



Residential Parking Zone (RPZ) Program Guidelines

INTRODUCTION

The Residential Parking Zone (RPZ) Program has been developed to help ease parking congestion in residential neighborhoods.

A Residential Parking Zone is established in a neighborhood to discourage long-term parking by non-residents on residential streets. This parking zone may be appropriate where the parking congestion is caused by being near a business district, a hospital, school, or factory with limited on-site parking. An RPZ is not appropriate where residents themselves own more cars than there are parking spaces available.

An RPZ involves the posting of parking time limits or other parking prohibitions from which local residents are exempt if a valid permit is displayed in their vehicle. The following images illustrate typical RPZ signs although the actual parking restriction may vary depending on the local conditions:



Figure 1 – Samples of RPZ signing

TYPES OF PERMITS

Annual Permit

Residents within the boundary may purchase one permit for each vehicle they own. The cost of each permit is \$17.50 and is renewed annually. The permit is not transferable. The fees collected pay for the administrative cost of the permits and as such, the fee is not prorated.

Guest Permit

Each household within the boundary is eligible to receive one free guest permit if they purchase an annual permit. There will be no charge for this guest permit. A guest permit is transferable among vehicles. Usage of guest permits is limited to seven (7) days per month. Only two guest permits will be issued per household.

Temporary Permits

Each household is eligible to purchase temporary permits for \$17.50. Temporary permits are good for 30 days, and they are transferable. The permits can only be issued to residents who live within the RPZ boundary. There is no limit to the number of temporary permits that can be issued to a household.

Group Permit

Residents within a boundary are eligible to purchase a group permit for special events. The cost of the residential parking permit is \$17.50, and is good for the 24-hour period specified on the permit. There is no limit to the number of vehicles covered under a group permit.

Permits cannot be issued to non-residents or owners and employees, of non-residential land uses. The different types are summarized in Figure 2 below:

| Permit Type | Cost | Time Limit | Transferable | Limitations |
|-------------|---------|------------------|--------------|--------------------------------------|
| Annual | \$17.50 | Up to one year | No | One permit per vehicle |
| Guest | Free | 7 days per month | Yes | Maximum of two permits per household |
| Temp | \$17.50 | 30 days | Yes | No Limits |
| Group | \$17.50 | 24 hours | Yes | No Limits |

Figure 2 – Comparison of Permit Features

HOW TO INITIATE AN RPZ FOR YOUR NEIGHBORHOOD

A petition signed by at least seven (7) residents needs to be submitted to Traffic Services, describing the problem and delineating the boundaries of the parking problem. The recommended minimum area for an RPZ is five blocks, or five block equivalents (about a quarter mile). Please visit the Traffic Services Parking Program webpage at: <http://www.shorelinewa.gov/government/departments/public-works/traffic-services> to download, fill out and distribute for additional resident support the RPZ petition form. Please contact Traffic Services staff if you are unable to access this information via the internet. Completed forms should be sent in electronic format to kdedinsky@shorelinewa.gov.

Or mailed to:

City of Shoreline
Attn: Traffic Services
17500 Midvale Ave N
Shoreline WA 98133-4905

If the City determines that a Residential Parking Zone may be appropriate for an area, City staff will contact impacted residents and schedule a parking study.

City Action

When we begin to take action on a request, we will first organize a neighborhood committee representing community interests. This committee's task will be to design an RPZ that will meet the parking needs of the community.

At the same time, we will study the area's parking situation. An RPZ will be established if the parking problem meets the following criteria:

- There is an identifiable parking generator.
- The parking problem exists on at least five contiguous blocks or 5 block equivalents.
- 75% of the parking spaces are being utilized during the peak hours of the traffic generator.
- 25% of the cars belong to non-residents.

Community Action

Votes of support must be gathered from at least 60% of the households (owners or renters) within the affected area. Only one signature per household is counted.

If the area fails to meet the parking study criteria or fails to gain 60% support for an RPZ, then the City will not designate a parking zone in that neighborhood. If the area meets these requirements, then the City will designate the parking zone and begin installing the appropriate signs and issuing permits.

Time Frame

The time frame for implementing a typical RPZ is about 6 to 9 months, however the time it takes to create an RPZ depends heavily on the local conditions. Such conditions include area size, severity of the parking problem, surrounding land use, and community commitment.

Expansion of the Zone

Expansion of existing zones may be approved on a contiguous block-by-block basis, with signatures from 60% of those residents and a determination that an RPZ is appropriate for that block.

RESIDENTIAL PARKING PERMIT REQUIREMENTS

To qualify for a Residential Parking Permit you must live within the boundaries of a Residential Parking Zone (RPZ). Before applying for a permit, please visit our website at:

<http://www.shorelinewa.gov/government/departments/public-works/traffic-services> or call (206) 801-2431 to verify that your house is within a zone.

To obtain an annual RPZ permit, residents need to provide the City with:

- Current (dated within the last 30 days) proof of residency showing the resident's name and address. This can be a bill, bank statement, rent receipt, or other form of official mail.
- A copy of the resident's current Washington State Vehicle Registration. The vehicle must be registered to the resident applying for the parking zone permit. Titles, temporary registrations and bills of sale are not accepted. Out-of-state registration is accepted only for active duty military personnel or out-of-state students providing proof of non-resident status

The RPZ Permit Form is available online at:

<http://www.shorelinewa.gov/government/departments/public-works/traffic-services>