



Town of Barrington, Rhode Island

2016 Village Center Parking Study

January 2016

Table of Contents

	Page
1 Introduction.....	1
Study Area.....	1
Related Studies	3
Study Goals.....	3
Study Process.....	4
2 Existing Conditions	5
Parking Inventory.....	5
Parking Utilization	7
3 Recommendations	11
Re-think County Road as the Village Center’s “Front Door”	12
Make Better Use of the Existing Parking Supply	14
Create “New” County Road Village Center Shared Parking Lot.....	15
Create Maple and Cottage Shared Parking Lot.....	18
Add Curbside Parking	20
Simplify and Enforce All Time Limits	20
Relax Shared Parking Restrictions.....	22
Implement Strategies that Support “Park Once” Visits	22
Fill Critical Pedestrian and Bicycle Gaps.....	23
Add Connections to Barrington Shopping Center	27
Implement Downtown Wayfinding System.....	28
Appendix I: Parking Standards Evaluation	32
Off-Street Parking Requirements Compared to ITE.....	32
Parking Minimums and Maximums	35
On-Street Parking Provisions	35
Shared Parking Provisions.....	36
Basic Design Standards.....	37
Site Improvement Requirements	37
Land Development and Subdivision Regulations	38
Peer Review/Parking Regulations Best Practices	39
Appendix II: Hot Spots of High Parking Utilization.....	43
Appendix III: Parking Survey.....	46
Appendix IV: Food Truck Regulatory Examples	49
Sample Food Truck Zoning Codes	49

Tables

	Page
Table 1 Key Elements from Related Studies.....	3
Table 2: Key Project Milestones.....	4
Table 3: Recommendations Summary	31
Table 4: Village Center Parking Standards Comparison to ITE.....	35
Table 5: On-Street Parking Regulations by Location	36
Table 6: Existing Parking Space Dimensional Requirements and Best Practices.....	37
Table 7: Entrance and Exit Regulations	38

Figures

	Page
Figure 1: Study Area.....	2
Figure 2: Barrington Comprehensive Community Plan (2015 Update).....	3
Figure 3: Barrington Village Center Connectivity Study (2014).....	3
Figure 4: Parking Inventory.....	6
Figure 5: Summary Chart, Off-Street Parking Utilization.....	7
Figure 6: Parking Utilization, Thursday 11:00 a.m.	9
Figure 7: Parking Utilization, Saturday 12:00 p.m.....	10
Figure 8: County Road Today	12
Figure 9: On-Street Parallel Parking Along Route 114 in Warren, RI (Left) and Bristol, RI (Right)	13
Figure 10: County Road Conceptual Cross Sections between Waseca and Markwood	14
Figure 11: Case Studies, Shared Parking Facilities (Right: Melrose, MA; Left: West Hartford, CT).....	15
Figure 12: Potential Shared Parking Site; Missing Sidewalks, Multiple Curb Cuts.....	16
Figure 13: Recommended County Road Shared Parking Facility	17
Figure 14: Shared parking will free up space for infill development	18
Figure 15: Maple and Cottage Concept from 2014 Connectivity Plan	19
Figure 16: Recommended Maple and Cottage Shared Parking Facility Concept.....	19
Figure 17: Recommended On-Street Parking, Wood Avenue.....	20
Figure 18: Simplified Parking Regulations.....	21
Figure 19: East Bay Bike Path, Potential Location for Increased Multimodal Connections.....	23
Figure 20: Gaps in the Pedestrian Network.....	24
Figure 21: Gaps in the Bicycle Network	25
Figure 22: Map of Critical Pedestrian and Bicycle Gaps	26
Figure 23: New Pedestrian and Bicycle Access between Wood Avenue and Barrington Shopping Center	27
Figure 24: New Vehicular Access between Wood Avenue and Barrington Shopping Center	28
Figure 25: Preferred Wayfinding Concepts from the 2014 Connectivity Plan.....	29
Figure 26: Example Signage and Banners for Public Parking	29
Figure 27: Conceptual Village Gateway Signage, County Road	30
Figure 28: Barrington vs. ITE Parking Requirements.....	33
Figure 29: Village Center Zoning Map	34
Figure 30: Hot Spots of Utilization, Thursday	44
Figure 31: Hot Spots of Utilization, Saturday	45
Figure 32: Public Parking Survey Form	47
Figure 33: Business Parking Survey Form.....	48

1 INTRODUCTION

SUMMARY POINTS

- This parking study proposes strategies to consolidate existing Village Center parking assets, improve bicycle and pedestrian connections and refine existing streetscape plans before construction in Spring 2016.
- This report is divided into three sections:
 - An **introduction** and overview of the context related to this study and the Village Center
 - The **existing conditions** of the Village Center's parking supply and demand
 - Specific **recommendations** tailored to address study goals and findings for guiding parking in the Village Center

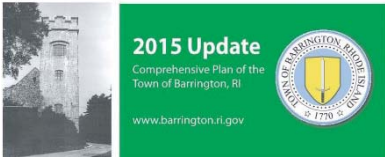

STUDY AREA

The study area encompasses the commercial core of the Village of Barrington, and parking lots on the east side of County Road at Town Hall and the Library, and residential areas immediately abutting the business district. This includes properties in the Business "B" zone on County Road, from Prince's Hill Plaza south to the Barrington Shopping Center and Shaw's, and the commercial areas to the west on Maple and Waseca avenues. It also includes predominantly residential streets such as Anoka and Waseca avenues. The boundaries include Hilltop Avenue and West Street to the west, the YMCA, and Bosworth Street to the south, and east of County Road, a line running behind the Town Hall, Markwood Drive, Hamilton Drive, and St. John's Church (see Figure 1).

RELATED STUDIES

The Town has taken significant steps towards redefining the Village Center as a more walkable, safe and appealing place to visit and do business. This includes zoning code updates aimed at making it easier for businesses to share parking and several key initiatives which are summarized briefly below (see Table 1).

Table 1 Key Elements from Related Studies

Study	Key Elements	Image
2015 Comprehensive Community Plan	<ul style="list-style-type: none"> Provide public parking in strategic locations within commercial areas and explore creative strategies to balance need for off-street parking and a walkable retail environment Support parking management policies that encourage drivers to “park once” in the village areas Limit encroachment of on-street parking for businesses into residential zones 	 <p>Town of Barrington Comprehensive Community Plan</p> <p>2015 Update Comprehensive Plan of the Town of Barrington, RI www.barrington.ri.gov</p> <p>Figure 2: Barrington Comprehensive Community Plan (2015 Update)</p>
Village Center Connectivity Study	<ul style="list-style-type: none"> “Consensus from residents and business owners” that Maple Avenue requires a combination of additional parking but a rearranged system that does not threaten pedestrian or driver safety Identified off-street and on-street parking “opportunities” along Cottage Street between Hamilton and Maple Avenues, and West Street between Maple and Anoka Avenues Concepts for a Village Center wayfinding system that directs vehicles and bicycles towards parking and neighborhood destinations. 	 <p>BARRINGTON VILLAGE CENTER</p> <p>BARRINGTON VILLAGE CENTER CONNECTIVITY STUDY PREPARED FOR The Town of Barrington January 2014</p> <p>PREPARED BY Birchwood Design Group SurfaceMatter Design</p> <p>Figure 3: Barrington Village Center Connectivity Study (2014)</p>

STUDY GOALS

Study goals listed below were developed with input from the Steering Committee.

- Better support the business community
- Make sure there’s enough parking
- Expand parking opportunities where needed
- Increase connections to parking and overall walkability
- Protect residential neighborhoods
- Enhance the value of the Center

Reflecting these goals, the primary objectives of this study are to evaluate the Town’s parking regulations and identify best practices that might be considered for future implementation that include not only zoning and controls but also incentives and physical improvements that require coordination with the connectivity plan.

STUDY PROCESS

The study relied on public outreach and empirical analysis of the supply and demand for car parking in Barrington Village Center. This included the following key project milestones (see Table 2).

Table 2: Key Project Milestones

Date	Milestones
June 2015	<ul style="list-style-type: none">▪ Kick-off meeting and public presentation▪ Count of existing parking inventory
July and August 2015	<ul style="list-style-type: none">▪ Public and businesses survey (see Appendix for survey)▪ Existing parking inventory and zoning code analyzed
September and October 2015	<ul style="list-style-type: none">▪ Parking utilization measured▪ Principles drafted
November 2015	<ul style="list-style-type: none">▪ Planning board presentation▪ Town Council presentation
December 2015	<ul style="list-style-type: none">▪ Principles and recommendations finalized

2 EXISTING CONDITIONS

SUMMARY POINTS

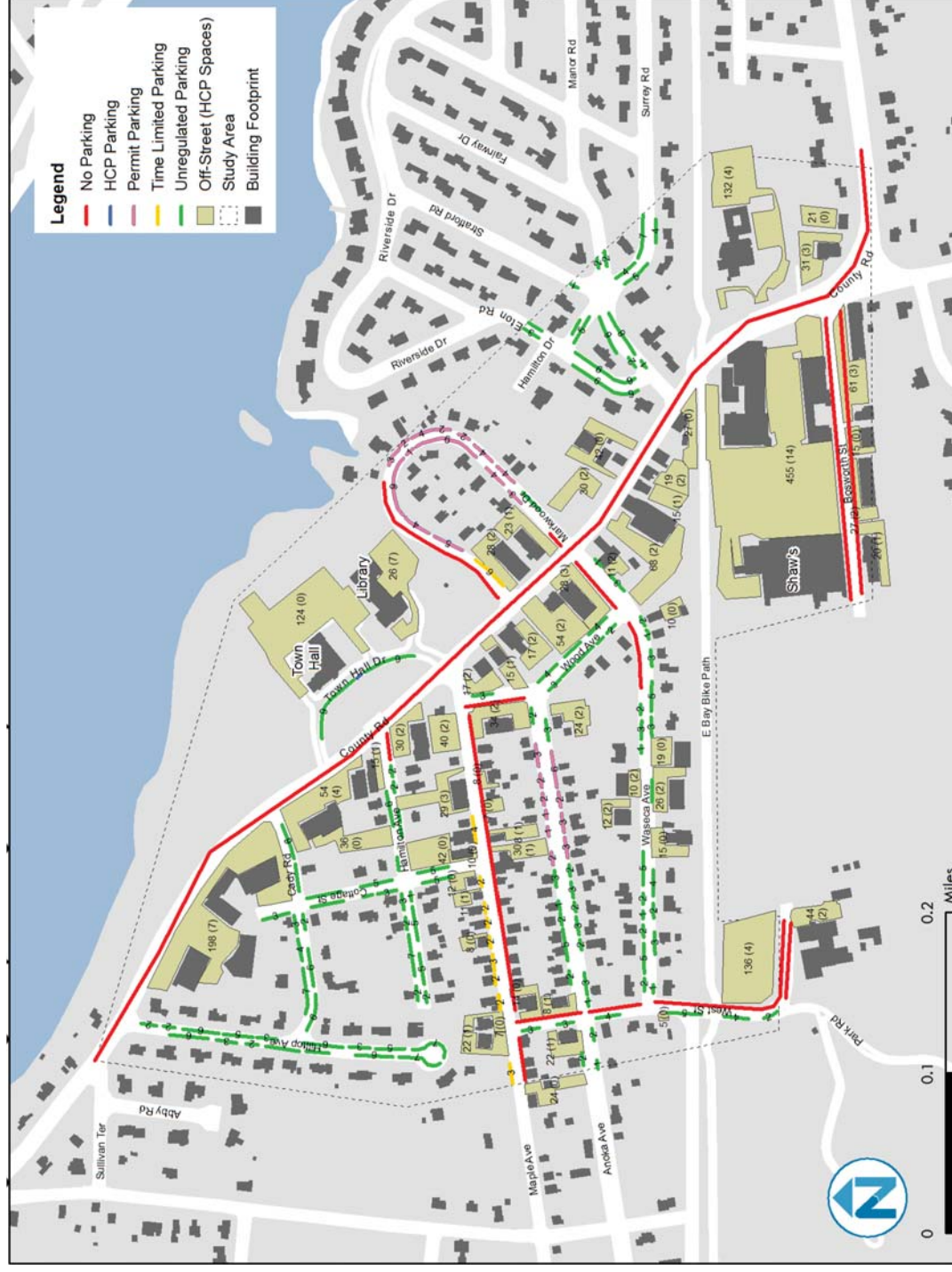
- Only 30-40% of all off-street parking spaces in Barrington Village Center are being used during the peak on both a weekday and at the weekend
- On-street parking is also available, but is hard to find

This chapter documents the current conditions of the Village Center on and off-street parking supply based on existing Town data and an extensive data collection effort conducted by Nelson\Nygaard in the summer and fall of 2015.

PARKING INVENTORY

The team counted the number of on and off-street parking spaces and corresponding regulation within the study area. See Figure 4 below.

Figure 4: Parking Inventory



PARKING UTILIZATION

Methodology

The project team conducted parking utilization counts on Thursday, October 8, 2015 from 10:00 am to 12:00 pm and on Saturday, October 10, 2015 from 11:00 am to 12:00 pm, providing a snapshot of peak demand during a typical week day and at the weekend. On Saturday October 17, the counts were repeated at the same time and in the same sequence. Utilization of each off-street facility was also estimated during the initial parking inventory collection on Monday, June 22, 2015.

