

To the Mayor and Members of the City Council

November 10, 2015

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**SUBJECT: VALET PARKING ORDINANCE REVIEW**

This Informal Report provides information on the Valet Parking Ordinance and the ongoing work efforts with stakeholder groups to improve current provisions. In working with stakeholders, it was identified that overall provisions in the Valet Parking Ordinance should be modified for all applications as well as specific provisions for one location in the Fort Worth Stockyards Historic District.

On June 9, 2015, an Informal Report was presented to the City Council on the formation of a working group of stakeholders focused on a review of the Valet Parking Ordinance. The valet stakeholder group is composed of representatives from the Fort Worth Hotel and Restaurant Association as well as other personnel from assorted business entities in Fort Worth. The group met twice in July and August. Issues discussed in the meetings for potential ordinance changes include standing vehicle times, valet permit notification, operator requirements, enforcement/performance standards, space requests and permit fees. The goal of the meetings was to reach consensus on as many items as possible in an effort to amend the existing ordinance.

Meeting discussions focused on two specific areas; the first related to gaining input on the proposed overall valet ordinance revisions, and the second related to the Stockyards Hotel's request for unrestricted use of the existing recessed pavement area at 109 East Exchange Avenue.

Valet Ordinance Revisions

The stakeholder group agreed that changes to the current ordinance are needed to improve operations for all concerned parties. Proposed changes address time restrictions, operator requirements, enforcement and compliance, space requirements, notification requirements, and fees. The following is a summary of revisions staff will propose based on the feedback from the stakeholder group:

Time Restrictions

- **Current** - 5 minutes standing for all valet zones.
- **Recommendation** - 15 minutes for restaurants and 30 minutes for hotels (to be calculated based on standing time when not loading and unloading vehicle).

Notification to Surrounding Owners/Lesseees for Application

- **Current** - ordinance requires notification of owners/lesseees within 100 feet.
- **Recommendation** – change from “notification” to “consent” of surrounding owners within 100 feet.

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**SUBJECT: VALET PARKING ORDINANCE REVIEW**Operator Requirement

- **Current** - requires valet operators to meet certain safety standards.
- **Recommendation** – require valet operator to wear reflective vests, to attach a sign to the valet parking service stand with the Licensee’s name and contact phone number, and keep a copy of the license readily available for inspection.

Enforcement

- **Current** - scope of the ordinance is focused on operating outside permitted hours or operating a valet zone without a permit, which is done through criminal enforcement. Revocation of the valet parking permit may occur.
- **Recommendation** – create a civil offense for parking within a valet zone. Civil citations will be issued by the City’s traffic control technicians and will be given to the vehicle owner if parked illegally within a valet zone or to the valet operator if the vehicle is left within the valet zone for longer than the allotted time. Other violations of the ordinance will remain as criminal violations, and enforcement of standards of operations will continue to be regulated through revocation of a valet parking license.

Fees

- **Current** - a “permit” is issued and fees are \$500 annually for the first two spaces and \$150 annually for each space thereafter regardless of day of the week or duration on any given day.
- **Recommendation** – have all application time periods be per calendar year, and prorate the amounts charged for applications made after January 1st of each year. Change “permit” to “license” to more accurately reflect the use of the space. The valet operator must pay an annual fee of \$1,000.00 for each approved application, which includes two (2) parking spaces for a six (6) hour block of operations. The valet operator may apply for additional three (3) hour blocks of time for these first two (2) spaces at the annual rate of \$600.00 per three (3) hour block. If it is determined that more than two (2) spaces are necessary, the annual fee shall be an additional \$500.00 per space for the first six (6) hour block of operations and \$300.00 per space for any additional three (3) hour block of operations.

Request for space

- **Current** - ordinance provides for a minimum of two spaces with no maximum. However, all requests above three spaces require approval of the Transportation & Public Works Department Director.
- **Recommendation** - minimum of two spaces, maximum of three spaces. Requests beyond three spaces will require additional documentation with detail of demand (eg. number of other operators, available space, number of cars served by entity, number of patrons) and review and consent of the Transportation & Public Works Department Director.

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- Review ordinance change with stakeholder working group.
- Mayor and Council Communication brought before Council for consideration on December 1, 2015.

Stockyards Hotel

The Stockyards Hotel (Hotel) requested unrestricted use of the recessed pavement area directly in front of the Hotel within the public right of way due to inadequate parking facilities and the need to preserve the Hotel's historic nature. The Hotel was the original Cattlemen's Hotel built in 1907. Hotel ownership has expressed concern that use of this recessed pavement area is critical to allow the Hotel to continue operations and be a significant contributor to the preservation and promotion of the City of Fort Worth, the Fort Worth Stockyards National Historic District, and "Where the West Begins," all of which is in the public's best interest.

Texas Transportation Code Chapter 316 allows the City to prescribe the use of a portion of a municipal street, right-of-way or sidewalk for public conveniences and amenities for the abutting and underlying fee owner and for a private purpose if the use does not interfere with the public use of the street or sidewalk or create a dangerous condition on the street or sidewalk. Staff recommends that the City and the Hotel enter into a joint use agreement, subject to the Transportation Code, to provide the Hotel exclusive use of the recessed pavement area so that it can be used for Hotel operations and maintenance, including but not limited to parking, valet operations and commercial loading and unloading. The Hotel agrees to pay the City a sum of \$8,037.30 per year for thirty years. The joint use agreement also includes thirty year renewal options that may be exercised upon written notice by either party. Staff will bring forth a Mayor and Council Communication on December 1, 2015, for Council's consideration and approval to enter into this joint use agreement.

If you have any questions please contact Doug Wiersig, Transportation & Public Works Department Director at 817-392-7801.

**David Cooke
City Manager**