



## RPZ CREATION

A restricted parking zone (RPZ) is a parking management tool generally used to help ease parking congestion in residential neighborhoods caused by non-residential parking generators such as schools, hospitals, arenas, or mass transit stations. This document provides the criteria for creating a new restricted parking zone. In scoping an RPZ, the City of Shoreline will consider whether an RPZ in a certain area would promote benefits or would result in adverse impacts.

Benefits that may lead to establishing an RPZ may include:

- Increased access for area residents
- Reduced traffic congestion
- Increased traffic or pedestrian safety
- Reduced air or noise pollution
- Reduced commuter parking in neighborhoods
- Prevention of blighted areas
- Promoting use of alternative modes of transportation

Adverse impacts that may prevent implementation include:

- Transferring a parking problem to a different area
- Inability to effectively enforce program restrictions
- Lack of alternative transportation modes
- Availability of simpler, cheaper, or more effective solutions

The Public Works Director is authorized to establish an RPZ when the parking problem would be improved, and the public interest would be served. This also includes instances in neighborhood areas where the technical parking criteria are not met, but where parking impacts are anticipated (such as establishing RPZs in light rail station areas in advance of light rail operation). It is the City's expressed intention to strongly encourage community involvement in any creation of an RPZ. Particularly when all technical criteria are not met.



*Figure 1. Example RPZ signs*



## Initial Request for an RPZ

The process to create an RPZ should typically take no longer than one year. A request for an RPZ may be initiated in one of two ways: community initiative or a comprehensive neighborhood parking plan.

### Community Initiative

Residents and/or community organizations can request the creation of an RPZ. A community request must detail the specific parking demand generator, as well as the days of the week and the hours of the day that parking is a particular challenge. A community request may take the form of several separate requests from the same neighborhood. Alternatively, upon receiving a single request, The City may require that the resident gather additional neighborhood support. A request is stronger when it is supported by residents distributed across at least a ¼ mile area. City of Shoreline staff will handle requests as they come in from the community in the order received. The timeframe for handling requests is dependent upon staff resources.

After receipt of a community request, City staff will conduct an initial assessment to determine whether an RPZ is appropriate for the area. This will include surveying the street to determine if the parked occupancy on the street approaches 75 percent across a ¼ mile area.

Based on the assessment, City of Shoreline will:

- (a) determine the extent to which a parking problem may exist, including the level of intensity of the problem; and
- (b) determine whether the problem is best addressed by the creation of an RPZ.

City of Shoreline may consider other parking demand management tools in lieu of or prior to consideration of an RPZ. Examples could include removing “no parking” restrictions and adding parking capacity back to the on-street system, looking at the feasibility of angle parking, or working with local businesses to encourage employees to take alternate modes of transportation to work.

### Comprehensive Parking Plan

An RPZ may also be initiated as part of a comprehensive neighborhood parking plan or arise from future neighborhood parking assessments, where area residents or other stakeholders ask that the department consider an RPZ as part of a parking plan.

### Parking Study

Once the determination has been made that an RPZ may be appropriate, a formal parking study will be completed by the City. This study will investigate parking occupancy and type of vehicles (residential, commuter, or business-related) parked over the course of the day/evening or weekend based on when the parking is a challenge. Parking studies typically include hourly counts of vehicles on the street, as well as license plate tracking to determine turnover on the street. License plate tracking also helps determine which vehicles on the street belong to residents and which vehicles belong to businesses or commuters.



The Public Works Director may establish a new or expand an existing RPZ when 75 percent of the curb space parking in a ¼ mile area is generally occupied, and when over 35 percent of those vehicles are used by non-residents. If these conditions are not met, City staff will formally notify the person(s) requesting the RPZ that it did not qualify. Even if these criteria are not met, the Director has authority to establish an RPZ when the parking problem would be improved, and the public interest would be served by creation of an RPZ.

### Community Outreach and RPZ Design

If the RPZ study determines that creation of an RPZ may be warranted due to parking impacts from non-residents, City staff will engage affected and interested community stakeholders to review the results of the parking study and assist in developing a potential RPZ proposal. Based on the parking data and information provided by residents related to the RPZ request, City staff will develop a draft RPZ design to include the following:

- time allowed (e.g., 2-hours) for non-permit parking
- RPZ effective days, hours and times
- street segments eligible for RPZ permits
- street segments with RPZ restrictions

City of Shoreline will then conduct public outreach to gather input on the RPZ draft design. The public outreach will include the following, as appropriate, based on the size and nature of the community:

- Department staff presentations of the draft plan to stakeholder organizations to gather feedback.
- Meetings (either formal or informal) with neighborhood associations and other stakeholders.
- Information distribution and/or surveys through the City's web site
- Direct mailings or distribution of flyers of informational materials about the proposal
- News releases and related media

### City of Shoreline Decision

The City of Shoreline Public Works Director will make a final decision whether or not to establish an RPZ based on parking data and public input. Once a decision is made, Shoreline will notify, by mail and/or email, all parties living in the RPZ and within 300 feet of the RPZ, applicable neighborhood associations, and all other interested parties contacted during the parking study and development of the RPZ. Notification and relevant information will also be posted on the City of Shoreline Parking webpage.

### Implementation and Review

Design of the RPZ will proceed 30 days after the RPZ decision. After a final decision has been reached, implementation is expected to occur within 3 months. Implementation includes all administrative procedures needed to distribute and sell permits to residents and to install appropriate signage.

Within the first six months after an RPZ is implemented, City of Shoreline may review the zone and make changes to the design of the RPZ, including adding or removing signs or changing hours and days of zone operation, if the City believes it is warranted and/or further review is requested by the community.