Peekskill Downtown Parking & Signage: Existing Conditions Report

The following Existing Conditions Report includes key findings related to existing parking management, parking supply and demand, wayfinding and signage, and two appendices. The first one includes the notes of the Stakeholders meeting (Appendix A) and the second one (Appendix B) describes the project team's data collection methodology, and establishes an empirical foundation to realistically describe the issues, opportunities, and recommendations for implementation that are described in the Recommendations Report.

PURPOSE

The City of Peekskill continues to experience growth in its downtown population, art, dining and entertainment uses, and overall activity base. This sustained interest and attraction in Peekskill's music, art, entertainment, and recreational venues necessitated the opportunity to re-evaluate and reallocate parking resources among existing facilities to better accommodate residents, visitors, workers, and patrons to downtown establishments particularly during peak activity periods.

As such, the City of Peekskill engaged in professional services with Nelson\Nygaard, a specialized transportation planning firm, to conduct a data-intensive investigation to establish accurate baseline parking counts, utilization and turnover rates, and a complete signage inventory to ultimately produce recommendations for both parking and signage in the Downtown users (the "Project").

PROJECT OVERVIEW

The Project began with a detailed review of the existing conditions of Peekskill's Downtown municipal parking facilities, on-street parking, and Downtown parking signage to create an accurate inventory. From here, site visits and parking counts further confirmed turnover rates and facility usage rates. Together, these data inputs captured the primary issues and preliminary opportunities. Also included as a major component was input from key Downtown stakeholders.

We met with a group of key stakeholders to present the key findings of the Existing Conditions Analysis and refine the preliminary recommendations. Stakeholders included City agency directors and representatives from key Downtown employers and non-profit organizations. Their comments reflected the need for clearer communications about who may park in which facilities and at what times, improvements to signage, technology, and aesthetics of City garages and lots, as well as more effective parking management approaches to overcome perceptions that parking is scarce. See Appendix A for the complete set of notes from this meeting.

The Project is an 'inventory-to-recommendation' program that includes permits, metered spaces, surface lots, on-street parking, parking garage facilities, and signage that results in a

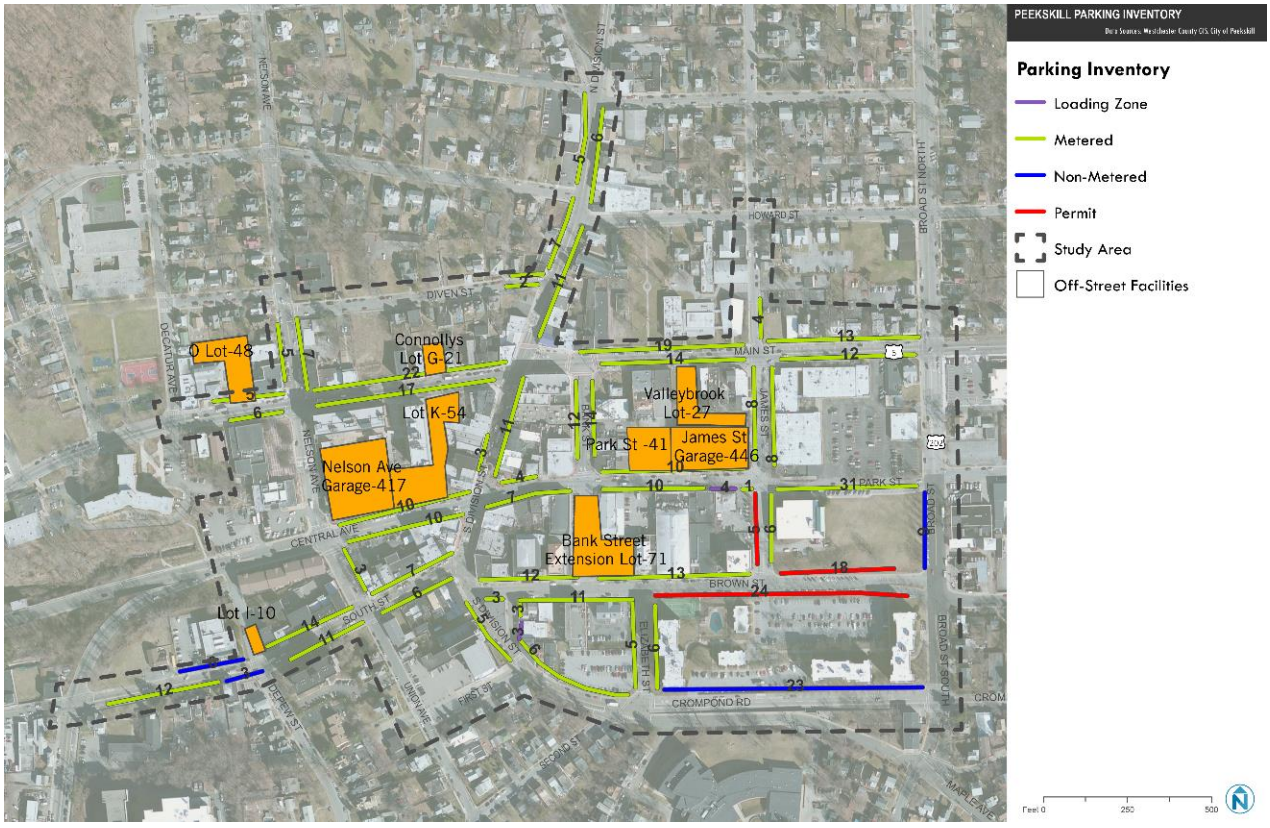
comprehensive parking utilization, circulation, and navigation program for Downtown residents, visitors, employees, and other patrons.

The Project concluded in the development of short- and long-term implementation recommendations to guide strategic changes of parking resource allocation and develop a comprehensive communications plan for directional and wayfinding signage over the next several years.

Study Area

The Study Area is a defined area of Downtown Peekskill, in which the inventory and occupancy of parking assets were counted and assessed (Figure 1). The Study Area includes all City-owned/public parking garages and lots and metered streets as well as the major transportation corridors as demarcated on all maps displaying parking facilities in this report. Through close correspondence with the City and stakeholders, and after consideration of past parking material review[1], the Study Area is considered to include all critical public parking assets and expressed parking issues in Downtown Peekskill.

Figure 1 Downtown Peekskill Parking Study Area and Parking Inventory



[1] This Project is a comprehensive and technically-derived analysis completed by a professional transportation planning firm to develop accurate baseline counts, turnover rates, facility inventories, permit allocations, and directional signage in the greater Downtown. The data findings serve as the foundation to an implementable recommendation program. The Project extends far beyond the activity described in the 2008 parking survey of the Business Improvement District (BID) by a community committee only during typical weekday periods and while the James Street Garage was partially closed for repair and Route 9 was under initial construction.

PARKING MANAGEMENT

Authority and Responsibilities

Multiple municipal entities oversee parking responsibilities:

- **Police Department**: parking enforcement
- **Finance Department**: revenue collection, tickets/violations, and appeals
- **City Council**: parking policy
- **Third party vendors**: ticket payment,[2] operations, and data management

City Winter Parking Regulations are in effect from December 1st to April 15th.[3] During this period, parking is prohibited on City streets from 8 PM to 8 AM, which applies to many Downtown streets. Exceptions include designated areas where signs are posted for Winter Alternate Side or Single Side Parking regulations.[4] Vehicles may be towed at the owner's expense any time a vehicle interferes with snow plowing and snow removal.

Pricing

Hourly Parking

Most of the Downtown Peekskill on-street supply is metered, and all metered parking is priced at a rate of $1.00 per hour.[5] Metered parking is in effect for both on-street and off-street spaces from Mondays to Fridays, 6 AM to 6 PM. There is no payment required at metered spaces during evenings or on weekends, and all public off-street spaces have a two-hour time limit. Figure 2 is an example sign conveying these regulations adjacent to an off-street parking facility.

There are two parking payment options for short-term parkers. They include:

- Single-space meters for on-street parking (which accept coins and credit cards)
- Multi-space meters at off-street lots and garages (which accept bills, coins, and credit cards).

All multi-space meters are configured for the user to "pay-by-space," requiring the user to easily identify and enter the painted number selected for parking. Multi-space meters are also configured to accept payment for a maximum four hours in the Downtown Study area.

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[2] https://www.parkingticketpayment.com/peekskill/

[3] Unless otherwise revised by the City Council by adopted resolution.

[4] https://www.cityofpeekskill.com/sites/peekskillny/files/file/file/parking_regulationsmap.pdf

[5] Outside of Downtown, metered parking is priced at $0.75 per hour.

Figure 2 Example Signage with Metered Parking Regulations

Long-Term Parking (by permit)

Long-term parking in Downtown Peekskill includes off-street, permit parking opportunities for residents, employees, and students of Westchester Community College (WCC). Short-term parking includes metered on-street and off-street parking. Long-term parking by permit is available in several locations (including the Valley Brook Lot, Connolly's Lot, Bank Street Lot, and K Lot) while other off-street spaces are reserved for the United States Postal Service, City of Peekskill vehicles, and Peekskill Police vehicles.

Long-term parking is available in the following categories:

Residents

- Annual permits: $360 for any Downtown facility.[6]
- Monthly permits:
  - $22 for overnight permits
  - $30 for daytime permits
  - $34 for 24-hour permits.

Employees

Block parking permits for groups of five or more Downtown employees are available for $22 per month per space. Employees do not need to be residents to qualify for block parking permits.

Students

Students attending WCC may pay $12 a month per space.

[6] Senior citizens living at 901 Main Street pay $198

Figure 3 City of Peekskill Parking Permit Rates

Permit Type	Resident Cost	Non-Resident Cost	Cost Period
Annual Parking Permit (except Riverfront Area)	$360	$1,017	Annual
Annual Senior Resident Parking Permit for seniors living at 901 Main St	$198	N/A	Annual
Monthly Resident Parking Permit 24 Hour Parking	$34	N/A	Monthly
Monthly Resident Parking Permit Day Parking Only	$30	N/A	Monthly
Monthly Resident Parking Permit Night Parking Only	$22	N/A	Monthly
Monthly Employee Parking Permit Block Parking (5 employees or more)	$22	$22	Monthly
Monthly WCC Student/Faculty Parking Permit	$12	N/A	Monthly
Monthly Railroad Parking Permit	*$36*	*$88*	*Monthly*

Source: City of Peekskill

Figure 4 James Street Parking Garage Regulations Signage

Source: Nelson\Nygaard

Parking fines are generally not to exceed $50 per violation,[7] but in the instance of a winter state of emergency, such a violation may amount to $150.

Time Limits

All metered parking spaces are subject to limits on weekdays, from 8 AM to 6 PM. Most allow two hours of parking, with the exception of one-hour spaces along Main Street between Nelson and Decatur Streets. There are also 18 on-street spaces that are free to the public, but managed by time limits:

- Nine spaces with a 15-minute time limit, from 8 AM to 6 PM (on South Street, between Nelson and Decatur)
- Nine spaces with a two-hour time limit, from 8 AM to 6 PM (on Broad, between Park and Brown)

There are also 23 un-metered spaces with no time limits located near the perimeter of the Study Area.

PARKING SUPPLY

A thorough understanding of the parking inventory, along with the regulations and management structures of said inventory, is the first component of understanding Downtown Peekskill's parking patterns. The supply of parking, traditionally split between on-street facilities and off-street facilities (such as garages and lots), was collaboratively identified through City resources and Consultant field verification. Key findings on Downtown Peekskill's parking supply include:

There are a total of **1,628 parking spaces** in the Study Area

- There are 1,132 off-street parking spaces in Downtown Peekskill.
  - 391 of these spaces (35%) are metered.
  - A majority (55%) of off-street spaces require a permit or are reserved for tenants/visitors of specific destinations. Permit spaces may be allocated to placard-holders, as in James Street or Nelson Avenue Garages, or reserved to specific license plates, as in other off-street facilities.

Figure 5 Off-Street Parking Inventory

Facility Name	General Parking Spaces		ADA Spaces		Permit Spaces	License-Plate Reserved Spaces	Total Inventory
	Metered	Non-Metered	Metered	Non-Metered			
Park Street Lot	39	0	2	0	0	1	41
Connolly's / Lot G / Birdsall	0	0	0	1	0	20	21

[7] City Code: 100-5 Powers and duties of Parking Violations Bureau.

Facility Name	General Parking Spaces		ADA Spaces		Permit Spaces	License-Plate Reserved Spaces	Total Inventory
	Metered	Non-Metered	Metered	Non-Metered			
Valley Brook Lot	10	0	0	1	0	16	27
Bank Street Extension Lot	67	0	2	0	0	2	71
Lot K	41	0	4	0	0	9	54
O Lot	0	0	0	3	0	47	50
Lot I	0	0	0	0	0	8	8
All Lots	**157**	**0**	**8**	**5**	**0**	**103**	**272**
Nelson Avenue Garage	131	18	6	14	221	27	417
James Street Garage	85	80	4	4	273	0	446
All Garages	**216**	**98**	**10**	**18**	**494**	**27**	**863**
All Off-Street Parking	**373**	**98**	**18**	**23**	**494**	**130**	**1,132**

- There are 496 on-street parking spaces in Downtown Peekskill.
  - 404 (81%) of these spaces are metered.
  - 47 (9%) require a permit.
  - 45 (9%) are free and available for public use

The City of Peekskill is responsible for the management and enforcement of Downtown Peekskill's public parking assets. Regulations governing parking in Downtown Peekskill are fairly straightforward, and include[8]:

- Downtown parking meters and primary parking regulations are enforced from 6 AM to 6 PM, Monday through Friday.
- All metered parking in Downtown Peekskill is priced at $1.00 per hour, including both on- and off-street spaces.
- Hourly parking in Downtown Peekskill's garages is limited to 12 hours during enforcement times.

[8] Part 290 of the Regulations of the City of Peekskill ("Vehicle and Traffic Code of the City of Peekskill")

- Hourly parking in surface lots and the majority of on-street parking is limited to two hours during enforcement times.

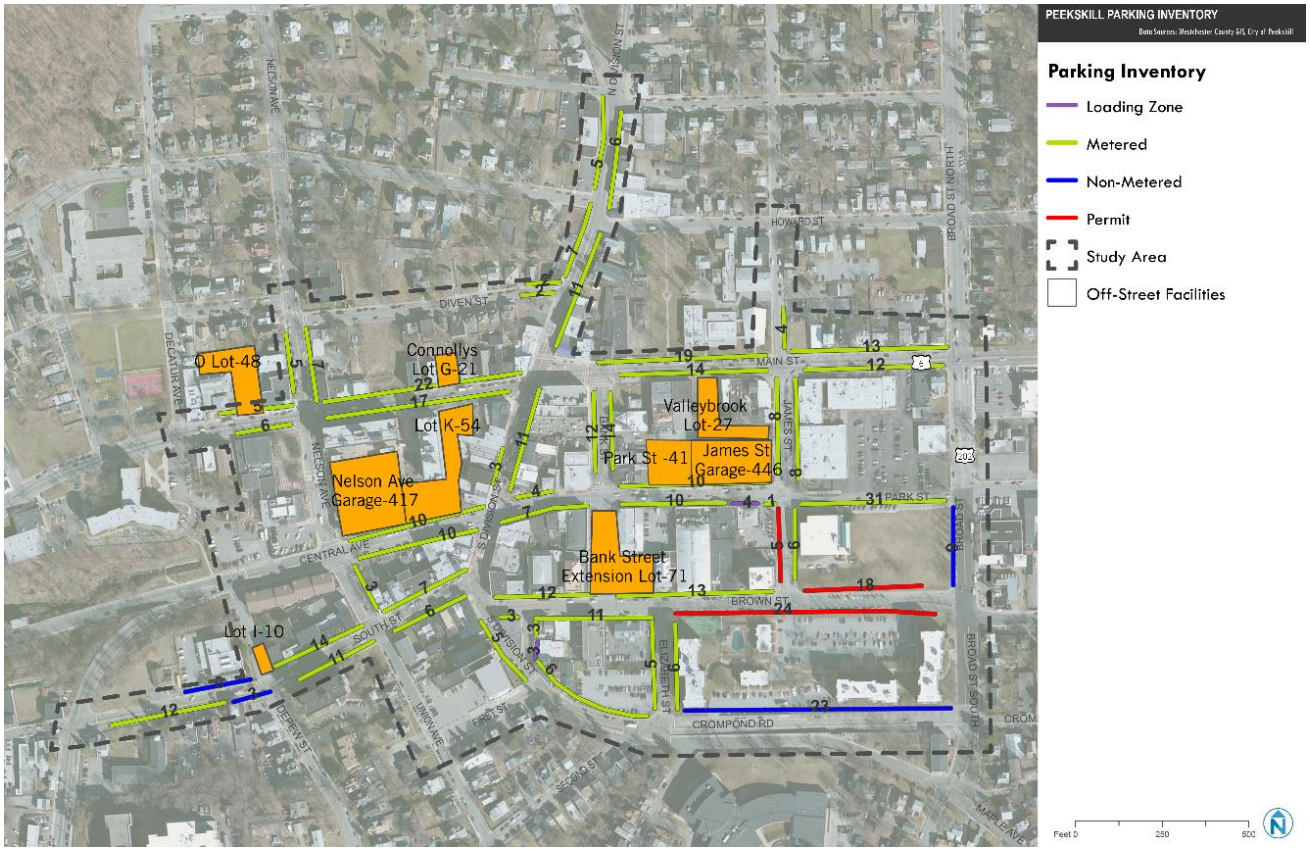
There are multiple payment options, but they vary depending on the location of the parking facility, which may lead to confusion and complication in the act of paying for parking.

- Parking payment options include:
  - single-space meters for on-street parking
  - Multi-space meters at off-street lots and garages.
- Single-space meters accept coins and credit cards.
- Multi-space meters accept bills, coins, and credit cards.
- Field surveys indicate that people pay for parking on Saturdays when it is free of charge – possibly due to unclear information on weekend parking regulations.

Following is an overview of municipally controlled parking facilities in Downtown Peekskill within the Study Area (see map in

Figure 6), as marked in the map below.