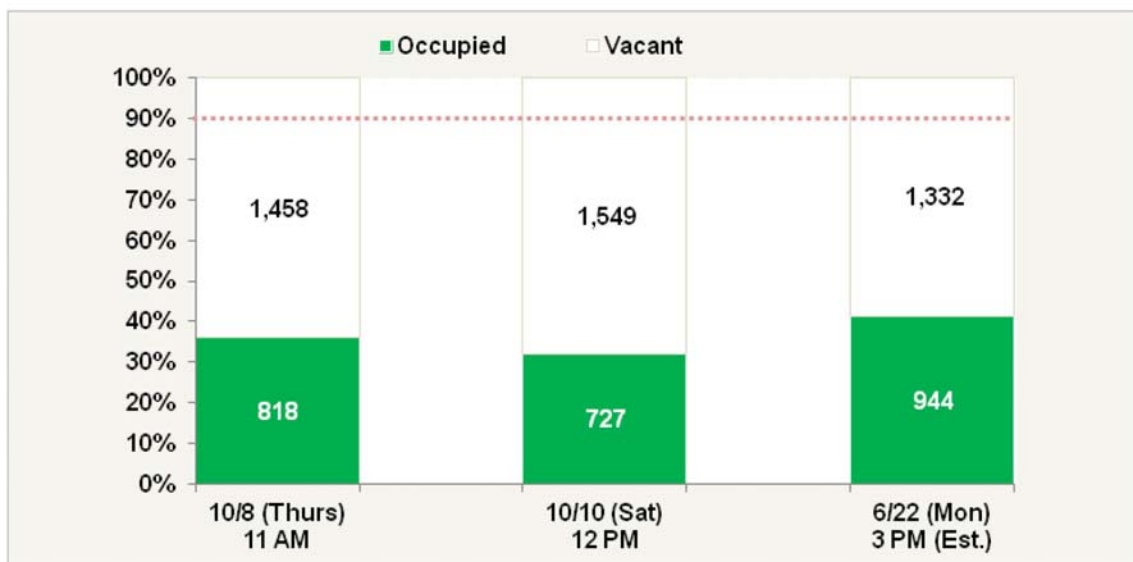
To gather data, the team counted parked cars in each on-street or lot at pre-determined time intervals, while also observing the local land uses, parking regulations and signage – all key factors influencing how the parking supply is used. The data was then mapped providing an understanding of spatial patterns of parking utilization, identification of areas of high or low usage, and the impact of regulations and how much of the parking supply is used in a typical day.

Findings

Over the two afternoons where parking utilization were documented in detail (as well as the one afternoon in the summer where off-street parking utilization was estimated while inventory was documented in detail), there was substantial available capacity across the board.

- Of the total supply of approximately 2,280, over 1,000 parking spaces or 60-70% of supply in the Barrington Village Center typically sit vacant during the day
- This is well below the parking industry standard threshold of 90% utilization that marks a
- parking location effectively “full.” See Figure 5 below.

Figure 5: Summary Chart, Off-Street Parking Utilization



Spatial Analysis

To understand how parking is utilized in any downtown it is necessary to see how demand for different parking lots and on-street parking is spread spatially. A chart of hourly utilization rates for one specific location is valuable, but seeing how locations compare to others nearby can reveal patterns and trends not evident in numbers alone. A simple map can reveal if a completely full lot is right around the corner from another lot that has plenty of availability.

To develop the spatial analysis, the parking utilization data collected during the parking counts was geo-coded and displayed on the map series on the following pages. The figures that follow show the use of each parking facility by color-code, as explained below. The "breaks" (0-60% full; 60-80% full; 80-90% full; 90-100% full; more than 100%) are used to evaluate the fullness of a parking facility and are based on national standards that indicate when a parking area is functionally full. The key is as follows:

- **"Cool" light blue/blue** refers to 0-60% and 60-80% utilization, points at which on-street blocks and off-street facilities are viewed as underutilized. Any resource that consistently performs at this level, especially during peak-demand periods should be viewed as excess capacity
- **"Ideal" green** refers to blocks and facilities with 81% to 90% utilization and represents actively-used resources. The nearer utilization levels approach the high end of this range, the more efficiently they are being utilized and nearing functional capacity
- **"Warning" pink** refers to utilization above 91% and is considered at functional capacity. While fully maximizing efficiency, these blocks or facilities are full or near full, giving the impression of lack of parking
- **"Critical" red** denotes parking beyond the marked capacity (more than 100%). Resources that consistently perform at this level indicate that demand exceeds capacity

Figure 6: Parking Utilization, Thursday 11:00 a.m.



Village Center Parking Study Town of Barrington

Figure 7: Parking Utilization, Saturday 12:00 p.m.



3 RECOMMENDATIONS

SUMMARY POINTS

- **There is no “silver bullet,”** but a comprehensive menu of solutions should be considered, helping to bring Barrington up to speed with peer communities
- **Updates to Village Center parking standards will lay the foundation** for improving the parking system (see Appendix I: Parking Standards Evaluation for more detail)
- **Supply-side strategies**, such as **expanding the on-street parking supply** and **combining smaller individual parking lots to create single, larger shared lots** can achieve low-cost gains
- **Demand-side strategies**, such as **improving signage on County Road and creating a network of pedestrian and bicycle paths** should be implemented to support a “park once” Village Center
- The immediate and short-term priorities for the Town include:
 - Relaxing current restrictions on shared parking
 - Working with private property owners to create a new shared Village Center parking lot that can be signed and accessed from County Road to add ~40 new parking spaces and create a “new” publicly accessible parking lot within a short walk of most Village Center destinations; and
 - Working with Maple Avenue property owners to create a second shared lot at the corner of Cottage Street and Maple Avenue
 - Adding curbside parking while formalizing existing on-street parking spaces with a series of blanket regulations for the Village Center
 - Adding new bicycle and pedestrian infrastructure that improves connections with the East Bay Bike Trail and increases awareness of Barrington as a destination and walkable place
 - Implementing a wayfinding system for the Village Center
- Long-term priorities for the Town (working with others) include:
 - Redesigning County Road to accommodate on-street parking; and
 - Creating a new access point from Wood Avenue to the Barrington Shopping Center for all modes of transportation
- The successful implementation of all recommendations will require additional steps such as sidewalk construction and increased parking enforcement

RE-THINK COUNTY ROAD AS THE VILLAGE CENTER'S “FRONT DOOR”

County Road (see Figure 8) runs through the heart of Barrington Village Center and has the makings of a vibrant and active “Main Street.” However, it lacks the pedestrian and bicycle amenities, signage and infrastructure visible on other successful Main Streets. From the point of view of the driver, the provision of on-street metered parking, and a visible shared public parking facility are key characteristics currently lacking.

Figure 8: County Road Today



Although County Road is a Rhode Island State Highway, and therefore requires the approval of a separate government entity from the Town of Barrington, the same highway (Route 114) has on-street parking in neighboring communities, including Bristol and Warren (see Figure 9).

Village Center Parking Study
Town of Barrington

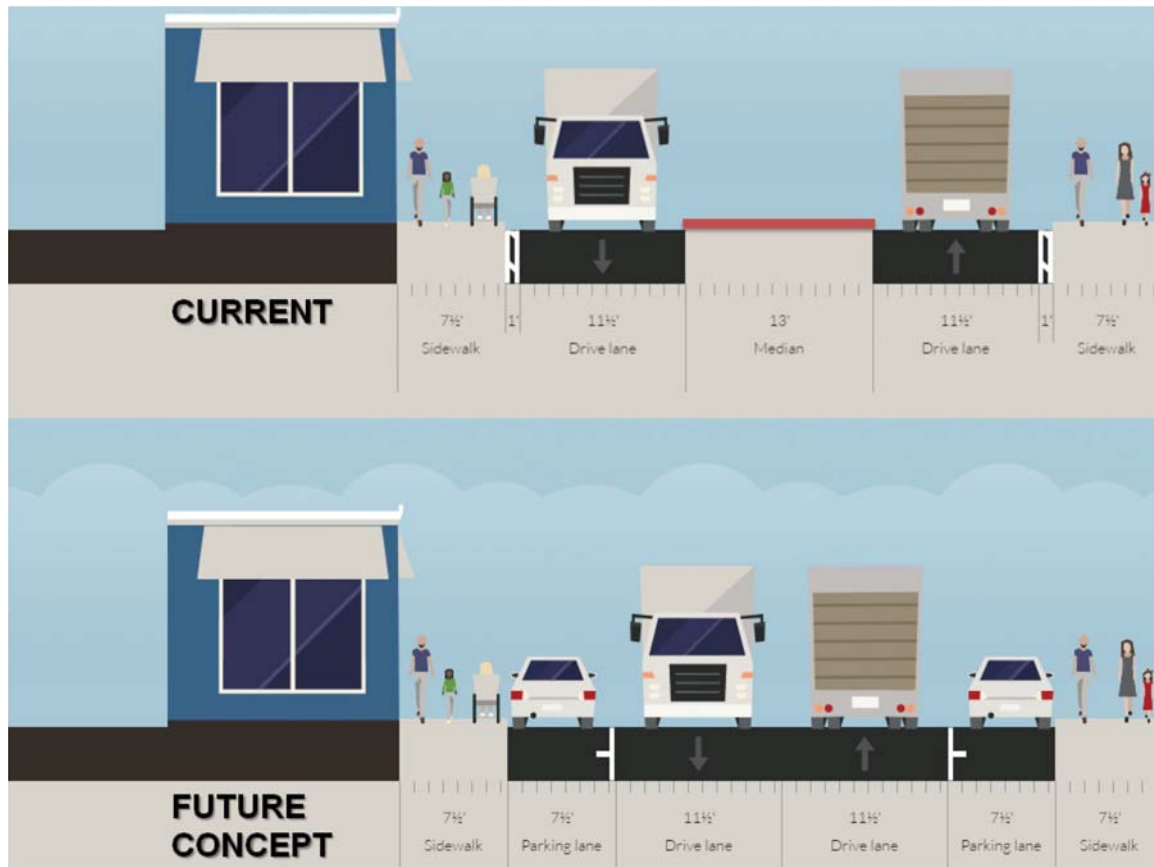
Figure 9: On-Street Parallel Parking Along Route 114 in Warren, RI (Left) and Bristol, RI (Right)



To bring Barrington up to speed with its peer communities, County Road/State Route 114 requires a redesign to resemble its cross section in the neighboring towns of Bristol and Warren. This can be achieved with the simple addition of parking on-street. See Figure 10 below.

Village Center Parking Study Town of Barrington

Figure 10: County Road Conceptual Cross Sections between Waseca and Markwood



- Future travel lane widths can be identical with the removal of the current brick median, which is beginning to deteriorate
- Provision of on-street parking will encourage slower traffic speeds - a necessity of a town center with relatively higher volumes of pedestrian and bicycle traffic
- Particularly important to Barrington's economic development, the provision of on-street parking will be the most effective visual communication that Barrington Village Center is a place to stop, walk around, shop, dine, and take care of other errands

MAKE BETTER USE OF THE EXISTING PARKING SUPPLY

With over 1,000 parking spaces sitting unused during daytime hours on both weekends and weekdays, there is no short-term or even a mid-term need for an additional parking facility to be constructed in the Village Center. This is not to preclude land being set aside for a new parking structure at some point in the future, but in the immediate and mid-term, solutions must instead focus on using the existing parking supply more effectively. This extends beyond "brick and mortar solutions" and encompasses the Village's zoning requirements and parking minimums (discussed in Appendix I: Parking Standards Evaluation) of this report, which may be diminishing the value of land in the Village Center by creating an oversupply of spaces.

CREATE “NEW” COUNTY ROAD VILLAGE CENTER SHARED PARKING LOT

Along the west side of County Road between Maple and Waseca Avenues is a series of popular businesses. The frontage of these buildings is directed towards County Road with the vast majority of the parking is in the rear, facing Wood Avenue. This has the makings of a typical town center public parking setup. Four of the parking lots were found to be only 27% full on a Saturday. As currently configured, the lots’ potential utilization is diminished by the fact that they are separate and physically divided places. Partner with Local Businesses to Create a Centralized, Shared Parking Facility

Working with private property owners and local businesses, the Town should prioritize centrally located site(s) for a new shared Village Center parking facility. Location(s) should be prioritized based on existing hot spots of parking demand, where multiple businesses can benefit and key destinations are within a short walk. In addition, by consolidating supply, no individual business owner has to carry the full burden of responsibility for improving parking for the entirety of Barrington’s Village Center.

Similar shared parking facilities have been implemented in numerous other Village Centers and provide a cost efficient way to utilize existing parking supply more efficiently, eliminate curb cuts and instantly provide one, single larger point of supply for multiple businesses. Figure 11 shows two examples.

Figure 11: Case Studies, Shared Parking Facilities (Right: Melrose, MA; Left: West Hartford, CT)



Village Center Parking Study
Town of Barrington

Figure 12: Potential Shared Parking Site; Missing Sidewalks, Multiple Curb Cuts



These divisions, while understandable are due to the fact that each parcel has a separate owner, inhibiting the potential for a “park once” visit. A person who conducts business at Santander Bank may want to drop by Dunkin’ Donuts for a coffee down the street. However, they may feel inclined to drive down the street perhaps because it is uncomfortable or inaccessible to travel on foot or in a wheelchair and because of the perception that parking in each lot is limited to visiting only the adjacent location. If the lots were to shed their physical barriers and increase the number of connecting and accessible pedestrian facilities, visitors could park once and visit multiple locations. If the site were also advertised as a parking lot where anybody can park, regardless of which specific business they are visiting, the location’s utilization may increase even more. In order to encourage this we recommend the following steps:

- Designate the Town to be responsible for snow clearance
- Map and incorporate the lot as a central part of the Village Center wayfinding system. Make sure the signage includes the “Town of Barrington” or the Town seal to ensure the facility is perceived as part of the official public realm
- The facility should also have a name: The “Wood Avenue Lot” may be appropriate
- Pedestrian connections must be upgraded between the Wood Avenue Lot and destinations in the Village Center, including upgrades to meet Americans with Disabilities Act (ADA) standards. A starting point is ensuring compliant curb ramps at all crosswalks, and installing a continuous sidewalk along the west side of Wood Avenue and the north side of Waseca Avenue (as currently contemplated in the Connectivity Study).

