other

Council Member Hussain asked Chief Green for an update on a noise nuisance at 1603 Victor. Chief Green stated the initial step would be for LPD to speak to the owners because have found that 70% can be resolved verbally between the resident and LPD. If it is not resolved, a violation is written up and it goes through the OCA.

Council Member Hussain then asked about 4700 Pleasant Grove, and Chief Green stated that special operations is working on the case.

Discussion/Action - Continued

DISCUSSION – Committee Report On Ordinance Amendments to Chapter 404, Section 404.13 Parking

Ms. Harkins informed the Committee that the Mayor worked off what was adopted, the Draft 4 and the comparison memo done by the OCA. She noted the Mayor's version spoke to the limitations and most of the other changes were clarification. Council Member Wood noted that the Committee was working on only two (2) zones; downtown and residential. At one point Council was told the Mayor's intentions were for each neighborhood to decide if they wanted it, which is not supported by the Committee. The Committee understands that the downtown area that was addressed in the ordinance drafted by the Committee on Public Service addressed those residents who live downtown where there is no vast parking, but this Committee wants the other residential area in the City to be all one zone. Ms. Harkins stated her understanding was that from the first ordinance, downtown was created and the Mayor would create the other zones. Council Member Wood informed Ms. Harkins that in 2019 when this Committee began finalizing an ordinance they were told by the OCA that the newest adopted ordinance on the parking sponsored by the Committee on Public Service was for downtown but also created other zones. Therefore before that could amended they were advised to create this recent Ordinance for Chapter 404, Section 404.13 for Residential Parking. Ms. Harkins admitted she was not aware of that statement so they were working under the understanding that the Mayor was creating zones. Council Member Wood stated

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this Committee is not interested in doing that which would put one neighborhood up against another in their determination. Council Member Hussain asked if the Mayor was interested in the “parking must be needed” piece in the ordinance, and Ms. Harkins confirmed the Mayor agrees it should be determined by the Parking Manager. Council Member Hussain confirmed that during the process and adoption of the ordinance for the downtown Council Member Spadafore reached out to this Committee and assured them it did not address residential, it wasn’t until this Committee wrote the ordinance to address residential 2am – 5am parking that Mr. Abood stated the first ordinance by the Committee on Public Service did address residential so it would have to be amended after this new ordinance was adopted. At the time it appeared that Council did not understand that zones were incorporated into that first ordinance. Therefore the Committee is looking for two (2) zones, one downtown and one residential; the initial plan with Mr. Gamble (Parking Manager) was to pass this new ordinance for Chapter 404 Section 404.13 by September or October with it to take effect January 1, 2020 allowing the department time to create the permits, provide resources for enforcement and provide education to the public. Mr. McGrain concurred and has a commitment from the Mayor to provide the resources. This would not be LPD, a new parking officer with limited hours and potentially more hours in the future. Council Member Wood encouraged Mr. McGrain and Ms. Harkins to speak to the Council Internal Auditor who has statistics on the previous parking officer who did it before and the revenue it. In addition to writing tickets for no 2am – 5am parking that officer was able to address front yard parking and parking in front of hydrants. Ms. Harkins was invited back to the November 7, 2019 meeting with an update from the Mayor, and Ms. Hagen was asked to look at the notice requirements for the public hearing and it zoning would apply.

ADJOURN

Adjourned at 4:53 p.m.

Submitted by Sherrie Boak,

Recording Secretary

Lansing City Council

Approved as presented: _____

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LANSING City Council

October 29, 2019

Mr. Joe Whitsett
TWG Development
333 Pennsylvania Street, Suite 100
Indianapolis, IN 46204

RE: Walnut Park, Lansing Michigan
City of Lansing Police Sub Station

Dear Mr. Whitsett:

The Lansing City Council Public Safety Committee contacted you in June 2019 about the Walnut neighborhood concerns that the police substation that was promised as part of the construction of Walnut Park was not functioning. At that time you did respond and a meeting was coordinated on site with yourself and the LPD Chief of Police, Chief Yankowski.

We were informed on July 18, 2019 that you and the Chief have met on this issue and made plans to convert an office, install a custom ordered steel door, close off the bathroom access from that room, and install camera's and door codes. At this time, the Committee was informed of the planned establishment of this police substation/office to be complete in September.

Recently the Committee spoke to the new LPD Chief; Daryl Green, who informed them that the project was still not completed. In order to help resolve the matter and have a functioning substation at this location, this needs to be addressed as soon as possible. We are disappointed in the progress and completion of this substation at Walnut Park, therefore we are reaching out to ask you to attend one of the upcoming meetings with the Committee, Chief Green and the City Attorney:

- Thursday, November 7, 2019 @ 3:30 p.m.
- Thursday, November 21, 2019 @ 3:30 p.m.

We look forward to seeing you at one of the above meetings, so please contact our City Council Office Manager at 517-483-7683 (sherrie.boak@lansingmi.gov) as soon as possible, so we can secure your spot on the agenda. We are anxious for this project to be addressed and completed for the neighborhoods.

Sincerely,

Council Member Carol Wood
Committee on Public Safety Chairperson

Tenth Floor City Hall
124 W. Michigan Ave.
Lansing, MI 48933
517-483-4177
Fax: 517-483-7630

cc: Council Member Spitzley, Committee Vice-Chairperson
Council Member Hussain, Committee Member
Joseph Abood, Chief Deputy City Attorney
Chief Daryl Green, Lansing Police Chief

MEMO

To: Public Safety Committee Members

From: Lisa K. Hagen, Assistant City Attorney

Re: Parking Ordinance 404.11, Public Safety Committee Draft, and Mayor's Proposed Changes

Date: October 21, 2019

This is a summary of the provisions of the existing Parking Permit Ordinance, 404.11, the most current draft of the Public Safety Committee's proposed 404.13 addressing Parking Permits in neighborhoods, and the Mayor's proposed changes to 404.11 to incorporate the much of proposed 404.13. I am highlighting the operative provisions of 404.11 and proposed 404.13, and then detailing how Mayor's proposed changes attempt to combine the two. Copies of the source documents are attached for reference.

404.11 Overview:

- Residential Permit Parking Zones for street parking are to be set by traffic control orders (TCO), pursuant to Michigan Uniform Traffic Code (UTC);
 - o Note: all TCOs that are not temporary (such as for emergencies or road construction) must be approved by resolution of City Council).
 - o Note: the TCOs set the limits on each specific zone, e.g.: where permit holders can park, what time of day the permits are good for, etc. These elements do not have to be consistent across all zones, and can be tailored to the needs of that specific zone based on traffic engineering considerations, and feedback from residents in the proposed zone.
- Places supervision and administration for the residential street parking program in the office of the Parking Manager. Directs the Parking Manager to work with the Public Service Department when temporary suspension of permitted parking to accommodate snow removal, construction, and other emergencies;
- An application for a permit must be made to Parking Director, and contain the following information:
 - o Name of owner/operator of vehicle;
 - o Primary address of owner/operator;
 - o Email and cellular telephone contact information for owner/operator;
 - o Vehicle description, including make, model, license plate and registration numbers;
- An applicant must upon request supply to following information as well:
 - o Executed lease or other proof of primary address;

- Current, valid vehicle registration, and if operator is other than owner, certification that operator has control of vehicle and is keeping it at his or her primary address;
- Parking Director not required to grant a permit to any applicant;
- If granted, the permit;
 - is only valid for the vehicle it was applied for;
 - must be semi-permanently affixed to the vehicle windshield for enforcement purposes;
 - must be displayed on the vehicle at all times it is parked along the street;
 - must be paid for on an annual basis, and the permit year runs from September 1 to August 31;
- Annual permit fee to be set by resolution of Council;
- Other limitations include:
 - Permits are only valid in the TCO zone in which they were granted, i.e.: a zone “A” permit holder cannot park in zone “B”;
 - Permits do not guarantee or reserve a street parking spot;
 - Permits do not exempt anyone from other parking regulations and ordinances, except the overnight parking limitation if the TCO so states;
 - Permits may be temporarily suspended to address snow removal, construction, and emergencies;
 - A permit holder may transfer their permit to a new vehicle, but not to a different person;
 - Repeated parking violations by a permit holder, in their zone, may result in revocation of the permit by the Parking Manager;
 - Explicit violations of this ordinance (404.11) will void any granted permit automatically, without notice.

Proposed 404.13 Overview (as of Committee Draft 4, dated 9/5/19):

- Overnight Permit Parking Zones for street parking are to be set by ordinance first, and then confirmed by traffic control orders (TCO), pursuant to Michigan Uniform Traffic Code (UTC);
- Supervision and administration of the Overnight Permit program is again placed with the office of Parking Manager, with the same considerations for snow, emergencies, and construction;
- An application for a permit must be made to Parking Director, and contain the same information as under 404.11, but
 - includes the option for a land telephone number in addition to cell phone and email;
 - and requires applicant to explain why they need to park overnight between 2 a.m. and 5 a.m.;
- The supplemental supporting documentation that applicant must provide upon request is the same as under 404.11;

- 404.13 provides for two types of overnight parking permits, as opposed to only the annual permit under 404.11:
 - Annual Permits, which are similar to the permits under 404.11, but with the following changes:
 - the permit year runs from July 1 to June 30;
 - payment plans may be set up at the discretion of Parking Manager;
 - Temporary Permits, which are not contemplated under 404.11, and have the following characteristics:
 - only to be granted if Parking Manager determines that the zone has capacity;
 - intended for use by non-resident visitors, but only if a resident of the zone applies for the permit, and sponsors the intended permit user;
 - only valid for 72 hours;
 - hangtag rather than a semi-permanent sticker;
- Other limitations are the same as under 404.11, but with the following additions:
 - No permit may be issued for RVs, mobile homes, trailers, boats, or vehicles with more than 2 axles;
 - No more than one annual permit and one temporary permit may be granted to a residential parcel at any given time;
 - No more than 4 temporary permits may be granted to a residential parcel per calendar year.

The Mayor's proposal appears to combine several, but not all, new portions of the Committee's proposed 404.13 with existing 404.11:

- Rename the "Permit" in 404.11 to be the "Annual Permit";
- Add provisions for the "Temporary Permit" proposed in 404.13;
- Keep the changes to annual permit application requirements, except that he wants to further discuss the requirement for explanation of need;
- Relax the requirement that annual permits must be semi-permanently affixed, and allow Parking Manager to determine the format of the physical permit;
- Similarly, allow the display requirement to be flexible to accommodate different formats if approved by Parking Manager;
- Add the provisions in proposed 404.13 for temporary permitting, except that he wants to further discuss:
 - the limitations on how many annual permits and temporary permits can exist at any time, and
 - the limitations on how many temporary permits can be granted per calendar year;
- Add the restriction that permits not be issued for RVs, mobile homes, trailers, boats, or vehicles with more than 2 axles;
- Allow for permits to be transferred between people and vehicles with approval of the Parking Manager;

- Require that if a permit holder disposes of or sells the car they have an annual permit for, the permit holder must notify the Parking Manager.