Figure 6 Peekskill Parking Inventory



Sources: Westchester County GIS, ESRI, City of Peekskill

Municipal Off-Street Parking Facilities

The Study Area (see map in

Figure 6) encompasses nine off-street parking facilities with a combined supply of 1,132 spaces. There are multiple categories of parking inventory. These categories include **ADA** (Americans with Disabilities Act), **permit** (groups of spaces that permit-holders may choose from), and **reserved** (individual spaces exclusively reserved as specified by license plate and/or customers of a specific adjacent building).[9]

Figure 7 Off-Street Parking by Primary Regulation

Primary Regulation	Number of Spaces
$1/hour	391
ADA Non-Metered	23
By Permit Only	588
License-Plate Reserved	130
Total	**1,132**

Figure 8 Off-Street Parking by Time Limit

Time Limit	Total Number of Spaces	Garages	Lots
4 hours (all metered off-street spaces)	165	0	165
12 hours	226	226	0
15 minutes	8	0	8
None (permit, un-metered, and reserved spaces)	733	633	100
Total	**1,132**	**859**	**273**

City-Owned Parking Lots

Within the Study Area, there are seven (7) surface parking lots owned by the City of Peekskill. Four of these surface lots are regularly open to the public and include Park Street, Main Street, Bank Street, and Upper and Lower K Lot. Combined, these lots offer a total of 165 metered spaces (eight of which are for people with disabilities). Meanwhile, 103 total surface lot spaces are exclusively license-plate-reserved but are scattered across all City-owned surface lots.

[9] There are some ADA spaces in facilities/areas designated for permit parking, but the parker needs both an ADA placard and a permit for that particular facility/area. There are also some reserved spaces, which included ADA spaces as well.

City-Owned Parking Garages

There are two City-owned garages in Downtown Peekskill: the James Street Garage (446 total spaces) and the Nelson Avenue Garage (417 total spaces). Collectively, these two garages make up over three quarters of the total City-owned off-street supply in Downtown.

A major difference between City-owned parking garages and surface lots is that all metered spaces in garages have a 12-hour time limit, which is three times as long as the limit for all metered spaces in Downtown Peekskill's surface lots and six times as long as on-street metered parking. This extended timeframe justifies long-term parking best-suited in Downtown garages.

Additionally, payment is required via one of the multi-space meter kiosks. There are four such kiosks for the 89 metered spaces in the James Street Garage, and five meters in the Nelson Avenue Garage for its 137 metered spaces. At the uppermost levels of the garages, there are spaces provided at no charge to the public.

Both garages have permit parking spaces. The Nelson Avenue Garage provides spaces for Monthly Resident Parking Permits, Annual Resident Parking Permits, Annual Senior Permits, and a handful of reserved spaces specifically for library staff, the Police Department, and DPW/Building Department vehicles. The James Street Garage provides Monthly, Block Permits (for employees of Downtown establishments), and Annual Permits.

Parking Permit Sales Activity

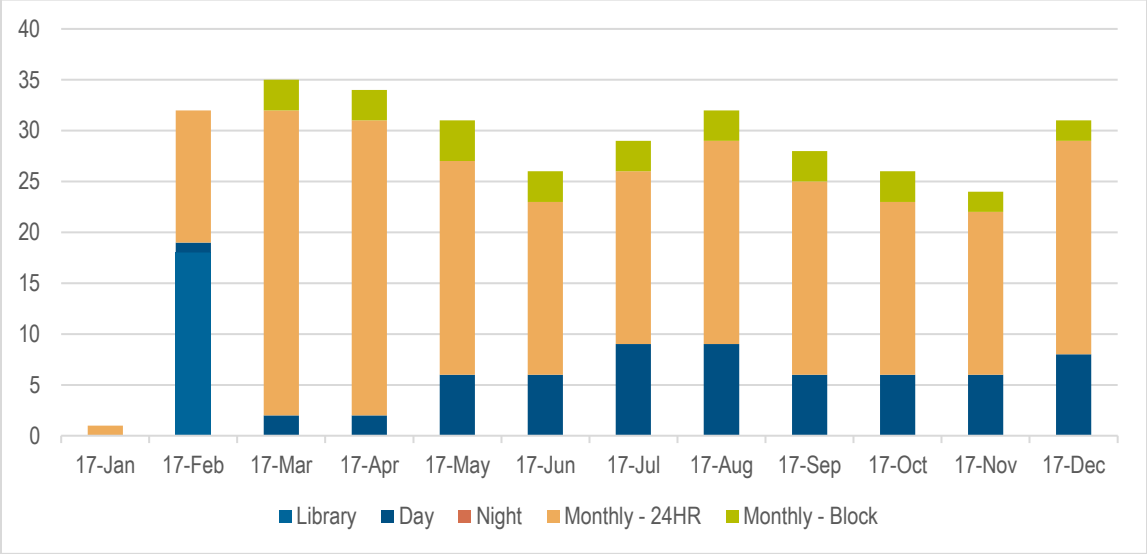
The following section reviews parking permit allocations and sales activity in the James Street and Nelson Avenue Garages.

Nelson Avenue Garage

Nelson Avenue Garage consists of three floors, A, B, and C. Two of the Nelson Avenue Garage's floors, Levels B and C, are primarily dedicated to permit parking. Level A is primarily metered parking and intended for public use.

Space allocations by inventory type are provided in Figure 11. Permit categories in Nelson Garage's Level B include Monthly and Library permits. Within Monthly permits are four permit sub-categories: Day, 24-hour, Night, and Block permits (for employees). In 2017, there were 329 parking permits sold on Level B. The permit sales activity for 2017, by month and permit type, is shown in Figure 9.

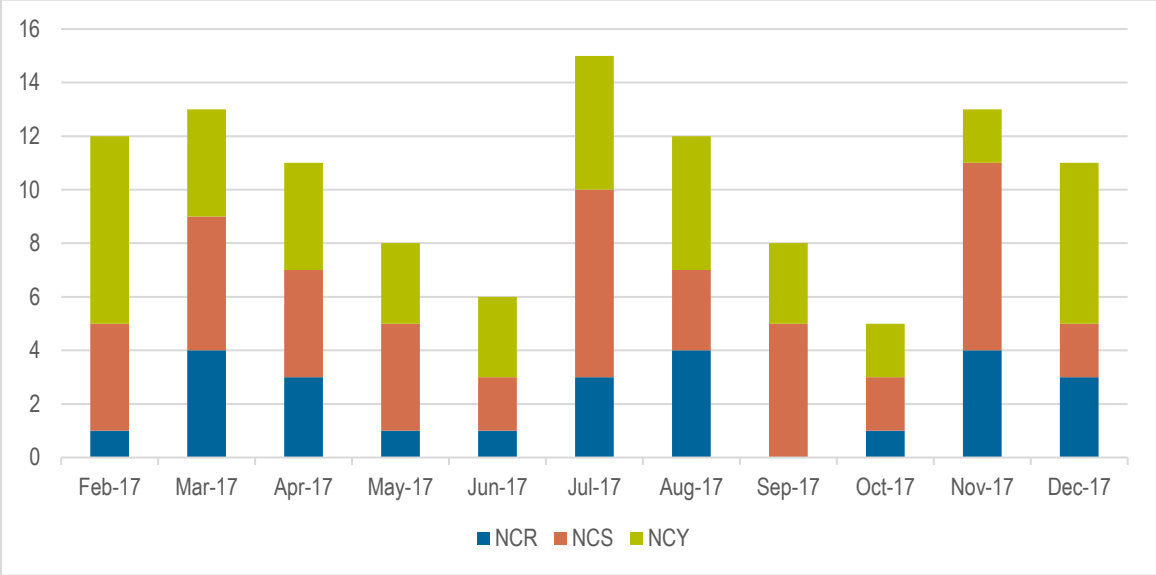
Figure 9 Nelson Avenue Garage – Level B Permit Sales, 2017



Source: City of Peekskill

Permit categories on Nelson Garage's Level C include "Nelson C Reserved (NCR)," "Nelson C Yearly Senior (NCS)," and "Nelson C Yearly Non-Senior (NCY)." All permits on Level C are annual. There were 126 permits sold for Level C in 2017, including 28 NCR, 51 NCS, and 47 NCY permits.

Figure 10 Nelson Avenue Garage – Level C Permit Sales by Permit Type, 2017



Source: City of Peekskill

Figure 11 Nelson Avenue Garage Layout

Level	Space Type	Spaces
A	Meters	60
	Building/DPW	11
	Total	**71**
B	Meters	52
	Senior - Unmarked	21
	Monthlies	69
	Library Staff	17
	Senior – Plates	6
	Total	**165**
C	Senior – Plates	79
	Senior – Unmarked	78
	Total	**157**
Facility Total (A + B + C)		**393**

Source: City of Peekskill

James Street Garage

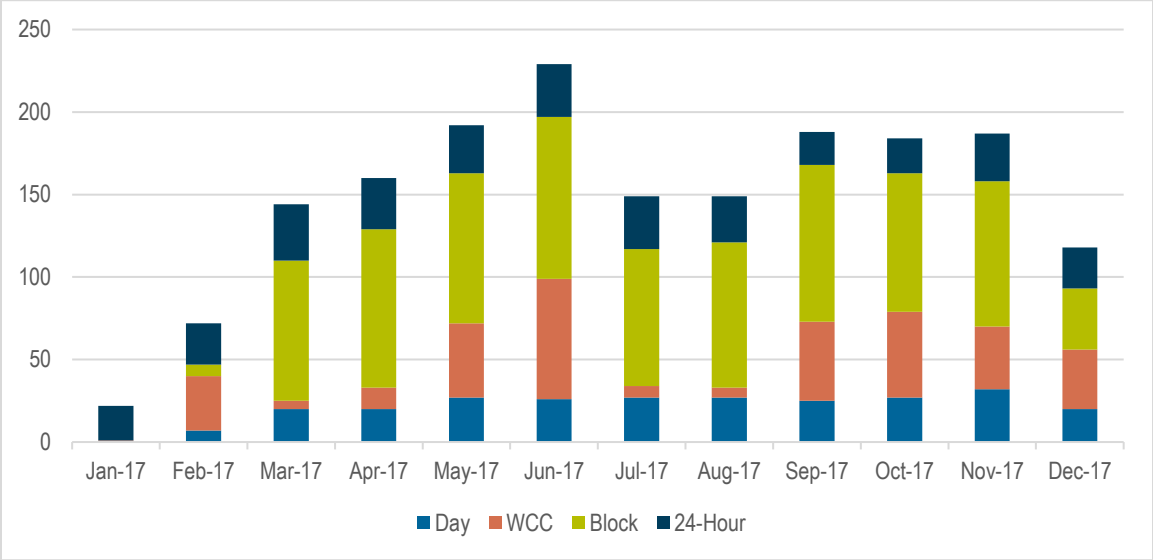
James Street Garage's permit spaces are all monthly in nature. Monthly permit categories at James Street Garage include 24-hour, Day-only, Night-only, Block, and Westchester Community College (WCC) permits. Downtown employees who hold Block permits are the most common permit holder in James Street Garage, followed by Westchester Community College students and faculty, 24-hour permit holders (i.e. residents), and Day permit holders. Night permits are relatively uncommon.

The City sold the following permits, listed by total transactions in 2017:

- Block Permits – 852
- WCC Permits[10] – 357
- 24-Hour Permits – 327
- Day Permits – 258
- Night Permits – 3

[10] Includes monthly permits sold to WCC students and faculty.

Figure 12 James Street Garage – Permit Sales by Type, 2017



Source: City of Peekskill

Private Parking Lots

Within the Study Area are several private parking lots whose spaces are strictly reserved for the owner, employees, and patrons. Primarily, these lots serve a variety of civic, commercial, and religious/institutional uses in Downtown Peekskill (Figure 13).

Figure 13 Select Downtown Private Parking Surface Lot Inventory

Lot	Address	Inventory (Parking Spaces)
Assumption Church	920 1st Street	34
Chase Bank	1025 Brown Street	16
Elks Lodge	1038 Brown Street	40

On-Street Parking

There are a total of 496 on-street parking spaces in the Downtown Peekskill Study Area, including 404 (81%) metered spaces subject to the same enforcement procedures and protocols as the metered spaces in garages and lots. On-street metered parking spaces may be arranged at an angle (as along Bank Street) or parallel (as along James Street), but their dimensions and boundaries are demarcated by pavement markings.

Some streets are closed periodically during non-winter months, which impacts the available on-street parking supply. In particular:

- Division Street, between Central and Main, periodically closes for outdoor dining and music

- Bank Street, between Park and Main, closes for a weekly farmer's market between June and November

Figure 14 On-Street Parking by Type

Type	Number of Spaces
Metered	404
By Permit Only	47
Un-metered	45
Total	**496**

Figure 15 On-Street Parking by Time Limit

Rate	Number of Spaces
2 hours	397
1 hour	11
15 minutes	9
None (By Permit Only)	47
None (Un-metered)	32
Total	**496**

PARKING DEMAND

Parking demand is generally measured by dividing the number of vehicles observed by the number of available spaces. However, there are multiple dynamics to consider, including the time of day and the location of the parking facilities in questions, as they can individually affect the perception of parking utilization overall. See Appendix B for a detailed description of the Parking Counts methodology.

A key benchmark to consider is the "optimal" utilization rate in which parking assets are well-utilized without detrimental effects on congestion and the perception of availability. For this study, the optimal utilization rate for an off-street parking facility is 90%. Even though a facility is not 100% full at optimal utilization, it is still functioning at capacity (accounting for the constant movement of people entering and leaving their parking space) and drivers may perceive the facility as full.

The optimal utilization rate for an on-street segment of parking is 85%. For example, if a driver were to see a typical road segment of eight spaces on one side of the street, one of those spaces would be vacant, allowing them to promptly occupy that space without resorting to circling the block.

Therefore, this analysis made every effort to ensure that parking utilization and turnover counts for Downtown Peekskill provided a full time series of parking use during the course of a typical day in the Study Area.

Data collectors measured utilization throughout the Study Area over the course of one hour. Data shown in this analysis is broken down by hourly "time periods." Please see Figure 65 for further details.

Figure 16 Summary of Parking Utilization Time Periods

Day of the Week	Time Period	Date of Data Collection
Thursday (Weekday)	11 AM to 12 PM	October 5, 2017
	12 PM to 1 PM	
	1 PM to 2 PM	
	4 PM to 5 PM	
	5 PM to 6 PM	
	6 PM to 7 PM	
Saturday (Weekend)	11 AM to 12 PM	October 28, 2017
	12 PM to 1 PM	
	5 PM to 6 PM	October 7, 2017
	6 PM to 7 PM	
	7 PM to 8 PM	
	8 PM to 9 PM	
	9 PM to 10 PM	

Utilization

Parking utilization is the number (or proportion) of parking spaces that are occupied compared to the number that are sitting vacant during a given time of day.

Following is a series of maps capturing utilization levels to depict demand levels and patterns among public parking options in the Study Area with a focus on a typical weekday, weekend, and one special event Saturday[11].

Understanding Parking Utilization

When considering the mechanisms, options, and means towards improving the parking system's efficacy in Downtown Peekskill, it is important to understand the color-coded designations used to display the utilization of parking in maps. Notice the daily progression of the colors and utilization figures in important locations -- not just during the peak period.

Less than 70% (Blue):

Parking assets are relatively underutilized and should be used more actively going forward

Any resource that consistently performs at this level, especially during peak-demand periods should be viewed as an opportunity to absorb more vehicles away from locations where parking is nearing capacity

70% to 85% (Green):

Parking assets are being used actively

Particularly for off-street facilities, as utilization levels approach the high end of this range, spaces are being used more efficiently

85% to 95% (Orange):

Parking assets are nearing capacity

While maximizing efficiency, these street segments and off-street facilities often look or "feel" full to drivers, and can consequently give the impression of lack of parking

Greater than 95% (Red):

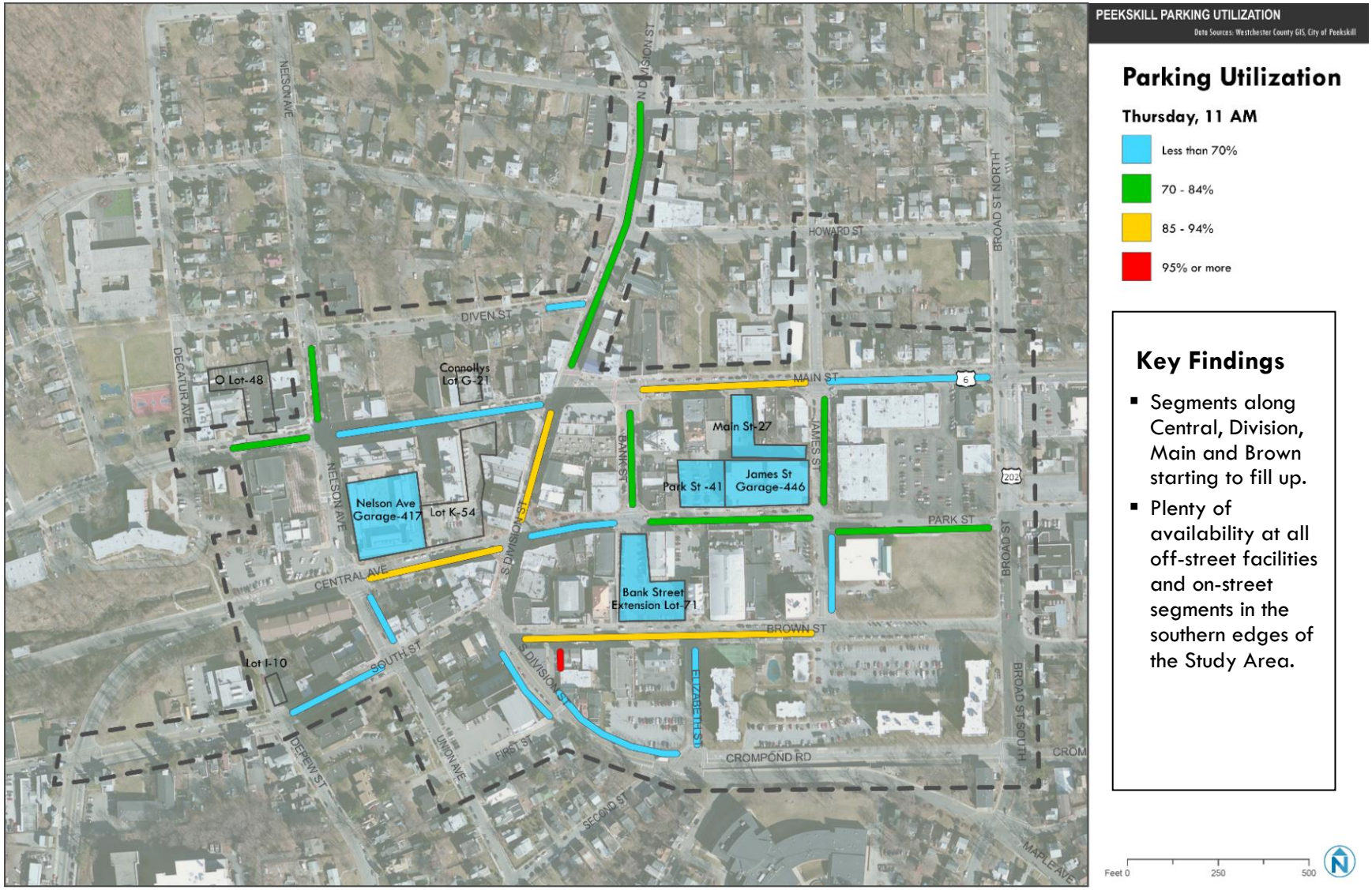
Parking assets are meeting or exceeding the marked capacity

Resources that consistently perform at this level will generate common perceptions of lack of parking options

[11] Data capturing parking utilization and turnover on a special event night incorporates an event hosted by a combination of the Paramount Theater, Elks Club, and active dining-entertainment businesses. Typically, parking demand is different than a standard weekday due to a special event.