Village Center Parking Study
Town of Barrington

Figure 13: Recommended County Road Shared Parking Facility



An outcome of implementing shared parking and using land more efficiently is increased opportunities for “infill” development and replacement of surface parking lots with new buildings and the economic activity that the Village Center needs to thrive. For example, there are several gaps on County Road that could instead be replaced by a continuous frontage of shops, restaurants, and other businesses. This will help to promote the “walkable retail environment” that the Town desires. For example, there is enough space between the current Dunkin’ Donuts and Webster Bank to fit a building with the equivalent footprint as the new TD Bank across the street. New infill buildings and businesses would fall under the requirements of the recommended Village Center parking overlay district.

Figure 14: Shared parking will free up space for infill development



CREATE MAPLE AND COTTAGE SHARED PARKING LOT

The town should continue its plan to reinvent the Maple Avenue and Cottage Street corridors as pedestrian hubs while supporting a “park once” environment with provision of a new parking lot. The present pedestrian facilities along Cottage and Maple are also ADA inaccessible and must be updated along with the parking facility. This strategy supports ideas contained in the 2014 Connectivity Plan (See Figure 15). The new lot might be configured as described in Figure 16. To support this strategy, we recommend that the Town:

- Is responsible for snow clearance
- Marks on-street parking on Cottage Street
- Adds crosswalks across Maple Avenue at existing desire lines
- Incorporate this parking lot within the wayfinding system and adds the “Town of Barrington” or the Town seal to ensure the facility is perceived as part of the public realm
- The facility should also have a name – such as the “Maple Avenue Lot”
- The provision of sidewalk seating should be permitted to serve neighboring restaurants but easily allowed by the Town with minimal, if any, paperwork
- Passive open space, with bicycle parking and outdoor seating areas, can also be considered at this site
- Again, pedestrian facilities must be upgraded to ensure continued connectivity from the facility to destinations within the Village Center, and to ensure compliance with ADA regulations

Village Center Parking Study Town of Barrington

Figure 15: Maple and Cottage Concept from 2014 Connectivity Plan



Figure 16: Recommended Maple and Cottage Shared Parking Facility Concept



ADD CURBSIDE PARKING

Making better use of existing right-of-way is an efficient way to add to the Village Center parking supply and improves the perceived availability of parking at the front door of Village businesses. With this in mind, we recommend the following steps should be taken to add curbside parking:

- Plan for sidewalk construction along all on-street parking locations to ensure any current (or future) accessible on-street spaces have a pedestrian access route compliant with ADA guidelines
- Consider expanding the provision of on-street parking in proximity to the documented map of utilization “hot-spots” (See Appendix)
- Add on-street parking where right-of-way widths permit, including:
 - County Road
 - Anoka Avenue
 - Wood Avenue
 - Cottage Street
 - Waseca Avenue
- Plan for additional regulatory signage, if necessary

Figure 17: Recommended On-Street Parking, Wood Avenue



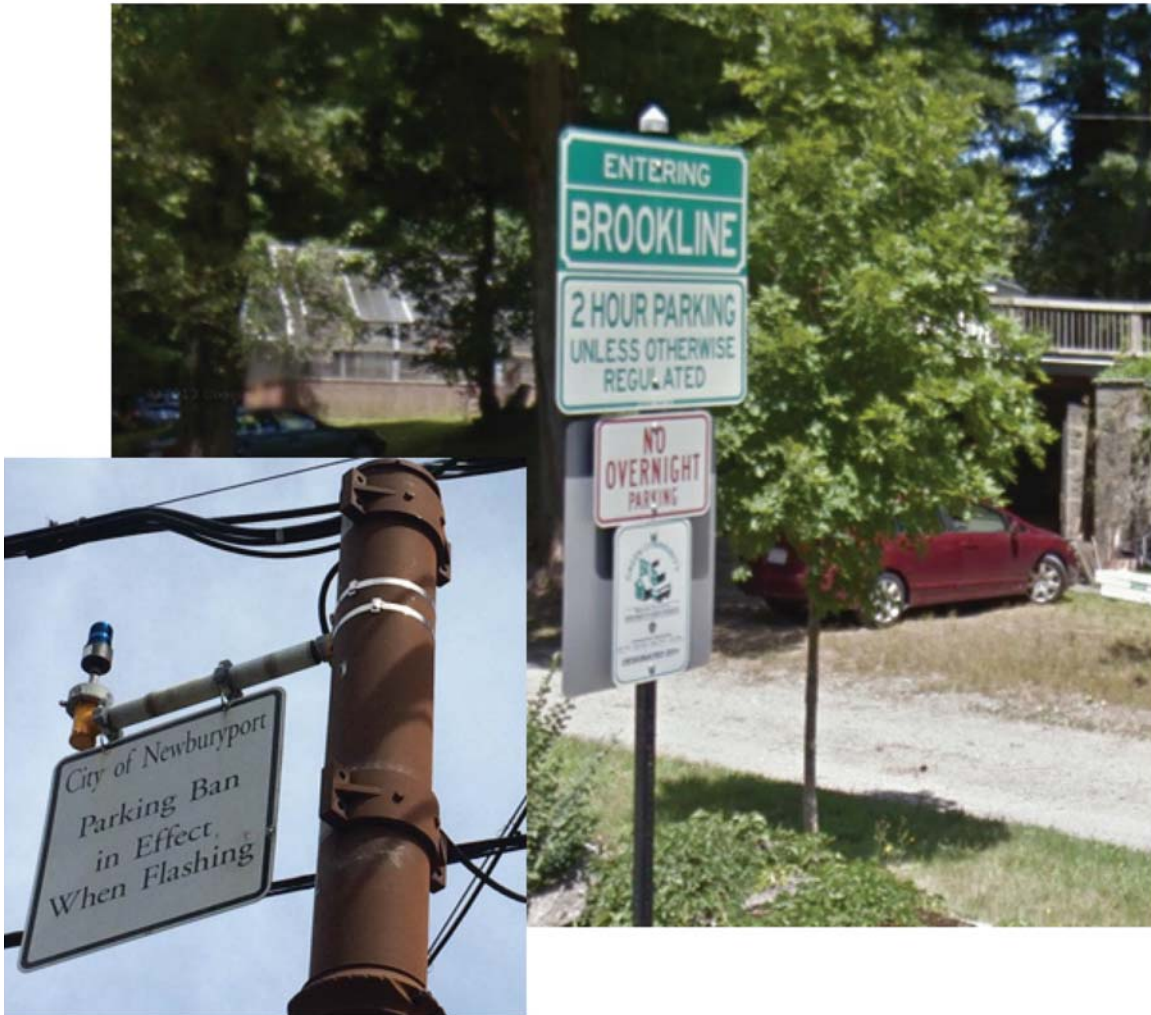
SIMPLIFY AND ENFORCE ALL TIME LIMITS

Currently, the Village Center has an inconsistent mix of parking regulations and signage making it hard to enforce and challenging for visitors to comprehend the system as a whole. For example, only 30 minute and 15 minute parking are explicitly permitted by signage. In all other cases, a

Village Center Parking Study Town of Barrington

visitor and anyone not “in the know” has to determine where to park solely based on the absence of a sign. This can lead towards driver confusion - especially among casual visitors and commercial drivers not from the area - and can also lead to public safety challenges, such as cars parked too close to an intersection. Develop One Set of Village Center Parking Regulations

Figure 18: Simplified Parking Regulations



It is not necessary to inundate every stretch of curbside with parking signage, especially if parking in Barrington Village Center continues to be free. Instead, a **“blanket” regulation should be established** across the entirety of Village Center, and communicated effectively at key gateways, on the Town’s web site, and amongst all business owners. Simple is better when it comes to regulating parking. Specifically it is recommended that:

- All on-street parking to be limited to a one-hour time limit - unless otherwise regulated, or the parker has an applicable permit
- All off-street parking shall have no time limit. Combined with the one-hour time limit, this encourages long-term parkers to use underutilized off-street locations and reserves higher-demand, on-street locations for visitors and patrons

Village Center Parking Study

Town of Barrington

The Town should also consider implementing wintertime parking bans in concert with the police (see example beacon in Newburyport, MA).

RELAX SHARED PARKING RESTRICTIONS

The town should:

- Amend the Town zoning map to include a new Village Center parking overlay
- Require the Planning Board to consider shared parking and transportation demand management opportunities with all site plan review for lots within the Village Center overlay including:
 - Proximity to already available and underutilized parking
 - Characteristics of the occupants that create less parking demand, such as age or household income
 - Spaces for car sharing services
 - Employers who provide transit incentives for their employees
- Relax existing proximity requirements for shared parking, (the existing code requires that "parking must be within 1,000 feet"), reduce the burden of applying for shared parking, provide clear guidelines for combining off-street facilities between multiple properties, and introduce requirements for new parking areas to be shared
- Minimize curb cuts – especially along County Road, to encourage shared use or combinations of parking facilities while also reducing pedestrian/vehicular conflicts;
- Set design standards that include a continuous accessible right of way from all adjacent streets

IMPLEMENT STRATEGIES THAT SUPPORT “PARK ONCE” VISITS

Any wayfinding program should encourage a “park once” or “park and walk” environment, focusing not just on directing cars into the parking facilities, but encouraging people to visit multiple destinations on foot and bicycle without moving their cars. Signage should also identify points of interest, area businesses, municipal buildings and direct patrons to pedestrian pathways through the Village Center. Signs should also have a consistent layout, only include essential information, let people know where they can and cannot park, and have a simple-to-follow color system.

Village Center Parking Study

Town of Barrington

Figure 19: East Bay Bike Path, Potential Location for Increased Multimodal Connections



The Town may also consider adding signage in related parts of downtown. For example, the pathway connecting Waseca Avenue to the East Bay Bike Path is a convenient connection, but it is currently hard to identify. It is also a great shortcut for pedestrians parking along Wood Avenue to quickly access Shaw's and the adjacent shopping center, but with no signage, it is unclear if this is a public access point and where exactly it leads. Adding signage at both entrances of this pathway and in similar areas will help enhance the customer-friendliness and walkability of the Village Center.

FILL CRITICAL PEDESTRIAN AND BICYCLE GAPS

Safe walking routes between existing parking lots and Village Center destinations are lacking in many key locations including:

- Sections of County Road, Maple and Wood avenues that either completely lack sidewalks or provide only narrow sidewalks with obstructions and lack of ADA sidewalk clearance
- County Road lacks safe signalized pedestrian crossings between parking behind Town Hall and downtown destinations

These barriers serve as actual and perceived barriers to visitors and others using the Village's existing parking supply that are within a short walk of many destinations.

Village Center Parking Study
Town of Barrington

Figure 20: Gaps in the Pedestrian Network



In the above figure of pedestrian network deficiencies, in addition to missing sidewalks, Barrington is affected by (in clockwise order starting from the upper left):

- A. **Missing crosswalks** - multiple locations including those with higher levels of pedestrian demand lack crosswalks - this location is at Maple Avenue and Cottage Street;
- B. Crosswalks where the **path of travel is blocked** and rendered inaccessible - this location is at the Webster Bank parking lot entrance connecting to the Dunkin Donuts parking lot;
- C. **Substandard pedestrian signals** at Maple Avenue and County Road – critical gap in pedestrian infrastructure, in the heart of the Village Center:
 - The walk signal is only activated by the pressing of a button (and in this case the button also appears to be non-ADA compliant), and the
 - Signal timing needs to be adjusted: the existing signal timing allows unsafe, conflicting movements between crossing pedestrians and turning traffic. The provision of a lead pedestrian interval (LPI) will allow pedestrians sufficient time to cross in advance of traffic
- D. A **proliferation of curb cuts for parking entrances** compromise the overall comfort, safety and ADA compliance for people walking along the sidewalk - as shown above on Maple Avenue

Village Center Parking Study
Town of Barrington

Figure 21: Gaps in the Bicycle Network



In the above figure of bicycle network deficiencies, Barrington is affected by (in clockwise order starting from the upper left):

- A. **A lack of on-street bicycle facilities and markings**, even where demand and street widths are sufficient and evident - this location is at West Street and Maple Avenue
- B. **Deteriorated or missing signage** identifying crucial bicycle connections as shown at the East Bay Bike Path connector to Wood Avenue
- C. **Insufficient bicycle parking** and route markings at high-demand and potential high-demand locations, leading towards bicycle riding on sidewalks - the photo above shows the Barrington Shopping Center; and
- D. A lack of accessible pedestrian path of travel, bicycle parking, and **additional open space amenities** at an existing prominent gateway to Barrington (as shown along the East Bay Bike Trail)

