

BEYOND THE CURB: PARKLETS IN NORTH JERSEY

Morristown Case Study & Parklet Handbook

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BEYOND THE CURB: PARKLETS IN NORTH JERSEY
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APPENDIX A

PARKLET CASE STUDIES



PARKLET CASE STUDIES

Precedents from across the country

Regional Plan Association
NJ TRANSIT
Together North Jersey
December 2013

Research and interviews were conducted in summer and fall 2013.

San Francisco, CA

Overview

San Francisco's Pavement to Parks program is a collaborative effort between the Planning Department, Department of Public Works, Municipal Transportation Agency and the Office of Economic and Workforce Development. There are over 30 parklets in the city. Parklets are public installations. The city was among the first to implement pilot parklets, formalize a parklet program, and create a design manual for interested sponsors.

Program Structure

The parklet inter-agency team meets bi-weekly for design review and to examine hot-button issues, such as maintenance, operation and use, and use of parklets for private events. These bi-weekly meetings allow the team to form a response protocol for arising issues. The Planning Department addresses social implications, community outreach, and the application process. Request for proposals are periodically issued to solicit parklet sponsor applications. A permit which lays out operating standards allows for the installation of parklets. Performance bonds ensure that there is funding left for parklet removal. Lost parking is not reallocated.

Location

Parklet location is examined on a case-by-case basis. The city looks at factors such as: lack of public space in the surrounding neighborhood, preexisting community support for public space at the location, surrounding uses that can attract people to the space, and an identified community or business steward. Parklets cannot block a fire hydrant or bus stop, should not be on a corner, and should not be on a street that is on the city's five year paving plan. Parklets generally remain year-round.

Although San Francisco is a larger city, most of its parklets are located in neighborhoods characterized by mixed-use, low-rise building and retail activity. Geographic distribution of parklets has emerged as a new issue and informs selection in an informal way.

Costs

There are fees associated with participation in the Pavement to Parks program. In total, parklet sponsors can expect to pay almost \$1900 in fees for a parklet that occupies 1-2 spaces, with the following fee breakdown: base fee of \$791.00, removal fee of 1-2 parking meters of \$650.00, DPW permit processing fee of \$230.94, and site inspection fee of \$191.50. If more than two spaces are used, the base fee per additional space is \$285 and meter removal fee for each additional meter is \$325. On top of these fees, annual permit renewal is \$221. The cost of parklet materials and construction can range from \$5,000 to \$40,000.

Ownership & Liability

Business owners and other community stewards can apply to be parklet sponsors. Typically there is one sponsor who

is on the permit and assumes liability. The parklet sponsor is responsible for maintenance as well as regulation of nuisance crime and vagrancy. If ownership of a business or storefront changes, the parklet must be removed or the permit must be transferred to the new owner. The sponsor is responsible for insuring at a minimum of \$1 million and naming the City of San Francisco as additionally insured, though this is generally not a barrier because most businesses are already insured to this amount.

Economic Development

There is no quantitative, objective analysis that shows the impact of parklets on economic development. Moving forward, the Planning Department will launch a survey to streamline collection of such information.

Four Barrel Coffee, a parklet sponsor on Valencia Street, agrees that while it is hard to isolate the impacts of parklets on business revenue, their parklet has probably helped to increase revenue and visibility by creating an inviting atmosphere. The placemaking benefits, and opportunity to serve more cyclists and pedestrians, outweigh the loss in vehicle parking. Given the success of this parklet, the owners of Four Barrel Coffee plan to install a parklet in a new location they are opening.

Outerlands, a restaurant in San Francisco, has been able to retain more waiting customers because the parklet has created a comfortable place to wait. Further, to-go service has increased. The parklet, as a social space, has added more benefit than a parking spot.

Lessons Learned

As interest in parklets grows, coordination meetings between members of the inter-agency team have become crucial to the success of the program.

Sources

Reclaiming the Right of Way (2012); San Francisco Parklet Manual (2013); Robin Abad, Pavement to Parks Program; Brian Thomas, Four Barrel Coffee; Lana Porcello, Outerlands

4001 Judah Street parklet hosted by Outerlands

Credit: Flickr user San Francisco Planning



New York City, NY

Overview

In New York City, parklets are known as Street Seats. NYC Department of Transportation administers the application process. Street Seats must be open to the public and are generally installed during the spring and summer months and dismantled for fall and winter.