404.11. - Residential permit for street parking.

Residential permit parking zone regulations and restrictions, including location, time periods, and official signage, shall be established by issuance of traffic control orders in compliance with UTC R28.1153 (Rule 153). The City issuance of permits for residential parking on streets shall be in accordance with this section. A person issued a permit under this section shall comply with all the terms, conditions and restrictions of the permit as provided in this section.

- (a) *Administration.* Permitting for the residential street parking program shall be under the supervision and administrative control of the office of the Parking Manager, including preparation of forms, receipt of applications, issuance of permits, and collection of fees. The Parking Manager shall work with the Public Service Department to facilitate temporary suspension of permits and/or accommodate parking during snow removal, emergency or construction purposes.
- (b) *Application.* A person requesting a residential street parking permit for a motor vehicle shall first fully and accurately provide a completed City application form and, upon request, supply the City with supporting supplemental documentation. The application form shall require at a minimum the following information:
 - (1) The name of the owner or operator of the motor vehicle to be permitted;
 - (2) The primary residential address of the owner or operator of the motor vehicle;
 - (3) The email address and cell phone number of the owner or operator of the motor vehicle to be used for contact in case of temporary suspension for snow removal, emergency or construction purposes;
 - (4) The motor vehicle's make, model, vehicle identification number, and license plate registration number.

Supporting supplemental documentation includes, but is not limited to:

- (1) An executed lease or other reasonable proof evidencing that the permit applicant's primary residence dwelling unit or address is within the zone for which the permit is sought.
- (2) The current, valid registration for the motor vehicle for which the permit

is being applied:

- (A) If the applicant for a residential street parking permit is the owner of the vehicle sought to be registered and his/her permanent residence is at the address for which the permit is sought, then said vehicle shall be registered at the permanent address and shall have valid State of Michigan motor vehicle plates; or
- (B) If the applicant for a residential street parking permit has his/her permanent residence at the address for which the permit is sought but the vehicle under his/her control indicates another address of residence for the owner of said vehicle, the applicant shall be required to certify that said vehicle is kept by the applicant and only at the address for which the permit is requested and that it will not be kept at any other location for the duration of the permit's validity.

The Parking Manager is not required to grant a permit to any applicant.

- (c) *Permit.* The issuance of a residential street parking permit is subject to all the following requirements:
 - (1) The permit is valid only for the motor vehicle for which it is issued;
 - (2) The permit shall display the motor vehicle's license plate number and expiration date, and the zone where the permit is valid;
 - (3) The permit shall be a sticker that is not easily removed, and must be affixed in a visible place on the front driver side windshield of the permitted motor vehicle;
 - (4) The permit is valid only when visibly and properly displayed on the vehicle, when parked in the designated zone where the resident lives;
 - (5) The annual fee for any residential street parking zone permits shall be set by resolution of council, and shall be for the period of September 1, until August 31 of the next year;
 - (6) A permit is only valid for as long as the owner or operator of the permitted motor vehicle continues to have as his or her primary residence the address that is within or adjacent to the designated residential street permit parking zone;
 - (7)

The annual fee shall be paid at the beginning of the permit year or when the application is granted, except that a payment plan may be set up at the discretion of the Parking Manager; the annual fee may be pro-rated by month if the applicant can only show continued residence in or adjacent to the residential street permit parking zone for less than a year;

- (8) A replacement permit may be issued only if all or part of the original permit is produced at the time that a replacement permit is applied for, or if proof of theft of the vehicle is demonstrated to the satisfaction of the Parking Manager;
 - (9) The fee for any replacement permit shall be set by resolution of City Council.
- (d) *Conditions on the permit and permit holder.* The use and validity of a residential streets permit is subject to all the following conditions:
- (1) A permit may be used only in the traffic control order zone for which it has been issued.
 - (2) A permit may be used only by the permit holder to whom it is issued.
 - (3) A permit shall not guarantee or reserve to the holder a parking space in the permit zone.
 - (4) A permit shall not exempt the holder from the observance of any parking or traffic regulation or ordinance, other than the specified overnight parking restriction.
 - (5) The City may temporarily suspend a permit for snow removal, emergency or construction purposes.
 - (6) A permit shall be completely removed from a vehicle upon its expiration or termination.
 - (7) A permit holder may not transfer a permit to any other person or vehicle.
 - (8) In the event a valid permit holder sells, transfers, or otherwise disposes of the motor vehicle for which a permit is granted, the permit shall terminate automatically.
 - (9)

A permit holder who desires to transfer their valid permit to a different vehicle must make a supplemental application to the Parking Manager indicating the change in vehicle, and must turn in the original permit as proof that it has been removed from the motor vehicle for which the permit was previously granted;

- (10) If a permit holder commits three parking violations in the parking zone for which the permit has been issued, the permit, upon review, may be revoked by the Parking Manager;
- (11) If a permit holder violates any of the conditions in this section, the permit shall automatically become void and be terminated and revoked without notice.

(Ord. No. 1235, § 1, 9-24-18)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND CHAPTER 404 OF THE LANSING CODIFIED ORDINANCES BY CREATING SECTION 404.13 TO PROVIDE FOR CREATION OF OVERNIGHT STREET PARKING ZONES IN PRIMARILY RESIDENTIAL DISTRICTS; TO PROVIDE FOR HOURS OF USE FOR OVERNIGHT STREET PARKING ZONES; TO PROVIDE FOR APPLICATION, PERMITTING, AND PAYMENT RATES FOR OVERNIGHT STREET PARKING ZONES.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 404 of the Lansing Code of Ordinances of the City of Lansing is hereby amended to add Section 404.13 as follows:

404.13 – PERMIT FOR OVERNIGHT STREET PARKING IN PRIMARILY RESIDENTIAL DISTRICTS

OVERNIGHT PERMIT PARKING ZONE REGULATIONS AND RESTRICTIONS, INCLUDING LOCATION, TIME PERIODS, AND OFFICIAL SIGNAGE, SHALL BE ESTABLISHED BY ORDINANCE AND CONFIRMED BY ISSUANCE OF TRAFFIC CONTROL ORDERS IN COMPLIANCE WITH UTC R28.1153 (RULE 153). THE CITY ISSUANCE OF PERMITS FOR OVERNIGHT PARKING ON STREETS SHALL BE IN ACCORDANCE WITH THIS SECTION. A PERSON ISSUED A PERMIT UNDER THIS SECTION SHALL COMPLY WITH ALL THE TERMS, CONDITIONS AND RESTRICTIONS OF THE PERMIT AS PROVIDED IN THIS SECTION.

(A) ADMINISTRATION

1 PERMITTING FOR THE OVERNIGHT STREET PARKING PROGRAM SHALL BE UNDER
2 THE SUPERVISION AND ADMINISTRATIVE CONTROL OF THE OFFICE OF THE
3 PARKING MANAGER, INCLUDING PREPARATION OF FORMS, RECEIPT OF
4 APPLICATIONS, ISSUANCE OF PERMITS, AND COLLECTION OF FEES. THE PARKING
5 MANAGER SHALL WORK WITH THE PUBLIC SERVICE DEPARTMENT TO
6 FACILITATE TEMPORARY SUSPENSION OF PERMITS AND / OR ACCOMMODATE
7 PARKING DURING SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES.

8 (B) APPLICATION

9 A PERSON REQUESTING AN OVERNIGHT STREET PARKING PERMIT FOR A MOTOR
10 VEHICLE SHALL FIRST FULLY AND ACCURATELY PROVIDE A COMPLETED CITY
11 APPLICATION FORM AND, UPON REQUEST, SUPPLY THE CITY WITH SUPPORTING
12 SUPPLEMENTAL DOCUMENTATION. THE APPLICATION FORM SHALL REQUIRE AT
13 A MINIMUM THE FOLLOWING INFORMATION:

- 14 1. THE NAME OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE
15 TO BE PERMITTED;
- 16 2. THE PRIMARY RESIDENTIAL ADDRESS OF THE OWNER OR OPERATOR
17 OF THE MOTOR VEHICLE;
- 18 3. THE EMAIL ADDRESS AND CELL PHONE NUMBER AND/OR LAND LINE
19 PHONE NUMBER OF THE OWNER OR OPERATOR OF THE MOTOR
20 VEHICLE TO BE USED FOR CONTACT IN CASE OF TEMPORARY
21 SUSPENSION FOR SNOW REMOVAL, EMERGENCY OR CONSTRUCTION
22 PURPOSES;

1 4. THE MOTOR VEHICLE'S MAKE, MODEL, VEHICLE IDENTIFICATION
2 NUMBER, AND LICENSE PLATE REGISTRATION NUMBER;

3 5. AN EXPLANATION BY THE APPLICANT OF THE NEED TO PARK ON A
4 RESIDENTIAL STREET WITHIN THE ZONE BETWEEN THE HOURS OF 2
5 A.M. AND 5 A.M.

6 SUPPORTING SUPPLEMENTAL DOCUMENTATION INCLUDES, BUT IS NOT LIMITED
7 TO:

8 1. AN EXECUTED LEASE OR OTHER REASONABLE PROOF EVIDENCING
9 THAT THE PERMIT APPLICANT'S PRIMARY RESIDENCE DWELLING
10 UNIT OR ADDRESS IS WITHIN THE ZONE FOR WHICH THE PERMIT IS
11 SOUGHT.

12 2. THE CURRENT, VALID REGISTRATION FOR THE MOTOR VEHICLE FOR
13 WHICH THE PERMIT IS BEING APPLIED;

14 a. IF THE APPLICANT FOR AN OVERNIGHT STREET PARKING
15 PERMIT IS THE OWNER OF THE VEHICLE SOUGHT TO BE
16 REGISTERED AND HIS/HER PERMANENT RESIDENCE IS AT THE
17 ADDRESS FOR WHICH THE PERMIT IS SOUGHT, THEN SAID
18 VEHICLE SHALL BE REGISTERED AT THE PERMANENT
19 ADDRESS AND SHALL HAVE VALID STATE OF MICHIGAN
20 MOTOR VEHICLE PLATES; OR

21 b. IF THE APPLICANT FOR AN OVERNIGHT STREET PARKING
22 PERMIT HAS HIS/HER PERMANENT RESIDENCE AT THE
23 ADDRESS FOR WHICH THE PERMIT IS SOUGHT BUT THE

1 VEHICLE UNDER HIS/HER CONTROL INDICATES ANOTHER
2 ADDRESS OF RESIDENCE FOR THE OWNER OF SAID VEHICLE,
3 THE APPLICANT SHALL BE REQUIRED TO CERTIFY THAT SAID
4 VEHICLE IS KEPT BY THE APPLICANT AND ONLY AT THE
5 ADDRESS FOR WHICH THE PERMIT IS REQUESTED AND THAT IT
6 WILL NOT BE KEPT AT ANY OTHER LOCATION FOR THE
7 DURATION OF THE PERMIT'S VALIDITY.