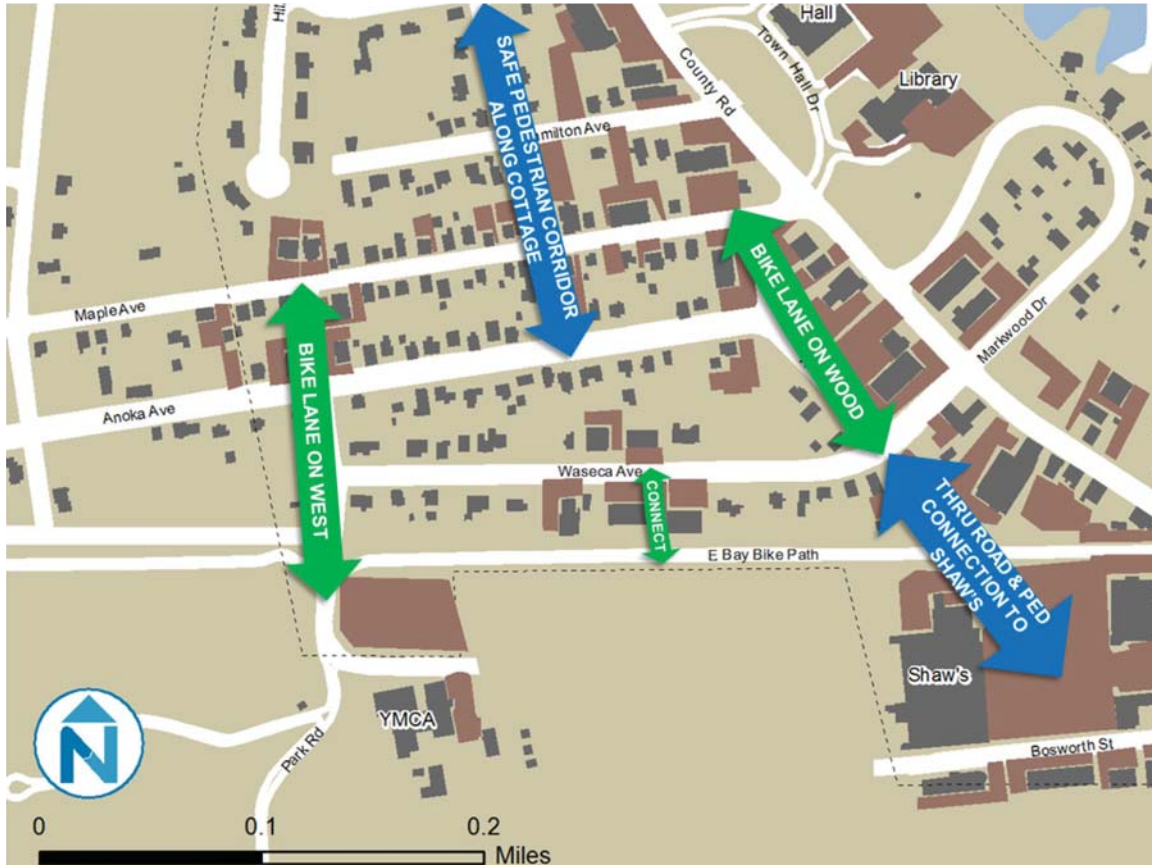
By improving access, particularly by foot and on bike, there will be greater willingness to “park once,” the parking system will be more efficiently utilized, and parking in key areas is more likely to be available. To tackle the above deficiencies, the Town should:

- Improve the pedestrian environment, starting with key pedestrian corridors and connections, building on the streetscape plan (see Figure 22 below)

Village Center Parking Study
Town of Barrington

- Add bicycle infrastructure, including in-street bicycle lanes where feasible and bicycle parking
- Create great public spaces

Figure 22: Map of Critical Pedestrian and Bicycle Gaps



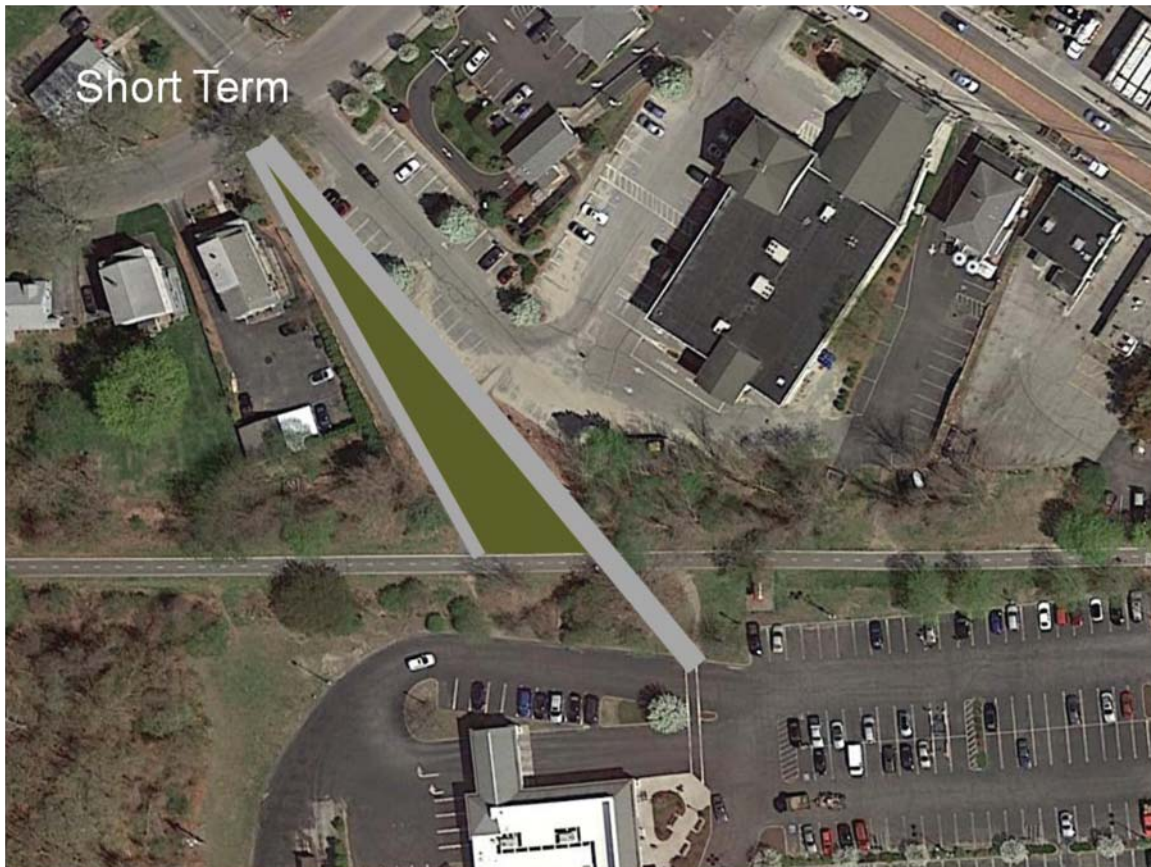
Bicycle connections to and from the East Bay Bike Trail should not just be limited to when the path crosses County Road.

- The town should paint an on-street bicycle lane along West Street, providing a clear link between Maple Avenue businesses, the East Bay Bike Trail, and the YMCA
- Paved pathways connecting businesses along the south side of the Waseca Avenue to the East Bay Bike Trail (currently via existing surface parking) should be completed
- Wayfinding signage should also direct bikes from the East Bay Bike Trail to all Village Center destinations, including:
 - Maple Avenue businesses
 - Waseca Avenue businesses
 - Barrington Shopping Center; and
 - The Town Hall and Library
- Short-term bicycle parking should be provided at key destinations and identified in a bicycle wayfinding system

ADD CONNECTIONS TO BARRINGTON SHOPPING CENTER

The concept of opening a new access point to the Barrington Shopping Center from the north is not new; it was illustrated in the 2014 Connectivity Plan and 2015 Comprehensive Community Plan. Essentially, under existing conditions, by limiting entry and egress traffic to County Road, the lack of rear access to Barrington Shopping Center forces local traffic, through-traffic, and freight traffic to commingle on County Road. This leads to avoidable congestion around the intersection of County Road and the main entrance to the Barrington Shopping Center and significantly less available parking availability in the easternmost section of the shopping center's parking lot (See Appendix).

Figure 23: New Pedestrian and Bicycle Access between Wood Avenue and Barrington Shopping Center



Adding a vehicular access point at Shaw's is integral to ensuring safe and effective circulation around Barrington for the many years to come. Detailed implementation of this connection is beyond the purview of this study, but the following steps should be considered:

- Phased implementation: The first phase should be for just a pedestrian and bicycle access point from Wood Avenue, all the way across the East Bay Bike Path. The development of this complete link can also spur the creation of an attractive landscaped public space to serve as a "hub" for bicycle parking, passive pedestrian activity, and expand the information kiosk currently beside the bike path.
- Make sure commercial travel is restricted to just using the County Road entrance during overnight and peak hours. This will ameliorate concerns of noise affecting neighbors.

Village Center Parking Study Town of Barrington

Figure 24: New Vehicular Access between Wood Avenue and Barrington Shopping Center



IMPLEMENT DOWNTOWN WAYFINDING SYSTEM

Due to a lack of public parking, signage and front-door, on-street parking and a wide, automobile dominated right of way, drivers on County Road are not encouraged to stop once, then shop, dine, visit, and walk around. Visits are instead focused on multiple individual vehicle trips between shopping centers. For example, a driver may make a visit to the Prince's Hill Shopping Center, then drive to the UPS store on Wood Avenue before finally driving to the Barrington Shopping Center. This is a result of existing circulation patterns, public perception of available parking and lack of pedestrian connectivity and the fact that there is no centrally located parking supply available either on or off-street. A **downtown wayfinding** system for the Village Center can be the difference-maker that encourages more discretionary commerce and higher utilization of Barrington's existing parking assets. In order to establish a wayfinding system, it is recommended that the Town:

- Establish a welcoming sign at the boundaries of the Barrington Village Center, both at Princes Hill and just south of the Barrington Shopping Center
- Add public parking directional signage along all points of the journey to those facilities
- Add directional signage to bicycle parking and useful destinations along the East Bay Bike Trail; and
- Include "Gateway" signage for people parking their cars and walking into the Village Center, directing them to shops, restaurants, and other civic amenities

Village Center Parking Study
Town of Barrington

Figure 25: Preferred Wayfinding Concepts from the 2014 Connectivity Plan

PREFERRED WAYFINDING CONCEPT

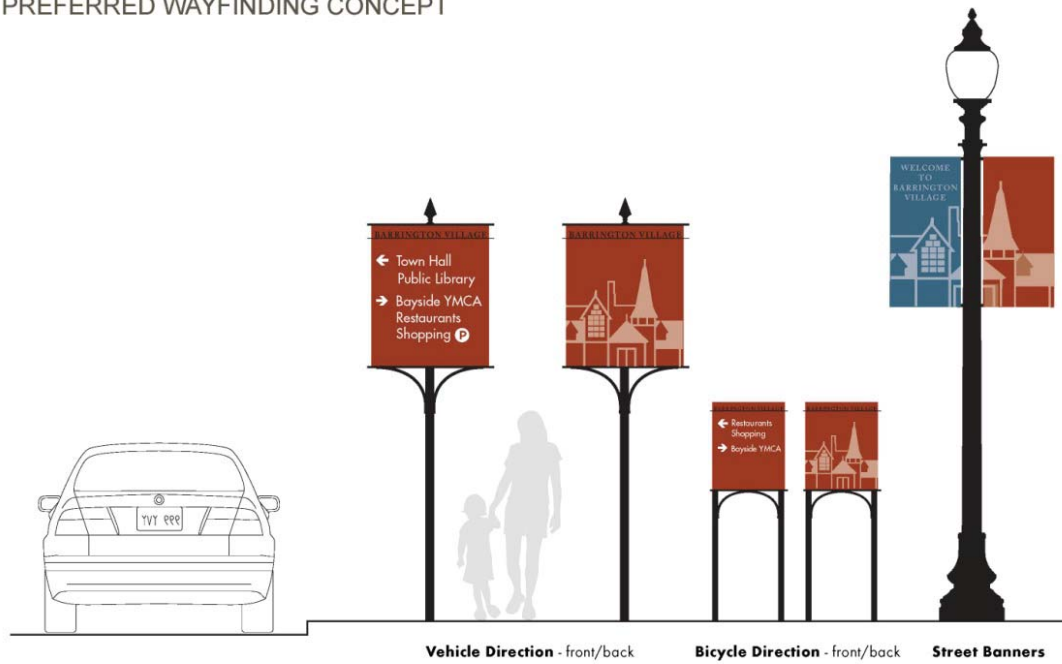


Figure 26: Example Signage and Banners for Public Parking



Village Center Parking Study
Town of Barrington

Figure 27: Conceptual Village Gateway Signage, County Road



Village Center Parking Study
Town of Barrington

Table 3: Recommendations Summary

#	Recommendation	Study Goals Met	Considerations	Responsibility	Timeframe
1	Relax Shared Parking Restrictions	Support businesses, expand parking opportunities	Requires zoning amendments	Town	Immediate
2	Create "New" Village Center Shared Parking Lot	Support businesses, expand parking opportunities, increase connections and walkability	Requires easements/ agreements between private properties	Town, Wood Avenue businesses	Short-Term
3	Create Maple and Cottage Shared Parking Lot	Support businesses, expand parking opportunities, increase connections and walkability	Requires easements/ agreements between private properties	Town, Maple Avenue businesses	Short-Term
4	Add Curbside Parking	Support businesses, expand parking opportunities	Requires Town mark and potentially sign curbside parking and collaboration with RIDOT for County Road parking	Town, RIDOT	Short-Term (Long-Term for County Road)
5	Develop One Set of Village Center Parking Regulations	Protect residential neighborhoods	Mapping of new parking overlay, zoning amendments and increased enforcement	Town, Police	Short-Term
6	Add Bicycle and Pedestrian Infrastructure in Key Locations	Increase connections and walkability, enhance value of Village Center	Initial promotion of new infrastructure important for increased awareness and usage	Town	Short-Term
7	Implement Downtown Wayfinding System	Support businesses, increase connections and walkability, enhance value of Village Center	Need to maintain safe visibility for drivers, create a aesthetically pleasing design, and identify memorable locations without singling out individual businesses	Town	Short-Term
8	Add Connections to Barrington Shopping Center	Support businesses, increase connections and walkability	Consider restrictions on commercial traffic and additional signals/crosswalks along new access route	Town, Barrington Shopping Center	Long-Term

APPENDIX I: PARKING STANDARDS EVALUATION

SUMMARY POINTS

- **Approximately one-third of land uses** mentioned in the Town's parking minimum requirements are **higher** than the corresponding average rates set by the ITE Parking Generation Manual
- **Residential** uses located within the Village Center are **above or equal** to ITE rates
- **Retail** service businesses, and **restaurant** uses are **below** ITE requirements
- **Shared parking is restrictive**, both subject to conditional approval, and only permitted for non-simultaneous uses on a lot with the same owner / lessor as the building owner
- Shared parking requirements were introduced in 2012, but have not been pursued in the Village Center

Chapter 185, Article XV of the Town of Barrington's bylaws, most recently amended February 6, 2012, governs the off-street parking requirements for the entire Town with no special provisions for the Village Center, which is the focus of this study. These requirements and the parking standards set forth in the Town's subdivision requirements are the focus of the first part of this memorandum.