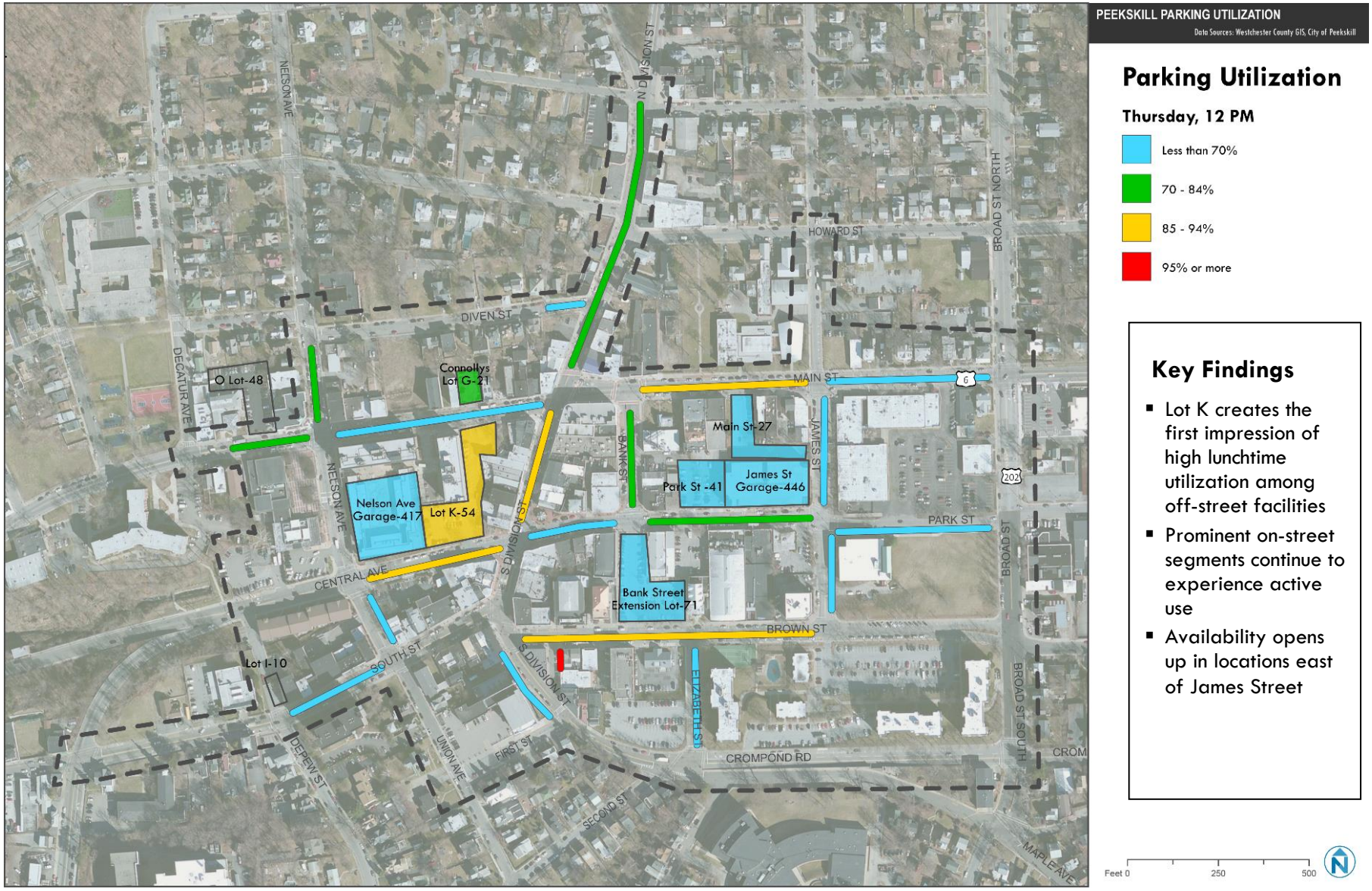
Typical Weekday Utilization Maps and Charts

Figure 17 Typical Weekday Parking Utilization, 11 AM



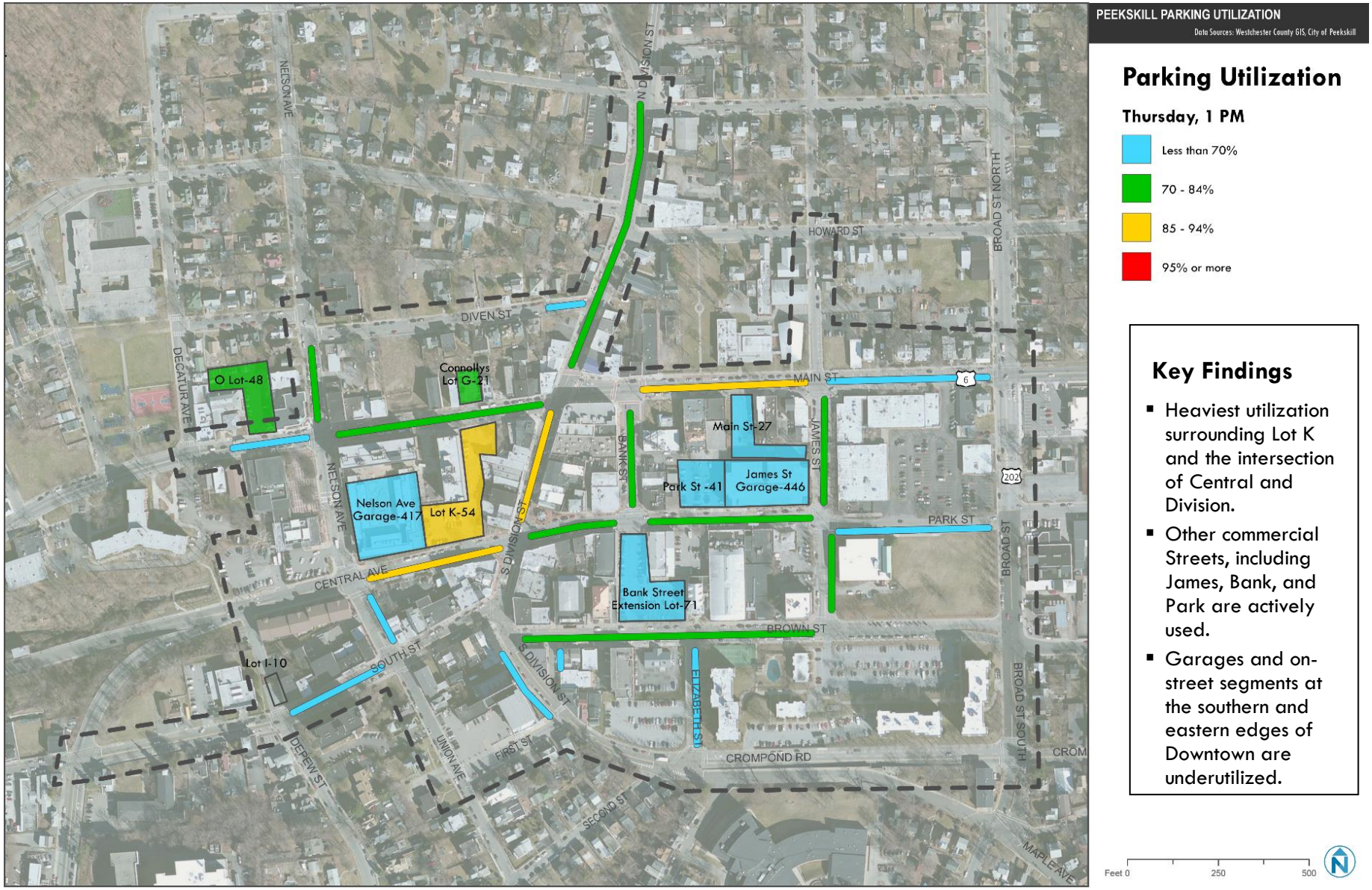
Note: Counts for Lots K, O, and I were not conducted at this hour.

Figure 18 Typical Weekday Parking Utilization, 12 PM



Note: Counts for Lots O, and I were not conducted at this hour.

Figure 19 Typical Weekday Parking Utilization, 1 PM

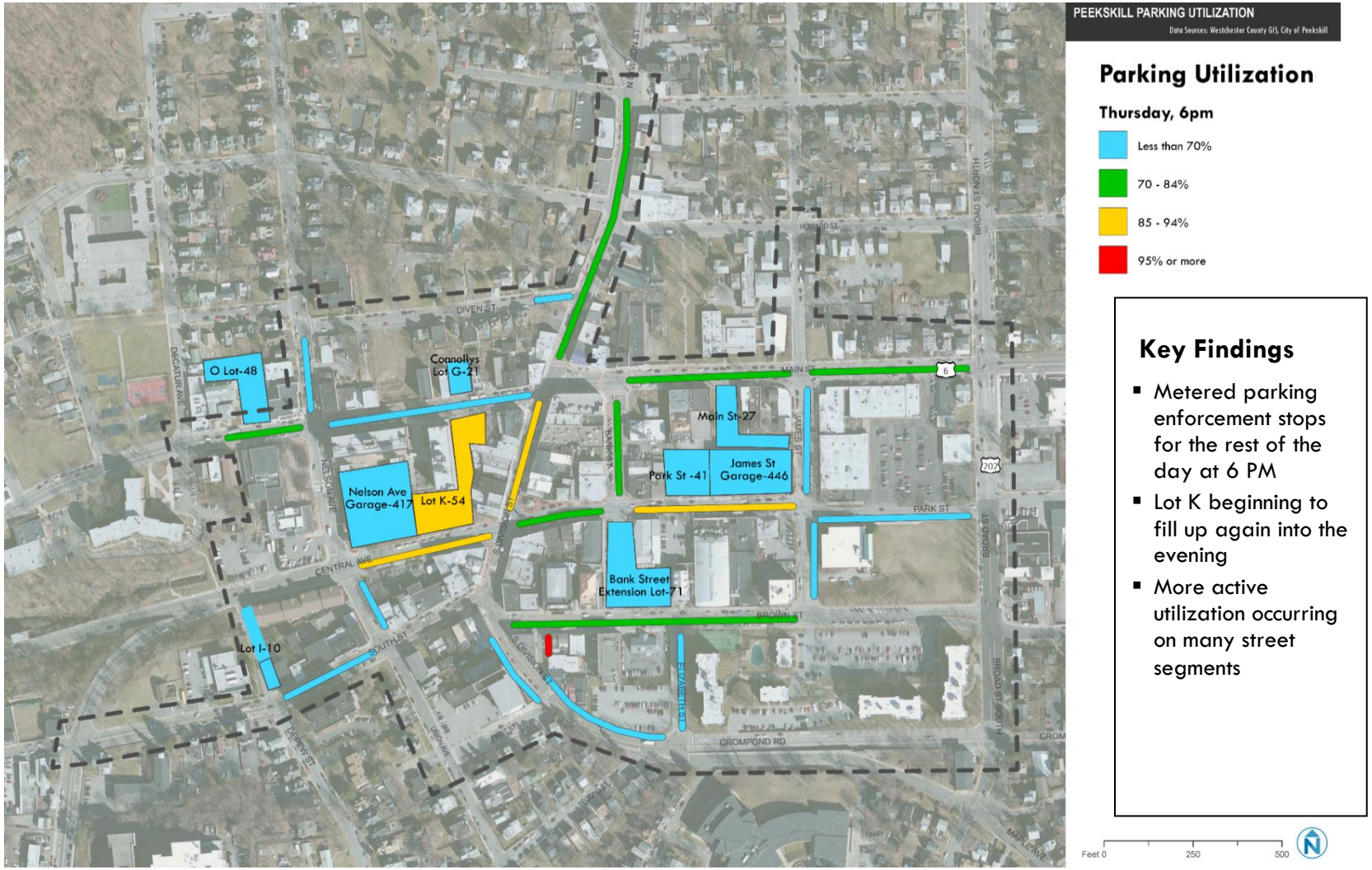


Note: Counts for Lot I was not conducted at this hour.

Figure 20 Typical Weekday Parking Utilization, 4 PM

Figure 21 Typical Weekday Parking Utilization, 5 PM

Figure 22 Typical Weekday Parking Utilization, 6 PM



Utilization charts compare parking utilization as it progresses through times within a particular day of the week. These profiles show how many spaces are occupied and how many are available, providing visual representation for comparing occupancy and availability at different points in the day. Additionally, a red line is shown as a point of reference for the optimal utilization rate (90% for off-street and 85% for on-street).

Figure 23 **Typical Weekday Off-Street Parking Utilization**

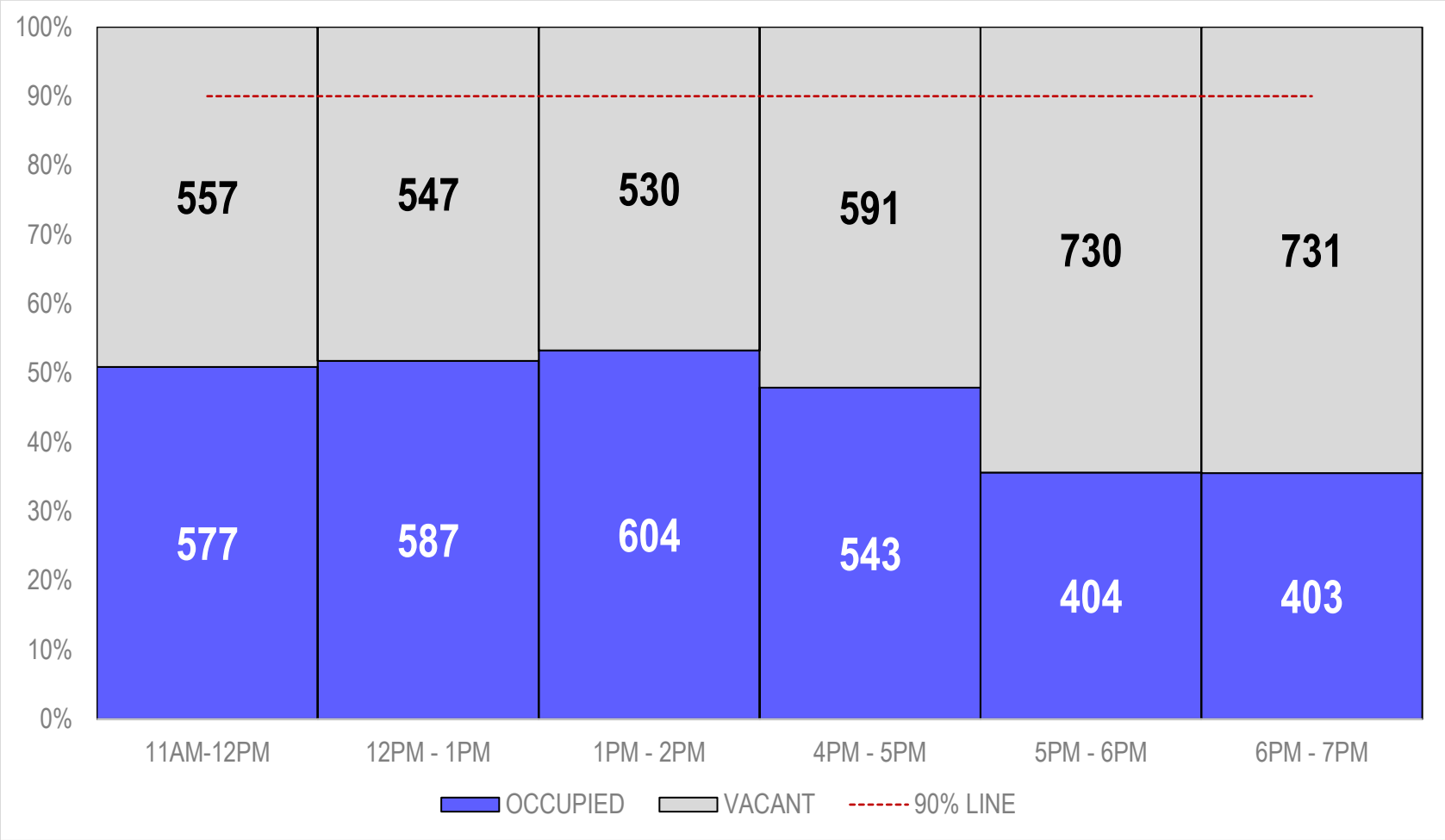
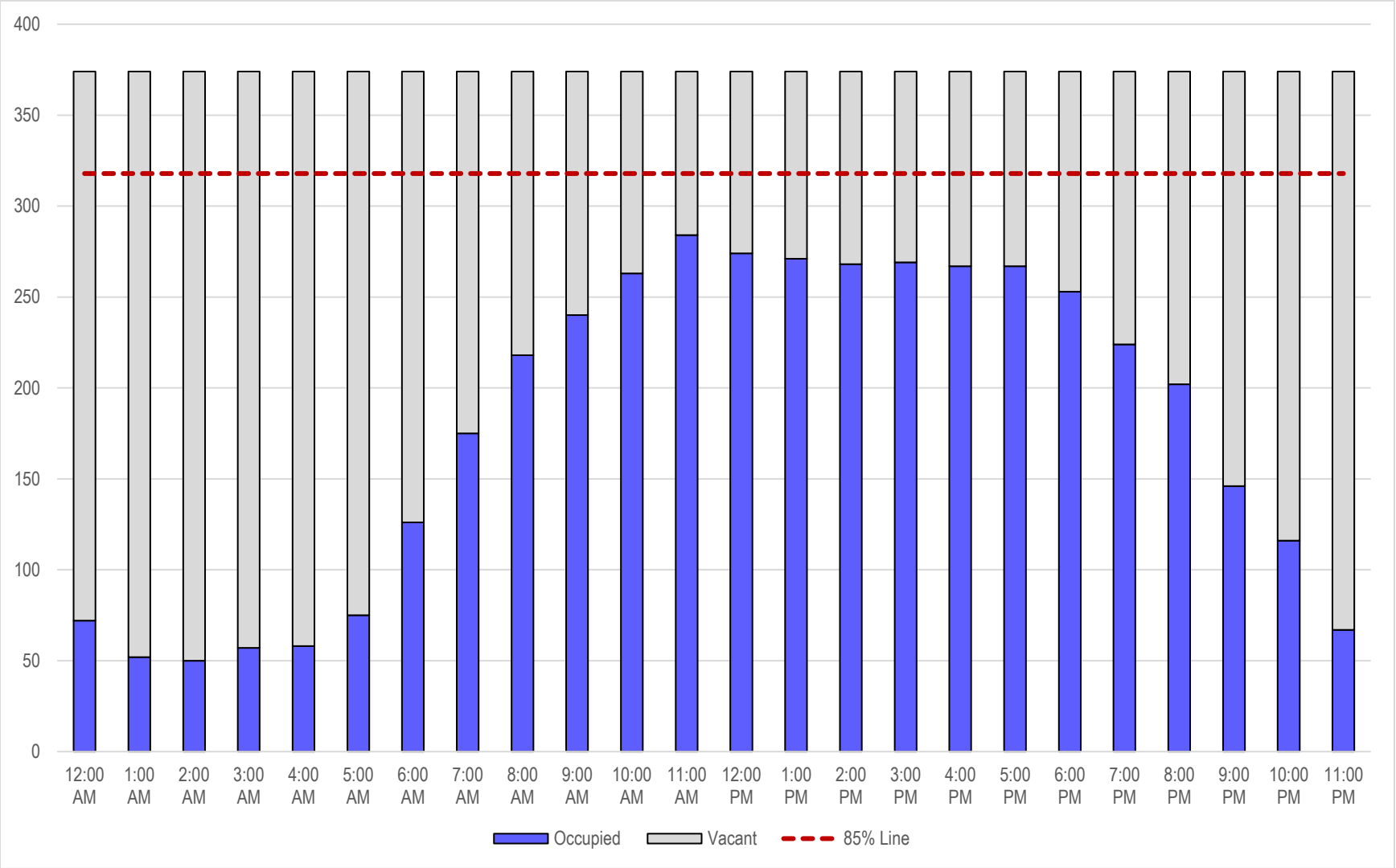