Program Structure

There is no formal program; Street Seats can be installed through an application and approval process. Support from the local Community Board is required. DOT conducts site reviews for technical feasibility, reviews the proposed design, and issues an authorization agreement to qualifying applicants. The Downtown Alliance was a primary advocate for parklets in New York City.

Location

Streets Seats are allowed in low-speed, low-volume locations, typically one-way streets. They cannot obstruct fire hydrants, driveways, bus stops, fire zones, etc. The relevant local Community Board must approve the location.

The largest street seat, at approximately 4-5 parking spots, is located at FIKA cafe and Bombay restaurant on Pearl Street in Lower Manhattan. NYC DOT is exploring potential for street seats on other streets.

Costs

The estimated cost for a parklet is \$20,000, which includes costs for design, construction and maintenance. NYC DOT does not charge fees for application review or installation.

Ownership & Liability

Street Seat sponsors must be businesses or institutions that own or operate frontage at the ground floor of a building. An agreement can have multiple signatories. If business or building ownership changes, the new owner would either need to take on the agreement or face removal of the Street Seat. Sponsors are responsible for maintenance, breakdown and storage during winter months. The agreement specifies maintenance provisions. Sponsors are responsible for insuring at a minimum of \$1 million and naming the City of New York as additionally insured, indemnifying the city from liability.

Economic Development

Sponsors generally feel that Street Seats contribute positively to business activity.

At Bombay and FIKA on Pearl Street, sales have increased 10-15% since installation of the Street Seat. The Street Seat has contributed to a more active street life. When the Bombay and FIKA Street Seat was first installed, an adjacent storefront was vacant. A business owner, realizing the placemaking benefit of parklets, now occupies this once-vacant storefront.

The owners of Local, on Sullivan Street in Manhattan, have also had a positive experience with their Street Seat. Although impact on sales has not been dramatic, the owners view the Street Seat as good for business and feel that it can offer long-term benefits. Similarly, owners of Le Pain Quotidien believe that their Street Seat is good for business.

Lessons Learned

Currently, Street Seat sponsors are responsible for storage of materials during winter months. NYC DOT has expressed that winter storage often presents a challenge to these business owners. It would be helpful if the city or another partner were able to help with or provide space for materials storage.

Sources

Reclaiming the Right of Way (2012); NYC DOT Curbside Public Seating Platforms Pilot Program Evaluation Report (2011); Nicholaas Peterson, NYC Department of Transportation

144 Sullivan Street parklet hosted by Local Cafe



Pearl Street parklet hosted by FIKA, Bombay and Shorty's



Philadelphia, PA

Overview

Philadelphia's parklet program operates out of the Mayor's Office of Transportation and Utilities. The program began as a grant opportunity in which community based organizations and other partners applied for \$5,000 to host a parklet. Since then, the program has grown to include business owners who can fund and build parklets. The city expects to formalize the parklet application, design and installation process. Currently there are 12 parklets in the city. Parklets must be open to the public, and are generally installed for spring and summer months and removed for fall and winter months.

Program Structure

The program operates out of the Mayor's Office of Transportation and Utilities, with three application rounds. A grant program originally offered \$5,000 to community-based organizations to subsidize the cost of parklets. The program no longer offers grants, but has since been expanded. Currently, interested sponsors apply for a Temporary Lane Closure License. Program managers expect to formalize the program and permitting process through use of an updated parklet application and Pedestrian Enhancement Licenses. The Streets Department must approve location and design plans. Sponsors sign a license and operating agreement with the city. The Mayor's Office promotes the program actively through social media and targeting stakeholders.

Location

The city selects locations on streets that have low speed limits and prefers commercial locations with high density residential uses located outside of the central business district. Unofficially, city officials do not prefer parklets in Center City because of high parking demand. While there is no official parklet quota, the city does not want too many parklets located in one area. In low income areas, community based organizations use parklets for open space and community purposes. In higher income areas, parklets are located in demand-driven pedestrian areas. The majority are in University City District in neighborhood-scale areas.

Costs

Parklets have been built for \$5,000 with donated design and labor. However, the City estimates the cost for complete design and installation at \$20,000. There are no fees associated with the program.

Ownership & Liability

Business owners and community groups can apply to be parklet sponsors. Community groups that are interested in sponsoring can partner with a local storefront to apply, fund and maintain. Sponsors are responsible for maintenance, breakdown and storage during winter months. Sponsors must insure at a minimum of \$1 million and name the City of New York as additionally insured, indemnifying the city

from liability. Ownership transfers are not problematic for privately-funded parklets, such as those sponsored through private businesses. However, ownership transfer presents a challenge in parklets that were funded through the \$5,000 city grants because primary ownership was not determined at the time the grant was made.