Off-Street Parking Requirements Compared to ITE

The following compares the Town of Barrington's off-street parking requirements, to the average peak period parking demand figures listed in the ITE Parking Generation Manual (4th Edition). This exercise helps to determine whether the Town's regulations reflect parking demand based on ITE's accepted industry-wide standards. ITE standards are based on parking demand studies submitted to ITE by a variety of parties, including public agencies, developers and consulting firms. The most recent Parking Generation manual available is the 4th edition (2010) and is a useful starting point for comparative purposes.

Although widely considered an industry standard, the peak parking demand rates found in the ITE guide are primarily derived from studies conducted in typically auto-dependent suburban settings. When applied as minimum requirements in a denser village setting –such as Barrington – these tend to require a similar auto-dependent suburban pattern that is incongruous with the Village Center's historical development and goals for a "walkable retail environment."

Village Center Parking Study
Town of Barrington

Figure 28: Barrington vs. ITE Parking Requirements

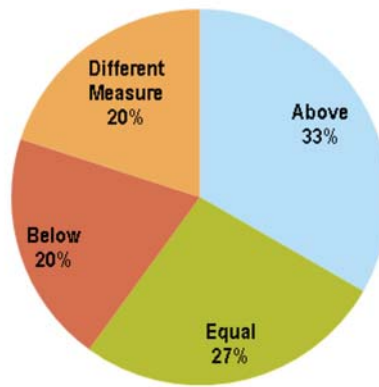
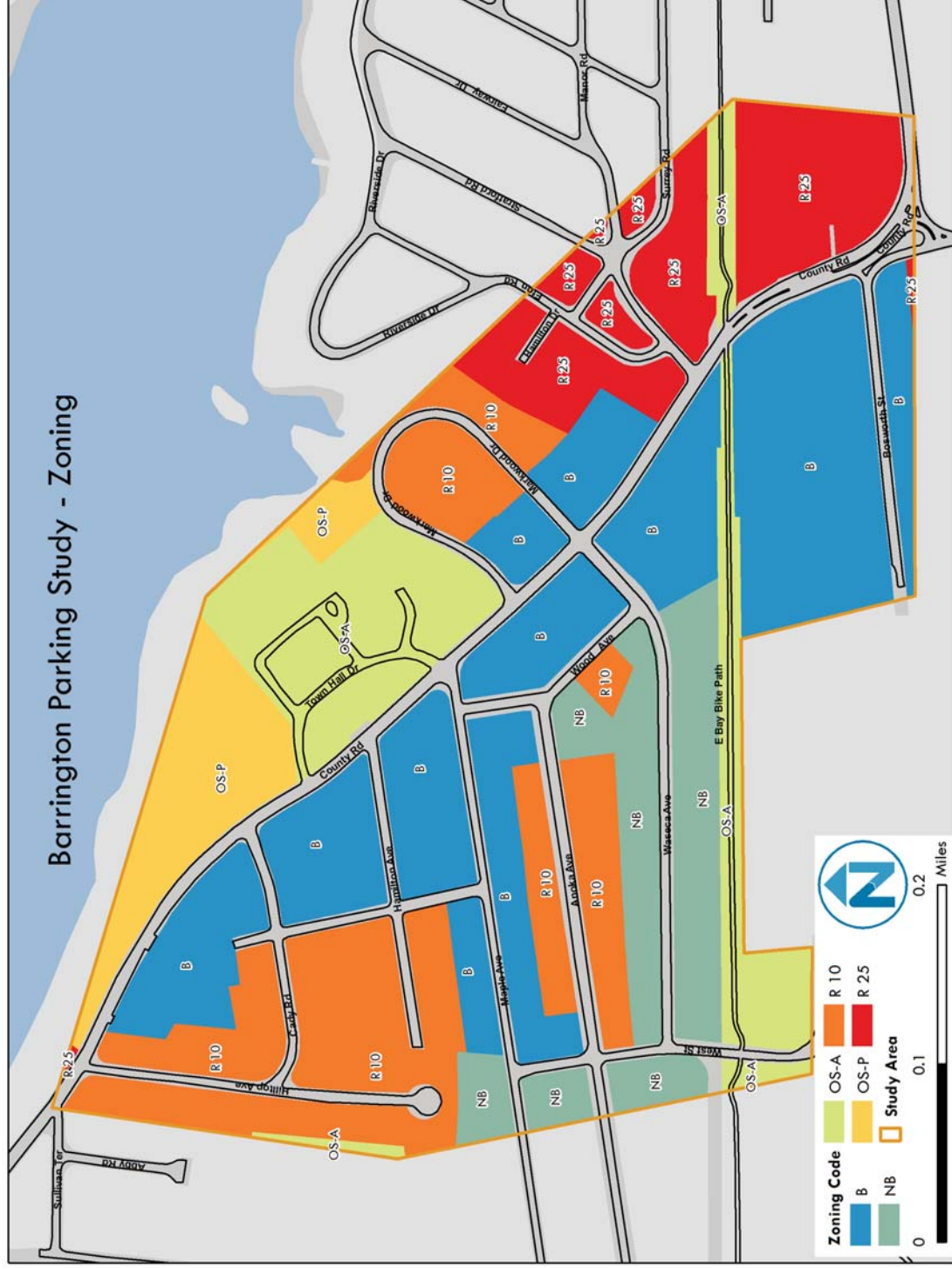


Figure 29: Village Center Zoning Map



Village Center Parking Study
Town of Barrington

As Figure 28 indicates, approximately one-third of Barrington's minimum parking standards are **higher** than the corresponding average rates set by the ITE. However, when focusing on land uses that dominate most of the Barrington Village Center, there is a roughly equal distribution between parking minimums that exceed, match, and fall below ITE standards (see Table 4)

Table 4: Village Center Parking Standards Comparison to ITE

Principal Use as Defined by Barrington	Barrington Regulation	ITE Peak Parking Demand Rates	Barrington vs. ITE
Dwelling unit, Detached	2 spaces per dwelling unit	1.83 spaces per dwelling unit	Above
Dwelling unit, Apartment	1 space per dwelling unit (or 1.5 spaces if two-bedroom and larger), plus 1 guest space for every 3 units in development	1.23 to 1.38 spaces per dwelling unit (depending on building form)	Approximately Equal or Above
Office	1 space per 350 square feet of gross floor area	2.84 spaces per 1,000 square feet	Equal
Retail and service business	1 space per 350 square feet of gross floor area in use	1.2 to 4 spaces per 1,000 square feet (depending on type)	Approximately Equal or Below
Restaurants	1 space per 4 seats or persons of capacity	Approximately 0.5 spaces per seat (or between 12.40 to 16.41 spaces per 1,000 square feet) at quality restaurants, high-turnover restaurants, and fast-food restaurants with a drive-through window	Below

Parking Minimums and Maximums

As currently configured, Barrington parking standards establish minimum parking requirements for a variety of land uses but, **with the exception of developments along County Road, do not provide a cap or limit on the maximum number of spaces.**

In contrast to minimum parking requirements, parking maximums restrict the total number of spaces that can be constructed. Reasons for setting maximum requirements may include a desire to restrict traffic from new development, promote alternatives to the private automobile, or limit the amount of land that is devoted to parking. Parking maximums can be introduced in any place where there are or could be measures in place to combat overspill. While the policy is most likely to be appropriate in transit corridors, downtown, and areas with high levels of traffic congestion, it can be useful in any district that wants to limit traffic or the amount of land devoted to parking.

On-Street Parking Provisions

The inventory and utilization of both on and off-street spaces will be described in greater detail as part of the next technical memorandum. *It is notable that there is currently **no parking permitted at the front door of the businesses** that line Route 103/114/County Road. This is in contrast to the neighboring communities of Warren and Bristol which have on-street parking abutting storefront businesses.* Within the study area there is a range of on-street

Village Center Parking Study
Town of Barrington

parking provisions as summarized in the table below. From December 1st to March 31st, no parking is permitted on any public street between the hours of 11 p.m. and 6 a.m. ¹

Table 5: On-Street Parking Regulations by Location

On-Street Parking Provision	Location
No Parking	County Road, South Side of Maple Ave., east side of West Street, Sections of north side of Waseca Ave., Bosworth Street
Permit Parking	Anoka Ave., Markwood Dr.
Time Limited Parking	Sections of north side of Maple Ave., section of Markwood Dr.
Unregulated Parking	Hilltop Ave., Wood Ave. west end of Anoka Ave. Hamilton Ave., Cady Road, Waseca Ave. and west side of West Street
Handicap Parking	In front of Town Hall

Shared Parking Provisions

Mixed-use developments offer the opportunity to share parking spaces between various uses, thereby reducing the total number of spaces required compared to the same uses in stand-alone developments. This is a primary benefit in mixed-use development contexts of moderate-to-high density. Shared parking operations offer many localized benefits to the surrounding community, including a more efficient use of land resources and reduced traffic congestion.

Barrington introduced shared parking provisions in 2012, permitting “all or part of the required parking spaces to be located on any other lot owned or leased by the owner of the building,” subject to approval by the Zoning Officer, or the Planning Board in the event that development plan review is required. However, the following conditions are required for any such approval:

- Two different uses occurring “at non-simultaneous times;” hours and peak demand shall not conflict. *Such a restriction **does not reflect the true nature of sharing**, which has varying degrees of overlap across all hours of the day, requiring a simple shared parking calculation available publicly through resources such as the Urban Land Institute.*
- Reciprocal agreement between the owners/operators, in the form of a written lease or deed restriction, specifying the “number and location of shared parking spaces and the businesses those spaces serve.” *This requirement is immediately **considered onerous** by all but the most motivated proponents, eliminating any informal sharing arrangements which are the most common in any New England downtown.*
- Applicable parking “is no more than 500 feet from each use sharing the parking facility.” *This is a potential limitation on the usefulness and applicability of shared use provisions since there are likely many lots that can be shared that **exceed this distance limitation**. Typical distances in other codes are over 1,000 feet and often reach 2,000 feet.*
- The shared facility “will have a safe and well-defined pedestrian connection from the parking area to the subject parcel.” *This is an **excellent provision**.*

¹ Town of Barrington 179-6

Village Center Parking Study
Town of Barrington

- The shared facility “will provide an adequate number of spaces for the applicable uses.” *Without a measure of adequacy, this requirement is **difficult to interpret**. If the use of a shared parking model is adopted, this requirement would become measurable.*
- Additional information, including but not limited to estimates of peak demand times, a site plan, turnover of spaces within 24 hours, may be requested. *The suggestion of a turnover span would be **difficult for residential development**, the most likely user of shared parking in Barrington Center.*
- “Combined parking” that satisfies the needs of multiple buildings is approved, as long as the total number of spaces is “not less than the requirements for each use counted separately.” *This would naturally be the result of a shared parking analysis.*

As of 2015, shared parking is only practiced at the Newport Creamery lot.

Basic Design Standards

Off-street parking spaces are subject to the design standards in Table 6 below. Comments relative to best practices have been included.

Table 6: Existing Parking Space Dimensional Requirements and Best Practices

Angle of Parking	Minimum Parking Space Length	Minimum Parking Space Width	Minimum Aisle Width	Best Practice Notes
90°	18'	9'	24'	<i>9' width is appropriate in suburban contexts, but 8' or 8.5' is more than sufficient in urban contexts like the Center. Two-way urban aisles function well at only 22' of width. One-way urban aisles should not exceed 17' in width but should not be narrower than 12', even with 30-degree parking.</i>
60°	18'	9'	18'	
45°	18'	9'	13'	
30°	18'	9'	11'	
Parallel	21'	8'	12'	<i>20' is a typical stall length in urban districts, with 18' at the ends of a row of spaces. 8' width is appropriate for retail districts, but 7' is sufficient in residential areas</i>

Source: Town Code, Sec. 185-79-B-1

Additional Notes from Barrington Design Standards:

- Up to 25% of facilities greater than 20 spaces in size may be designated for compact cars. Best practice suggests reducing the overall width of spaces to 8' or 8.5' rather than designating compact spaces, given the prevalence of compact cars in the market and the issues with enforcing this requirement.
- The length of compact car spaces may be reduced to 16 feet
- Each loading space shall be a minimum of 14 feet wide, 60 feet long, and with 15 feet of vertical clearance. This standard far exceeds best practice. 10' is typically the widest urban loading zone seen on-street or off-street.

Site Improvement Requirements

For new development, the Town places a number of restrictions on the design of parking and parking access that is in line with best practices.