Figure 24 Typical Weekday On-Street Parking Utilization



Saturday Utilization Maps and Charts

Figure 25 Saturday Morning Off-Street Parking Utilization, 10 AM

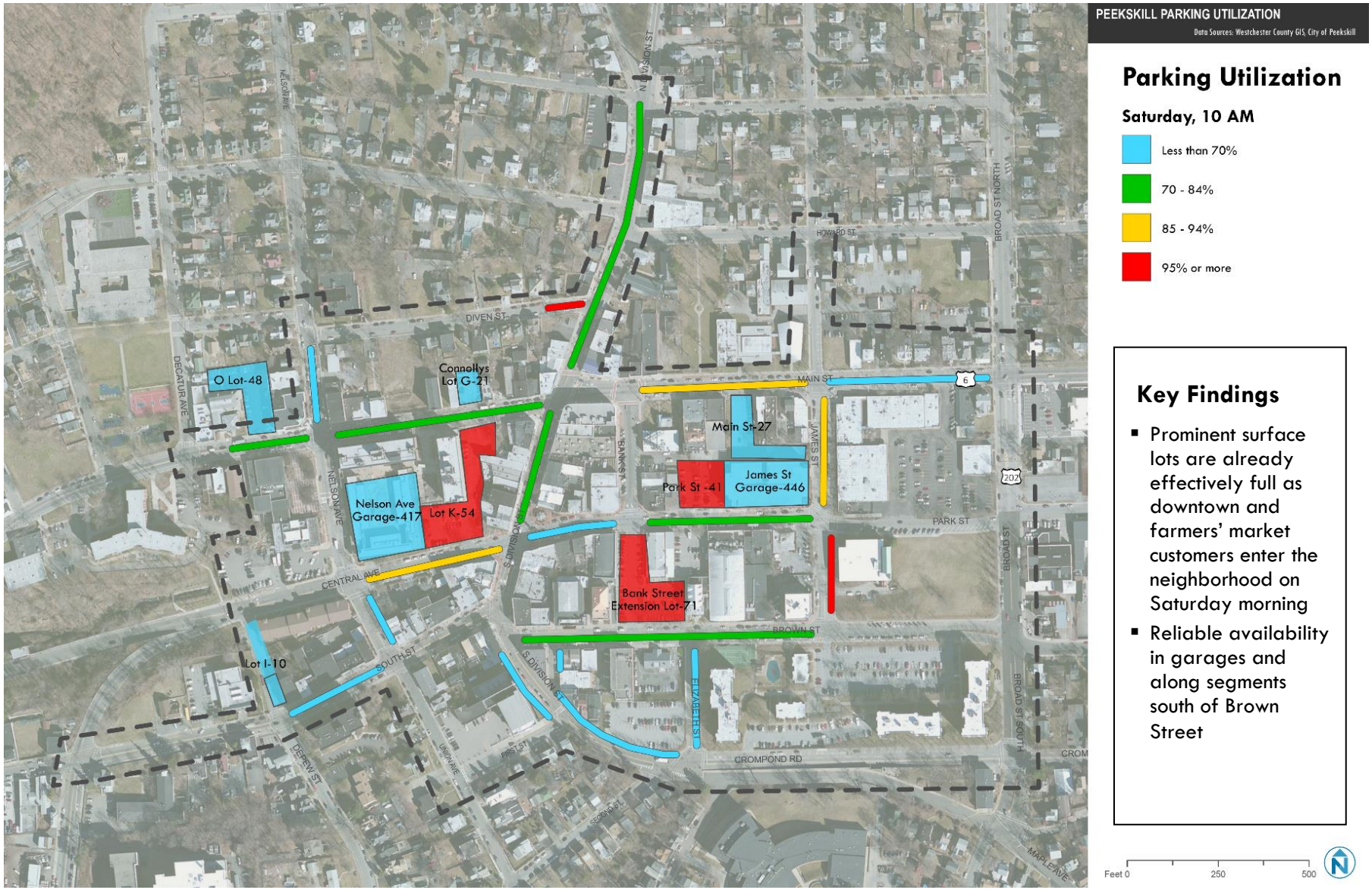


Figure 26 Saturday Morning Off-Street Parking Utilization, 11 AM

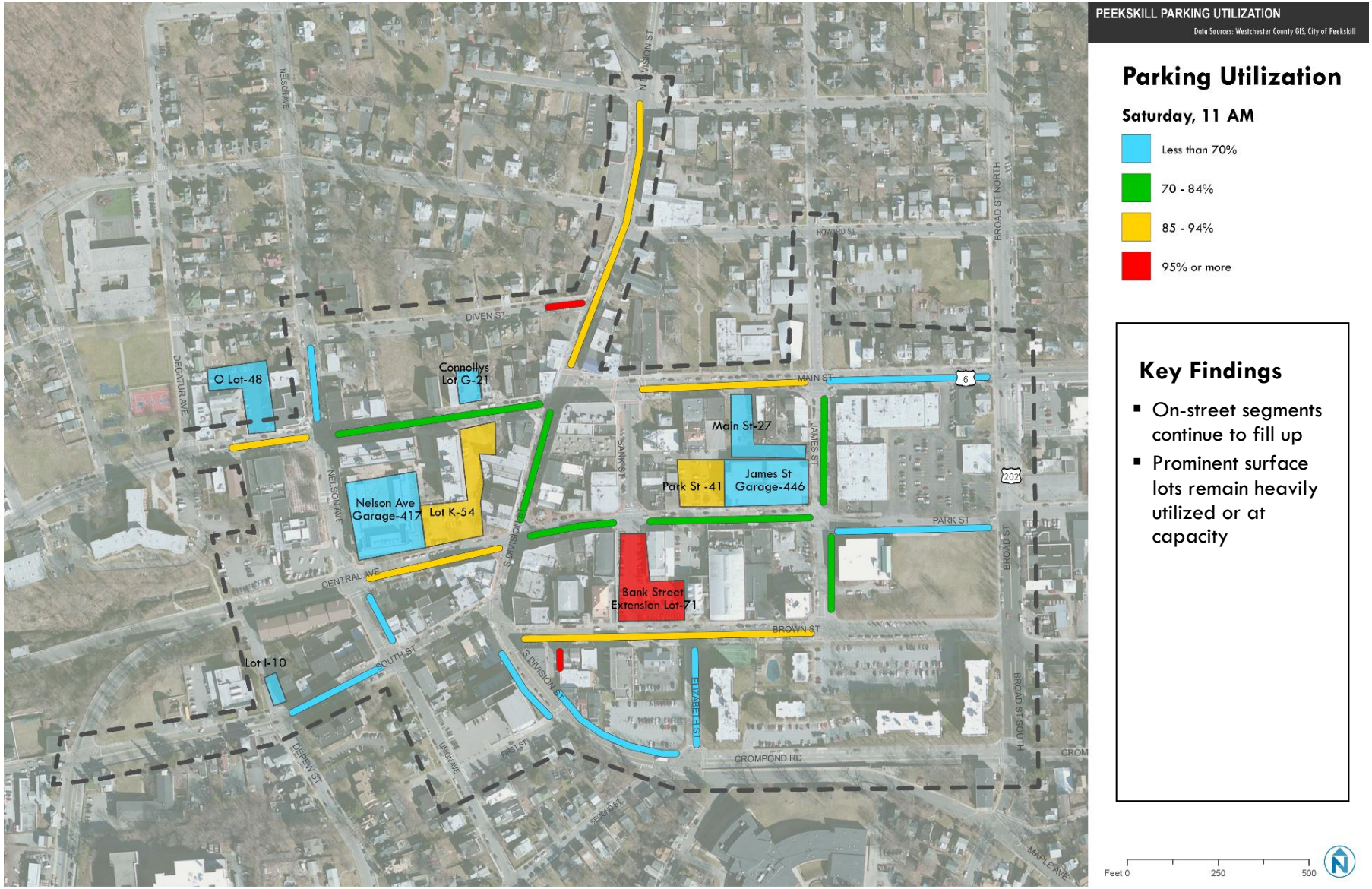


Figure 27 Saturday Morning Off-Street Parking Utilization, 12 PM

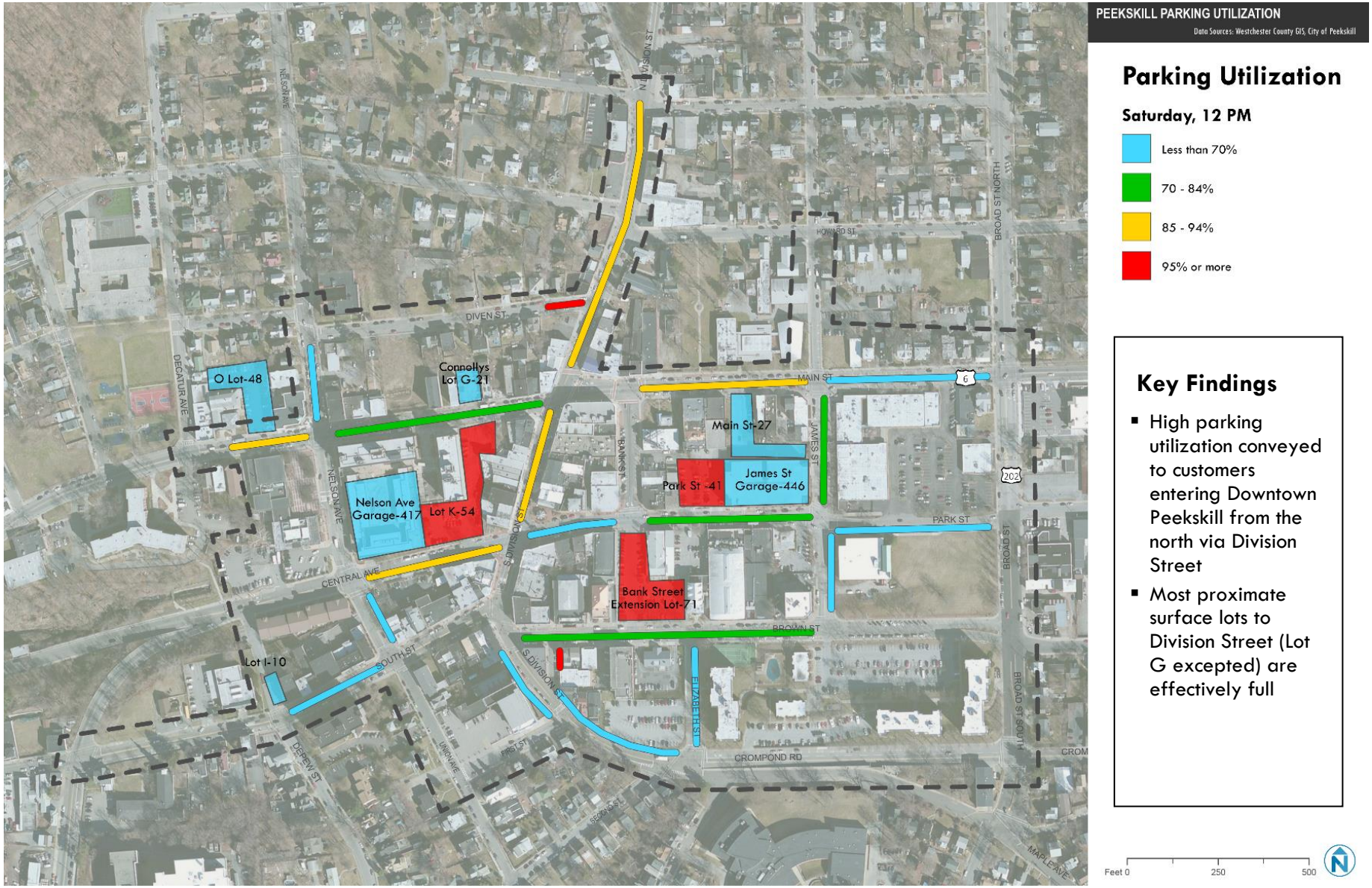


Figure 28 Saturday Evening Off-Street Parking Utilization, 5 PM

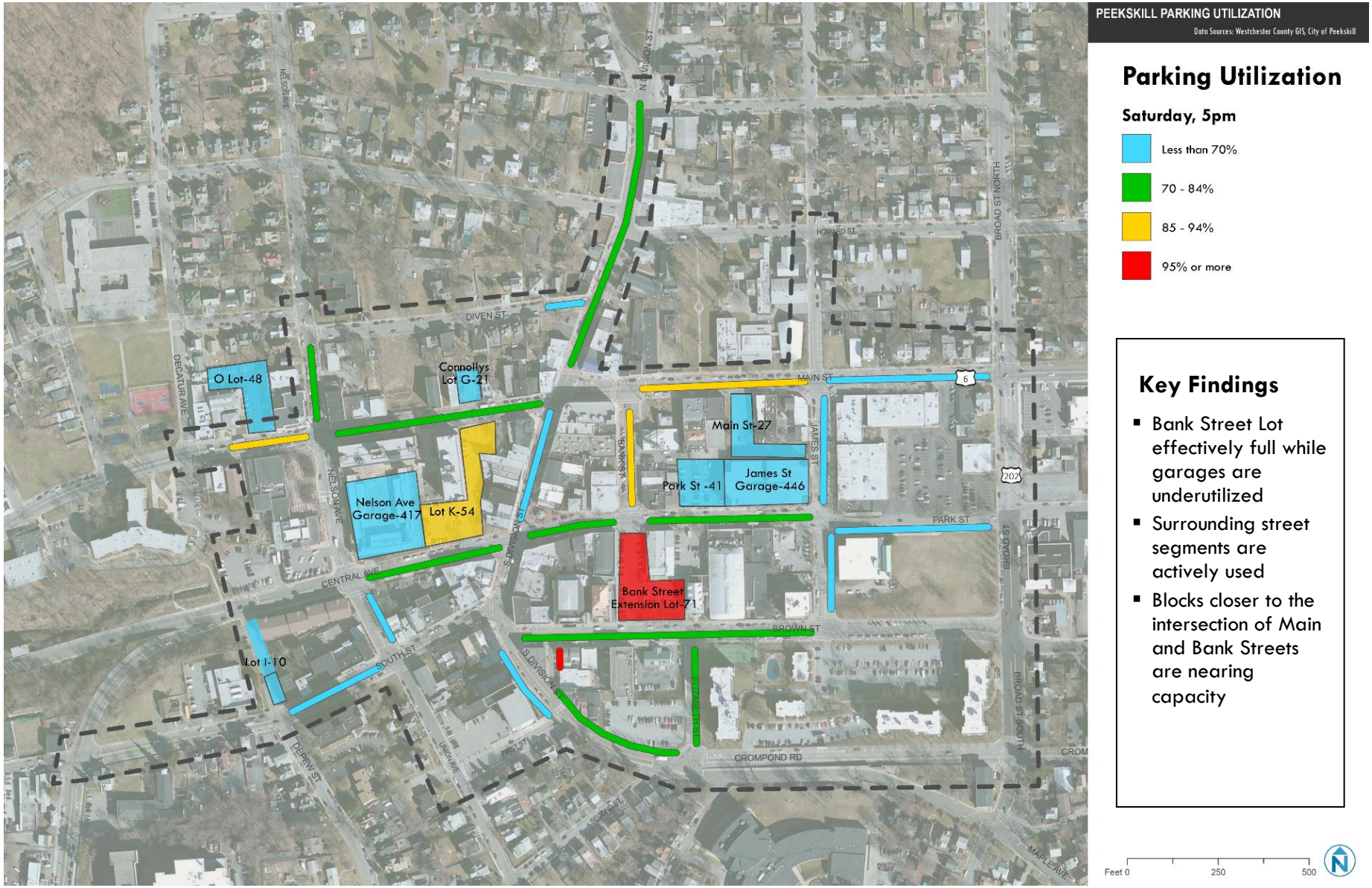


Figure 29 Saturday Evening Off-Street Parking Utilization, 6 PM

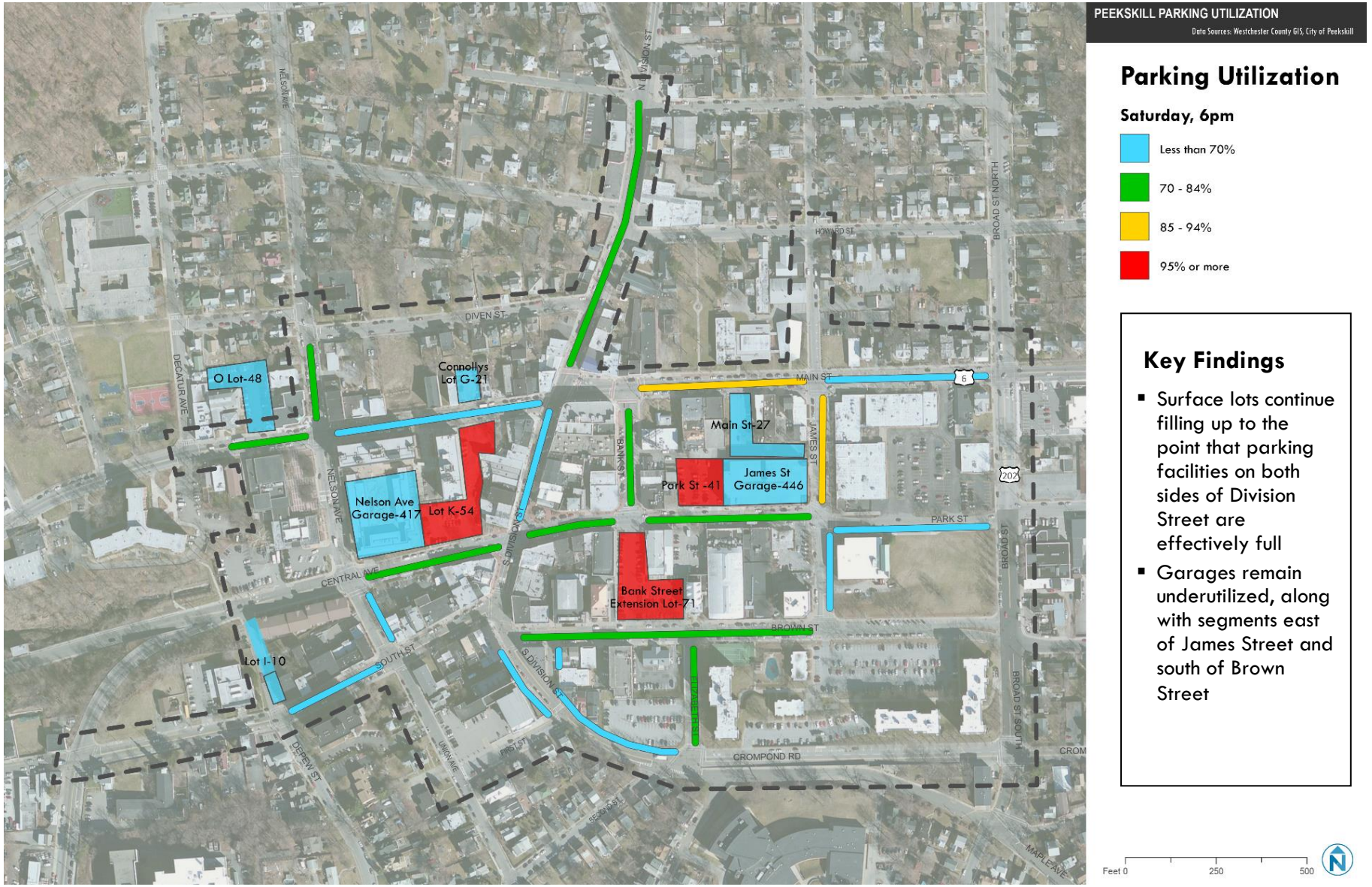


Figure 30 Saturday Evening Off-Street Parking Utilization, 7 PM

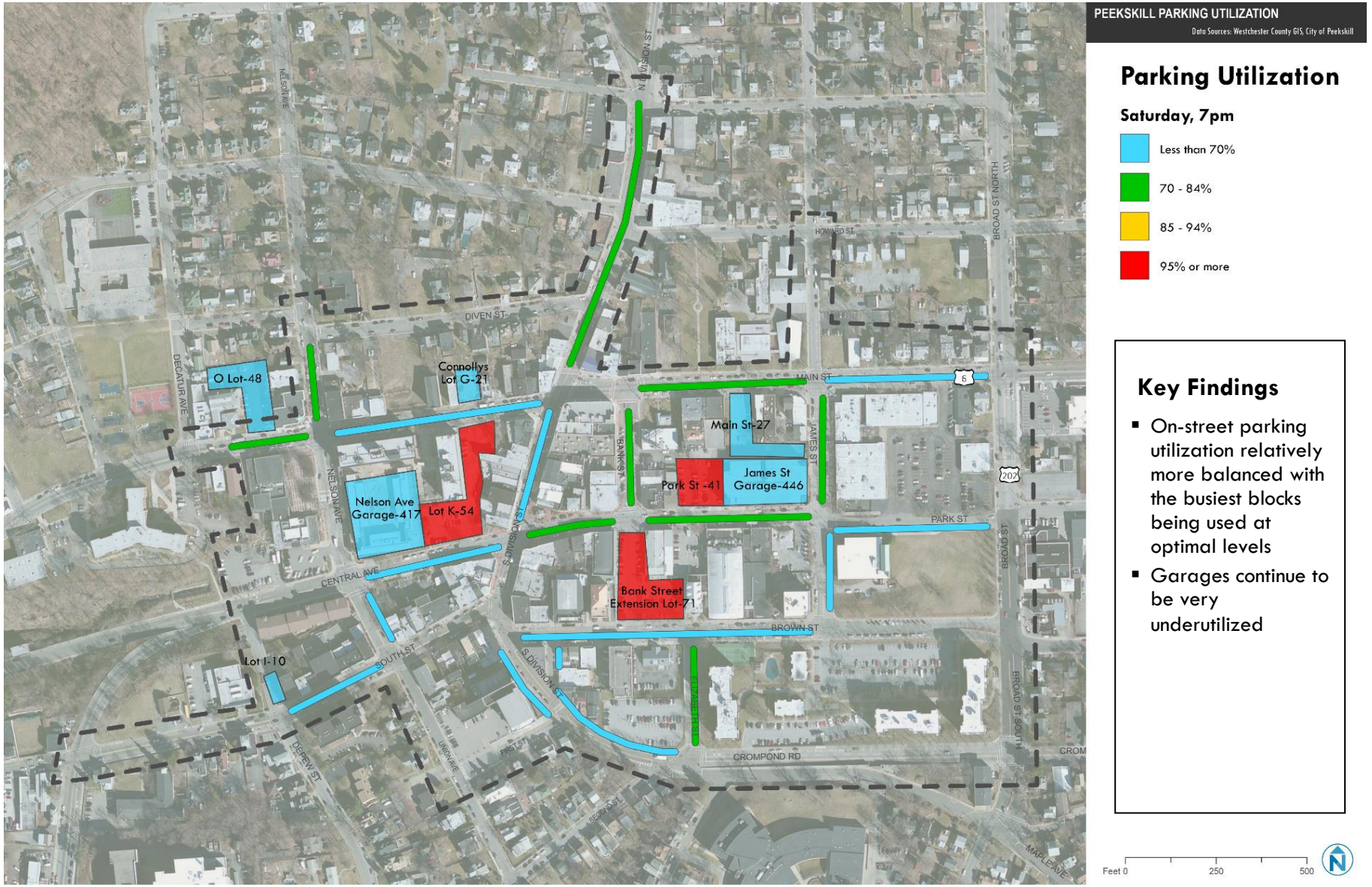


Figure 31 Saturday Evening Off-Street Parking Utilization, 8 PM