Economic Development

Anecdotal evidence suggests that parklets drive a 10-20% increase in revenues for retail businesses. A café located near a parklet stated that its revenues increased by 20%.

Lessons Learned

Communities and local governments interested in implementing a parklet program should consider city vs. parklet sponsor project management issues beforehand. For example, if there is a public event on the street, who is responsible for moving the parklet?

Location should be determined in concurrence with street repaving and construction schedules.

Sources

Reclaiming the Right of Way (2012); Parking Guidelines: how to Turn a Parking Space into a Parklet (2012); Ariel Ben-Amos, City of Philadelphia

Parklet in University City District

Credit: Flickr user Philly Bike Coalition



Parklet Construction in Philadelphia

Credit: Flickr user Chad Ludeman



Los Angeles, CA

Overview

In Los Angeles, parklets are part of People St, a program housed under the Los Angeles Department of Transportation to promote complete streets and transform underused city streets into more vibrant public spaces that support pedestrian activity. The program will be formally launched in 2014. Unlike most programs, People St uses a menu-of-parts approach to the city's parklets, giving interested sponsors a pre-approved kit of materials and design elements. Parklet must be publicly accessible at all times, like the sidewalk, and are year-round installations.

Program Structure

Parklets are part of People St, a program of the LADOT in collaboration with the Department of Public Works, Department of City Planning, the Mayor's Office, and the Los Angeles County Metropolitan Transportation Authority. People St supports pedestrian public spaces through three project types: parklets, bicycle corrals, and plazas. Parklets have been implemented as pilots thus far but the city is looking to formally launch a program and accompanying design manual in early 2014. Unlike other parklet programs, which allow interested sponsors to submit their own original design for approval, the People St parklet program will employ a menu-of-parts approach. The design manual will contain a kit of parts whereby sponsors can mix and match different pre-approved materials and design elements to allow for faster implementation.

Parklet sponsorship applicants can be ground floor business owners, fronting property owners, a business improvement district, a non-profit or community organization, or others, considered on a case-by-case basis. Applications must contain maintenance plans and are evaluated based on a point system. Selected sponsors will sign a one year renewable memorandum of understanding with the city. Performance bonds may be used to ensure the costs of removal if the sponsor is unable to do so.

Location

Parklets can be located on city roads and are encouraged in places with complementary land uses, such as food service, retail, transit facilities, or cultural institutions, as well as existing pedestrian activity.

Costs

Materials in the kit of parts range in cost from \$40,000 to \$80,000. However, these costs do not include the costs of design, construction, or ongoing maintenance. There may be relocation fees associated with installing a parklet in certain parking zones.

Ownership & Liability

Sponsors are responsible for maintenance as well as securing general liability insurance for a minimum coverage of \$1 million. If storefront ownership changes, the parklet must be removed or relocated, or a new memorandum of

understanding must be signed. Sponsors are responsible for maintenance and parklet removal. Performance bonds ensure that costs of removal are covered if the sponsor is unable to do so.

Economic Development

An evaluation of parklets on Spring Street reveals that there has been increased foot traffic after the implementation of parklets and bike lanes. Business owners reported mixed results in terms of perceived parklet effect on business sales; however, business owners are optimistic as to the effect of parklets on their business in upcoming years. Moving forward, the city will conduct routine pre and post-parklet evaluations.

Lessons Learned

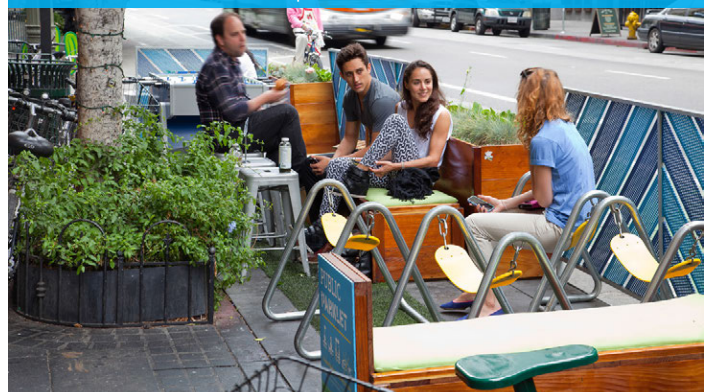
The kit of parts approach gives the municipality direct control over the elements that will be installed on the public right-of-way and promotes use of sustainable, locally-sourced materials. Further, because the materials are pre-approved, application review and parklet implementation are expedited. Nevertheless, sponsors are left with fewer choices in terms of design and costs.