8 THE PARKING MANAGER IS NOT REQUIRED TO GRANT A PERMIT TO ANY
9 APPLICANT.

10 (C) ANNUAL PERMIT

11 THE ISSUANCE OF AN ANNUAL OVERNIGHT STREET PARKING PERMIT IS SUBJECT
12 TO ALL THE FOLLOWING REQUIREMENTS:

- 13 1. THE ANNUAL PERMIT IS VALID ONLY FOR THE MOTOR VEHICLE FOR
14 WHICH IT IS ISSUED;
- 15 2. THE ANNUAL PERMIT SHALL DISPLAY THE MOTOR VEHICLE'S
16 LICENSE PLATE NUMBER AND EXPIRATION DATE, AND THE ZONE
17 WHERE THE PERMIT IS VALID;
- 18 3. THE ANNUAL PERMIT SHALL BE A STICKER THAT IS NOT EASILY
19 REMOVED, AND MUST BE AFFIXED IN A VISIBLE PLACE ON THE
20 FRONT DRIVER SIDE WINDSHIELD OF THE PERMITTED MOTOR
21 VEHICLE;

- 1 4. THE ANNUAL PERMIT IS VALID ONLY WHEN VISIBLY AND PROPERLY
- 2 DISPLAYED ON THE VEHICLE, WHEN PARKED IN THE DESIGNATED
- 3 ZONE WHERE THE RESIDENT LIVES;
- 4 5. THE ANNUAL FEE FOR ANY OVERNIGHT STREET PARKING ZONE
- 5 PERMITS SHALL BE SET BY RESOLUTION OF COUNCIL, AND SHALL BE
- 6 FOR THE PERIOD OF JULY 1, UNTIL JUNE 30 OF THE NEXT YEAR;
- 7 6. AN ANNUAL PERMIT IS ONLY VALID FOR AS LONG AS THE OWNER OR
- 8 OPERATOR OF THE PERMITTED MOTOR VEHICLE CONTINUES TO
- 9 HAVE AS HIS OR HER PRIMARY RESIDENCE THE ADDRESS THAT IS
- 10 WITHIN THE DESIGNATED OVERNIGHT STREET PERMIT PARKING
- 11 ZONE;
- 12 7. THE ANNUAL FEE SHALL BE PAID AT THE BEGINNING OF THE PERMIT
- 13 YEAR OR WHEN THE APPLICATION IS GRANTED, EXCEPT THAT A
- 14 PAYMENT PLAN MAY BE SET UP AT THE DISCRETION OF THE
- 15 PARKING MANAGER;
- 16 8. A REPLACEMENT ANNUAL PERMIT MAY BE ISSUED ONLY IF ALL OR
- 17 PART OF THE ORIGINAL PERMIT IS PRODUCED AT THE TIME THAT A
- 18 REPLACEMENT PERMIT IS APPLIED FOR, OR IF PROOF OF THEFT OF
- 19 THE VEHICLE IS DEMONSTRATED TO THE SATISFACTION OF THE
- 20 PARKING MANAGER;
- 21 9. THE FEE FOR ANY REPLACEMENT ANNUAL PERMIT SHALL BE SET BY
- 22 RESOLUTION OF CITY COUNCIL.

23 (D) TEMPORARY PERMIT

1 TEMPORARY OVERNIGHT STREET PARKING PERMITS MAY BE ISSUED BY THE
2 OFFICE OF THE PARKING MANAGER IF IT IS DETERMINED THAT CAPACITY EXISTS
3 WITHIN THE APPLICANT'S ZONE. TEMPORARY PERMITS FOR PERSONS WHO DO
4 NOT LIVE IN THE APPLICANT'S ZONE, AND THEIR VEHICLES, MUST BE APPLIED
5 FOR BY AN APPLICANT WITHIN THE ZONE WHO IS WILLING TO SPONSOR THE
6 PERSON WHO WILL USE THE TEMPORARY PERMIT. THE ISSUANCE OF A
7 TEMPORARY OVERNIGHT STREET PARKING PERMIT IS SUBJECT TO ALL THE
8 FOLLOWING REQUIREMENTS:

- 9 1. THE TEMPORARY PERMIT IS VALID ONLY FOR A PERIOD OF 72 HOURS;
- 10 2. THE TEMPORARY PERMIT SHALL DISPLAY THE ADDRESS OF THE
11 APPLICANT AS WELL AS THE START DATE AND END DATE OF THE 72
12 HOUR PERIOD;
- 13 3. THE TEMPORARY PERMIT SHALL BE A HANGTAG WITH ALL
14 RELEVANT INFORMATION FILLED IN PRIOR TO ITS ISSUANCE AND
15 MUST BE HUNG FROM THE REAR VIEW MIRROR OF THE VEHICLE;
- 16 4. THE TEMPORARY PERMIT IS VALID ONLY WHEN VISIBLY AND
17 PROPERLY DISPLAYED ON THE VEHICLE, WHEN PARKED IN THE
18 DESIGNATED ZONE WHERE THE APPLICANT LIVES;
- 19 5. THE FEE FOR ANY TEMPORARY OVERNIGHT STREET PARKING ZONE
20 PERMITS SHALL BE SET BY RESOLUTION OF COUNCIL, AND MUST BE
21 PAID PRIOR TO ISSUANCE OF THE TEMPORARY PERMIT.

22 (E) CONDITIONS ON THE PERMIT AND PERMIT HOLDER

1 THE USE AND VALIDITY OF AN OVERNIGHT STREET PARKING ZONE PERMIT IS
2 SUBJECT TO ALL THE FOLLOWING CONDITIONS:

- 3 1. A PERMIT MAY BE USED ONLY IN THE OVERNIGHT STREET PARKING
4 PERMIT ZONE FOR WHICH IT HAS BEEN ISSUED;
- 5 2. A PERMIT MAY BE USED ONLY BY THE PERMIT HOLDER TO WHOM IT
6 IS ISSUED;
- 7 3. A PERMIT SHALL NOT BE ISSUED FOR RECREATIONAL VEHICLES,
8 MOBILE HOMES, TRAILERS, BOATS, OR MOTOR VEHICLES WITH MORE
9 THAN TWO AXLES;
- 10 4. NO MORE THAN ONE ANNUAL PERMIT AND ONE TEMPORARY PERMIT
11 MAY BE GRANTED PER RESIDENTIAL PARCEL WITHIN A PERMIT ZONE
12 AT ANY GIVEN TIME; NO MORE THAN 4 TEMPORARY PERMITS MAY
13 BE GRANTED PER CALENDAR YEAR;
- 14 5. A PERMIT SHALL NOT GUARANTEE OR RESERVE TO THE HOLDER A
15 PARKING SPACE IN THE PERMIT ZONE;
- 16 6. A PERMIT SHALL NOT EXEMPT THE HOLDER FROM THE OBSERVANCE
17 OF ANY PARKING OR TRAFFIC REGULATION OR ORDINANCE, OTHER
18 THAN THE SPECIFIED OVERNIGHT PARKING RESTRICTION;
- 19 7. THE CITY MAY TEMPORARILY SUSPEND A PERMIT FOR SNOW
20 REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES;
- 21 8. A PERMIT SHALL BE COMPLETELY REMOVED FROM A VEHICLE UPON
22 ITS EXPIRATION OR TERMINATION;

1 9. A PERMIT HOLDER MAY NOT TRANSFER A PERMIT TO ANY OTHER
2 PERSON OR VEHICLE;

3 10. IN THE EVENT A VALID ANNUAL PERMIT HOLDER SELLS, TRANSFERS,
4 OR OTHERWISE DISPOSES OF THE MOTOR VEHICLE FOR WHICH A
5 PERMIT IS GRANTED, THE PERMIT SHALL TERMINATE
6 AUTOMATICALLY;

7 11. AN ANNUAL PERMIT HOLDER WHO DESIRES TO TRANSFER THEIR
8 VALID PERMIT TO A DIFFERENT VEHICLE MUST MAKE A
9 SUPPLEMENTAL APPLICATION TO THE PARKING MANAGER
10 INDICATING THE CHANGE IN VEHICLE, AND MUST TURN IN ALL OR A
11 PART OF THE ORIGINAL PERMIT AS PROOF THAT IT HAS BEEN
12 REMOVED FROM THE MOTOR VEHICLE FOR WHICH THE PERMIT WAS
13 PREVIOUSLY GRANTED;

14 12. IF A PERMIT HOLDER COMMITS THREE PARKING VIOLATIONS IN THE
15 OVERNIGHT PARKING ZONE FOR WHICH THE PERMIT HAS BEEN
16 ISSUED, THE PERMIT, UPON REVIEW, MAY BE REVOKED BY THE
17 PARKING MANAGER;

18 13. IF A PERMIT HOLDER VIOLATES ANY OF THE CONDITIONS IN THIS
19 SECTION, THE PERMIT SHALL AUTOMATICALLY BECOME VOID AND
20 BE TERMINATED AND REVOKED WITHOUT NOTICE.

21 (F) OVERNIGHT STREET PARKING ZONE 1

22 1. [DESCRIBE THE STREETS IN THE ZONE]

23 (G) OVERNIGHT STREET PARKING ZONE 2

1 1. [DESCRIBE THE STREETS IN THE ZONE]

2 Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules
3 inconsistent with the provisions hereof are hereby repealed in their entirety and shall be null and
4 void and of no effect.

5 Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid,
6 the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the
7 part so declared to be invalid.

8 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
9 immediate effect by City Council.