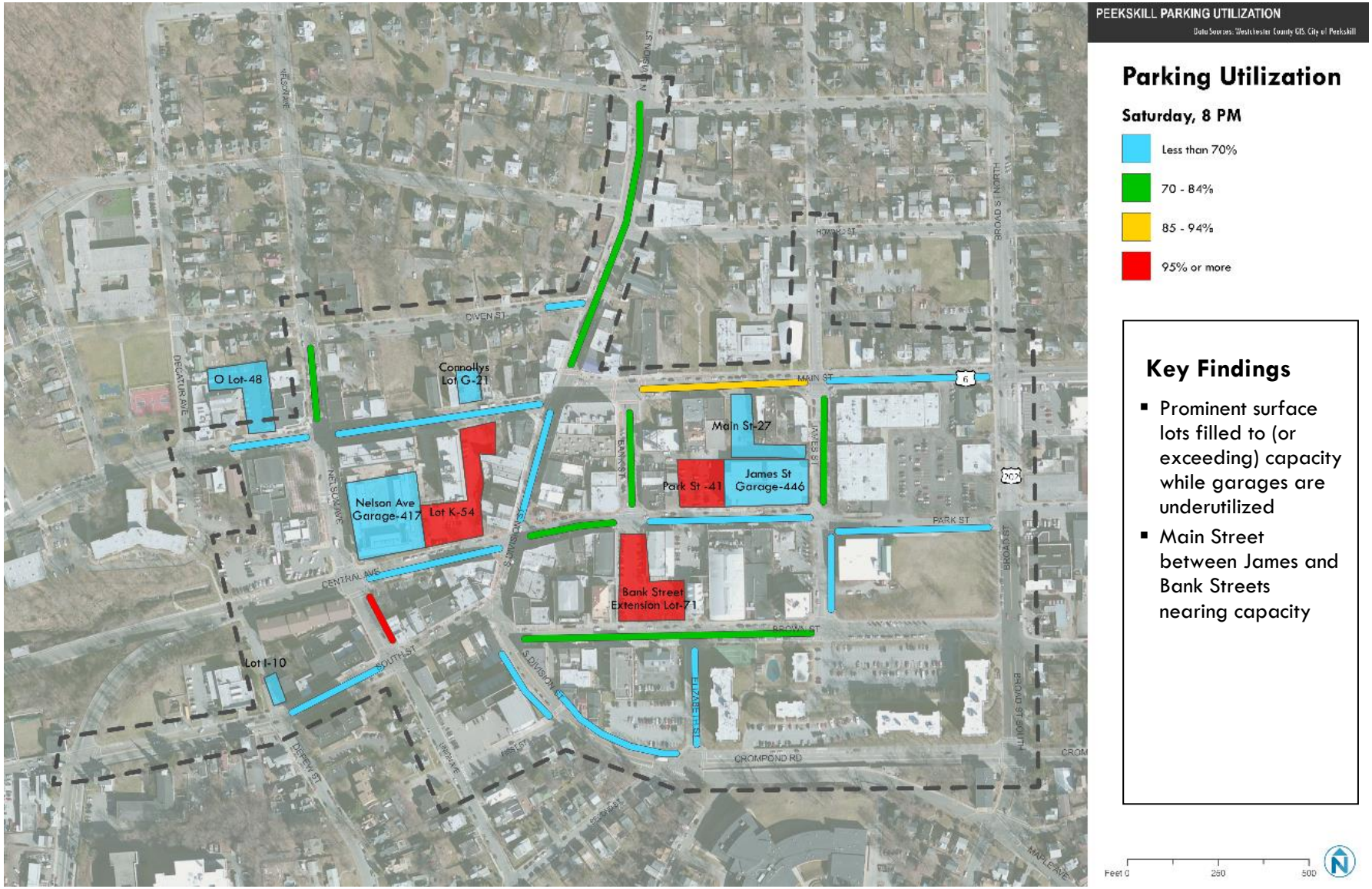


Figure 32 Saturday Evening Off-Street Parking Utilization, 9 PM

Figure 33 **Saturday Off-Street Parking Utilization**

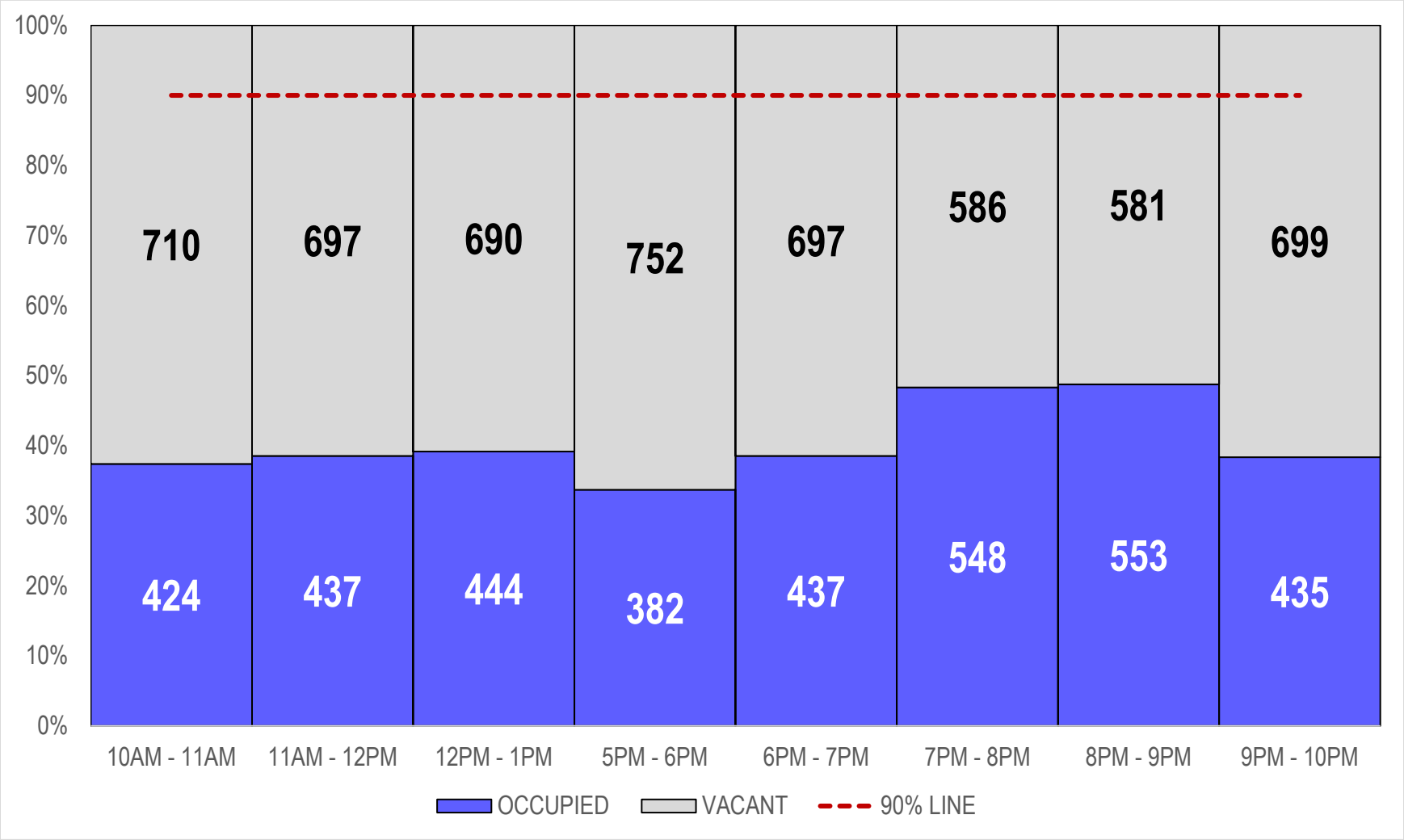
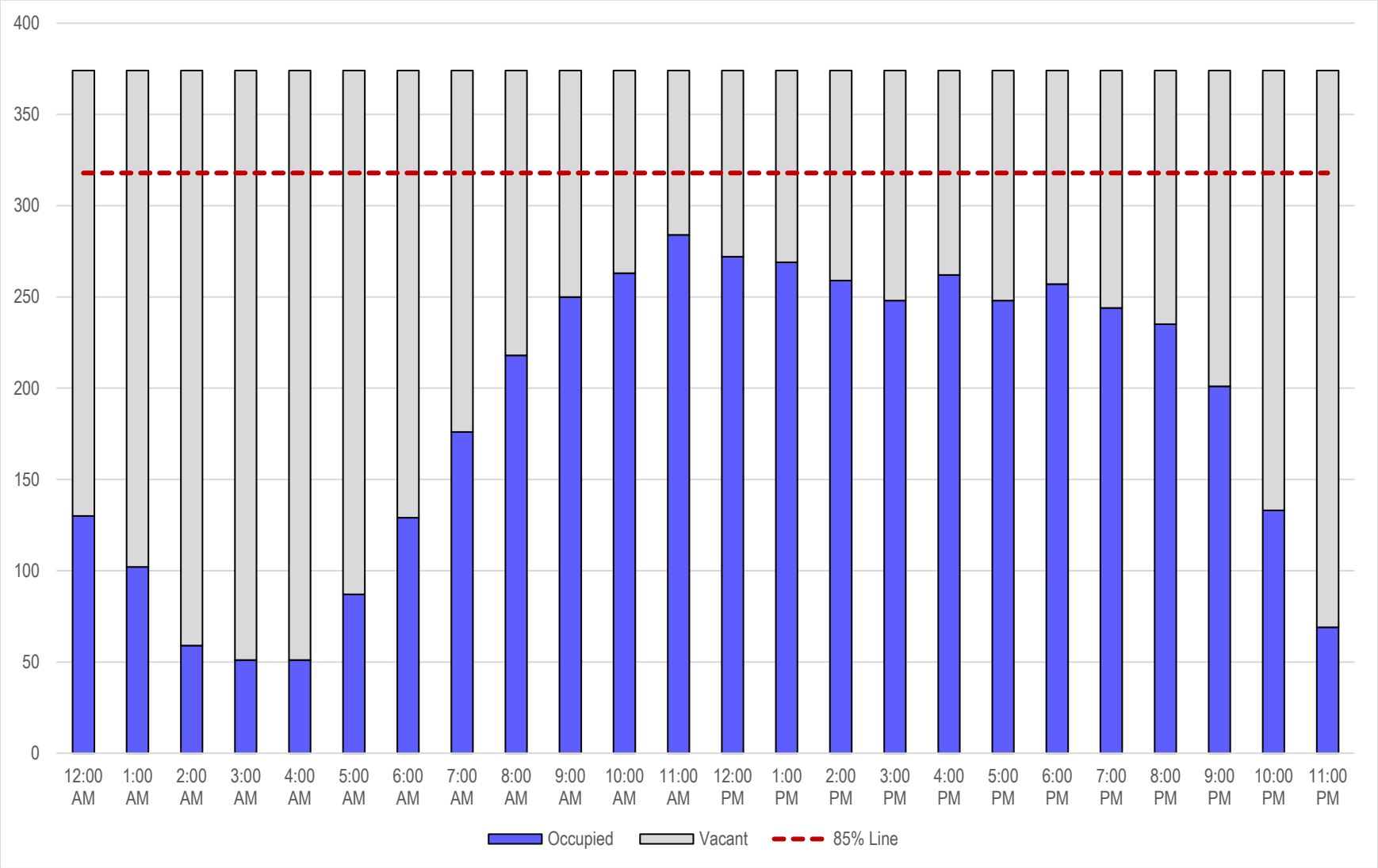


Figure 34 Saturday On-Street Parking Utilization



Typical Weekday Off-Street Utilization

Utilization charts compare parking utilization as it progresses through times within a particular day of the week. These profiles show how many spaces are occupied and how many are available, providing visual representation for comparing occupancy and availability at different points in the day. Additionally, a red line is shown as a point of reference for the optimal utilization rate (90% for off-street and 85% for on-street).