Sources

Reclaiming the Right of Way (2012); Reclaiming the Right of Way: An Assessment of Spring Street Parklets (2013); People St Parklet Application Manual (2014); Valerie Watson, Los Angeles Department of Transportation

Spring Street Parklet

Credit: Flickr user LADOT People St



Collingswood, NJ

Overview

Collingswood is a borough near the City of Camden in South Jersey, with a population of approximately 14,000. The borough was among the first in New Jersey to develop and install a parklet in its downtown. The Collingswood parklet is not part of a larger parklet program, and instead came about as part of a Reader's Digest arts contest, with support from the elected administration. Because the borough is small and the main street is less than a mile long, there are no plans to implement a larger program or create a manual. The parklet is an extension of the street and thereby entirely public.

Program Structure

There are no plans to implement a formal parklet program or manual. The existing parklet is borough-funded and owned and moves between different storefronts every 6 to 8 weeks, based on business interest. Collingswood's Department of Public Works helps to manage the parklet. The borough interfaced with Camden County retroactively regarding placement of the parklet on a county road. The Haddon Avenue Business Improvement District has also been involved and provided some funding to build the parklet. Collingswood promoted the parklet considerably, especially through a parklet Facebook page.

If the opportunity presents itself, the borough would be interested in implementing a second parklet.

Location

There is one parklet that is moved between different storefronts along Haddon Avenue, Collingswood's main retail corridor. Interest to host the parklet has come primarily from coffee shops.

Collingswood can be characterized as a suburban downtown with primarily mixed-use, two-story buildings lining its main streets.

Costs

The parklet cost \$10,000 to build, with funds coming from the Reader's Digest arts contest and the Haddon Avenue Business Improvement District. Businesses do not have to pay to host the parklet.

Ownership & Liability

The parklet is borough-owned. Business owners do not have to pay to host the parklet, though they are responsible for maintenance.

Economic Development

As of yet, no quantitative or qualitative analysis has been completed to assess the impact of the parklet on downtown activity. However, feedback suggests that the parklet gets a lot of attention and has had a positive impact on the downtown. One of the coffee shops that hosted the parklet stated that the parklet contributed to greater customer

activity and increased sales.

Lessons Learned

A municipal-owned pilot parklet may help local residents and businesses get accustomed to the idea of a public structure in the right-of-way, as well as understand the benefits of parklets before investing in one themselves.

Sources

Cass Duffey, Borough of Collingswood

Collingswood Parklet

Courtesy: Borough of Collingswood



Downtown Collingswood

Source: Google Maps



Bloomfield, NJ

Overview

Bloomfield is a township in Essex County in North Jersey, with a population of approximately 47,000 residents. The township was among the first in New Jersey to implement an ordinance regarding the development and implementation of parklets, in June 2012. According to the ordinance, parklets are seasonal, operating from May to October. However, no parklets have been implemented thus far and there is no formal program.

Program Structure

Currently, the ordinance requires that an interested sponsor submit materials for a feasibility review, whereby the Township Engineer conducts an on-site examination of whether a site is suitable for a parklet. If the Township Engineer approves the site, the applicant moves to the next phase to submit other application materials. Parklets are permitted through a permit which is issued by the Engineering Department. A cash bond of \$1,000 helps to ensure maintenance by the sponsor.

While the ordinance describes in-depth the implementation process for interested parklet sponsors, there is no formal parklet program in Bloomfield. The idea was put forth by a consultant and presented to the Mayor and Council, at which point an ordinance was developed. Since then, there has been limited promotion of the ordinance and no collaboration with local businesses and organizations to promote the opportunity to be a parklet sponsor. Some municipal officials feel that after implementation of street-scape improvements in one of Bloomfield's main commercial districts that will widen sidewalks, there will be little or no interest in creating parklets, and the ordinance may be repealed.

Location

There are currently no parklets. The ordinance dictates technical criteria as to where a parklet can be installed.

Costs

There is a nonrefundable fee for feasibility review of \$50. If the site is approved, the \$50 can go towards the remaining application fee. The fee for application is \$250 and is nonrefundable.

Ownership & Liability

Business owners are permitted to be sponsors. Parklets must be located directly in front of the permit holder's property and cannot infringe on another proprietor's frontage. The sponsor is responsible for costs and maintenance of the parklet; however, the Department of Public Works is responsible for installing many base features.

