

CITY OF ANNAPOLIS  
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TRANSPORTATION BOARD  
CHAIRMAN: JOHN GIANNETTI JR.  
VICE CHAIRMAN: CHRISTOPHER P. AIKEN  
SECRETARY: CAROL KELLY

October 28, 2011

The Honorable Joshua J. Cohen  
Mayor, City of Annapolis  
160 Duke of Gloucester Street  
Annapolis, MD 21401

The Honorable Ian Pfeiffer  
The Honorable Kenneth A. Kirby  
The Honorable Ross H. Arnett, III  
Members, Annapolis City Council Transportation Committee  
160 Duke of Gloucester Street  
Annapolis, MD 21401

Re: Annapolis Transportation Board  
Code Change Recommendations

Dear Mayor Cohen & Aldermen Pfeiffer, Kirby, and Arnett

The City's Transportation Board has been working over the last several months to develop specific changes to the City Code that would incorporate all aspects of urban mobility into a revised Annapolis Department of Transportation. This change was the "first and most important recommendation" of the Mayor Cohen's Parking and Transportation Transition Team. It was also suggested by transition teams for previous administrations, and it is supported by the Department of Transportation as well as previous mayoral transition teams.

The Board, with the assistance of the Department of Transportation, reviewed each and every section of the Annapolis City Code, and has generated a document with suggested specific word changes that would embody the recommended change. Although this document is nearly complete, the Board is continuing to fine tune the changes. The principal changes associated with the modifications to the City Code can be grouped into six broad categories, which are listed below. Where appropriate, a rationale for the change is also given.

**Section 2.44.030.** The defined duties of the Director of the Department of Transportation are amended to include all issues related to mobility, including transit, parking, parking meters, parking enforcement, transportation planning, and traffic engineering. The Transportation Board is given that authority to approve changes to transit routes and fares and parking rates; this authority previously belonged to the City Council.

Rationale: Incorporating all aspects of mobility into a single department of transportation enables a more efficient integration of all aspects of mobility to better serve the public and potentially increase income for the City.

**Section 12.** The Director of the Department of Transportation, instead of Public Works, will determine the locations of traffic signs and signals, crosswalk locations, safety zones, where angle parking is permitted, bus parking locations, towing appeals, special parking permits, parking meter locations, snow emergency routes, etc. The Director of the Department of Transportation, instead of the City Council, will set parking violation fines.

**Section 12.08.130.** The position of “Parking Coordinator” is removed from the City Code.

Rationale: There is no need for the Code to contain a requirement for a specific position, it should be at the discretion of the Director of the Department of Transportation and Mayor, as determined by budget requirements and staffing needs.

**Section 12.32.** Residential parking districts will be created by the Department of Transportation and approved by the Transportation Board (instead of the City Council), and the Board will conduct any public hearings associated with adopting or changing parking districts. The specific list of residential parking districts will be removed from the City Code and maintained by the Department of Transportation as regulations.

Rationale: This relieves the City Council from the duties of establishing residential parking districts and holding public hearings on this subject, and also removes some of the political element from establishment and changing these districts.

**Various Sections:** The authority and duties of the Director of Public Works and Director of the Department of Finance are amended in accord with changes to the duties of the Director of the Department of Transportation.

**Section 2.48.320 - Transportation Board.** The Transportation Board is given multiple new duties, including review of transportation components affected by the zoning and building ordinances and land use planning. In Section 22.21.010, the Transportation Board will review traffic impact analysis studies associated with major developments, as part of the approval process in the Department of Planning and Zoning.

The benefits of this change include:

- The public can be better served by allowing all facets of transportation and mobility to work together to provide mobility services,
- The City can potentially benefit through cost savings as efficiencies are incorporated, as parking rates are adjusted to market conditions and to coordinate with an overall transportation plan, and as transit operations are more efficiently utilized.

- The business community can benefit through the more efficient allocation of scarce parking resources,
- The revised DOT will be in a better position in the future to swiftly react to changing mobility needs.

Other factors:

- The Board has drafted these changes to the City Code with the intent to be employment and expense neutral in the short term, but with potential savings in the future as redundant service are identified and merged.
- Because the suggested changes involve changes to most of the City Departments, it is proposed that the changes be incorporated at the beginning of fiscal year 2013, allowing time to plan the details of the changes.

It my hope, and the hope of the collective Board members, that we can move swiftly to implement the above changes so that they may be implemented by July 1, 2012, so that the "budget-neutral" changes in responsibility are appropriately reflected in the budget that will be considered by the Council this Spring.

A list of the complete changes, as passed by the Transportation Board at its October 19, 2011 meeting, is available to review. Because the affected sections include the voluminous parking districts described in the Code (which we recommend taking out of the Code and placing into Regulations), the recommended changes take approximately 85 pages to completely print.

We look forward to robust communications with you and other members of the City Council so that any questions or concerns can be addressed. Thank you for your consideration of our proposal. You can rest assured that our cooperation will be carried out with the utmost alacrity.

Very sincerely yours,

A handwritten signature in blue ink, appearing to read "John A. Giannetti, Jr." with a stylized flourish at the end.

John A. Giannetti, Jr.  
Chair, Annapolis Transportation Board