Village Center Parking Study
Town of Barrington

- Front yard parking is prohibited in new construction. *This is a common starting point for best practice.*
- “To the extent feasible,” curb cuts are a maximum of 25 feet long and access to parking is from a side street, rear street, or alleyway.² *The location of curb cuts and access to parking to the side and rear is a best practice, helping reduce pedestrian and vehicle conflicts along major streets.*
- “Where possible, parking areas shall be interconnected in a manner that allows the unobstructed flow of pedestrians between uses and parking areas”³ *This is an excellent provision.*
- Parking spaces within 10 feet of a building shall be separated from the building by a raised curb, bumper, or wheel guards. This does not apply to detached single-family or two-family residential dwellings.⁴

Table 7: Entrance and Exit Regulations

Driveway Type/Locations	Minimum Width	Maximum Width
All driveways on County Road	12' (per lane of traffic using the driveway)	25'
All other one-way driveways	12' (per lane of traffic using the driveway)	25'
All other two-way driveways	20'	25'

Source: Town Code, Section 185-79-B-7

“Curb cuts shall not be greater than 25 feet long and comply with design standards for driveway curb cuts”⁵

Land Development and Subdivision Regulations

New development and redevelopment projects “shall provide lockable bike rack spaces equaling at least 20% of the total number of off-street parking spaces being provided.”⁶ *This is an excellent provision in line with the increasing promulgation of best bicycling practices nationwide.*

At commercial sites, “the interior of all parking areas shall be enhanced with planted islands, with a minimum of one island on average for each 10 parking spaces.” Parking areas with 20 or more spaces require “landscaped islands of a minimum of eight feet in width” and shall be “surrounded by continuous raised curbing.”⁷ *These standards match many best practice efforts to reduce heat island effects. Mention of designs that increase infiltration and manage stormwater runoff could be added.*

For any subdivision road, “the Planning Board may require additional right-of-way and paved width where the Board determines that the estimated traffic volume or the presence of on-street parking deem additional width necessary.” *Clearer guidance is recommended.*

² 185-79

³ Sec. 185-79-A-8

⁴ Sec. 185-79-B-6

⁵ Sec. 185-79-B-8

⁶ Sec 200-45.2

⁷ Sec 200-86-C

Peer Review/Parking Regulations Best Practices

After discussion with the Town and Steering Committee, three comparable Rhode Island towns, **Bristol**, **East Greenwich**, and **Warren**, were selected for comparison to Barrington with regards to a variety of progressive parking policies. These towns were selected because of their proximity and familiarity to Barrington, but also like Barrington, each of their respective village centers is bisected by Route 103/114/County Road.

The following sections summarize the highlights of the best practice review, outlining options that Barrington could consider for improving its own parking standards.

Encouraging “walkable retail environments”

In walkable districts, planning review should tend to prohibit curb cuts and driveway openings along key transit, bicycle, and/or pedestrian routes whenever possible. And when curb cuts are present best practices dictate a level crossing for pedestrians (raised driveway) and clear sightlines for exiting motorists to see pedestrians.

Neighboring community **Bristol** allows a reduction in shared parking spaces for lots that share a curb cut. This has the following benefits:

- It incentivizes a reduction the amount of land dedicated to parking; and
- A reduction in the number of curb cuts, reducing the potential for conflict between pedestrians and vehicles accessing off-street parking

Parking maximums

Parking maximums set an absolute upper limit on how much parking may be provided at any given building or site. Doing away with parking minimum requirements removes a significant barrier to residential in-fill development, effectively reducing the cost by not requiring parking. Implementing parking maximums also prevents developers from oversupplying parking for a particular land use. In addition, there are environmental benefits due to the reduction in area devoted to paved surfaces.

- In its downtown zone, the borough of **Metuchen, New Jersey**, reduced minimum parking requirements by 50% -- and established the old minimums as new maximums.
- For many uses, including places of assembly, education, and multi-family dwellings, the town of **Burlington, Massachusetts** sets parking maximums that are identical to the parking minimums for those respective uses.⁸

Shared parking

Shared Parking Benefits

- Reduces number of parking spaces required compared to the same uses in standalone developments
- Frees up land for more efficient uses
- Reduces traffic congestion

⁸ http://www.burlington.org/document_center/ZBylaws11_12.pdf (Article VII)

Barrington adopted shared parking provisions in 2012 although it has yet to be pursued by any landowners in the Village Center. To realize the benefits it may be necessary to revisit the shared parking ordinance.

- **Bristol's** shared parking provisions the zoning enforcement officer may permit the shared use of parking spaces by multiple uses provided that a deed restriction is filed, indicating the specific conditions by which the parking is provided and setting forth the hours of use for each principal use.
- **Warren** does not expressly permit shared parking but if parking is located on another site "no part of the required parking area shall be more than four hundred (400) feet distant from the nearest boundary of the lot on which the main use is situated."
- **Middleborough**, Massachusetts altered its zoning code to eliminate parking requirements for second or third story downtown residential units above retail which are also within a quarter-mile of overnight public parking. The effect was to encourage sharing of the existing commercial use parking that was otherwise vacant most evenings and weekends with the recognition that residential and commercial uses have peak parking demand at opposite times of day. Lifting the automatic construction of parking spaces associated with new residential units has had a significant positive impact upon the downtown for both those looking to live in the downtown as well as business owners. Property owners have been able to generate additional income from their buildings by opening upper floors as residences, while at the same time allowing them to keep rents low for businesses on the street level. Improvements to downtown properties have yielded increased property value, which in turn, has boosted property tax revenues. The Town has assisted several property owners in receiving four Housing Development Support Grants to provide 25 downtown affordable housing units.

Change of Use Exemptions

Situations arise where the minimum parking requirements interfere with the ability of the owner/occupant to change the use of their property. As discussed above, often the minimum parking requirements set out in the zoning code require more off street parking than is feasible within the constraints of the property. In mid- to high-density town centers where lots are small and available space is limited, this can become a serious obstruction to sensible redevelopment.

Fees "In Lieu" of Parking

In some communities new developments can waive their minimum parking requirements by making an annual payment (in-lieu of providing parking) to the municipality. The fee is usually utilized for transportation improvements, particularly shared public parking facilities. This allows the redevelopment of constrained sites and provides a revenue stream to support the construction/maintenance of shared public parking facilities such as a central lot or garage.

The Town's subdivision regulations require a "fee in lieu of sidewalk installation or bicycle parking facilities...to be deposited into a special account for sidewalk and bicycle facilities." ⁹ Such text is very similar to regulations that enact fees "in lieu" of vehicular parking.

⁹ § 200-45.3

- Many municipal codes require property owners provide off-street parking for those persons who will use the facility. In-lieu fees allow developers to pay for parking improvements elsewhere instead of providing parking onsite.
- In addition to establishing new parking maximums and reduced parking minimums, Metuchen, **New Jersey** established a Payment in Lieu of Parking (PILOP) program. The fee, set at \$5,000 per required space in the downtown area, can be reduced by 50% if for any affordable housing unit.

Car sharing

Car-sharing provides individuals with access to a fleet of shared vehicles, allowing them to avoid owning a car, or a second or third car. Car-sharing can also be a tool for businesses and government organizations, which can use it to replace their fleet vehicles. At the same time, car-sharing at the workplace allows employees to take transit, walk or cycle to work, since a car will be available for business meetings or errands during the day.

- The City of **Providence** defines a car share facility as a “membership-based car-sharing service that provides automobile rental to members, billable by the hour or day; it is not considered a vehicle rental establishment.” Any spaces reserved for car share facilities “may count toward minimum parking requirements.”¹⁰

Unbundling parking

Unbundled parking, which is essentially the separation of parking payment from a building lease or purchase price, is considered to work best in districts that area relatively dense and rich in transit service.¹¹ Usually, such a concept is not technically necessary as policy, but developers may need the extra reminder that they can “unbundle” parking from other property.

- By exempting uses within a downtown zone from parking minimums, such as done in **Bristol**, there is technically no obligation to provide a parking space for every dwelling unit, a provision that can potentially save developers the costs of constructing new parking spaces. Then, if the final supply of parking spaces on a lot is smaller than the number of dwelling units or offices, a developer could simply lease parking spaces as a separate commodity.

Bicycle parking

Bicycle parking is an essential part of encouraging bicycling and typically serves two important markets. Long-term parking is needed for bicycle storage for residents and employees. This parking is located in secure, weather-protected, restricted access facilities. Short-term parking serves shoppers, recreational users and other. As well as security, convenient locations are a priority – otherwise, bicyclists will tend to lock their bicycles to poles or fences close to their final destination.

- As noted above, new development and redevelopment projects in **Barrington** “shall provide lockable bike rack spaces equaling at least 20% of the total number of off-street

¹⁰ <http://www.providenceri.com/efile/5782>

¹¹ <http://www.cmap.illinois.gov/documents/10180/96911/StepByStep3.pdf/39fa6452-2e19-4691-87bd-abac8b06c248>

parking spaces being provided.”¹² Land Development and Subdivision Regulations go on to specify acceptable rack types (primarily single-rack elements that support two bikes, per APBP¹³ standards) and unacceptable types (primarily any “wave” racks or detachable racks). Locations and specifications of racks to avoid placement too close to a wall or obstruction are also detailed.

TDM measures

Transportation Demand Management (TDM) refers to a package of strategies to encourage residents and employees to drive less in favor of transit, carpooling, walking, bicycling, and teleworking. It encompasses financial incentives such as parking charges, parking cash-out, or subsidized transit passes; Guaranteed Ride Home programs to give employees the security to carpool or ride transit; compressed work schedules; and information and marketing efforts. TDM programs have been shown to reduce commuting by single-occupant vehicle by up to 40%, particularly when financial incentives are provided. Some “best practices” include:

- **Pre-Tax transit benefits:** Employees are provided with access to “transit checks,” vouchers, or debit card systems that allow the use of pre-tax income for purchase of transit fares.
- **Preferential parking for carpooling,** for instance 10% of all parking spaces are set aside for carpool vehicles prior to 9:00 AM on weekdays, provide carpool parking in prime locations, and/or offer a discount on parking permits.
- **Ride-sharing services,** such as a carpool and vanpool incentives, customized ride-matching services, a transportation information package for new employees and residents, a Guaranteed Ride Home program (offering a limited number of emergency taxi rides home per employee), and an active marketing program to advertise the services to employees and residents.