ORDINANCE NO. 1235

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND CHAPTER 404 OF THE LANSING CODIFIED ORDINANCES BY CREATING SECTION 404.11 TO PROVIDE FOR CREATION OF **ANNUAL** RESIDENTIAL STREET PARKING ZONES; TO PROVIDE FOR HOURS OF USE FOR **ANNUAL** RESIDENTIAL STREET PARKING ZONES; TO PROVIDE FOR APPLICATION, PERMITTING, AND PAYMENT RATES FOR **ANNUAL** RESIDENTIAL STREET PARKING ZONES; **AND** ~~sn~~**TO CREATE TEMPORARY OVERNIGHT PARKING PERMITS.**

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 404 of the Lansing Code of Ordinances of the City of Lansing is hereby amended to add Section 404.11 as follows:

404.11 – **ANNUAL** RESIDENTIAL PERMIT FOR STREET PARKING **ANNUAL** RESIDENTIAL PERMIT PARKING ZONE REGULATIONS AND RESTRICTIONS, INCLUDING LOCATION, TIME PERIODS, AND OFFICIAL SIGNAGE, SHALL BE ESTABLISHED BY ISSUANCE OF TRAFFIC CONTROL ORDERS IN COMPLIANCE WITH UTC R28.1153 (RULE 153). THE CITY ISSUANCE OF PERMITS FOR **ANNUAL** RESIDENTIAL PARKING ON STREETS SHALL BE IN ACCORDANCE WITH THIS SECTION. A PERSON ISSUED A PERMIT UNDER THIS SECTION SHALL COMPLY WITH ALL THE TERMS, CONDITIONS AND RESTRICTIONS OF THE PERMIT AS PROVIDED IN THIS SECTION.

(A) ADMINISTRATION PERMITTING FOR THE **ANNUAL** RESIDENTIAL STREET PARKING PROGRAM SHALL BE UNDER THE SUPERVISION AND ADMINISTRATIVE CONTROL OF THE OFFICE OF THE PARKING MANAGER, INCLUDING PREPARATION OF FORMS, RECEIPT OF APPLICATIONS, ISSUANCE OF PERMITS, AND COLLECTION OF FEES. THE PARKING MANAGER SHALL WORK WITH THE PUBLIC SERVICE DEPARTMENT TO FACILITATE TEMPORARY SUSPENSION OF PERMITS AND / OR ACCOMMODATE PARKING DURING SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES.

(B) APPLICATION

A PERSON REQUESTING **AN ANNUAL** RESIDENTIAL STREET PARKING PERMIT FOR A MOTOR VEHICLE SHALL FIRST FULLY AND ACCURATELY PROVIDE A COMPLETED CITY APPLICATION FORM AND, UPON REQUEST, SUPPLY THE CITY WITH SUPPORTING SUPPLEMENTAL DOCUMENTATION. THE APPLICATION FORM SHALL REQUIRE AT A MINIMUM THE FOLLOWING INFORMATION:

1. THE NAME OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE TO BE PERMITTED;
2. THE PRIMARY **ANNUAL** RESIDENTIAL ADDRESS OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE;
3. THE EMAIL ADDRESS AND CELL PHONE NUMBER OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE TO BE USED FOR CONTACT IN CASE OF TEMPORARY SUSPENSION FOR SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES;

4. THE MOTOR VEHICLE'S MAKE, MODEL, VEHICLE IDENTIFICATION NUMBER, AND LICENSE PLATE REGISTRATION NUMBER.

TO BE DISCUSSED: 5. AN EXPLANATION BY THE APPLICANT OF THE NEED TO PARK ON A RESIDENTIAL STREET WITHIN THE ZONE BETWEEN THE HOURS OF 2 A.M. AND 5 A.M.

SUPPORTING SUPPLEMENTAL DOCUMENTATION INCLUDES, BUT IS NOT LIMITED TO:

1. AN EXECUTED LEASE OR OTHER REASONABLE PROOF EVIDENCING THAT THE PERMIT APPLICANT'S PRIMARY RESIDENCE DWELLING UNIT OR ADDRESS IS WITHIN THE ZONE FOR WHICH THE PERMIT IS SOUGHT.

2. THE CURRENT, VALID REGISTRATION FOR THE MOTOR VEHICLE FOR WHICH THE PERMIT IS BEING APPLIED;

a. IF THE APPLICANT FOR AN **ANNUAL** RESIDENTIAL STREET PARKING PERMIT IS THE OWNER OF THE VEHICLE SOUGHT TO BE REGISTERED AND HIS/HER PERMANENT RESIDENCE IS AT THE ADDRESS FOR WHICH THE PERMIT IS SOUGHT, THEN SAID VEHICLE SHALL BE REGISTERED AT THE PERMANENT ADDRESS AND SHALL HAVE VALID STATE OF MICHIGAN MOTOR VEHICLE PLATES; OR

b. IF THE APPLICANT FOR AN **ANNUAL** RESIDENTIAL STREET PARKING PERMIT HAS HIS/HER PERMANENT RESIDENCE AT THE ADDRESS FOR WHICH THE PERMIT IS SOUGHT BUT THE VEHICLE UNDER HIS/HER CONTROL INDICATES ANOTHER ADDRESS OF RESIDENCE FOR THE OWNER OF SAID VEHICLE, THE APPLICANT SHALL BE REQUIRED TO CERTIFY THAT SAID VEHICLE IS KEPT BY THE APPLICANT AND ONLY AT THE ADDRESS FOR WHICH THE PERMIT IS REQUESTED AND THAT IT WILL NOT BE KEPT AT ANY OTHER LOCATION FOR THE DURATION OF THE PERMIT'S VALIDITY. THE PARKING MANAGER IS NOT REQUIRED TO GRANT A PERMIT TO ANY APPLICANT.

~~(C)~~ (D) TEMPORARY PERMIT

TEMPORARY OVERNIGHT STREET PARKING PERMITS MAY BE ISSUED BY THE OFFICE OF THE PARKING MANAGER IF IT IS DETERMINED THAT CAPACITY EXISTS WITHIN THE APPLICANT'S ZONE. TEMPORARY PERMITS FOR PERSONS WHO DO NOT LIVE IN THE APPLICANT'S ZONE, AND THEIR VEHICLES, MUST BE APPLIED FOR BY AN APPLICANT WITHIN THE ZONE WHO IS WILLING TO SPONSOR THE PERSON WHO WILL USE THE TEMPORARY PERMIT. THE ISSUANCE OF A TEMPORARY OVERNIGHT STREET PARKING PERMIT IS SUBJECT TO ALL THE FOLLOWING REQUIREMENTS:

1. THE TEMPORARY PERMIT IS VALID ONLY FOR A PERIOD OF 72 HOURS;

2. THE TEMPORARY PERMIT SHALL DISPLAY THE ADDRESS OF THE APPLICANT AS WELL AS THE START DATE AND END DATE OF THE 72 HOUR PERIOD;

3. THE TEMPORARY PERMIT SHALL BE ISSUED AS A HANGTAG WITH ALL RELEVANT INFORMATION FILLED IN PRIOR TO ITS ISSUANCE AND MUST BE HUNG FROM THE REAR VIEW MIRROR OF THE VEHICLE, OR IN ANY OTHER FORMAT APPROVED BY THE PARKING MANAGER;

4. THE TEMPORARY PERMIT IS VALID ONLY WHEN VISIBLY AND PROPERLY DISPLAYED ON THE VEHICLE OR AVAILABLE FOR PARKING ENFORCEMENT OFFICERS OTHERWISE, WHEN PARKED IN THE DESIGNATED ZONE WHERE THE APPLICANT LIVES;

5. THE FEE FOR ANY TEMPORARY OVERNIGHT STREET PARKING ZONE PERMITS SHALL BE SET BY RESOLUTION OF COUNCIL, AND MUST BE PAID PRIOR TO ISSUANCE OF THE TEMPORARY PERMIT.

(E) CONDITIONS ON THE PERMIT AND PERMIT HOLDER

THE USE AND VALIDITY OF AN OVERNIGHT STREET PARKING ZONE PERMIT IS SUBJECT TO ALL THE FOLLOWING CONDITIONS:

1. A PERMIT MAY BE USED ONLY IN THE OVERNIGHT STREET PARKING PERMIT ZONE FOR WHICH IT HAS BEEN ISSUED;

2. A PERMIT MAY BE USED ONLY BY THE PERMIT HOLDER TO WHOM IT IS ISSUED;

~~(C)~~ (D) PERMIT THE ISSUANCE OF AN ANNUAL RESIDENTIAL STREET PARKING PERMIT IS SUBJECT TO ALL THE FOLLOWING REQUIREMENTS:

1. THE PERMIT IS VALID ONLY FOR THE MOTOR VEHICLE FOR WHICH IT IS ISSUED;

2. THE PERMIT SHALL DISPLAY THE MOTOR VEHICLE'S LICENSE PLATE NUMBER AND EXPIRATION DATE, AND THE ZONE WHERE THE PERMIT IS VALID;

3. THE PERMIT SHALL BE A STICKER THAT IS NOT EASILY REMOVED, AND MUST BE AFFIXED IN A VISIBLE PLACE ON THE FRONT DRIVER SIDE WINDSHIELD OF THE PERMITTED MOTOR VEHICLE, OR CAN BE ANY OTHER FORMAT APPROVED BY THE PARKING MANAGER;;

4. THE PERMIT IS VALID ONLY WHEN VISIBLY AND PROPERLY DISPLAYED ON THE VEHICLE OR AVAILABLE FOR PARKING ENFORCEMENT OFFICERS OTHERWISE, WHEN PARKED IN THE DESIGNATED ZONE WHERE THE RESIDENT LIVES, ;

5. THE ANNUAL FEE FOR ANY ANNUAL RESIDENTIAL STREET PARKING ZONE PERMITS SHALL BE SET BY RESOLUTION OF COUNCIL, AND SHALL BE FOR THE PERIOD OF SEPTEMBER 1, UNTIL AUGUST 31 OF THE NEXT YEAR;

6. A PERMIT IS ONLY VALID FOR AS LONG AS THE OWNER OR OPERATOR OF THE PERMITTED MOTOR VEHICLE CONTINUES TO HAVE AS HIS OR HER PRIMARY RESIDENCE THE ADDRESS THAT IS WITHIN OR ADJACENT TO THE DESIGNATED ANNUAL RESIDENTIAL STREET PERMIT PARKING ZONE;

7. THE ANNUAL FEE SHALL BE PAID AT THE BEGINNING OF THE PERMIT YEAR OR WHEN THE APPLICATION IS GRANTED, EXCEPT THAT A PAYMENT PLAN MAY BE SET UP AT THE DISCRETION OF THE PARKING MANAGER; THE ANNUAL FEE MAY BE PRO-RATED BY MONTH IF THE APPLICANT CAN ONLY SHOW CONTINUED RESIDENCE IN OR ADJACENT TO THE **ANNUAL** RESIDENTIAL STREET PERMIT PARKING ZONE FOR LESS THAN A YEAR;