As observed in Downtown Peekskill, overall off-street parking utilization on weekdays incrementally grows from 51% full at 11 AM to a peak rate of 55% at 1 PM before dropping to levels lower than half-full for the remainder of the afternoon and evening (see

Figure 23).

To reach the utilization rate of 90% for off-street parking -- optimal rates in which off-street parking assets are well-utilized without detrimental effects on congestion and the perception of availability – Downtown Peekskill would have to fill an additional 402 off-street spaces during the weekday peak period.

During the weekday peaks, the two municipal garages rarely exhibit parking utilization exceeding 60% overall.[12] There were instances of when metered sections of garages were observed to have fairly high utilization (for example, at least 100% at the Nelson Avenue Garage from 11 AM to 12 PM), while the remaining permit parking areas have a demand profile largely limited to the 9 AM to 5 PM workday. Even during the typical weekday, permit spaces, especially in the Nelson Avenue Garage, exhibit some capacity throughout the workday, with utilization not exceeding 60%. After 5 PM, the utilization rate of the James Street Garage drops below the Nelson Avenue Garage for the remainder of the day.

Figure 35 Utilization for Permit and Metered Spaces in Municipal Garages, Typical Weekday

	James Street Garage		Nelson Avenue Garage	
	Permit Space Utilization	Metered Space Utilization	Permit Space Utilization	Metered Space Utilization
11 AM-12 PM	65%	49%	31%	100%
12-1 PM	63%	38%	56%	39%
1-2 PM	64%	35%	46%	55%
4-5 PM	50%	34%	53%	43%
5-6 PM	20%	38%	48%	40%
6-7 PM	18%	25%	46%	34%

Lots G and K (Upper and Lower), located in close proximity to dining/entertainment establishments in Downtown Peekskill, have the highest utilization throughout the weekday peak demand periods – over 70% throughout these times (see

[12] The only instance in which this was observed was at the James Street Garage at 11 AM with an overall utilization of 62%.

Figure 19). After the regular workday at 5 PM, off-street parking demand is relatively more concentrated at Lot K (see

Figure 22).

At 3 PM, parking utilization was counted at the selected private lots, with Chase Bank being the only past the functional capacity, with a utilization of 94%. The vacancy of a combined 36 spaces in the Assumption Church and Elks Lodge lots, however, implies that these locations have the potential opportunity to be utilized by the public particularly during times in which there are no services or events at those locations.

Figure 36 Observed Utilization of Select Private Lots, Typical Weekday at 3 PM

Lot	Observed Utilization
Assumption Church	**65%** (22 of 34 spaces occupied)
Chase Bank	**94%** (15 of 16 spaces occupied)
Elks Lodge	**40%** (16 of 40 spaces occupied)

Typical Weekday On-Street Utilization

During the course of a typical weekday, the metered **on-street parking** supply shows different utilization rates and peak periods than the off-street facilities. Off-street facilities have a peak utilization rate of 55% occurring at 1 PM, and on-street facilities have a peak utilization rate of 76% at 11 AM. Additionally, for the full duration from 11 AM to 5 PM, the on-street utilization rate regularly exceeds an average of 70%.

The central intersection of Division Street and Central Avenue / Park Street is a "hotspot" of on-street parking demand. The 53 spaces along street segments nearest this intersection were at least 90% full at 11 AM, from 1 PM to 3 PM, and again at 5 PM. Although it may be difficult to find parking in this location during much of the daytime, these are still very visible and desirable spaces due to their convenience.

Saturday Off-Street Utilization

The observed utilization of all off-street parking in Downtown Peekskill is effectively lower on Saturdays than during the weekday. In fact, the utilization is less than half during all observed time periods on Saturday.[13] The highest peak observed utilization on Saturday was almost 49%, occurring between 8 PM and 9 PM (see

[13] Saturday parking is un-metered for both off-street and on-street facilities.

Figure 33).

Parking availability greatly varies by facility type during both Saturday midday and nighttime periods. The Park Street Lot, Bank Street Extension Lot, and K Lot demonstrated the highest demand and became functionally full or reached overflow status (95% and greater). The Park Street Lot and Bank Street had absolutely no vacancy for additional parking from 7 PM to 9 PM. On the other hand, the James Street Garage was, at most that evening, 27% full, leaving 327 spaces sitting vacant from 7 PM to 8 PM.

Parking availability and utilization also vary greatly among surface lots. The Valley Brook Lot adjacent to the James Street Garage peaked at 63% on Saturday evenings while Lot K was over 93% full all evening. Lot O was, at most, 10% full. Although some locations are evidently difficult to find parking, people are still less drawn to park at locations (like garages) where spaces are not as immediately visible – even if there is an abundance of available parking within.

Similar patterns also occurred on Saturday during the midday periods observed in which overall utilization peaked at 39% from 12 PM to 1 PM (see

Figure 33). During this time, the Bank Street, Park Street, and K Lots combined had only five vacant spaces, while the James Street Garage, O Lot, and Valley Brook Lot combined to have 420 vacant spaces.

During all Saturday time periods, the Nelson Avenue Garage had the highest usage of the two garages, peaking at 56% utilization from 8 PM to 9 PM. Starting at 7 PM, the limited metered spaces at the Nelson Avenue Garage achieved 97% utilization, while the metered spaces at the James Street Garage reached 71% utilization. Permit spaces during the Saturday evening time periods were consistently underutilized, particularly at the James Street Garage. This is likely because many of the James Street Garage's permit spaces are dedicated to employees, not residents, and most employee parking demand occurs during the work week.

Figure 37 Utilization for Permit and Metered Spaces in Municipal Garages, Saturday

	James Street Garage		Nelson Avenue Garage	
	Permit Space Utilization	Metered Space Utilization	Permit Space Utilization	Metered Space Utilization
10-11 AM	10%	47%	47%	30%
11AM - 12 PM	11%	51%	47%	34%
12-1 PM	9%	61%	50%	33%
5-6 PM	8%	26%	43%	72%
6-7 PM	5%	43%	49%	82%
7-8 PM	16%	71%	54%	97%
8-9 PM	17%	60%	55%	101%
9-10 PM	10%	31%	52%	100%

Even though paid parking is not enforced on Saturday, paid transactions were documented by meters in Downtown Peekskill. This means that patrons of Downtown Peekskill's parking are not being clearly informed by existing signage and instructions that they do not need to pay for parking on a Saturday. This may also show that people are willing to pay for parking on Saturday – even in an off-street facility where average utilization is lower.

Figure 38 Park Street Lot (facing in the direction of Bank Street) at full occupancy, Saturday 5 PM - 6 PM

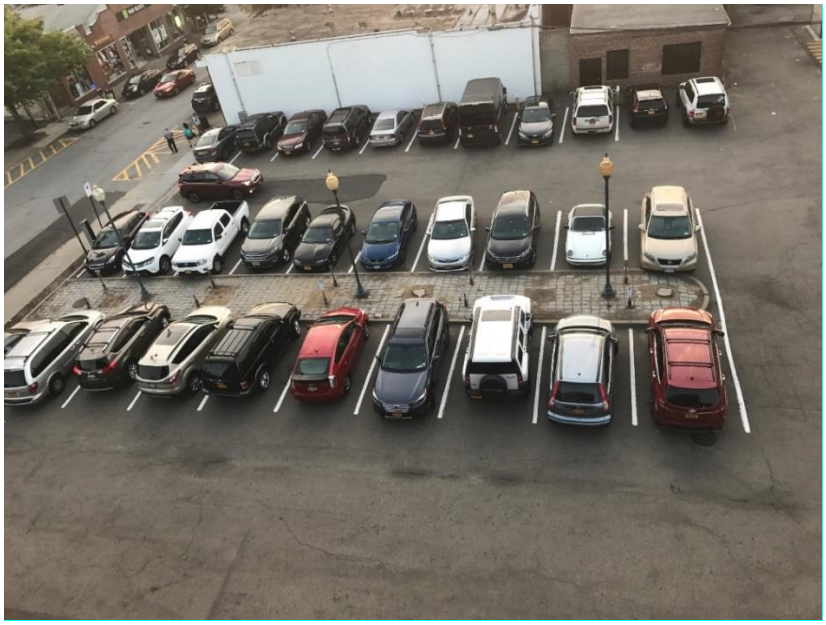


Figure 39 Level 5 of the James Street Garage at empty occupancy, Saturday 5 - 6 PM

Saturday On-Street Utilization

The overall average on-street parking utilization pattern on Saturdays is similar to weekdays in that peak utilization also occurs at 11 AM, with a rate of 76%. Unlike weekdays, the utilization rate is sustained relatively later through the evening during 5 PM to 9 PM (due to vibrant dining and entertainment establishments in Downtown Peekskill), before finally dropping below 50% at 10 PM.

Turnover and Duration

During the **weekday midday** peak, when parking utilization is especially concentrated near the intersection of Central, Division, and Park -- the longest average time parked on-street is mostly less than one hour. However, Division and Brown Streets have segments experiencing the longest average times of 60 to 90 minutes. This implies that many of those who are occupying the centrally located spaces along Division Street between Main Street and Central Avenue are parking closer to a majority of the allotted time (two hours) than other locations in Downtown Peekskill.

On weekdays during the mid-day peak, just 7% of on-street parking transactions exceeded 2 hours, while zero transactions did so during the weekday PM peak. During Saturday midday peaks, less than 2% of on-street metered spaces had average parking durations greater than 2 hours, while 9% did so during the Saturday PM peak period. Off-street parking generally gravitates towards an *average minimum duration of two hours* for all garages and most lots, with the Bank Street and Park Street lots experiencing a relatively lower minimum duration.

Parking duration in the off-street facilities continues to be similar on **weekday evenings** – with all *garages averaging two hours*, at minimum, and the Park Street and Bank Street Lots averaging one hour, at minimum. On-street parking, however, gravitates more towards shorter terms. *Average turnover on all segments along Main, Division, and Park Streets is no greater than 44 minutes* during the evening peak.

On **Saturday middays**, all off-street facilities approximately *average a minimum duration of two hours*. Locations along most of the streets, however, experience a much shorter duration. At a minimum, segments along all of Main Street, Brown Street, Division Street, Park Street, and James Street all experienced an *average less than 29 minutes* during the Saturday midday. This means that even though metered parking is not in effect during Saturdays, duration times remain well below the regulated 2-hour limit.

Saturday evening demonstrates the *largest variation in parking turnover* between the average minimum duration for on-street segments and off-street facilities. While cars stay a minimum average of three hours in the Nelson Avenue Garage, the parking spaces immediately on Central Avenue and Division Street were occupied on average for less than 30 minutes. Longer on-street parking duration occurs in locations at the southern edge of the Study Area (Elizabeth and Brown Streets).

Average Parking Turnover Maps Figure 40 Average Parking Turnover, Typical Weekday Midday 11 AM – 2 PM

