

Memorandum

REPORT TO: Transportation Board

FROM: Nicholas Ross, Director of Transportation and Engineering

SUBJECT: Valet Parking Work Session

MEETING DATE: August 26, 2026

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: Valet Parking Work Session

STRATEGIC PLAN: 1.1 Outreach: Continue to strengthen and innovate in how we deliver information to the community and our partners.

BACKGROUND: Bozeman Municipal Code currently lacks authorizing language for establishment of valet parking zones on city streets. Existing valet locations have been approved through prior Unified Development Code provisions that were removed in the latest update. Staff have recently received several requests for new valet zones in the downtown area, which has prompted the need to revise the Bozeman Municipal Code to authorize exclusive use of public street right of way for valet services.

The intent of this work session is for the Transportation Advisory Board, serving in their role as Parking Commission, to provide staff and City Commission with policy level feedback on the early stages of this code project. Staff proposes to authorize the Director of Transportation and Engineering to issue a permit for this intended use of public right of way. The permit may include a fee structure, to be determined through development of this code project. The eventual outcome will be a recommended City Commission ordinance amending the Muni Code to authorize exclusive use of public street right of way for valet services and a City Commission Resolution establishing permit fees.

Staff have researched cities with similar permit-fee provisions for valet services, finding a wide range of fee structures and prices. Staff will present these forms and seek feedback on what may be an appropriate fee model for the city of Bozeman.

UNRESOLVED ISSUES: Authorizing Code language, permit, and fee structure.

ALTERNATIVES: Fee models for exclusive use of public right of way for valet services include:

- Recovery of administrative costs for review, approval, establishment, and enforcement of valet areas

- Meter revenue replacement assuming a future price per space of paid on street parking revenue lost to exclusive use by valet services
- Opportunity cost of the value of a public on-street general use parking space lost to exclusive use by valet services

FISCAL EFFECTS:

To be determined by fee structure and level.

Report compiled on: August 10, 2026