



Roseburg Downtown Parking Committee Application

Application Deadline: 5 p.m. Monday, April 21, 2025

Staff Liaison: Stuart Cowie: scowie@roseburgor.gov or (541)492-6750

Purpose and Role of the Downtown Parking Committee

The City of Roseburg has initiated a process to review the existing parking management program within the Downtown Parking District and the Laurelwood neighborhood. The Downtown Parking Committee will work with City staff to develop recommendations to the existing parking program. Specific elements to be reviewed are expected to include, but won't be limited to, on-street parking time limits, on-street paid parking zones, public off-street free and permit parking, neighborhood permit parking and enforcement hours.

Mission and activities of the committee

- Develop a set of parking management guiding principles as outlined within the 2021 Downtown Parking Assessment and Plan;
- Assist in promotion of public engagement activities, by seeking out direct feedback from downtown stakeholders to share with committee members;
- Review existing parking operations, financial data and enforcement;
- Provide City Council with parking management recommendations utilizing the 2021 Downtown Parking Assessment and Plan. Recommendations will need to generate the revenue necessary to balance the Off-Street Parking Fund;
- Serve as community ambassadors for the updated parking management program.

Expected Makeup of the Downtown Parking Committee

Number of committee seats: **11**

- **(1)** City Staff
- **(1)** City Council Representative
- **(1)** Umpqua Community College Representative
- **(8)** (1) Downtown resident, (1) Laurelwood resident, (1) Downtown nonprofit agency representative, (1) Downtown retail business owner, (1) Downtown restaurant owner, (1) Downtown personal service owner (e.g., salon, tattoo studio, barbershop), (1) Downtown professional service representative (e.g., accounting firm, law office, consulting agency), and (1) Downtown short-term customer parking representative (e.g., coffee shop, convenience store).

Desired Attributes and Eligibility

With members consisting of representatives of all Downtown and Laurelwood residents, employees and business owners, the committee will be tasked with weighing the tradeoffs associated with different parking management strategies and the need to balance the Off-Street Parking Fund. This will require committee members to consider the unique and diverse needs of residents, businesses and visitors when developing recommendations. Candidates must live, work, or own property or a business in Downtown or the Laurelwood neighborhood.

Application Process

To apply for one of the available committee seats, please fill out the form below and submit the completed form to scowie@roseburgor.gov by Monday, April 21, 2025.

Required:

Name:

Address:

Email:

Phone:

Only if applicable:

I own or operate a Downtown Business
(enter name of business)

I own or operate a Downtown Nonprofit
(enter name of non-profit)

In order to begin this process, the City has established four meetings every other week for the committee. To help determine the availability of potential committee members and narrow a preferred time, please check all of the dates and times when you would be available to participate:

Date	Morning (10– 11:30 am)	Afternoon (1:30 – 3 pm)	Evening (5:30 – 7 pm)
Thursday May 8, 2025			
Thursday May 22, 2025			
Thursday June 5, 2025			
Thursday June 19, 2025			

Do you currently pay for an off-street parking permit? Yes or No

How does the current parking program affect you?

Personal Statement: In fewer than 250 words, please describe why you feel you would be a trusted representative of your community on this committee. We are not only seeking members with relevant knowledge of the parking needs of customers, employees and residents, but also those with the ability to collaborate, listen and consider other perspectives that may be different from your own.