

10/7/2009

DRAFT as reviewed by Motorcoach Task Force on October 5, 2009

Motorcoach Registration System – Conceptual Framework

1. Permits will be required to reserve parking at Waterfront/Robinson Terminal (500 block of N. Union Street), North Old Town (900 block of North St. Asaph Street) and Masonic Memorial (101 Callahan Drive). In 2010, permits will be *free* (except for Masonic Memorial, which will continue to be paid). All parking permits will require a fee in 2011.
2. No permits will be required for short-term parking at Wheeler Avenue. These spaces will be first-come, first-served and always unreserved.
3. All loading/unloading spaces are first-come, first-served and unreserved.
4. Permits will be required for buses that conduct tours of Old Town. Routes will be determined by the Motorcoach Task Force in Fall 2009 and assigned in a way that encourages managed dispersal of tours. Touring permits will be *free* in 2010, *paid* in 2011. Beginning 2011, only **XX** number of touring permits will be issued each week.

General Notes

- Applicants can pay for parking permits on-line.
- Parking permits will be available for up to 4-hour blocks.
- Permits will be printable in large format so buses can display them on their window and Police can easily see them.
- Permits will include “Do’s and Don’ts” text and contact information on the back.
- All permits/applications will be routed to appropriate staff (T&ES- Permits, Transportation, ACVA and Police (for enforcement/assignment purposes)
- Permits for temporary loading/unloading will be accessible on-line. These permits will be available only for special events or buses with significant numbers of special needs customers.

Sample Trip Types

Motorcoach Trip Type #1 (Bus coming to hotel): Bus may use commercial loading/unloading at hotel to off-load/on-load guests. Bus may apply for long-term (overnight) parking permit at Masonic Memorial. Registration only required if buses plan to reserve short-term parking in Old Town. No limits on # of buses, no size restrictions.

Motorcoach Trip Type #2 (Bus coming to drop off patrons for boat trips, restaurants, shopping and attractions in Old Town east of Washington Street): Free, active loading/unloading available at Market Square, The Strand, Gadsby’s Tavern or Unit Block of King Street. Registration required if bus needs short-term (up to 4-hour) parking at Robinson Terminal, St. Asaph or Masonic Temple. Unreserved parking available at Wheeler Ave. If a parking permit is desired, system may assign suggested in-bound and out-bound route based on origin/destination.

Motorcoach Trip Type #3 (Step-On Touring): Touring permit required, available on-line beginning in 2010. System would assign trip to one of two routes (northbound and southbound) to be approved by Motorcoach Task Force. System would grant up to XX permits per week and permits to be displayed in bus window.

Motorcoach Trip Type #4 (Pass-Through): No reservation required, loading/unloading available on Washington Street and other locations, no limits on # of buses, no size restrictions. No *touring* allowed in Old Town without permit. Unreserved parking available at Wheeler Avenue.