8. A REPLACEMENT PERMIT MAY BE ISSUED ONLY IF ALL OR PART OF THE ORIGINAL PERMIT IS PRODUCED AT THE TIME THAT A REPLACEMENT PERMIT IS APPLIED FOR, OR IF PROOF OF THEFT OF THE VEHICLE IS DEMONSTRATED TO THE SATISFACTION OF THE PARKING MANAGER;

9. THE FEE FOR ANY REPLACEMENT PERMIT SHALL BE SET BY RESOLUTION OF CITY COUNCIL.

10. A PERMIT SHALL NOT BE ISSUED FOR RECREATIONAL VEHICLES, MOBILE HOMES, TRAILERS, BOATS, OR MOTOR VEHICLES WITH MORE THAN TWO AXLES;

TO BE DISCUSSED: 11. NO MORE THAN ONE ANNUAL PERMIT AND ONE TEMPORARY PERMIT MAY BE GRANTED PER EACH DWELLING OR STRUCTURE WITHIN A PERMIT ZONE AT ANY GIVEN TIME; NO MORE THAN 4 TEMPORARY PERMITS MAY BE GRANTED PER CALENDAR YEAR

(D) CONDITIONS ON THE PERMIT AND PERMIT HOLDER THE USE AND VALIDITY OF AN **ANNUAL** RESIDENTIAL STREETS PERMIT **OR TEMPORARY PERMIT** IS SUBJECT TO ALL THE FOLLOWING CONDITIONS:

1. A PERMIT MAY BE USED ONLY IN THE TRAFFIC CONTROL ORDER ZONE FOR WHICH IT HAS BEEN ISSUED.

2. A PERMIT MAY BE USED ONLY BY THE PERMIT HOLDER TO WHOM IT IS ISSUED.

3. A PERMIT SHALL NOT GUARANTEE OR RESERVE TO THE HOLDER A PARKING SPACE IN THE PERMIT ZONE.

4. A PERMIT SHALL NOT EXEMPT THE HOLDER FROM THE OBSERVANCE OF ANY PARKING OR TRAFFIC REGULATION OR ORDINANCE, OTHER THAN THE SPECIFIED OVERNIGHT PARKING RESTRICTION.

5. THE CITY MAY TEMPORARILY SUSPEND A PERMIT FOR SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES.

6. A PERMIT SHALL BE COMPLETELY REMOVED FROM A VEHICLE UPON ITS EXPIRATION OR TERMINATION.

7. A PERMIT HOLDER MAY ~~NOT~~ TRANSFER A PERMIT TO ANY OTHER PERSON OR VEHICLE **WITH APPROVAL OF THE PARKING MANAGER.**

8. IN THE EVENT A VALID PERMIT HOLDER SELLS, TRANSFERS, OR OTHERWISE DISPOSES OF THE MOTOR VEHICLE FOR WHICH A PERMIT IS GRANTED, THE PERMIT SHALL TERMINATE AUTOMATICALLY. NOTICE SHALL BE GIVEN TO THE PARKING MANAGER.

9. A PERMIT HOLDER WHO DESIRES TO TRANSFER THEIR VALID PERMIT TO A DIFFERENT VEHICLE MUST MAKE A SUPPLEMENTAL APPLICATION TO THE PARKING MANAGER INDICATING THE CHANGE IN VEHICLE, AND MUST TURN IN THE ORIGINAL PERMIT AS PROOF THAT IT HAS BEEN REMOVED FROM THE MOTOR VEHICLE FOR WHICH THE PERMIT WAS PREVIOUSLY GRANTED;

10. IF A PERMIT HOLDER COMMITS THREE PARKING VIOLATIONS IN THE PARKING ZONE FOR WHICH THE PERMIT HAS BEEN ISSUED, THE PERMIT, UPON REVIEW, MAY BE REVOKED BY THE PARKING MANAGER;

11. IF A PERMIT HOLDER VIOLATES ANY OF THE CONDITIONS IN THIS SECTION, THE PERMIT SHALL AUTOMATICALLY BECOME VOID AND BE TERMINATED AND REVOKED WITHOUT NOTICE.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed in their entirety and shall be null and void and of no effect.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council.



Chris Swope
Lansing City Clerk

October 25, 2019

President and Members of the Lansing City Council
10th Floor, City Hall
Lansing, MI 48933

Dear Councilmembers:

The reappointment of Tim Barron as Media Representative to the Ingham County/City of Lansing Community Corrections Advisory Board has been submitted to the City Clerk's Office, and is being forwarded for your consideration and appropriate action:

Sincerely,

Chris Swope, CMC
Lansing City Clerk

BY THE COMMITTEE ON PUBLIC SAFETY
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Ingham County Board of Commissioners made the reappointment Tim Barron as the Media Representative to the Ingham County/City of Lansing Community Corrections Advisory Board for to a term expiring September 17, 2022;

WHEREAS, the Committee on Public Safety met and took affirmative action on _____;

BE IT RESOLVED, that the Lansing City Council hereby affirms the reappointment of Tim Barron as the Media Representative to the Ingham County/City of Lansing Community Corrections Advisory Board for to a term expiring September 17, 2022

Boak, Sherrie

Submitted @mtg

From: Wood, Carol
Sent: Monday, November 4, 2019 4:22 PM
To: Boak, Sherrie
Subject: FW: 2 am - 5 am parking
Attachments: 2 AM - 5 AM ajs 10-29 ORDINANCE.pdf

FYI

From: Schor, Andy <Schor.Andy@lansingmi.gov>
Sent: Tuesday, October 29, 2019 12:18 PM
To: Wood, Carol <Carol.Wood@lansingmi.gov>; Spitzley, Patricia <Patricia.Spitzley@lansingmi.gov>; Hussain, Adam <Adam.Hussain@lansingmi.gov>
Cc: Dunbar, Kathie <Kathie.Dunbar@lansingmi.gov>; Kathie Dunbar <Kathiedunbar@gmail.com>; McGrain, Brian <Brian.McGrain@lansingmi.gov>; Harkins, Samantha <Samantha.Harkins@lansingmi.gov>; Garza, Jeremy <Jeremy.Garza@lansingmi.gov>; Jackson, Brian T. <BrianT.Jackson@lansingmi.gov>; Spadafore, Peter <Peter.Spadafore@lansingmi.gov>; Washington, Jody <Jody.Washington@lansingmi.gov>
Subject: 2 am - 5 am parking

Dear Public Safety Committee Members,

As you know, the Public Safety Committee is working on an ordinance to amend the 2 am – 5 am parking prohibition to allow for people to park on streets from 2 am – 5 am if they have a city-issued permit. Council President Wood and I have spoken about this in the past, and I have indicated support for this effort.

I reviewed the original ordinance version from the Public Safety Committee. While I support most of the proposal, and I believe there were several good additions to the ordinance that were not there already, I expressed a few concerns to be discussed. These included (1) people having to provide information on need before getting a permit, (2) requiring council to pass an ordinance for each zone of the city to use this instead of using the traditional traffic control orders, and (3) the specific limits in both temporary and permanent ordinances.

After discussion with some of the members of the PS Committee, and in the spirit of compromise, we provided an Administration substitute for consideration. In this sub we agreed to the committee-proposed language on the requirement of need, we provided language allowing the traditional traffic control orders to govern which parts of the city can have zones established, and we allowed for the parking manager to decide appropriate limits in each parking zone.

In the Public Service Committee last week, it was indicated to my staff that committee members have concerns about having multiple parking zones throughout the city which would pit neighborhoods against each other. The request from the committee members was for only two zones – a downtown zone and a zone for the rest of the city. After discussing this with city staff, we will concur with not utilizing multiple zones and instead propose to remove zones entirely and make this new 2 am – 5 am permit system effective citywide. This will streamline the process, and will make it easier for our staff to implement and track licenses citywide. We do not see a reason to make the downtown any different than the rest of the city. The permits will have the same effect for downtown overnight parking as it would anywhere else, and we still have the "Spadafore" ordinance on the books if we need something that allows for traffic control orders to be issued for 24 hour parking.

As such, attached is the newest version provided by the Administration. I believe this is a fair compromise and final product, and is the best policy moving forward for the city.

Additionally, my Administration will commit to enforcement of this new ordinance. We currently enforce 2 am – 5 am as possible now, but that responsibility falls to the Lansing Police Department (as our parking enforcement staff only works during the day). As we all know, overnight parking enforcement is not the best usage of our limited LPD resources at night, and this is a low priority for Lansing police officers. With the new 2 am – 5 am ordinance on the books, our parking department will now have funding to bring on parking staff to enforce the ordinance and ensure that those that park illegally will be ticketed under the ordinance. We expect that to happen around Jan 1, but could be slightly sooner or later, depending on the setting up of the permitting process and having an appropriate amount of time to publicly provide education.

Please feel free to contact me if you have any questions about my position on this issue, and I look forward to seeing this ordinance on the City Council floor for discussion and a vote soon.

Andy

ORDINANCE NO. 1235

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND CHAPTER 404 OF THE LANSING CODIFIED ORDINANCES BY CREATING SECTION 404.11 TO PROVIDE FOR CREATION OF ANNUAL RESIDENTIAL STREET OVERNIGHT PARKING PERMITS; TO PROVIDE FOR HOURS OF USE FOR ANNUAL RESIDENTIAL STREET OVERNIGHT PARKING PERMITS; TO PROVIDE FOR APPLICATION, PERMITTING, AND PAYMENT RATES FOR ANNUAL RESIDENTIAL STREET OVERNIGHT PARKING PERMITS; AND TO CREATE TEMPORARY RESIDENTIAL STREET OVERNIGHT PARKING PERMITS.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 404 of the Lansing Code of Ordinances of the City of Lansing is hereby amended to add Section 404.11 as follows:

404.11 – ANNUAL RESIDENTIAL PERMIT FOR STREET PARKING

THE CITY ISSUANCE OF PERMITS FOR ANNUAL RESIDENTIAL PARKING ON STREETS SHALL BE IN ACCORDANCE WITH THIS SECTION. A PERSON ISSUED A PERMIT UNDER THIS SECTION SHALL COMPLY WITH ALL THE TERMS, CONDITIONS AND RESTRICTIONS OF THE PERMIT AS PROVIDED IN THIS SECTION.