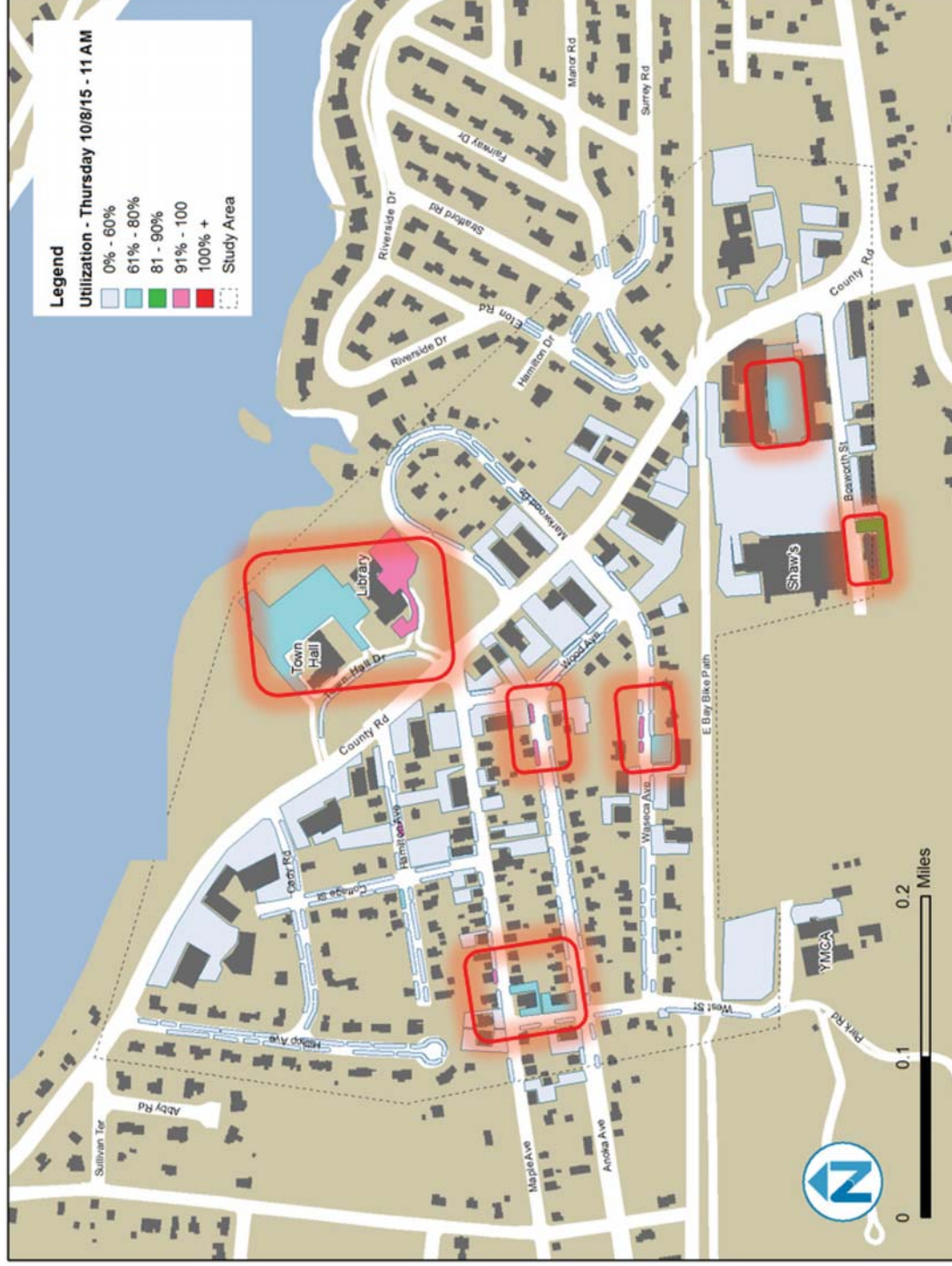
¹² Sec 200-45.2

¹³ Association of Pedestrian and Bicycle Professionals

APPENDIX II: HOT SPOTS OF HIGH PARKING UTILIZATION

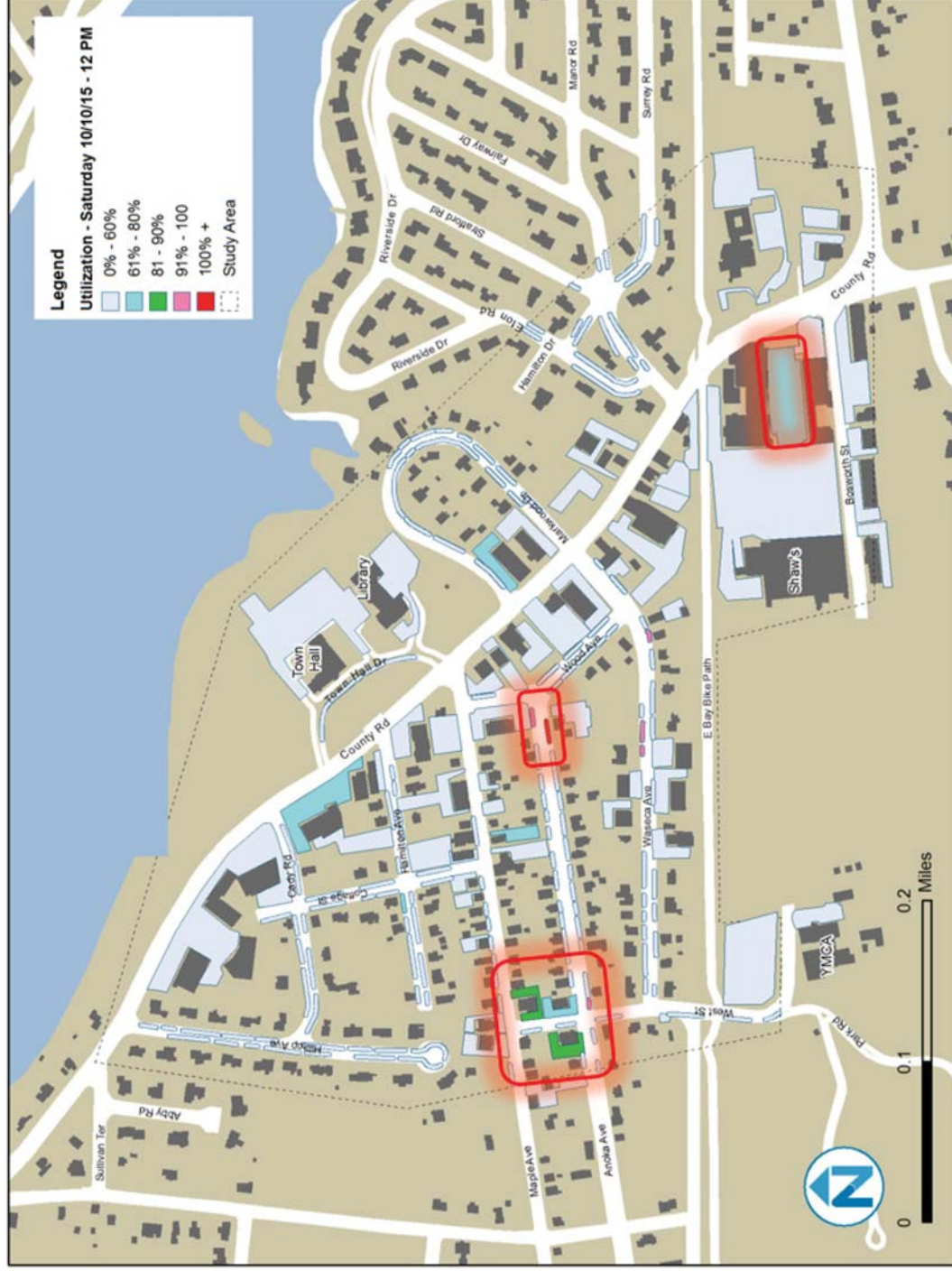
Village Center Parking Study Town of Barrington

Figure 30: Hot Spots of Utilization, Thursday



Village Center Parking Study Town of Barrington

Figure 31: Hot Spots of Utilization, Saturday




APPENDIX III: PARKING SURVEY

Over the summer of 2015, a public survey was distributed at Barrington Town Hall, the Public Library, and was posted to the Town website gauging parking habits. Findings from the survey included:

- A majority of survey respondents
 - Spend 1 hour or less in the Village Center
 - Spend as many as 4 minutes looking for parking on “the worst day” but will “usually” find parking in less than 1 minute
- Half of survey respondents cite the “ease of finding a space” as the most important consideration when choosing where to park
- A few have failed to find parking and just left the Village Center

Village Center Parking Study
Town of Barrington

Figure 32: Public Parking Survey Form



TOWN OF BARRINGTON PARKING SURVEY

The Town of Barrington is conducting a survey of parking activity and preferences in the business of commercial areas of town, specifically the Village Center.
YOUR RESPONSE IS VERY IMPORTANT

Please think back to the most recent day you traveled to the Village Center. This may be today or at some time in the past. This survey is intended to be a snapshot of your experience.

1. How do you travel to the Village Center?

☐ Drive alone

☐ Drive with others

☐ Bicycle

☐ RIPTA

☐ Walk

☐ Other (please specify) _____

2. Approximately how long do you stay in the Village Center?

☐ 30 minutes or less

☐ About an hour

☐ 1 - 2 Hours

☐ 2 - 4 Hours

☐ More than 4 hours

3. What was your primary purpose for coming to the Village Center?

☐ I work here

☐ I live here

☐ Dining

☐ Shopping

☐ Recreation

☐ Library

☐ Errands / Appointments

☐ Other (please describe) _____

4. Where did you park?

☐ On-street

☐ Off-street / in a lot

Specify name of street or lot (if you recall) _____

5. On average, how long did it take you to find a parking spot?

	Less than 1 minute	2-4 minutes	5-10 minutes	More than 10 minutes
On that day?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Usually?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On the worst day?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. What is the most important consideration for you when choosing where to park in the Village Center?

☐ Cost

☐ Ease of finding a space

☐ Time Limit

☐ On-street parking

☐ Location

☐ Handicapped access

☐ Lot parking

☐ Safety/Security

☐ I dont hunt. I have my own space

7. Have you ever failed to find parking and just left the Village Center?


☐ Yes

☐ No

If you have any other thoughts on parking or parking related experiences in the Village Center, please feel free to write them down below:

Village Center Parking Study
Town of Barrington

Figure 33: Business Parking Survey Form



TOWN OF BARRINGTON PARKING SURVEY

The Town of Barrington is conducting a survey of parking activity and preferences in the business of commercial areas of town, specifically the Village Center.

YOUR RESPONSE IS VERY IMPORTANT

Please think back to the most recent day you traveled to the Village Center. This may be today or at some time in the past. This survey is intended to be a snapshot of your experience.

1. What is the nature of your business or institution (please select the BEST descriptor)?

☐ Retail goods sales (e.g. clothing, toys, or other goods for sale)

☐ Food or beverage service (e.g. restaurant, bar, deli, ice cream parlor)

☐ Personal or patient services (e.g. hair or nail salon, realty, doctor's office)

☐ School, library, recreation center, place of worship, or other public amenity

☐ Professional office

☐ Other (please specify) _____

2. Where is your business located (please provide address or nearest cross street)?

3. When are you busiest / when do you have the most people at your facility?

	Less than 1 minute	2-4 minutes	5-10 minutes	More than 10 minutes
Weekdays during the day	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Weekday evenings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Weekends during the day	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Weekend evenings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Late night/overnight hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or additional information:

4. Where did you park?

☐ On-street ☐ Off-street / in a lot

Specify name of street or lot (if you recall) _____

5. On average, how long did it take you to find a parking spot?

	Less than 1 minute	2-4 minutes	5-10 minutes	More than 10 minutes
On that day?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Usually?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Worst day?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. What is the most important consideration for you when choosing where to park in the Village Center?

☐ Cost

☐ Time Limit

☐ Location

☐ Lot parking

☐ I don't hunt. I have my own space

☐ Ease of finding a space

☐ On-street parking

☐ Handicapped access

☐ Safety/Security

7. Have you ever failed to find parking and just left the Village Center?

☐ Yes ☐ No

If you have any other thoughts on parking or parking related experiences in the Village Center, please feel free to write them down below:

APPENDIX IV: FOOD TRUCK REGULATORY EXAMPLES

The following was prepared at the request of the Project Steering Committee and reviews sample best practices for regulating the operation of food trucks within cities and towns. Much of this information is based on guidance provided by the American Planning Association (APA) and released an article in *Zoning Practice* in September 2013. Key code provisions include the following elements:

- **Location & Circulation:** whether food trucks are permitted on public property including public right-of-ways or private property; including which zoning districts food trucks are allowed in and how close they may be to certain uses, such as existing brick-and-mortar restaurants or schools
- **Duration:** hours of operation and permitted length of stay at one location; parking of food trucks may be also regulated, especially for on-street parking, with no overnight parking or restricting number of consecutive hours of parking
- **Goods Sold:** regulating the types of goods sold at mobile vendors, with strict definitions set in the zoning code. Goods sold may only be food and can sometimes include apparel, household goods, jewelry, etc.
- **Density:** In addition to location and duration, ordinances may regulate the number of mobile vendors at one location. This can be managed through permitting or requiring of an on-site manager for a certain number of vendors at one location
- **Trash:** Providing of waste receptacles and prompt removal of waste should be considered for regulation
- **Amenities:** This may include regulation of chairs, tables, signage, and lighting around the mobile vendor. Some communities use existing zoning code applied to bricks-and-mortar restaurants to determine amenity use, while others define specific regulations for mobile food vendors
- **Licenses & Permits:** Many communities require permits or licenses to operate on public or private property. This allows compliance not only with food truck ordinances but local or state health codes and may also allow for a restriction in the total number of permits to control the number of vendors in the city or town

Sample Food Truck Zoning Codes

Many cities and towns across the country have already adopted food truck zoning ordinances. The following provides two examples of smaller communities.

Longmont, CO

15.04.040. - Temporary uses.

A. The following temporary uses shall obtain a temporary use permit under this code:

1. Temporary event.
2. Seasonal and holiday sales.
3. Real estate sales office.
4. Retail mobile food vending.
5. Cell on wheels.
6. Other temporary uses.

See chapter 13.04 for work in right-of-way and chapter 13.37 for use of public places.

B. Exempt activities. The following events or activities are exempt from the requirements of this section, but remain subject to all other applicable provisions of this development code and the Longmont Municipal Code, including those governing noise control:

1. Temporary events or activities occurring within, or upon the grounds of, a private residence or upon the common areas of a multi-family residential development.
2. Natural disasters and emergencies. Temporary uses and structures needed as the result of a natural disaster or other health and safety emergencies during the period of the emergency.

C. Definitions.

"Mobile retail food establishment:" Retail food establishment that reports to and operates from a commissary and is readily moveable, is a motorized wheeled vehicle, or a towed wheeled vehicle designed and equipped to serve food.

"Pushcart:" A non-self-propelled vehicle limited to serving commissary prepared or prepackaged food and non-potentially hazardous food unless the equipment is commercially designed and approved to handle food preparation and service.

"Retail mobile food vending:" Sales of commissary prepared or prepackaged food from a mobile retail food establishment or pushcart.

"Seasonal and holiday sales:" Sales of seasonal items such as Christmas trees, farm produce and fireworks otherwise allowed by the Municipal Code, but not including, retail sales of household goods, such as furniture, carpets, art work/paintings, or similar items.

"Temporary event:" Temporary commercial or festive activity or promotion at a specific location, which takes place typically no more than once per year including, but not limited to, carnivals, circuses and festivals.

D. General standards applicable to all temporary uses.

1. Traffic. The proposed site must be adequately served by streets or drives having sufficient width and improvements to accommodate the type and quantity of traffic that such temporary use will or could reasonably generate.
2. Parking. Adequate parking must be available, either on-site or at alternate locations, to accommodate vehicular traffic reasonably expected to be generated by such use.
3. Signs. Permanent signs are prohibited. All signs shall conform to the provisions for temporary signs in chapter 15.06, and shall be removed when the activity ends.

Village Center Parking Study
Town of Barrington

4. On-site lighting. All on-site lighting shall conform to the outdoor lighting provisions of section 15.05.140.
 5. Trash. The owner of a temporary use is responsible for the storage and removal of all trash, refuse and debris on the site. All trash storage areas shall be screened from view from adjacent rights-of-way, and the site must be maintained in a clean and safe manner.
 6. Noise. All temporary uses shall meet day-time noise standards as defined in section 10.20.100 unless otherwise exempted.
 7. Review criteria. All temporary uses shall meet the requirements of subsection 15.02.070.A "Temporary use permit."
- E. Specific use standards.
4. Retail mobile food vending.
 - a. Locations permitted. Mobile retail food establishments and pushcarts are permitted in all nonresidential zoning districts subject to the following separation requirements:
 - i. Exception: Zoning and separation requirements do not apply to temporary event permits issued under subsection 15.04.040.E.1 or special event permits issued under chapter 13.37 of the Municipal Code.
 - ii. Exception: Ice cream vendors are permitted in residential zoning districts.
 - b. Reserved.
 - c. Criteria for operation.
 - i. A mobile retail food vending permit is required and must be kept with the mobile retail food or pushcart operators and presented to authorized city officials upon request.
 - ii. Operators are responsible for obtaining consent of property owners to operate on private property.
 - iii. Operators are responsible for maintaining trash receptacles and maintaining all areas used for food vending in a safe and clean condition, and must dispose of all waste in accordance with health department regulations.
 - iv. Mobile retail food establishments and pushcarts must be removed from any site at the end of each business day (unless otherwise approved).
 - v. Operators must obey all parking and traffic laws.
 - vi. Mobile retail food establishments and pushcarts must not obstruct pedestrian or bicycle access or passage, or parking lot circulation nor impede traffic flow.
 - vii. Structures, canopies, tables or chairs must not be set up around the mobile retail food establishment or pushcart.
 - viii. If operated on public property (including city rights-of-way), operators must have liability insurance in amounts of \$1,000,000.00 per occurrence, as approved by the city risk manager, and must provide a certificate of insurance naming the City of Longmont as an additional insured. Applicant can petition city manager for full or partial waiver of this insurance requirement.
 - d. Term of the permit. All permits shall be valid for one year from the date of issuance.

