



LEWES PARKING WORKING GROUP
Friday, April 17, 2026, 9:00 AM
CITY HALL COUNCIL CHAMBERS
AGENDA

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Posted: 04/10/2026 Posted By: BJ

City of Lewes
LEWES PARKING WORKING GROUP
Friday, April 10, 2026
MINUTES

The Lewes Parking Working Group met on Friday, April 10, 2026 at 9:00 a.m. in Council Chambers at City Hall, in accordance with proper notification, with the following members present: Councilmember/Chair Joe Elder, Working Group Members Lisa McDonald, Betsy Reamer, Patty Gibler, Pete Sanger, Catherine Dunning Catanack, Bob Wallace, Larry Franz, Kerry Tripp, and Dennis Reardon. City Staff members present included Lieutenant Jim Azato from the Lewes City Police Department and Dennis Crawford, Parking Enforcement Supervisor.

- A. CALL TO ORDER, ROLL CALL & ANNOUNCEMENTS** *Committee Chair Joe Elder called the meeting to order at 9:00 AM.*
- B. PRESENTATION & POSSIBLE ACTION ON THE APPROVAL OF MINUTES**
1. **Motion:** Kerry Tripp moved to approve the March 20, 2026 meeting minutes. Catherine Dunning Catanack seconded. Motion carried unanimously.
- C. MEETING ITEMS**
1. **Presentation and discussion of in-town parking pilot, including possible recommendation to the Mayor and City Council. Considerations include cost of residential permit under the pilot and determination of employee designated parking locations.**

Chair Elder emphasized the cooperative nature of the parking solution, displaying a cartoon showing visitors, residents, business people, and employees working together. He stressed that the committee's approach required cooperation and data-driven decision making, with monitoring and adjustments as needed.

Committee Member Lary Franz presented the comprehensive parking analysis. He emphasized that the committee took business concerns seriously and aimed to balance needs between residents and businesses.

Data Analysis and Methodology

Committee Member Franz explained the study was based on data from four quadrants in town, using a previous (2022-23) parking study as a foundation. The committee conducted their own verification by walking pilot streets and found their numbers were within 6% of the original data. The analysis showed:

- Total of 1,150 on-street parking spaces citywide
- 86% of residents (about 1,037 households) have at least one parking space
- 113 households have no parking spaces
- Using a formula where houses with no off-street parking would receive 2 residential zone permits, and houses with one space would receive 1 permit, the total residential demand would be 353 spaces
- This would leave 707 spaces available for competition between businesses, employees, and visitors

Employee Parking Analysis

Committee Member Betsy Reamer clarified that her survey of approximately 30 employers yielded 500 employees total, representing a "worst-case scenario" of all employees needing parking. She emphasized this was the number of employees, not necessarily the number requiring parking spaces, as some may use alternative transportation or be dropped off.

Proposed Solutions

The presentation outlined several key components:

1. **New Employee Parking Lots:** The city has budgeted funds to develop parking

lots at Schley Avenue (approximately 140 spaces) and at Savannah Road near the EV stations (approximately 60 spaces), totaling about 200 new employee parking spaces.

2. **Pilot Program Focus:** The committee recommended starting with a pilot on three streets - Chestnut, Market, and Mulberry from Second Street to Fourth Street. After accounting for residential zone needs, this area would have approximately 67 available spaces.
3. **Three-Hour Parking Limits:** Based on business community research, 3-hour parking limits would provide adequate turnover for customer needs while preventing all-day employee parking.
4. **Phased Implementation:** The committee recommended a systematic approach with continuous data collection and adjustment based on lessons learned.

Hospital Parking Considerations

Committee Member Kerry Tripp clarified that the hospital was not included in the 500-employee count. The hospital representative had previously indicated that employees are encouraged to use hospital parking, and the 3-hour limits would actually help push employees back to designated hospital areas while providing adequate time for patient visits.

Technology and Enforcement

Parking Enforcement Supervisor Dennis Crawford discussed various enforcement technologies, including license plate recognition systems and sensor-based "puck" systems used in other municipalities. He noted that current winter enforcement involves manually checking license plates against space numbers, and similar systems would need to be developed for non-metered areas.

Mr. Crawford raised practical enforcement concerns, such as how to handle visitors who want to extend their stay beyond 3 hours for dinner after shopping. Committee Member Franz acknowledged these were exactly the types of issues that would be addressed through pilot program data collection and adjustment.

Community Input and Concerns

Public comments addressed several key issues:

- **Seasonal Considerations:** Kathy Moore (6 Duchess Court) noted that parking pressure varies significantly by season and suggested investigating park-and-ride options and alternative transportation.
- **Revenue Opportunities:** Joe Stewart (221 2nd Street) suggested that assigned residential spaces represented missed revenue opportunities, recommending a permit system similar to Bethany Beach that could generate significant city income while still serving residents.
- **Church Concerns:** Dennis Reardon (1302 Bay Avenue), representing Saint Peter's Church, expressed concerns about permit parking affecting church services, meetings, and community events. Scott Samples, an employee of the church, added concerns about employees and event participants who need to be on site longer than 3 hours.
- **Short-term Rentals:** Tina Samson (335 Park Avenue) raised about how Airbnb and rental properties would be accommodated, with suggestions for separate paid permits for commercial rental operations.