(A) ADMINISTRATION PERMITTING FOR THE ANNUAL RESIDENTIAL STREET PARKING PROGRAM SHALL BE UNDER THE SUPERVISION AND ADMINISTRATIVE CONTROL OF THE OFFICE OF THE PARKING MANAGER, INCLUDING PREPARATION OF FORMS, RECEIPT OF APPLICATIONS, ISSUANCE OF PERMITS, AND COLLECTION OF FEES. THE PARKING MANAGER SHALL WORK WITH THE PUBLIC SERVICE DEPARTMENT TO FACILITATE TEMPORARY SUSPENSION OF PERMITS AND / OR ACCOMMODATE PARKING DURING SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES.

(B) APPLICATION

A PERSON REQUESTING AN ANNUAL RESIDENTIAL STREET PARKING PERMIT FOR A MOTOR VEHICLE SHALL FIRST FULLY AND ACCURATELY PROVIDE A COMPLETED CITY APPLICATION FORM AND, UPON REQUEST, SUPPLY THE CITY WITH SUPPORTING SUPPLEMENTAL DOCUMENTATION. THE APPLICATION FORM SHALL REQUIRE AT A MINIMUM THE FOLLOWING INFORMATION:

1. THE NAME OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE TO BE PERMITTED;
2. THE PRIMARY ANNUAL RESIDENTIAL ADDRESS OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE;
3. THE EMAIL ADDRESS AND CELL PHONE NUMBER OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE TO BE USED FOR CONTACT IN CASE OF TEMPORARY SUSPENSION FOR SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES;
4. THE MOTOR VEHICLE'S MAKE, MODEL, VEHICLE IDENTIFICATION NUMBER, AND LICENSE PLATE REGISTRATION NUMBER.

5. AN EXPLANATION BY THE APPLICANT OF THE NEED TO PARK ON A RESIDENTIAL STREET BETWEEN THE HOURS OF 2 A.M. AND 5 A.M.

SUPPORTING SUPPLEMENTAL DOCUMENTATION INCLUDES, BUT IS NOT LIMITED TO:

1. THE CURRENT, VALID REGISTRATION FOR THE MOTOR VEHICLE FOR WHICH THE PERMIT IS BEING APPLIED;

a. IF THE APPLICANT FOR AN ANNUAL RESIDENTIAL STREET PARKING PERMIT IS THE OWNER OF THE VEHICLE SOUGHT TO BE REGISTERED AND HIS/HER PERMANENT RESIDENCE IS AT THE ADDRESS FOR WHICH THE PERMIT IS SOUGHT, THEN SAID VEHICLE SHALL BE REGISTERED AT THE PERMANENT ADDRESS AND SHALL HAVE VALID STATE OF MICHIGAN MOTOR VEHICLE PLATES; OR

b. IF THE APPLICANT FOR AN ANNUAL RESIDENTIAL STREET PARKING PERMIT HAS HIS/HER PERMANENT RESIDENCE AT THE ADDRESS FOR WHICH THE PERMIT IS SOUGHT BUT THE VEHICLE UNDER HIS/HER CONTROL INDICATES ANOTHER ADDRESS OF RESIDENCE FOR THE OWNER OF SAID VEHICLE, THE APPLICANT SHALL BE REQUIRED TO CERTIFY THAT SAID VEHICLE IS KEPT BY THE APPLICANT AND ONLY AT THE ADDRESS FOR WHICH THE PERMIT IS REQUESTED AND THAT IT WILL NOT BE KEPT AT ANY OTHER LOCATION FOR THE DURATION OF THE PERMIT'S VALIDITY. THE PARKING MANAGER IS NOT REQUIRED TO GRANT A PERMIT TO ANY APPLICANT.

~~(C)~~ (D) TEMPORARY PERMIT

TEMPORARY OVERNIGHT STREET PARKING PERMITS MAY BE ISSUED BY THE OFFICE OF THE PARKING MANAGER. TEMPORARY PERMITS FOR PERSONS WHO DO NOT LIVE IN THE CITY OF LANSING, AND THEIR VEHICLES, MUST BE APPLIED FOR BY AN APPLICANT WITHIN THE CITY OF LANSING WHO IS WILLING TO SPONSOR THE PERSON WHO WILL USE THE TEMPORARY PERMIT. THE ISSUANCE OF A TEMPORARY OVERNIGHT STREET PARKING PERMIT IS SUBJECT TO ALL THE FOLLOWING REQUIREMENTS:

1. THE TEMPORARY PERMIT IS VALID ONLY FOR A PERIOD OF 72 HOURS;

2. THE TEMPORARY PERMIT SHALL DISPLAY THE ADDRESS OF THE APPLICANT AS WELL AS THE START DATE AND END DATE OF THE 72 HOUR PERIOD;

3. THE TEMPORARY PERMIT SHALL BE ISSUED AS A HANGTAG WITH ALL RELEVANT INFORMATION FILLED IN PRIOR TO ITS ISSUANCE AND MUST BE HUNG FROM THE REAR VIEW MIRROR OF THE VEHICLE, OR IN ANY OTHER FORMAT APPROVED BY THE PARKING MANAGER;

4. THE TEMPORARY PERMIT IS VALID ONLY WHEN VISIBLY AND PROPERLY DISPLAYED ON THE VEHICLE OR AVAILABLE FOR PARKING ENFORCEMENT OFFICERS OTHERWISE,;

5. THE FEE FOR ANY TEMPORARY OVERNIGHT STREET PARKING PERMITS SHALL BE SET BY RESOLUTION OF COUNCIL, AND MUST BE PAID PRIOR TO ISSUANCE OF THE TEMPORARY PERMIT.

(E) CONDITIONS ON THE PERMIT AND PERMIT HOLDER

THE USE AND VALIDITY OF AN OVERNIGHT STREET PARKING PERMIT IS SUBJECT TO ALL THE FOLLOWING CONDITIONS:

1. A PERMIT MAY BE USED ONLY BY THE PERMIT HOLDER TO WHOM IT IS ISSUED;

~~(C)~~ (D) PERMIT THE ISSUANCE OF AN ANNUAL RESIDENTIAL STREET PARKING PERMIT IS SUBJECT TO ALL THE FOLLOWING REQUIREMENTS:

1. THE PERMIT IS VALID ONLY FOR THE MOTOR VEHICLE FOR WHICH IT IS ISSUED;
2. THE PERMIT SHALL DISPLAY THE MOTOR VEHICLE'S LICENSE PLATE NUMBER AND EXPIRATION DATE;
3. THE PERMIT SHALL BE A STICKER THAT IS NOT EASILY REMOVED, AND MUST BE AFFIXED IN A VISIBLE PLACE ON THE FRONT DRIVER SIDE WINDSHIELD OF THE PERMITTED MOTOR VEHICLE, OR CAN BE ANY OTHER FORMAT APPROVED BY THE PARKING MANAGER;;
4. THE PERMIT IS VALID ONLY WHEN VISIBLY AND PROPERLY DISPLAYED ON THE VEHICLE OR AVAILABLE FOR PARKING ENFORCEMENT OFFICERS OTHERWISE;
5. THE ANNUAL FEE FOR ANY ANNUAL RESIDENTIAL STREET PARKING PERMITS SHALL BE SET BY RESOLUTION OF COUNCIL, AND SHALL BE FOR THE PERIOD OF SEPTEMBER 1, UNTIL AUGUST 31 OF THE NEXT YEAR;
6. A PERMIT IS ONLY VALID FOR AS LONG AS THE OWNER OR OPERATOR OF THE PERMITTED MOTOR VEHICLE CONTINUES TO HAVE AS HIS OR HER PRIMARY RESIDENCE;
7. THE ANNUAL FEE SHALL BE PAID AT THE BEGINNING OF THE PERMIT YEAR OR WHEN THE APPLICATION IS GRANTED, EXCEPT THAT A PAYMENT PLAN MAY BE SET UP AT THE DISCRETION OF THE PARKING MANAGER; THE ANNUAL FEE MAY BE PRO-RATED BY MONTH IF THE APPLICANT CAN ONLY SHOW CONTINUED RESIDENCE IN OR ADJACENT TO THE ANNUAL RESIDENTIAL STREET PERMIT PARKING FOR LESS THAN A YEAR;
8. A REPLACEMENT PERMIT MAY BE ISSUED ONLY IF ALL OR PART OF THE ORIGINAL PERMIT IS PRODUCED AT THE TIME THAT A REPLACEMENT PERMIT IS APPLIED FOR, OR IF PROOF OF THEFT OF THE VEHICLE IS DEMONSTRATED TO THE SATISFACTION OF THE PARKING MANAGER;
9. THE FEE FOR ANY REPLACEMENT PERMIT SHALL BE SET BY RESOLUTION OF CITY COUNCIL.
10. A PERMIT SHALL NOT BE ISSUED FOR RECREATIONAL VEHICLES, MOBILE HOMES, TRAILERS, BOATS, OR MOTOR VEHICLES WITH MORE THAN TWO AXLES;

11. LIMITS ON ANNUAL PERMITS AND TEMPORARY PERMITS PER CALENDAR YEAR MAY BE CREATED BY THE PARKING MANAGER.

(D) CONDITIONS ON THE PERMIT AND PERMIT HOLDER THE USE AND VALIDITY OF AN ANNUAL RESIDENTIAL STREETS PERMIT OR TEMPORARY PERMIT IS SUBJECT TO ALL THE FOLLOWING CONDITIONS:

1. A PERMIT MAY BE USED ONLY BY THE PERMIT HOLDER TO WHOM IT IS ISSUED.
2. A PERMIT SHALL NOT GUARANTEE OR RESERVE TO THE HOLDER A PARKING SPACE.
3. A PERMIT SHALL NOT EXEMPT THE HOLDER FROM THE OBSERVANCE OF ANY PARKING OR TRAFFIC REGULATION OR ORDINANCE, OTHER THAN THE SPECIFIED OVERNIGHT PARKING RESTRICTION.
4. THE CITY MAY TEMPORARILY SUSPEND A PERMIT FOR SNOW REMOVAL, EMERGENCY OR CONSTRUCTION PURPOSES.
5. A PERMIT SHALL BE COMPLETELY REMOVED FROM A VEHICLE UPON ITS EXPIRATION OR TERMINATION.
6. A PERMIT HOLDER MAY ~~NOT~~ TRANSFER A PERMIT TO ANY OTHER PERSON OR VEHICLE WITH APPROVAL OF THE PARKING MANAGER.
7. IN THE EVENT A VALID PERMIT HOLDER SELLS, TRANSFERS, OR OTHERWISE DISPOSES OF THE MOTOR VEHICLE FOR WHICH A PERMIT IS GRANTED, THE PERMIT SHALL TERMINATE AUTOMATICALLY. NOTICE SHALL BE GIVEN TO THE PARKING MANAGER.
8. A PERMIT HOLDER WHO DESIRES TO TRANSFER THEIR VALID PERMIT TO A DIFFERENT VEHICLE MUST MAKE A SUPPLEMENTAL APPLICATION TO THE PARKING MANAGER INDICATING THE CHANGE IN VEHICLE, AND MUST TURN IN THE ORIGINAL PERMIT AS PROOF THAT IT HAS BEEN REMOVED FROM THE MOTOR VEHICLE FOR WHICH THE PERMIT WAS PREVIOUSLY GRANTED;
9. IF A PERMIT HOLDER COMMITS THREE PARKING VIOLATIONS, THE PERMIT, UPON REVIEW, MAY BE REVOKED BY THE PARKING MANAGER;
10. IF A PERMIT HOLDER VIOLATES ANY OF THE CONDITIONS IN THIS SECTION, THE PERMIT SHALL AUTOMATICALLY BECOME VOID AND BE TERMINATED AND REVOKED WITHOUT NOTICE.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed in their entirety and shall be null and void and of no effect.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council.