Ferndale, MI

Sec. 7-73. - Definitions.

“Applicant” means any person who desires to conduct a mobile vending operation on a public street, highway or public parking space.

“Designated agent” means the person designated by the applicant to receive notices authorized by this article on behalf of the applicant.

“Disposable tableware” means eating and drinking utensils made of paper and/or plastic that are disposed of after initial use.

“Downtown vending district” means the area of the city set forth as the Central Business District “CBD” in the city zoning ordinance and identified on the city zoning map.

“Food” means any products sold for human consumption, the sale of which is not prohibited by law.

“Goods, wares, merchandise” means, and shall include but not be limited to, fruits, vegetables, farm products or provisions, dairy products, fish, game, poultry, meat, plants, flowers, apparel, jewelry, cosmetics and beauty aids, health products, medicines, household goods or furnishings.

“Licensee” means an applicant who has obtained a license pursuant to this ordinance to conduct a mobile vending operation on a public street, highway, or public parking place.

“Mobile food vending unit” means any motorized or non-motorized vehicle, trailer, kiosk or other device designed to be portable and not permanently attached to the ground from which not less than 80 percent of the products are food items to be vended, sold, served, displayed or offered for sale from a public street, highway or public parking space.

“Mobile food vendor” means a person who sells, serves or offers for sale items which shall consist of not less than 80 percent food products from a mobile food vending unit from a public street, highway or public parking space. This term does not include a person who operates a mobile food vending unit that visits multiple private property sites on a daily basis for no more than 30 minutes per site per day.

“Mobile vending” means vending, selling, serving, displaying or offering for sale, wares or merchandise or food from a mobile vending unit or mobile food vending unit located on a public street, highway or public parking space.

“Mobile vending unit” means any motorized or non-motorized vehicle, trailer, kiosk or other device designed to be portable and not permanently attached to the ground from which any goods, wares, or merchandise, other than food are vended, sold, served, displayed or offered for sale from a public street, highway or public parking space.

“Mobile vendor” means a person who vends, sells, serves, displays or offers to sell goods, wares, or merchandise, other than food, from a mobile vending unit from a public street, highway or public parking space. This term does not include a mobile vending unit that visits multiple private property sites on a daily basis for no more than 30 minutes per site per day.

“Pushcart” means a trailer, kiosk or portable stand designed to be readily moveable from which good, wares or merchandise or food are sold from a public sidewalk and not a public street, highway or public parking space.

“Sidewalk” means that portion of a public right-of-way or public property between the curblin of a street and the adjacent property line improved for pedestrian travel, or, if there is no curblin, then “sidewalk” shall mean that portion of a public right-of-way between the lateral boundary line of the pavement of a street and the adjacent property line improved for pedestrian travel. Sidewalk shall also include any public pedestrian alleys.

Sec. 7-74. - Mobile vending license.

Village Center Parking Study
Town of Barrington

No person shall engage in mobile vending on a public street, highway or public parking space, except as specifically authorized by a license entered into between that person and the city.

Sec. 7-75. - Locations.

- (a) Mobile vending is prohibited in the downtown vending district, except for mobile vending units or mobile food vending units which shall be specifically licensed for mobile vending in the city hall parking lot or other public parking spaces on such days and during such hours as are identified by city council resolution. Mobile vending is further restricted from the downtown vending district during an approved special event in the downtown vending district issued by city council under Chapter 16 of the Ferndale Code.
- (b) Mobile vending within other zoning districts with a mobile vending license is permitted.

Sec. 7-76. - Mobile vending.

- (a) The city clerk shall issue a mobile vending license authorizing mobile vending subject to any state, county or local health rules or regulations and all city ordinances and codes along with the requirements of this division. No person shall engage in a mobile vending, or employ or hire another to engage in a mobile vending within the city, without possessing a valid license as provided in this division. A separate license is required for each mobile vending unit or mobile food vending unit. No licensee shall operate under a name that has not been provided to the city clerk. Mobile vending, with a valid license, may occur from a mobile vending unit or mobile food vending unit on a public street, highway or public parking space subject to the following requirements:
 - (1) Mobile vending shall be subject to Chapter 18, Traffic and Motor Vehicle Code of the Ferndale Code;
 - (2) Licensees shall not stop a mobile vending unit or mobile food vending unit on a public street, highway or public parking space within the downtown vending district without being specifically approved for a specific location identified in the downtown vending district, as provided in subsection 7-75(a);
 - (3) Licensees shall comply with all health requirements of the state or county health departments;
 - (4) Licensees shall comply with Chapter 2, Article VI, Noise, of the Ferndale Code;
 - (5) Tables, carts, chairs, umbrellas or other vending-related installations separate from the mobile vending unit shall not be erected on public property;
 - (6) Licensees shall contain all materials and supplies in the mobile vending unit and shall not store supplies or other materials on public property;
 - (7) Licensees shall not block or impair vehicular or pedestrian travel;
 - (8) A mobile vending unit shall not be left unattended while on a public street, highway or public parking space for longer than 15 minutes;
 - (9) Mobile vending activity shall not violate the American with Disabilities Act;
 - (10) No mobile vendor or mobile food vendor shall operate between the hours of 3:00 a.m. and 8:00 a.m.;
 - (11) A mobile vending unit or mobile food vending unit shall keep the areas around its vending operation at all times clean and free from litter, garbage and debris. A licensee shall remove all garbage and debris originating from its vending operation from the city and shall not dispose of its garbage and debris in city trash receptacles or city trash compactors unless authorized by the city;
 - (12) A mobile food vendor shall at no time make use of any outdoor cooking facilities, including grills;

Village Center Parking Study
Town of Barrington

- (13) A mobile food vendor shall at no time utilize outdoor storage, or warming or refrigeration devices, except for disposable tableware;
- (14) Any mobile vending unit or mobile food vending unit shall be removed from the public street, highway or public parking space during the hours of non-operation;
- (15) Licensees shall not connect a mobile vending unit or a mobile food vending unit to a source of city electricity, water, or sewer;
- (16) Licensee shall supply a refuse container for public use that is capable of accommodating all refuse generated by the vending activity which shall be maintained and emptied regularly;
- (17) Public property shall not be altered and permanent fixtures of any kind shall not be installed on public property by the licensee unless authorized by the city. A mobile vending unit shall not be secured or affixed to any public structure unless authorized by the city;
- (18) Licensees shall not use amplification or noise-making devices in the downtown vending district;
- (19) A mobile vending unit's wheels shall be safely secured while the licensee is conducting business in the downtown vending district.

Sec. 7-77. - Application fee; license fee; insurance, indemnity, duration; renewal.

- (a) All applicants for a mobile vending license shall pay a nonrefundable application fee in an amount established by city council resolution. In addition, a license fee in an amount established by city council resolution per calendar year shall be charged for each and every mobile vendor or mobile food vendor license for outside of the downtown vending district. A license fee shall be charged for each and every mobile vendor or mobile food vendor license for a location within the downtown vending district in an amount established by city council resolution.
- (b) A licensee for a mobile vending license shall, before issuance of the license, obtain and maintain in full force and effect, at its own expense, commercial general liability insurance that names the City of Ferndale as an additional insured for primary limits of liability for the purpose of protecting the city from all claims and risks of loss as a result of the licensee's activity, occupation, operation, maintenance, or use of the public street, highway or public parking space in conjunction with the permitted activity. The insurance shall be in an amount not less than \$1,000,000. Failure to maintain the required insurance coverage is grounds for vending license revocation. The licensee shall agree to defend, indemnify, and hold harmless the City of Ferndale, its officials, officers, employees, and agents against any liability, claims, causes of action, judgments, or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the licensee, its employees, its subcontractors and anyone for whose acts or omissions they may be liable, arising out of the licensee's use or occupancy of the public street, highway or public parking space.
- (c) Any license issued pursuant to this division shall expire at the end of the calendar year in which the license is issued. New applications and applications for renewal of any license provided for in this division may be submitted by completing an application or renewal application along with payment of the appropriate fee not earlier than the 1st day in December for the succeeding year.
- (d) Applicants for mobile vending in the downtown vending district shall be considered by the city clerk for the council-approved locations designated in the downtown vending district on a first come, first serve basis after the 7th day of December for the succeeding year. In the event there are more applicants than authorized locations or more than one applicant seeking the same location where the applications are submitted prior to December 7th, the licenses to be issued shall be determined by lottery by the city clerk.

Village Center Parking Study
Town of Barrington

Sec. 7-78. - Bond required; conditions.

Before any license is issued for a mobile vending unit, the applicant shall file with the city clerk a bond running to the city in the sum of \$1,000.00 executed by the applicant, as principal, together with surety. The form of such bond shall be approved by the city attorney and shall be conditioned upon the applicant's full compliance with the provisions of this chapter and the laws and statutes of the state regulating and concerning the sale of food, goods, wares, merchandise.

Sec. 7-79. - License application, display, transfer, information update.

- (a) An applicant for a mobile vending license shall file an application form provided by the city clerk, along with the appropriate fees. The application form shall include the following information:
- (1) The applicant's name, current business address and telephone number.
 - (2) Current government-issued identification document with photo of the applicant and any designated agent or person proposed to conduct mobile vending.
 - (3) The name under which the mobile vendor will be doing business.
 - (4) A brief description of the nature of the mobile vending operation and the items to be sold, including whether the licensee will be selling food products.
 - (5) County health permit, if applicable.
 - (6) A description of all vehicles to be used in the mobile vending operation, including the Michigan license plate number(s) and a complete copy of the current Michigan vehicle registration(s) and proof of vehicle insurance for each proposed mobile vending unit or mobile food vending unit.
 - (7) Whether the applicant has ever had a mobile vendor license revoked or suspended and the date and jurisdiction of the denial, suspension or revocation.
- (b) Licenses issued pursuant to this division shall not be transferable from one person to another. Any change in information requested in the application shall be provided to the city clerk within ten calendar days of any such change.
- (c) Any license issued to the mobile vendor shall be displayed on the mobile vending unit and shall be produced upon request of any law enforcement officer, city code inspector or county health inspector. In the case of a mobile food vendor, any required health inspection certificate shall also be displayed on the mobile vending unit. Any change in the information requested in the application shall be provided to the city clerk within ten calendar days of any such change.

Sec. 7-80. - License denial; revocation, suspension, procedure; appeal.

- (a) Applications for licenses shall be denied by the city clerk for any of the following reasons:
- (1) Fraud, misrepresentation, or false statement contained in the application.
 - (2) Any violation of the provisions of this division regulating mobile vendors within one year prior to the date of application.
 - (3) The applicant or designated agent has had a mobile vending license issued by a city revoked or suspended within the previous year.
 - (4) The applicant has knowingly employed or hired a designated agent in connection with the applicant's mobile vending business who has had a vendor license suspended or revoked within the previous year or has a suspended driver's license or a designated agent operating a mobile vending unit or mobile food vending unit with a suspended driver's license.

Village Center Parking Study
Town of Barrington

- (5) The application is not complete or any fees or costs required have not been paid.
- (b) Any license issued may be revoked by the city clerk, or suspended for a period up to one year, upon one or more of the following grounds:
 - (1) Fraud, misrepresentation, or false statement contained in the application for license.
 - (2) The licensee, or designated agent of the licensee, has violated a provision of this ordinance or a provision of this ordinance regarding mobile vending operations.
 - (3) The licensee or designated agent has had a vendor license issued by another city revoked or suspended within the previous year.
 - (4) The applicant has knowingly employed or hired a designated agent in connection with the applicant's mobile vending business who has had a vendor license suspended or revoked within the previous year or has a suspended driver's license or a designated agent operating a mobile vending unit or mobile food vending unit with a suspended driver's license.
- (c) In determining the appropriate administrative sanction, the city clerk shall consider the following factors: nature and timing of prior warnings; date(s) of violation; previous violations; duration of license; investment in business; circumstances of the violation; punishment imposed for previous violations; cooperation with city officials; and other aggravating or mitigating circumstances directly relating to any violation. If the city clerk determines that an application should be denied or that a license should be revoked or suspended, the city clerk shall notify the applicant or licensee in writing and identify the grounds by certified mail to the most recent mailing address as reflected in the records of the city clerk or by personal service on the applicant or the licensee. Service by mail is complete upon mailing. An applicant or licensee may appeal to the city council the denial, suspension or revocation by filing a written notice of appeal with the city clerk within ten business days after service of the notice of denial, suspension or revocation. The city council may affirm, reverse or modify the decision. Any hearing shall be a de novo review of the factors stated in this section.
- (d) It shall be unlawful for any person to operate a mobile vending operation while the licensed for the mobile vending operation is suspended or revoked. No license suspended or revoked shall be reinstated until an application fee has been paid.

Sec. 7-81. - Exemptions.

The following persons are exempt from the licensing requirements of this division:

- (1) Any person exempt from the licensing requirements of this chapter under state or federal law.
- (2) A person selling at a fair, festival or special event in connection with an approved special event, authorized in accordance with a special event license under Chapter 16 of the Ferndale Code.

Sec. 7-82. - Violations and penalties.

Any licensee, designated agent, or other person having control over any mobile vending operation who causes, permits or facilitates any violation of any provision of this division is guilty of a misdemeanor, pursuant to Chapter 1, section 1-7 of the Ferndale Code and may be enforced by a police officer or other authorized city official. Each day any violation of any provision of this division, or the failure to perform any act or duty required by this ordinance, exists shall constitute a separate violation or offense.