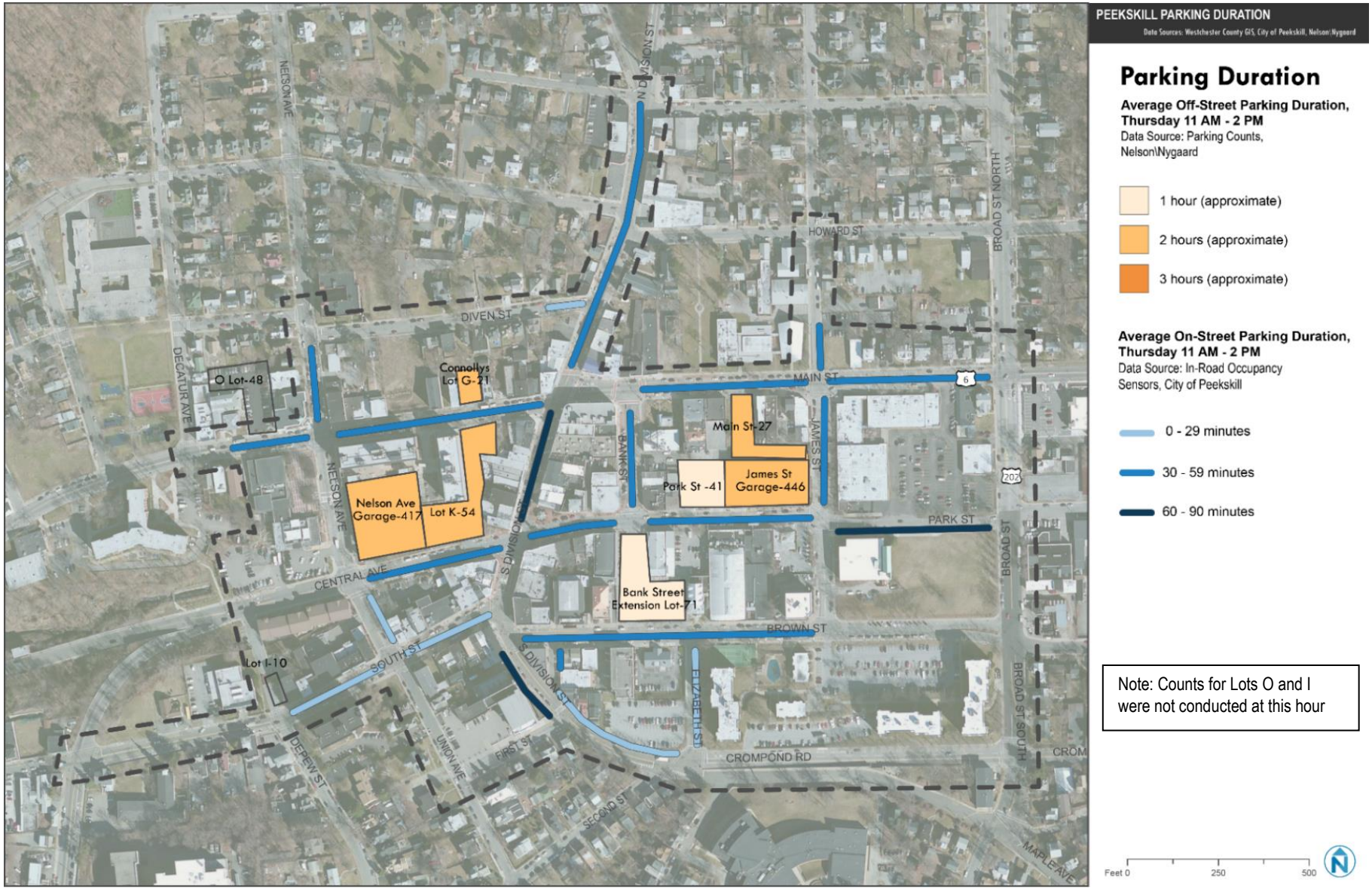


Figure 41 Average Parking Turnover, Typical Weekday Evening, 4 PM – 7 PM

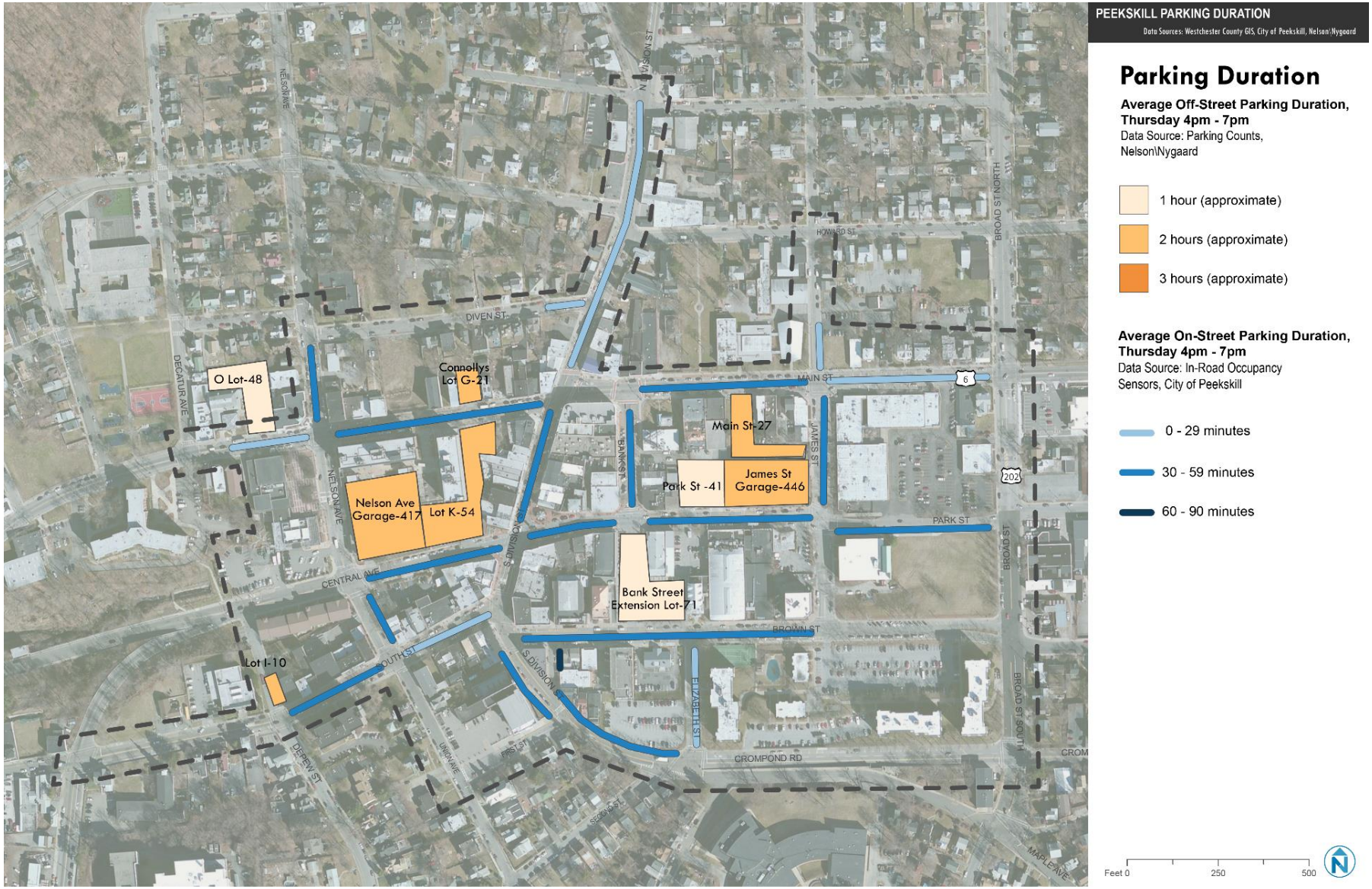


Figure 42 Average Parking Turnover, Saturday Midday 10 AM – 1 PM

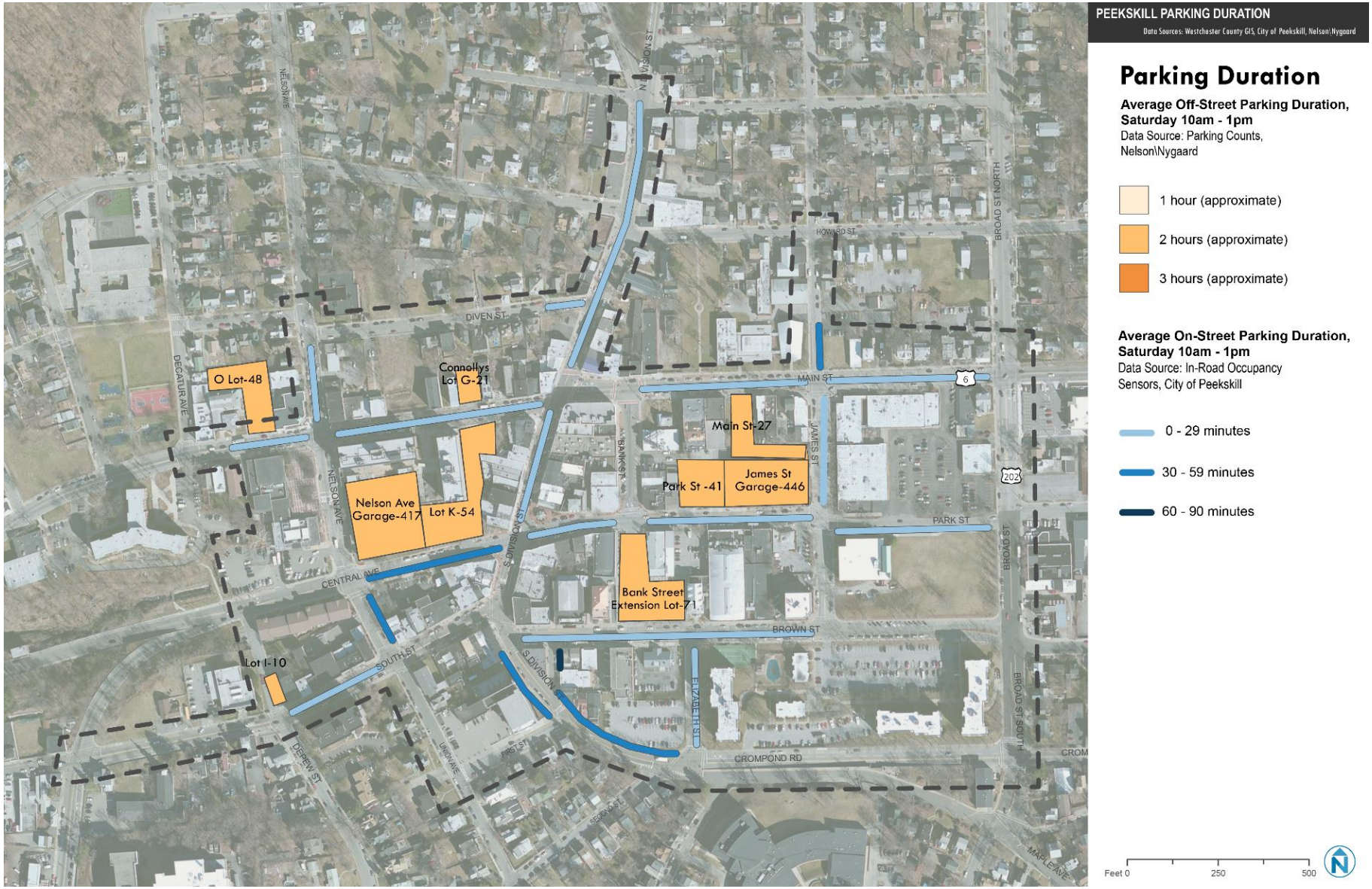
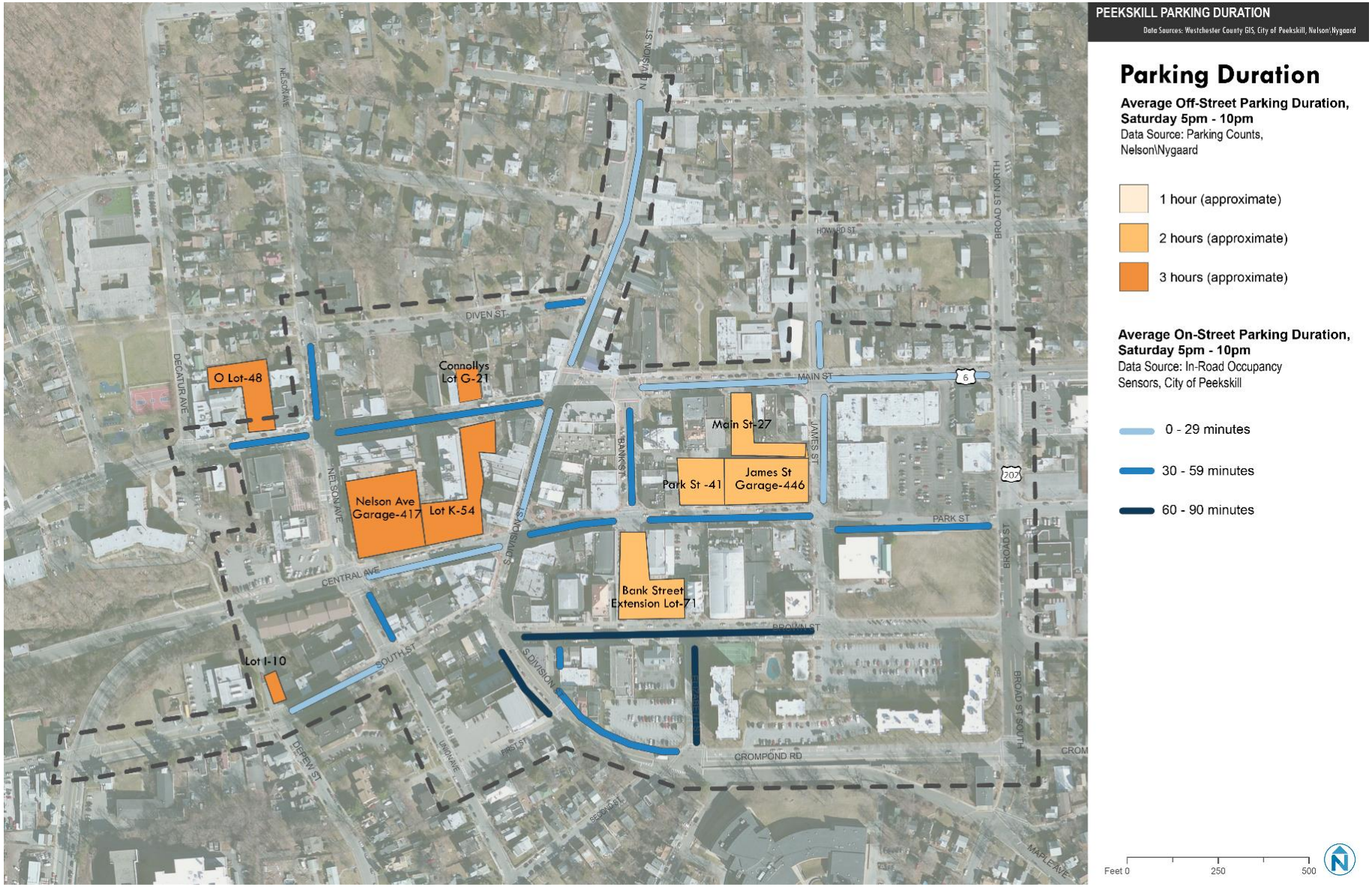


Figure 43 Average Parking Turnover, Saturday Evening 5 PM – 10 PM



GARAGES & SURFACE LOTS: LEVELS OF SERVICE

Following is a series of profiles of each municipal off-street parking facility in Downtown Peekskill including location, peak utilization, traffic-congestion pinch points, safe walking access, pavement, and user experience.

James Street Garage

Source: Nelson\Nygaard; City of Peekskill

Figure 44 James Street Garage description

Location	Peak Utilization Weekday/Weekend	Traffic Congestion & Pinch Points	Safety and Walking Access	Payment and Ease of Use
Northwestern corner of South James and Park Streets	62% (Typical Weekday 11 AM - 12 PM) 27% (Saturday 7-8 PM)	Entrances off Main Street (via Valley Brook Lot), Park Street, and James Street (one-way exit only).	No clearly marked paths of travel for pedestrians within the facility. There is no pedestrian-scaled lighting present on the street-facing sidewalks immediately surrounding the garage.	Four multi-space currently meters available. Space numbers are located on signs but may be obscured by vehicles.

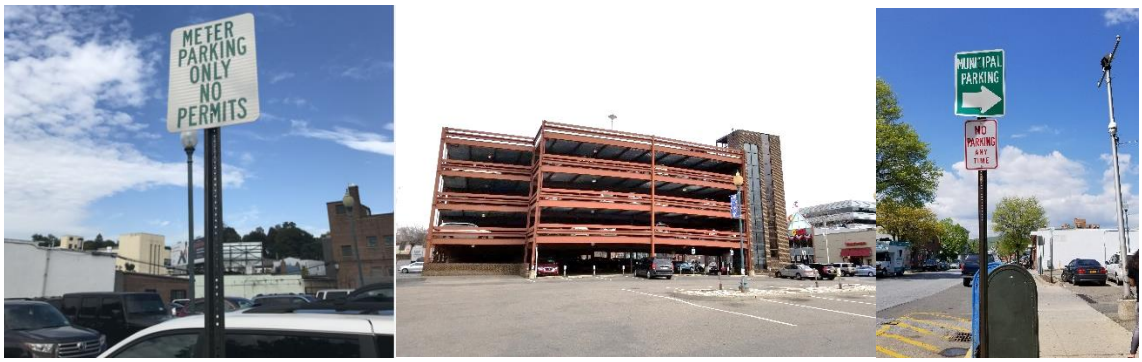
Nelson Avenue Garage

Source: City of Peekskill

Figure 45 Nelson Avenue Garage description

Location	Peak Utilization Weekday/Weekend	Traffic Congestion & Pinch Points	Safety and Walking Access	Payment and Ease of Use
Northeast corner or Nelson and Central Avenues	53% (Typical Weekday 11 AM - 12 PM) 56% (Saturday 8-9 PM)	Separate entrance for permit parkers (Level C) and public transient parkers from Nelson Avenue. Additional driveways (Level A) off Central Avenue and via Lot K.	Marked and accessible mid-block crossing at Nelson Avenue near facility entrance. No clearly marked paths of travel for pedestrians within the facility. Lighting along surrounding sidewalks primarily scaled to vehicles, not pedestrians.	Five multi-space currently meters available. Space numbers are located on signs but may be obscured by vehicles. Signage faded, inconsistent scheme, and at times hidden.

Park Street Lot



Source: Nelson\Nygaard; City of Peekskill

Figure 46 Park Street Lot description

Location	Peak Utilization Weekday/Weekend	Traffic Congestion & Pinch Points	Safety and Walking Access	Payment and Ease of Use
North side of Park Street between Bank and James Streets	63% (Typical Weekday 4 PM - 5 PM) 117% (Saturday 8-9 PM)	Two driveways off Park Street	Pedestrian-scaled lighting available at medians and edge walkways (medians, with trees and pavers are inaccessible paths of travel).	Sign conveying metered parking available at one Park Street entrance. Single-space meters

Birdsall/Connolly's/Lot G

Source: Nelson\Nygaard

Figure 47 Birdsall/Connolly's/Lot G description

Location	Peak Utilization Weekday/Weekend	Traffic Congestion & Pinch Points	Safety and Walking Access	Payment and Ease of Use
North side of Main Street between Nelson Avenue and Division Street	85% (Typical Weekday 1 PM - 2 PM) 70% (Saturday 12-1 PM and 9-10 PM)	Single driveway for entry and exit	No lighting provided	Permit signs by license plate or business. Fine warnings provided on both sides of driveway. No public parking signs.

Valley Brook Lot

Source: Nelson\Nygaard

Figure 48 Valley Brook Lot description

Location	Peak Utilization Weekday/Weekend	Traffic Congestion & Pinch Points	Safety and Walking Access	Payment and Ease of Use
Behind southwestern corner of Main Street and South James Street	63% (Typical Weekday 11 AM - 12 PM) 63% (Saturday 7-8 PM)	Only vehicle entrance from Main Street, sharing entry routes to James Street Garage.	Not mid-block crossing from Main Street. Pedestrian entrance from James Street.	Majority of spaces are reserved by business or license plate. Others have temporary, paper signs that differ from official City ones.

Bank Street Extension Lot

Source: Nelson\Nygaard

Figure 49 Bank Street Lot description

Location	Peak Utilization Weekday/Weekend	Traffic Congestion & Pinch Points	Safety and Walking Access	Payment and Ease of Use
Bank Street between Park and Brown Streets	59% (Typical Weekday 6-7PM) 104% (Saturday 8-9PM)	Traffic queues along the Bank Street right-of-way, technically within the lot.	No crosswalks across Brown Street at lot entrance. Major conflicts between pedestrians and cars due to unclear usage of space. Pedestrian-scale lighting along Bank Street. Additional overhead lighting over the western section of the lot.	Single-space meters There are 2 multi-space meters near the Subway.

Lot K (Upper and Lower)

Source: Google Streetview

Figure 50 Lot K description

Location	Peak Utilization Weekday/Weekend	Traffic Congestion & Pinch Points	Safety and Walking Access	Payment and Ease of Use
Between Central Avenue and Main Street, behind the west side of North Division Street	93% (Typical Weekday 11 AM - 12 PM and 1 – 2 PM) 102% (Saturday 9-10 PM)	Driveways on Central Avenue and Main Street. Access from Nelson Avenue garage as well. Pinch point along hill in between north and south sections of lot (one-way directional).	Lighting mostly in proximity to sidewalks No designated pedestrian travel path from Central Avenue to Main Street.	Lacking signage at Central Avenue entrance.

Lot O (City Hall)

Source: City of Peekskill

Figure 51 Lot O description

Location	Peak Utilization Weekday/Weekend	Traffic Congestion & Pinch Points	Safety and Walking Access	Payment and Ease of Use
Main Street between Decatur and Nelson Avenues	78% (Typical Weekday 1 – 2 PM) 22% (Saturday 11 AM – 12 PM and 12-1 PM)	Single entrance off Main Street with sufficient drive-aisle width.	Lack of pedestrian-scale lighting along sidewalk, entry, and within facility	Signage with restrictions conveyed at facility entrance

Lot I (Post Office)

Source: Nelson\Nygaard

Figure 52 Lot I description

Location	Peak Utilization Weekday/Weekend	Traffic Congestion & Pinch Points	Safety and Walking Access	Payment and Ease of Use
South Street at the northern end of Depew Street, east of Post Office	38% (Typical Weekday 6–7 PM) 63% (Saturday 6-7 PM, 7-8 PM, and 9-10 PM)	Single entrance off South Street.	Lighting scaled to vehicles along South Street. Stairwell access from Central Avenue to the northern edge of parking facility.	15-minute parking sign displayed near facility entrance.

DIRECTIONAL AND PARKING SIGNAGE INVENTORY

Municipal Parking Wayfinding Signage

There is limited parking directional signage in the study area, which contributes to driver confusion in finding off-street parking facilities and the perception that parking is not available. Within the Downtown Peekskill Study Area, there are eight (8) parking wayfinding signs. Three of these signs are adjacent to the James Street Garage, while there are only two (2) signs east of Division Street.

Traveling into Downtown Peekskill along major roadways, some of the key gateway points do not have any immediate wayfinding signage directing people to municipal parking locations. Such gateways with deficient information for prospective parkers include:

- Traveling east on Main Street
- Traveling east on Central Avenue
- Traveling south on Division Street
- Traveling west on Route 202/Crompond Road

There is also an inconsistency with the look of the parking wayfinding signage. Some of the signs have a white background with green lettering while some are the inverse with green background and white lettering. This inconsistency also adds to the confusion of the location of public parking versus permit parking lots as the white letter on green background signs also match the permit parking white letter on green background signs. There are also locations where the orientation of the arrow on the direction signage was misleading. The following figures describe the aforementioned conditions.

Figure 53 Example of Inconsistent Municipal Parking Wayfinding Signage

Figure 54 Location of Municipal Parking Wayfinding Signage in Downtown Peekskill

Figure 55 Location of Municipal Permit Parking Signage and Parking Garage Kiosks in Downtown Peekskill

Figure 56 Example Municipal Parking Sign and Permit Parking Sign

In addition, there were also locations where the orientation of the arrow was misleading. For example, the parking wayfinding signage at the northeast corner of Main Street and Nelson Avenue points at an angle, while the driver traveling westbound should be taking a left to access the Nelson Avenue Garage.

Figure 57 Example Parking Sign with Arrow Orientation

Cultural/Civic Wayfinding Signage

There are limited cultural/wayfinding civic signs within the study area. Within the Downtown Peekskill Study Area, there were eight cultural/civic signs. These signs, which are profiled in the following map, included:

- Two signs for the Salvation Army Church
- One sign for Paramount Theater
- Two signs presenting a Downtown map
- One sign for the library
- Two signs for the Farmer's Market

There are no signs directing visitors to City Hall, Downtown area, courthouse, etc. There is also limited signage at the Route 9 off-ramps directing visitors to the Downtown area.