Boak, Sherrie

From: Brewer, Eric
Sent: Thursday, November 7, 2019 11:25 AM
To: Wood, Carol
Cc: Boak, Sherrie
Subject: FW: Parking Enforcement - 2 A.M. to 5 A.M - Dedicated Staff Member - Possible Revenue

Hi Carol,

No one ever reached out to me for this information.

Consequently, here is the email concerning parking enforcement revenue that was based on information provided by Leith Curtis.

Sincerely,

Eric

From: Curtis, Leith <Leith.Curtis@lansingmi.gov>
Sent: Friday, October 05, 2018 2:03 PM
To: Eric Brewer <Eric.Brewer@lansingmi.gov>
Subject: RE: Parking Enforcement - 2 A.M. to 5 A.M - Dedicated Staff Member - Possible Revenue

Looks as discussed.

Leith

Leith Curtis

Sergeant

Lansing Police Department – Traffic/Special Event

120 W. Michigan Ave. | Lansing, MI 48933

O: 517-483-4667 | E: leith.curtis@lansingmi.gov

[Website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)



Andy Schor, Mayor



Mike Yankowski, Chief

From: Eric Brewer
Sent: Friday, October 5, 2018 1:52 PM

submitted @ mtg.

To: Curtis, Leith <Leith.Curtis@lansingmi.gov>

Subject: Parking Enforcement - 2 A.M. to 5 A.M - Dedicated Staff Member - Possible Revenue

Hi Leith,

Per our conversation by phone on 10-5-2018, the following information (Highlighted Green Below) was confirmed concerning the Parking Enforcement past activities dealing with for 2 A.M. to 5 A.M. parking restriction.

- 1) Jeremiah Lane – Dedicated Staff Member for short time period (Around 3 Month Period)
- 2) Tickets Issued - Average of 1,000 tickets on a monthly basis during time period
- 3) Staffing Hours - Five day work week with hours of 10 P.M. to 6 A.M.

Thus, based on the information above the following revenue estimate could be applied.

Estimated Monthly Ticket Wrote	Number of Months	No Parking 2 - 5 a.m.	Estimated Revenue Annual
1000	12	\$ 20.00	\$ 240,000.00

Parking Violation Fee Schedule

<https://www.lansingmi.gov/328/Parking-Violation-Fee-Schedule>

Violation	Description	Fine	Fine After 14 Days	Fine After 28 Days
61	Expired Meter (Early Pay)	\$10	N/A	N/A
61	Expired Meter	\$20	\$30	\$40
62	Time Limit	\$20	\$30	\$40
63	Handicapped Parking Zone	\$90	\$100	\$110
66	No Parking 2 - 5 a.m.	\$20	\$20	\$29
67	Improper Parking	\$20	\$30	\$40
68	Permit Parking	\$20	\$30	\$40
69	Private Parking	\$20	\$30	\$40
71	Blocking Drive or Sidewalk	\$35	\$45	\$55
75	Fire Lane	\$60	\$60	\$60
76	All Other Violations	\$20	\$30	\$40

Note – This assumes that all tickets are paid timely and collected. This would not be the case in the real world application because some tickets would remain unpaid and other would be paid with the additional fees added for late payment. Consequently, this still provides an estimated revenue stream with regards to these type of activates for estimation and planning purposes.

Please, let me know if you have any other information and/or corrections to any of the material expressed above.

Sincerely,

Eric

Eric Brewer, CPA, MBA

Council Internal Auditor

City of Lansing - City Council Office

124 W. Michigan Ave. | Lansing, MI 48933

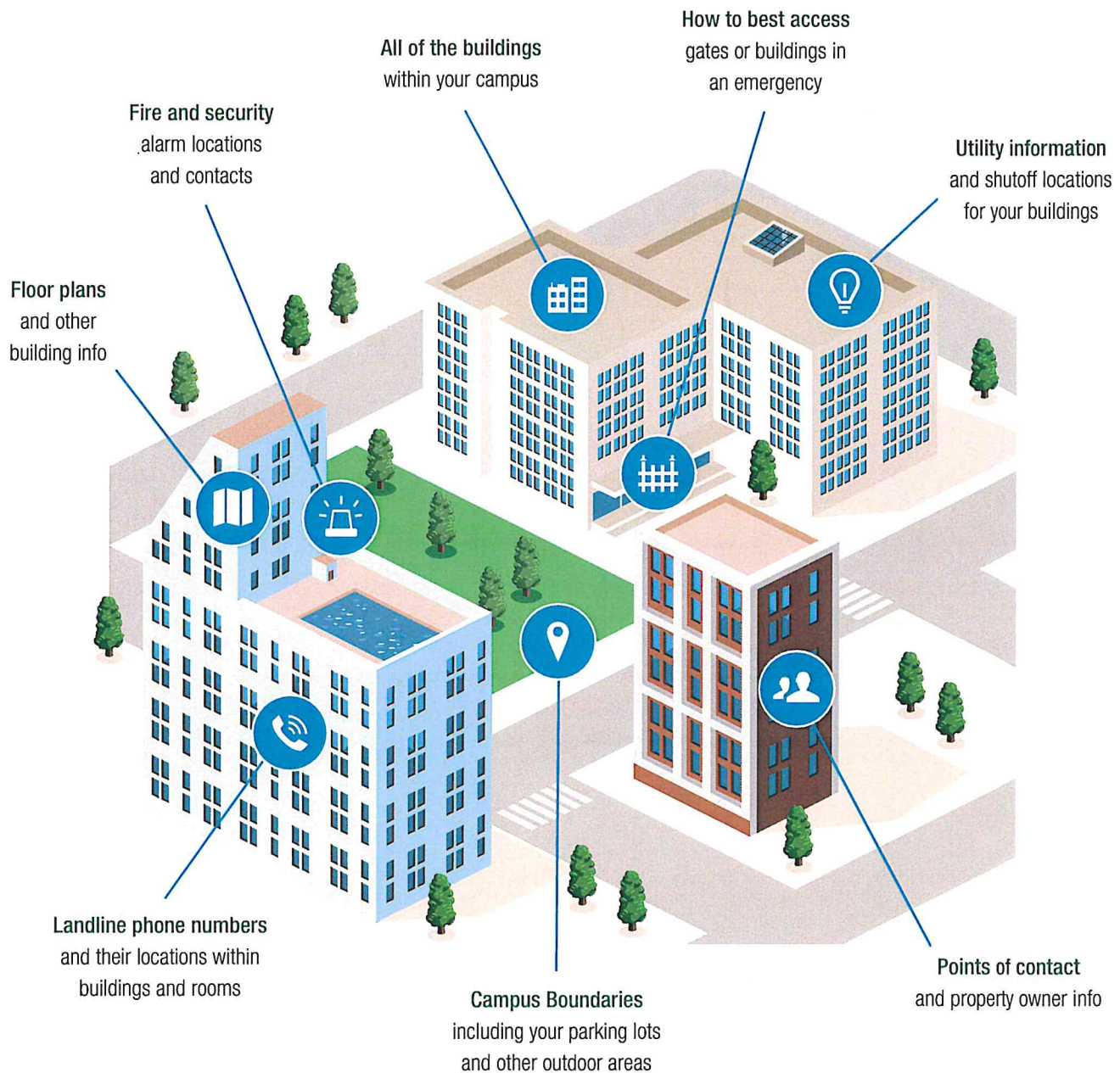
O: 517-483-4159 | C: 517-242-2249 | E: Eric.Brewer@lansingmi.gov

[Website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)

Protect Your Employees, Visitors, and Property



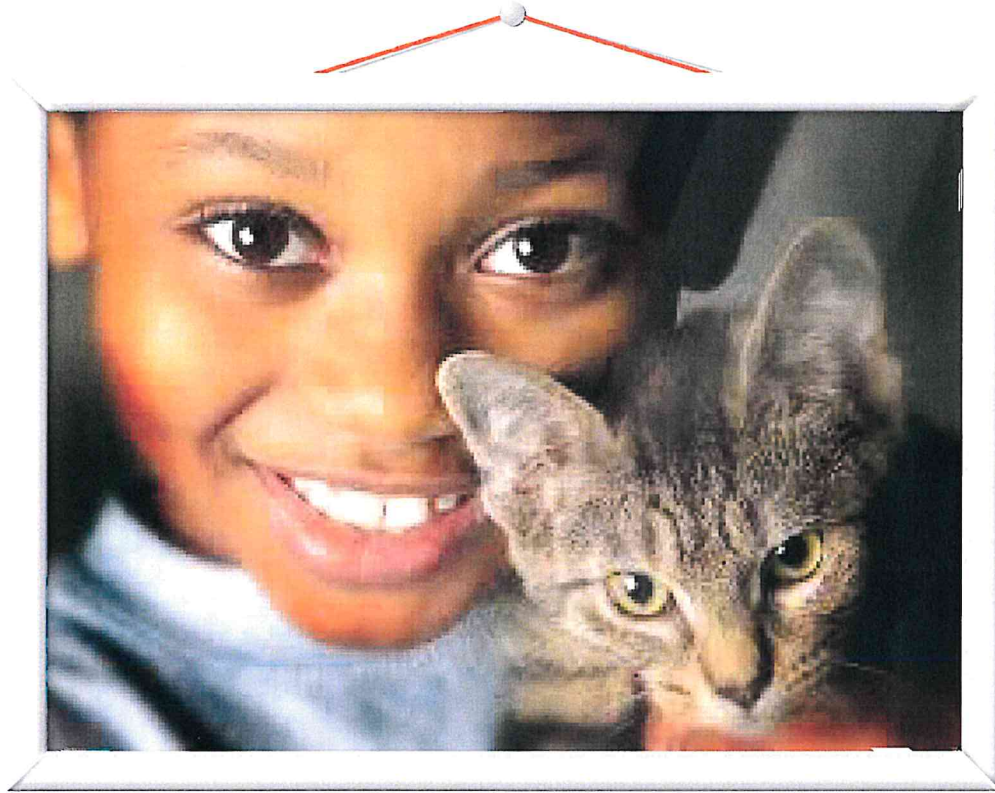
Provide 9-1-1 with the information they need in an emergency.



