



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Public Works



Date: December 3, 2015
Board Meeting Date: December 15, 2015
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: Adoption of Parking Regulations at County Airports

RECOMMENDATION:

Adopt a resolution authorizing:

- A) The establishment of "No Overnight Parking" zones at the San Carlos and Half Moon Bay Airports between the hours of 11 p.m. and 6 a.m.; and
- B) The establishment of "Overnight Parking" zones at the San Carlos and Half Moon Bay Airports for use with a valid permit for a maximum period of seven (7) consecutive days without the written permission of the Airport Manager; and
- C) The adoption of a County Airports Parking Policy; and
- D) The Director of Public Works, or his designee, to issue administrative penalties and/or citations for violations of the County's parking ordinance.

BACKGROUND:

The County owns and operates two airports - the San Carlos Airport and the Half Moon Bay Airport.

State law and local ordinances, including Sections 21113 et.al. and 22651.3 of the California Vehicle Code, and Chapters 7.28, 7.32 and 1.08 of the San Mateo County Ordinance Code, provide that local authorities may, by resolution or ordinance, prohibit or restrict the stopping, parking, or standing of vehicles in parking facilities controlled by the County and cite vehicles that are in violation of the County's parking restrictions.

At present, the County lacks tools to address impacts from long-term parking at its two airports and to ensure that long-term parking does not result in a lack of access to parking for Airport-based businesses, customers, and the general public.

Parking at the San Carlos Airport is currently limited to 72-hours. The monitoring, tagging, and towing of vehicles is coordinated between County Airport staff and the San Carlos Police Department. Current parking regulatory procedures are resource and time-intensive, inefficient, and are not responsive to Airport business needs. Because of having to coordinate parking control between two agencies, it takes more than 144 hours, or six days, before a vehicle can be removed.

Moreover, San Carlos Airport staff received several complaints from Airport businesses and customers regarding the limited available parking at the Airport. Staff has itself observed significant challenges with respect to available parking in some lots of the San Carlos Airport.

It is important that parking be managed at the San Carlos Airport in a manner that is fair to all users, does not unjustly discriminate against any specific user or class of users, and considers the public interest and public safety. The County has an interest in making sure that no one tenant or user abuses the rights to limited parking areas in a manner that would prejudice other users or that would interfere with the orderly operations at the airport. Since there are a wide range of users at the airport and their needs for parking (and overnight parking) vary considerably, the Department is recommending that a policy be adopted which is fair, transparent and reasonable. Permits for parking will be assigned to individual users to ensure that no one is prevented from using parking spaces than are reasonably needed to ensure that no one user can hold or reserve spaces in a manner that could interfere with other tenants and users.

Currently, parking is not regulated at the Half Moon Bay Airport.

On December 7, 2015, Department staff sent out notifications to Airport businesses and tenants informing them of the County's intent to seek your Board's approval to implement these changes at the airports.

DISCUSSION:

Department staff recommends adoption of a resolution establishing a County Airport Parking Policy (Attachment A to this memorandum) and overnight and day-use parking zones for both the San Carlos and Half Moon Bay Airport parking lots. The Airport Parking Policy would establish parking guidelines, overnight parking zones, and a parking permit system based on type of business. Designating areas for day-use and long-term parking is common practice at many airports, is easily recognizable by the public, and provides efficiencies in administration and enforcement. Designating areas for long-term and day-use parking addresses customer concerns and increases access and availability of limited parking resources.

Following adoption by your Board, the Director of Public Works shall cause to be placed signs and/or markings to indicate parking zone restrictions as shown on maps in Appendix 1 and 2 of the County Airport Parking Policy. Airport staff will continue to work with businesses and tenants on outreach and implementation.

County Counsel has reviewed and approved the resolution as to form.

Approval of this resolution contributes to the Shared Vision 2025 outcome of a Collaborative Community by allowing residents, business owners, and Airport customers to help shape policy that provides equal and fair access to public parking at County Airports.

FISCAL IMPACT:

The cost of installing signs, painting parking zones, and the striping of parking lots is estimated at \$18,000 and will be funded by the Airport Enterprise Fund. There is no impact to the General Fund.

Attachment A: County Airports Parking Policy