Figure 58 Salvation Army Church Signage

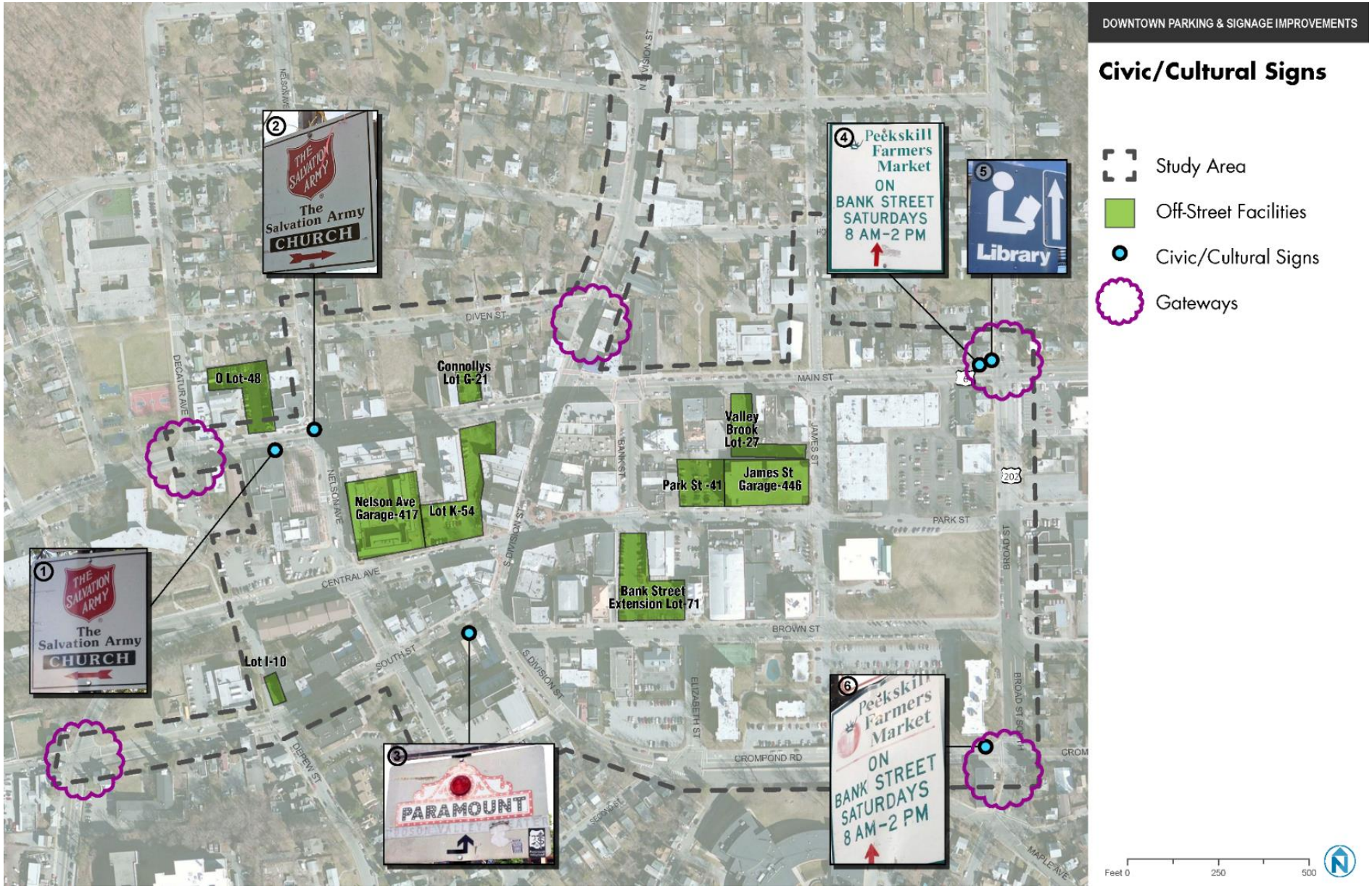
Figure 59 Paramount Theater Signage – South Street & Division Avenue

Figure 60 **Peekskill Farmers Market Signage – Main Street & Broad Street, Crompond Road & Broad Street**

Figure 61 **Peekskill Library Signage – Main Street & Broad Street**

Figure 62 Typical Downtown Pedestrian Wayfinding Signage

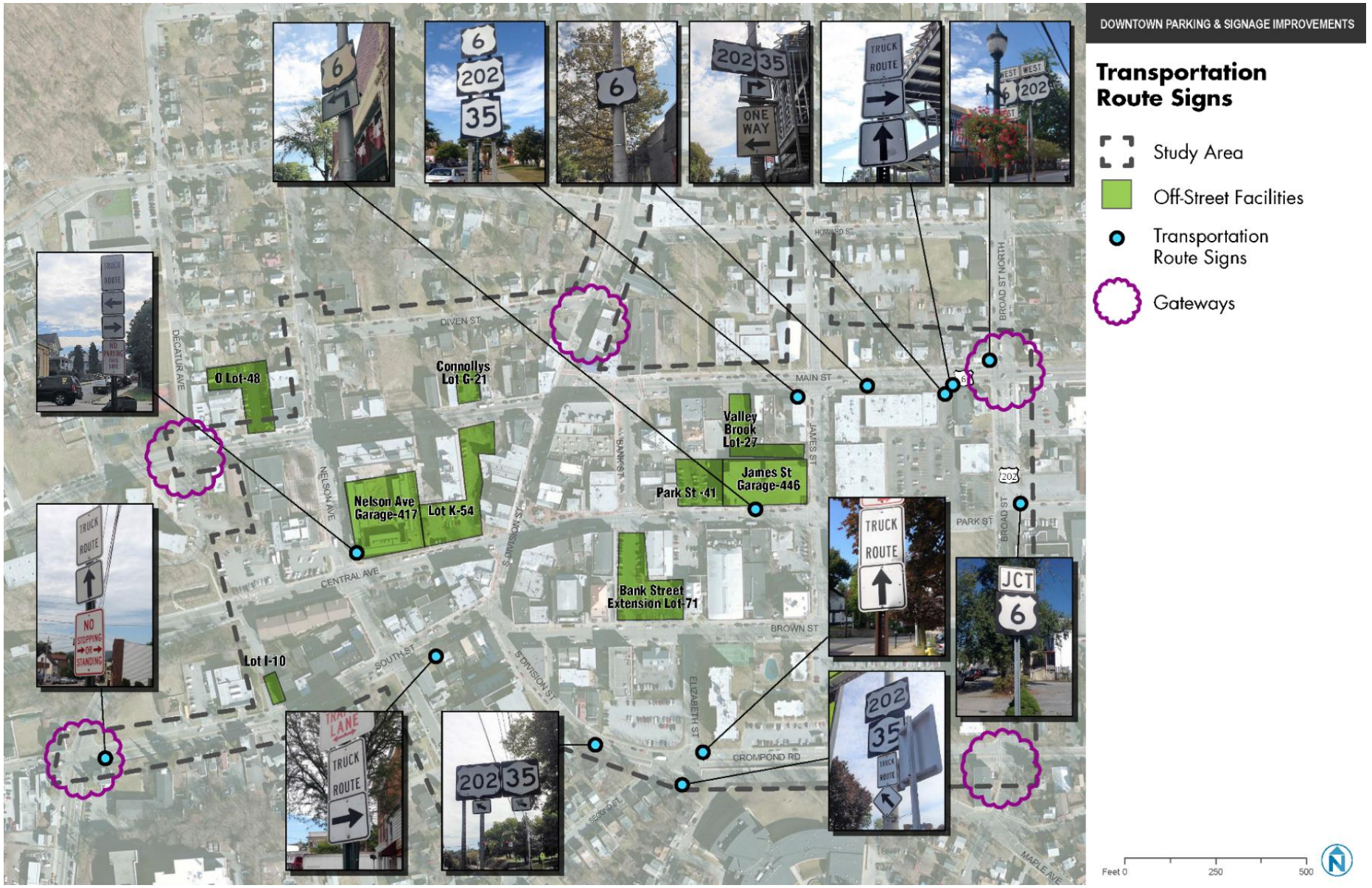
Figure 63 Location of Cultural and Civic Signage in Downtown Peekskill



Transportation Route Directional Signage

Transportation routing signage includes directional signs pointing towards U.S. Route 6, State Route 35, and U.S. Route 202. Additionally, signs pointing towards truck routes are provided at City gateway locations to the Downtown. The following figure presents the location of the transportation routing signage. Although there are many directional signs on roadways getting drivers to locate major state routes, there are no signs within the exits of off-street parking facilities giving departing parkers quick directions as to which way one can turn to find these signs. This is a missed opportunity to improve the customer-friendliness of the parking experience.

Figure 64 Location of Transportation Route Directional Signage in Downtown Peekskill



APPENDIX A

Stakeholder Feedback

Appendix A Stakeholder Feedback

The following Appendix summarizes key stakeholder comments noted during a meeting held on April 26, 2018, at Peekskill City Hall. Comments attributed to each stakeholder are grouped thematically according to their relationship to the Downtown parking system's existing conditions or recommendations.

Attendees:

- Jeanette Philips, HRHCare
- Tina Cardinelli, City Court
- Brett van Zandt, Director of Public Works
- Richard Leins, City Manager
- Jesica Youngblood, City Planner
- Jim Pinto, Economic Development Specialist
- Jean Friedman, Director of Planning
- Jennifer Bratton, Director of Field Library
- Jeff Tracy, Business Improvement District
- Eric Mantell, Assistant Director WCC
- Vanessa Agudelo, Common Council
- Ramon Fernandez, Common Council
- Vivian McKenzie, Common Council
- Chief Halmy, City of Peekskill Police
- Deb Malone, Chamber of Commerce

Summary of Stakeholder Comments

- Aesthetic concerns
  - People will actively avoid dark, garbage-strewn, unattractive parking facilities like Nelson/James. Merchants, especially, will park on the street. Not surprising people aren't using the upper floors – stairwells are icy, unsafe, making parking on upper floors unattractive and dangerous. We'd rather park on lower floors in permit areas. No elevators in Nelson Garage. We need better signage, lighting within the garages to direct people to entry/exits. – Deb Malone, Chamber of Commerce
  - People don't want to go to James Street Garage because it's perceived as unsafe. – Jeanette Philips, HRHCare
  - Lots of sketchy activity near Nelson Garage spaces late at night, and these areas poorly lit. Police says they're installing cameras here now – Jennifer Bratton, Director of Field Library
  - Garages are perceived as unsafe, especially female students at night – Eric Mantell, WCC

  - Nobody wants to park in James Street Garage because it's unattractive and regulations are confusing, especially in the winter. – Richard Leins, City Manager

- Communications concerns
  - Merchants need a product/map to hand out to customers so they can tell people quickly where parking is available. – Richard Leins, City Manager
  - Lots of merchants insist on parking in front of their stores, but then complain their customers can't find parking. Merchants/employees should be in remote parking (e.g. James Street) – Richard Leins, City Manager
  - We need to communicate the message that there IS enough supply, but people do not know where underutilized capacity is. Merchants tell us their customers are turned away when they "can't" find parking. – Vivian McKenzie, Common Council
  - During shows at the Paramount Theater, buses arrive and displace 20-40 spaces during peak times. Where can we tell people to park when they are displaced? – Richard Leins, City Manager
  - To counter poor perceptions, City should take active role in messaging a comprehensive communications plan, with effective marketing campaign. – Ramon Fernandez, Common Council
- Parking management concerns
  - Perception of scarcity/low turnover is more important than what our turnover data says – we need to take active measures to ensure turnover is sufficient, people aren't overstaying the allowed durations
  - Permit categories overlap with each other – are we compliant if we have permit X but area is designated permit Y? Enforcement does not seem to catch this. – Deb Malone, Chamber of Commerce
  - We need to eliminate 24/7 permits, because these go underutilized during evening hours. Do 9-5 or 6-6 permits, and open up to shared parking during off-hours – Deb Malone, Chamber of Commerce
  - Consider discontinuing license plate-based signage – use permit categories to designate reserved/private spaces – Tina Cardinelli, City Court
  - We should prioritize flexible/shared parking agreements- E.g. open spaces to public metered parking (or free) after 6 PM. – Jean Friedman, Director of City Planning
  - During winter months, there was free parking offered at James Street Garage and Nelson Avenue Garage for four hours to encourage shopping Downtown – Richard Leins, City Manager
  - Demand-based pricing should encourage people to park on upper floors of James Garage by making these areas free, or at least discounted. – Deb Malone, Chamber of Commerce
  - Not enough handicapped parking at any facilities, an issue for older people. – Richard Leins, City Manager
  - Merchants are interested in paid valet parking in James Street Garage during evenings – Richard Leins, City Manager
  - In the last six months, the James Street Garage and Nelson Avenue Garage meter limits were extended to 12 hours (6 AM to 6 PM). After meter hours end, parking is not regulated from 6 PM until 6 AM. – Brett van Zandt, Director of Public Works

  - Library parking in Nelson Garage is especially constrained. We have 32 staff members, 22 volunteers, 8 board members with permits in the Nelson Garage, and all 18 of our allocated spaces are used M-F 10 AM – 5 PM. Library parking has many violators parking here, despite tickets issued – this is a problem for library patrons who are displaced to other parking. Library staff should start validating parking, because now there's no way to prove you are a library patron. – Jennifer Bratton, Director of Field Library
  - Time limits for on-street parking should be increased. We have 3 hour classes and 2 hour parking, so often students/professors leave during the middle of class to feed the meter. It is disruptive to classes. We find our enrollment is suffering due to parking challenges, with students and faculty going to Ossining, Valhalla, other WCC campuses. Some faculty don't want to teach here because of parking restrictions. Parking is also the number one complaint we hear from students. Increasing parking rates could harm enrollment, as WCC students are very price-sensitive. – Eric Mantell, WCC
  - Connolly's lot – why should we have license-plate permits here? These should be public metered parking because it is ideally located in the middle of dining/shopping areas. – Ramon Fernandez, Common Council
  - We need to focus on expanding use of the James Street Garage – Richard Leins, City Manager
  - We should expand metered parking area within James Street Garage and promote usage of upper levels of this facility. Parking demand here is high, while demand is much lower for permit parking. – Ramon Fernandez, Common Council
  - We should move permit parking areas (license-plate based) of the Valleybrook/Main Street lot into the upper levels of James Street Garage. It doesn't make sense to have permit parking on surface lots at all, because it discourages potential shoppers from parking there. – Ramon Fernandez, Common Council
  - Encourage people to use the James Street Garage by discounting parking pricing (e.g. $0.50/hour) – Vanessa Agudelo, Common Council
- Shared parking opportunities
  - Assumption Church is an ideal shared parking facility – Ramon Fernandez, Common Council
- Signage/wayfinding concerns
  - Lack of signage makes parking, time limits hard to figure out. Better signage/wayfinding needed to direct drivers to lots, inform them of parking rates/limits/regulations. – Deb Malone, Chamber of Commerce
  - Signage is confusing, out-of-towners don't know where to park or when regulations are in effect. Brown Street permit parking (24/7 permits) is poorly marked, and enforcement hours are unclear. – Ramon Fernandez, Common Council
  - Metered parking areas have decent signage, especially Nelson, but we need better signage of permit parking areas (e.g. B/C levels). Improving the aesthetics, signage/wayfinding at Garages will help to justify increasing permit rates. – Brett van Zandt
  - Most important issue is lack of parking for merchants/shoppers – people have no idea where to park, and they have no idea when meters are in effect. Needs to be

communicated better to shoppers/visitors through signage. – Richard Leins, City Manager

  - Park Street lot sees backups and congestion during peak times, as it's a popular lot. More signage is needed to direct people form this lot to James Street Garage, where spaces are usually available. – Jeanette Philips – HRHCare
  - We need to better communicate that the permit parking areas are not in effect after 6 PM – nobody knows this, so these spaces remain empty – Vanessa Agudelo, Common Council
- Technology implementation
  - Mobile payment parking app to be implemented at select ~50 on-street metered stations in Downtown within few months (Park Smarter) – Brett van Zandt
  - Could we use reloadable stored value cards (like Metrocards) for paid parking off-street? Brett van Zandt – yes this is feasible, though we also are releasing mobile payment option
  - We need online parking permit applications and ticket violations payment/arbitration – right now you have to apply by mail or in person at City Hall. – Ramon Fernandez, Common Council
  - Let's use electronic parking permit placards/stickers, that way enforcement officers could validate permits using handheld LPR machines – Ramon Fernandez, Common Council
- TDM
  - Consider creating a shuttle service between Metro North and Downtown – we could use City-owned lots as staging area – we need to promote tourism connection to the riverfront

APPENDIX B

Parking Counts Methodology

Appendix B Parking Counts Methodology

The times and dates in which parking counts were conducted, analyzed, and profiled in this report were chosen to provide a "snapshot" of an average day in Downtown Peekskill. Special attention was paid to incorporate lunchtime and happy hours on the weekdays, and mornings and later evenings (timed to a special event at the Paramount Theater) on the weekends. To that end, every effort was made to ensure that the days and time periods were not affected by road construction, road closures, unusually large/crowded events, work stoppages, and inclement weather. However, several on-street segments did experience disruption. South Street, between Union and Division, had disabled on-street occupancy sensors due to construction activities on both Thursday, October 5, and Saturday, October 7, 2017. Division Street is annually closed from July through October for outdoor dining and entertainment events. This special event was experienced during the October 7, 2017 parking count day.

Utilization throughout the Study Area was measured by data collectors over the course of one hour. Therefore, data shown in this analysis is broken down by hourly "time periods." Please see Figure 65 for further details.

Figure 65 Summary of Parking Utilization Time Periods

Day of the Week	Time Period	Date of Data Collection
Thursday (Weekday)	11 AM to 12 PM	October 5, 2017
	12 PM to 1 PM	
	1 PM to 2 PM	
	4 PM to 5 PM	
	5 PM to 6 PM	
	6 PM to 7 PM	
Saturday (Weekend)	11 AM to 12 PM	October 28, 2017
	12 PM to 1 PM	
	5 PM to 6 PM	October 7, 2017
	6 PM to 7 PM	
	7 PM to 8 PM	
	8 PM to 9 PM	
	9 PM to 10 PM	

On-street parking utilization counts were provided by in-road sensors managed by a third-party vendor in contract with the City. The sensors were installed for analysis starting in January 2017 and were effectively in operation by July 2017. The City provided the project team with occupancy estimates by street segment, with occupancy recorded by each meter pole/space. Each metered space is assigned a unique ID, which corresponds to a street segment delineated by the City's records. The meter ID records do not indicate which side of the street each space resides;

therefore, occupancy counts were calculated at street segment level and not calculated at the block-face level.

On-street parking turnover was calculated by counting the number of unique parking occupancies recorded by the in-road sensors during the specified periods of peak demand. These occupancy counts were provided for each metered space, and these totals were matched to the on-street segment inventory totals provided by City above. The turnover calculation consists of the average duration of occupancy, in minutes, over the length of the on-street segment.

Off-street parking utilization counts were conducted by the project team at all metered and unmetered spaces within the City's off-street lots and garages. Counts were conducted at hourly increments during the aforementioned time periods and dates. While conducting weekday counts, utilization was relatively high at the City's lots and garages between 11 AM to 1 PM, causing the team to be unable to complete counts at two peripheral lots, O Lot and Lot I, during the 11 AM and 12 PM hours. As a result, utilization and turnover estimates for these facilities are not included during this time period.

For **off-street parking turnover** counts, the last four digits of the vehicle's license plate in each occupied space were recorded to calculate the facility's turnover. Each instance a unique license plate occurred was considered a unique parking event lasting a single hour, because it was not possible to count vehicles multiple times within the same hour. Repeated license plates during the peak demand periods were interpreted as parking transactions lasting multiple hours. Turnover is framed as the average duration of parking transactions for each off-street parking facility.