Smart911Facility.com

Protect your employees, visitors, and property. Register today.

Protect The Ones You Love



Smart911 is a free, new service available in your community to help you when you call 9-1-1. Once you've signed up, first responders will be aware of important information you have provided that will help them address your emergency. This information – including medical issues, current location and even pets - can help Police, Fire and EMS locate and help you.



A free service – Provided by Ingham County 9-1-1



Private and secure – You control your information



Saves time in an emergency – When seconds count



Smart911.com™

Because every second counts. Sign up today.



- Potentially lethal
peanut allergy

- Prior Anaphylactic
reaction



Plan For Any Emergency

In an emergency, seconds count. Now you can save seconds with Smart911, a free service provided by your community. Sign up today to provide information to 9-1-1 and first responders before an emergency happens, so they can better help you during one.

You can provide 9-1-1 key details such as:



**Potentially lethal
food allergies**



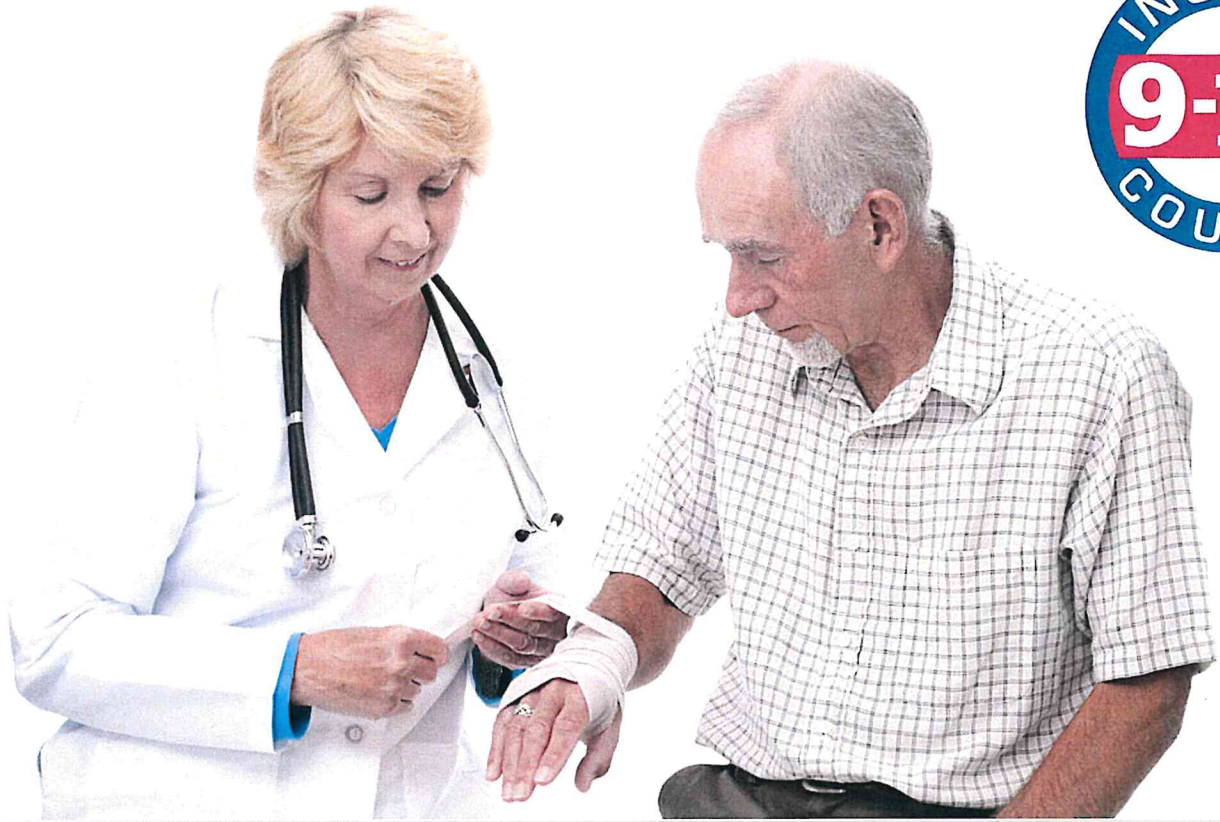
**Address and
home details**



**Emergency
contacts**

 **Smart911.com™**

Because every second counts. Sign up today.



Protect The Ones You Love

Smart911 is a free, new service available in your community to help you when you call 9-1-1. Once you've signed up, first responders will be aware of important information you have provided that will help them address your emergency. This information – including medical issues, current location and even pets - can help Police, Fire and EMS locate and help you.

- **A free service – Provided by Ingham County 9-1-1**
- **Private and secure – You control your information**
- **Saves time in an emergency – When seconds count**



Because every second counts. Sign up today.

How It Works



Create a free and secure

Facility Profile for your organization, adding key details about campuses, buildings, landlines, floor plans, contacts, and more.



In an emergency,

9-1-1 can view and utilize information in the Facility Profile to coordinate a faster, more effective response.



First Responders

will not only arrive sooner, but also have key information to act quickly and to improve situational awareness.

Ingham County 9-1-1 Central Dispatch

Administrative Calls: (517) 244-8098

Fax: (517) 272-6060

www.911.ingham.org

1

Location

because 9-1-1 operators may not have your address, especially if you call from a cell phone.

2

Situation

Let them know what the emergency is so the right team can be sent to your location.

3

Then, wait for

Information

Don't hang up. 9-1-1 operators are highly trained professionals.

Additional services can provide even more protection for your employees, students, visitors, and property.



RAVEPanicButton

The first and only solution to join 9-1-1, first responders, and on-site personnel with the touch of a button. Learn more at

www.ravepanicbutton.com



Smart911™

Smart911 protects individuals in your building and community with personal profiles that provide information to 9-1-1 in an emergency. Sign up for free at www.smart911.com



Protect Your Employees, Visitors, and Property with a Facility Profile



Smart911Facility.com

Provide public safety with critical information for a faster emergency response.

Why Should I Create a Smart911 Facility Profile?

Responding to facilities and buildings is challenging for first responders. A Smart911 Facility Profile can significantly improve emergency response.



Improving Responders' Ability to Locate an Emergency Incident

Floor plans and other critical data provided through Smart911 Facility can significantly help streamline response.



Managing Emergency Impact

The faster emergency responders can access building details, such as utility shutoffs and AEDs, the better they can minimize the impact to life and property.



Enhancing Coordination Between Public Safety and Your Organization

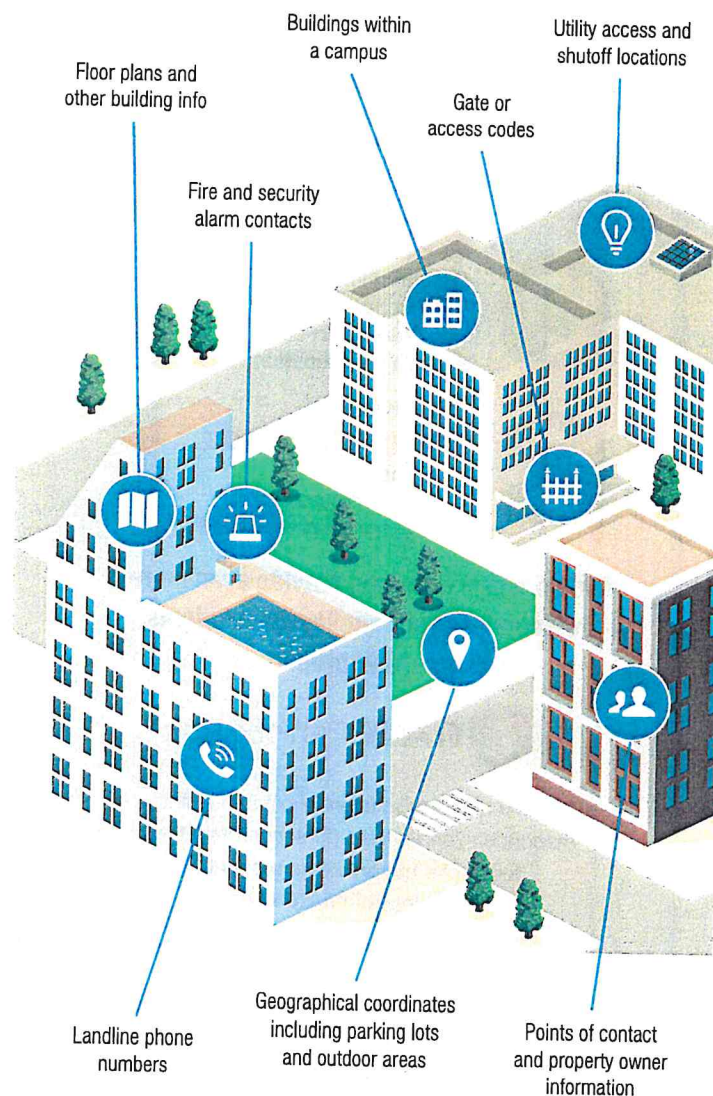
Many facilities have unique internal emergency response procedures. Your Facility Profile can provide these to 9-1-1 and first responders during an incident at your location.



Providing a Method for Keeping all of Your Facility Information Updated

Smart911 Facility provides you with an easy-to-use of securely storing and backing up your facility's critical information.

What Can Your Smart911 Facility Profile Include?



Smart911Facility.com

Be Prepared for Any Emergency.



In the event of a fire,

your Facility Profile will save time by providing firefighters building layouts and utility information.



In a medical emergency,

gate codes and access points will be available to EMS to help treat the victim faster.



In the event of an active shooter,

police can use building details, campus layouts, and key contacts to coordinate their response.

Protect The Ones You Love



Smart911 is a free, new service available in your community to help you when you call 9-1-1. Once you've signed up, first responders will be aware of important information you have provided that will help them address your emergency. This information – including medical issues, current location and even pets - can help Police, Fire and EMS locate and help you.



A free service – Provided by your community



Private and secure – You control your information



Saves time in an emergency – When seconds count



Because every second counts. Sign up today.