



Issue Date: June 27, 2022

Attention: General Contractors

Updates to the City of Aspen Construction Mitigation Program
Parking in the commercial core

Changes to the **Construction Mitigation Program** regarding construction parking and reservations in the commercial core through the **Parking Department** are in a testing phase; the level of effectiveness and success will be determined at the end of the summer 2022 season, in conclusion with the Galena Cooper Living Lab.

The overall goal is to increase safety in the downtown core for pedestrians, cyclists, and vehicles; improve mobility and connectivity; and make the roadway more equitable for all users. Revised parking plans may be submitted to Engineering by July 1, 2022, for review/approval through the Construction Mitigation Plan (CMP); strict enforcement of the revised CMP parking plans in the downtown core begins July 5, 2022.

Construction parking dispersed throughout the core

The Parking Department has the authority to limit construction parking impacts to specific blocks, if necessary, based on the density of construction sites and reserved parking spaces. Attempts will be made to disperse construction parking impacts in the core to avoid heavy concentration.

Parking Reminders:

- The Parking Department assigns reservable parking spaces at an assigned location.
- General contractors must notify the Parking Department if their reserved spot(s) is occupied by another vehicle not associated with the construction project.
- Parking spaces are reserved from 7 a.m. - 6 p.m. for the specified day(s).
- Parking spaces will be considered public parking from 6 p.m. – 7 a.m.

Contractor Application Process

The Engineering and Parking Departments review requests for reservable parking spaces through the CMP, which is triggered by the permit application process. Requests must meet the criteria for “Necessary and Essential” functions of a construction vehicle as required by the Parking Department.

A vehicle is deemed “Necessary and Essential” when it must be located within proximity to a structure or project site to facilitate a required function and complies with one of the criteria listed below. Additional trade vehicles may be recognized as “Necessary and Essential” as defined by the City Engineer or Designee.

Criteria:

1. Vehicle performs a construction-based function that requires it to be parked within 100 ft of function/activity. Examples include, but are not limited to, truck-mounted welder, drywall boom truck, concrete mixer, or pump, etc.
2. Vehicle provides inventory of parts and pieces related to specific trades and or a mobile workshop. e.g., plumbers and electricians

Reserved parking signs will note:

- *Dates reserved*
 - *Times reserved*
 - *General contractor/permit holder*
 - *Permitted space address*
 - *Number of spaces*
- Construction projects in the commercial core that do not include temporary encroachment with land lease fees are **permitted to reserve a maximum number of parking spaces as follows:**
 - Minor CMP (Less than) >1000 sf disturbance One reservable space
 - Medium CMP (Greater than) <1000sf and (less than) >2000sf disturbance area Two reservable spaces
 - Major CMP (Greater than) <2000 sf disturbance area Two reservable spaces

Exemptions to maximum reservable parking spaces: infrastructure improvement projects or upgrades such as emergency repairs, ROW work, life/safety concerns, safe function of the ROW to benefit the community, etc.

- Construction projects in the commercial core with temporary encroachments that include land lease fees that impact parking spaces are not permitted to reserve any additional parking spaces for the project – unless one of the above exemptions is met and approved by Engineering and Parking.

Fees for reservable space:

Reservable construction parking spaces are \$100/day/space.

- Please refer to the Parking Departments pre-payment policy for monthly extensions for reserved parking spaces.

Enforcement:

Red tags will be issued in the following instances:

- The reserved parking sign and cone are moved from the location the Parking Department approved during CMP review.
- Projects are not following the approved parking plan provided in the CMP.

To remedy issued red tags:

- Park in compliance with CMP parking plan.
- Submit a revised CMP for current parking needs.
- Return reserved parking sign to approved/assigned location.

Construction carshare auditing:

Carpooling, vanpooling, and transit subsidies are required for construction sites, among other options, to decrease impacts from construction vehicle parking, per Section 5.3 of the CMP Manual. General contractors shall provide the City with proper documentation showing compliance with the manual.

Carshare auditing for contractors will be more routine, enforced and monitored:

- General contractors must submit reports to the COA construction mitigation officers (CMO) by the last day of each month as outlined in the CMP to ensure compliance with the construction parking details outlined in section 5.3 of the CMP manual.
- **New this year:** CMOs created a standard reporting sheet in the CMP manual section for contractors to use and submit.

Items in the CMP that now need to be reported regularly in an audit:

- Audit route to ensure presence + submit sign-in log (see below) – vanpool/project shuttle
- Save and submit carpool passes – carpool
- Records of purchase/subsidies submitted – transit fare subsidy (RFTA passes)
- Records of parking cash out submitted – parking cash-out

Submit logs and documentation and ask questions by emailing cmphelp@aspen.gov

INCREASE IN PARKING VIOLATION FINES – Begins July 5, 2022

Increase violation fines to encourage drivers to comply with maximum time limits, special permit zones, no parking zones, etc. The increased fines are permanent and adopted as part of the Aspen Municipal Code.

PARKING VIOLATION	OLD PENALTY	NEW PENALTY
Core Overtime	\$30	Progressive: \$50 » \$100 » \$200 » Court date for subsequent violations
Overtime in Timed Zone	\$30	\$50
No Valid Payment	\$30	\$50
Illegal Parking	\$50	\$75
Handicap Zone	\$100	\$250

paybyphone APP PARKING CODES

PayByPhone, the cashless parking app used in Aspen, texts “expiring meter” reminders and helps avoid parking tickets.

2400	Downtown location code	4-hour maximum per day
2401	Residential location code	\$8 per day
2514	Free 15 minutes*	*can only be used once a day
2515	15-minute parking for \$0.50*	*can only be used once a day
2516	30-minute parking for \$1*	*can only be used once a day

Visit aspen.gov/livinglab for more on the new regulations.

Email cmphelp@aspen.gov with questions about CMP/parking changes.

City of Aspen Construction Vanpool/Shuttle/Carpool Sign-in Log:

		Company Name:	Initials	Date	Plate #	Type (Carpool/Vanpool)
Address:						
Names	1					
	2					
	3					
	4					
	5					
	6					
	7					
	8					
	9					
	10					
Address:						
Names	1					
	2					
	3					
	4					
	5					
	6					
	7					
	8					
	9					
	10					
Address:						
Names	1					
	2					
	3					
	4					
	5					
	6					
	7					
	8					
	9					
	10					