Implementation Timeline and Process

City Manager Ellen Lorraine McCabe recommended presenting the proposal to Mayor and City Council at the April 22nd work session. Mayor Amy Marasco suggested presenting both the pilot program and immediate actionable items (low-hanging fruit) such as correcting improper striping and signage that could create additional spaces

quickly.

The committee discussed the need for a follow-up meeting on April 17th to finalize the presentation materials, including the identification of immediately actionable parking improvements that could be implemented while the larger pilot program is being considered.

Committee Consensus

After extensive discussion, the committee reached consensus to move forward with presenting the parking pilot proposal to City Council, including both the comprehensive pilot program and immediate improvements that could be implemented quickly. The presentation would emphasize the cooperative, data-driven approach with built-in monitoring and adjustment mechanisms.

2. Reports/Updates from sub-working groups.

No specific reports were presented from sub-working groups, as the focus was on the comprehensive pilot program presentation.

D. PUBLIC COMMENTS

Public comments were integrated into the main discussion of the parking pilot program, with community members providing input on seasonal considerations, revenue opportunities, church concerns, and enforcement challenges. Specific comments can be found embedded in the text above.

E. ADJOURNMENT

***Motion:** Bob Wallace moved to adjourn the meeting. Pete Sanger seconded. Motion carried unanimously.*

The meeting adjourned at approximately 11:14 AM with plans to reconvene on April 17th to finalize presentation materials for the April 22nd City Council work session.

Minutes submitted by: Jeffery Coover, Administration Support Specialist

Minutes generated by HeyGov.ai

Transcripts available by request.



Lewes Parking Committee's Recommendations

Committee Participants:

City Councilperson Joe Elder, Chamber of Commerce

Business (1); Hospital (1) St. Peters Church (1) & In town residents (5)

Data driven solution:

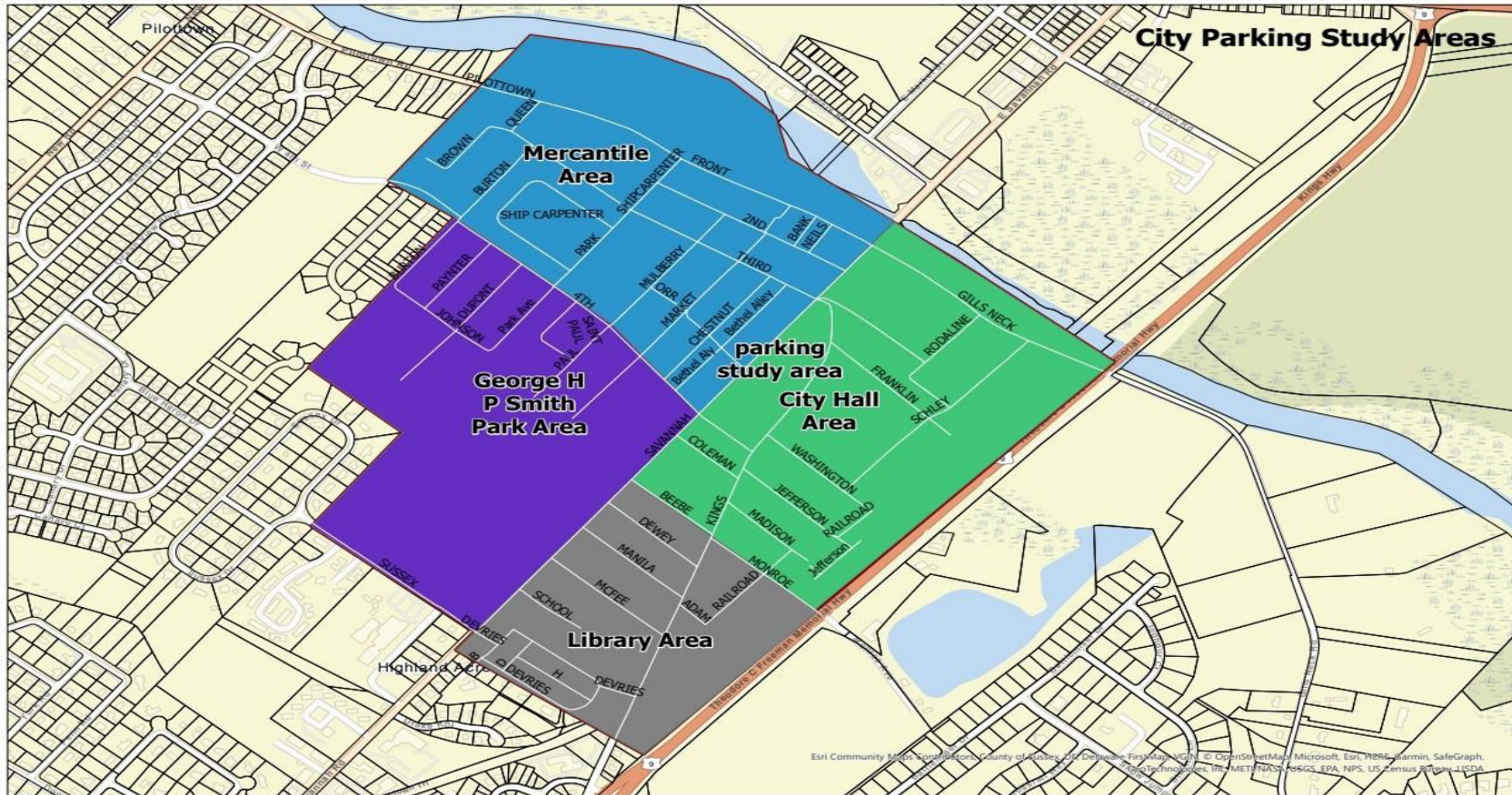
4 in town areas:

City Hall, Library, George H.P. Smith Park & Mercantile

Total: 1,150 parking spaces

Total: 824 homes/properties on those streets

CENTER CITY QUARTILE AREA OF ANALYSIS



DATA SOURCE: PARKING STUDY 2022-23 / Councilperson Candace C. Vessella

Parking Committee's Pilot

- Residential Streets Involved:

- Chestnut
- Market
- Mulberry
- Between 3rd & 4th Street

- Zoned parking for:

- Residents 24 hour

- 3-hour parking for:
- Customers /Visitors
- Employees
- Guests etc

Planning Committee's formula based on data

Total: **1,150** parking spaces **minus**

Total: **353** residential passes on the streets

= **797 available spaces**

But, 90 are meters

= **707 unmetered spaces** available for
business to decide how to use:

for clients? Employees?

Total Number of non-residential spaces in pilot area

= 797 available spaces

But, 90 are meters (visitor, employee etc 3 hour parking)

= 707 unmetered spaces *

Under committee's pilot: business decides to use for clients or employees?

Plus 200 employee parking spaces (City to create/designate 2 lots for "employee only" parking at Savannah (60 spaces & Schley Avenue (140))

* Parking Team to allot % to visitors etc parking passes (eg, 10%)

Phases to Implement the Pilot Study

- **Phase 1:**
- Requires Immediate Action: **MCC vote in total** to ensure the success of the Parking Committee's proposed parking pilot: **these will all benefit the city**
- **Phase 2:**
- To assist in implementing the proposed pilot and the immediate action items, the Parking Team completes the following "Master Plan"
- **Phase 3:**
- Final Approval and Implementation

- **Phase 1 requires immediate Action:**
- **MCC vote in total to ensure the success of the Parking Committee's proposed parking for the community's benefit.**

Implementation Phases:

- **Phase 1:**
- **MCC approves the City Manager creating a ““Parking Team”**
- (City Manager, Lewes parking & police personnel, a business member and two community members of the Parking Committee) to complete Phase 2 “Master Plan”
- **ii. EL Redesign parking lots** on Savanaha and Schley Avenue as employee only
- **iii. MCC Amend City code** to accurately reflect 3-hour time limit parking for all single-space meters, parking lots (except both beach lots) & undesignated residential parking zones as the subcommittee identifies under phase II.
- **iv. EL Change signage in 1812 lot to accurately reflect 3-hour parking** for both sides.
- **v. MCC approve phase I in total**

Phase 2: Parking Team agrees on details for the MCC final vote to implement pilot

- **Phase 2: To assist in implementing the proposed pilot and the immediate action items, the Parking Team will complete the following "Parking Solutions Master Plan":**
- **i. Create additional parking spaces** by removing unauthorized/non-city installed signage on Chestnut Street, Market Street, and Mulberry Street (the "pilot streets")
- **ii. Create additional parking spaces** by striping the pilot streets.
- **iii. Create additional sustainable parking spaces** by adding bike, scooter an/or compact car/golf cart parking for parking spaces after the full striping occurs in the pilot streets
- **iv. Open additional parking spaces** by verifying yellow curb status in the pilot streets and removing uncoded yellow spaces in the pilot streets
- **v. Create additional ADA reserved parking spaces** on Third Street near the pilot streets to reflect the law and our aging population.

Phase 2 continued

- Parking team presents phases II “Parking Solutions Master Plan” to MCC
- ii. MCC approves “Parking Solutions Master Plan”
- MCC appoint community member from the Parking Committee as part of City’s parking team to monitor and gather data during the pilot

Phase 3: Final Approval and Implementation

- i. **Phased Implementation** - Roll out changes in phases to test effectiveness and make adjustments and to ensure enforcement consistency
- ii. **Continuous monitoring** of the components of success
- iii. **Enforcement** to ensure enforcement consistency

Thank you for helping to solve our in-town parking problem!