Economic Development

Given the absence of parklets in Bloomfield, there is no qualitative or quantitative data on the potential economic development impacts of parklets.

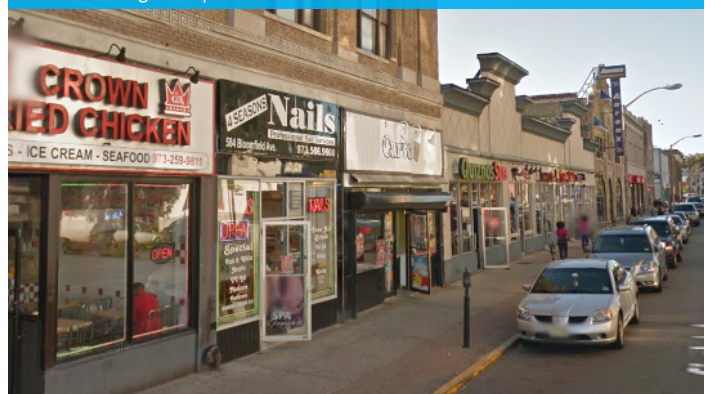
Lessons Learned

While there is a cohesive regulatory and administrative framework for parklet application, review and implementation, limited engagement and promotion of this opportunity has resulted in zero parklets in the township. Public engagement, including engagement of residents, business owners and other potential stewards, as well as promotion is critical to a successful program. Nevertheless, Bloomfield's ordinance serves as a guide for other New Jersey municipalities that are interested in adopting a parklet resolution or ordinance.

Sources

Bloomfield Ordinance No. 12-41 < <http://ecode360.com/16101840?highlight=parklets,parklet>>; Paul Lasek, Bloomfield Department of Engineering

Bloomfield Avenue
Source: Google Maps



Broad Street
Source: Google Maps



Olympia, WA

Overview

Olympia, Washington is the capital of the State of Washington, located approximately 60 miles from Seattle, and home to nearly 50,000 residents. The parklet program, under the Department of Community Planning and Development, began in 2012. Parklets are public, year-round installations in the city. Thus far, there are two parklets, with a third being constructed and another in the process of review.

Program Structure

The parklets program operates through the Department of Community Planning and Development. The department issues a request for proposals whereby interested sponsors complete an application document. The city partners with the local business improvement district, which offers matching grants of up to \$3,500 for supplies and materials. Storefront business owners, community organizations, business organizations, and property owners are invited to apply to be sponsors. Technical staff from various city agencies review the application. The review team considers parking loss in areas of high demand; however, given the city's desire to promote multi-modal options, this has not been a major issue. Once an application is approved, sponsors sign a contract to install and maintain a parklet.

Location

Two parklets were implemented in 2012. One is being constructed, and another is in the process of review. The two existing parklets are located on main thoroughfares and are highly visible. The third will be located on a side street. While there is no established location quota, the technical team gives consideration to the location of existing parklets when considering new applications.

The neighborhood that contains parklets can be characterized as a historic, mixed-use downtown, containing low income and other housing over retail.

Costs

The cost of an average parklet ranges between \$5,000 and \$15,000. A local BID provides matching grants up to \$3,500, which can support the purchase of materials. Permit and application fees are covered by the City of Olympia.

Ownership & Liability

Sponsors are responsible for maintenance as well as securing insurance for a minimum coverage of \$1 million, naming the City of Olympia as additional insured. While there can be multiple partners for one parklet, typically contracts are drawn with one entity. If the ownership of a sponsoring business or storefront changes, a new contract is drawn up for the new sponsor. In the interim, a downtown cleaning crew maintains the parklet.

Economic Development

While there has been no objective quantitative analysis completed, parklets are generally considered to have a positive impact on economic development and contribute to more feet on the street. Parklets serve as a good placemaking strategy, encouraging people to linger in the downtown. One of Olympia's parklets, located in front of a very popular diner/cafe, has contributed to customer retention; more customers are willing to wait for a table if they can wait in a pleasant public space. Another parklet, located in front of walk-up window restaurants, has encouraged more people to linger in downtown areas.

Lessons Learned

In places that experience frequent rain, awnings may be preferred. To foster a strong parklet program, it is helpful to start the process early and have all parking data on-hand.

Sources

Embrace Place Parklet Program (2012); Parklet Request for Proposal, City of Olympia (2013); Brian Wilson, City of Olympia

Parklet in Olympia

Courtesy: City of Olympia



Parklet in Olympia

Courtesy: City of Olympia



Bellingham, WA

Overview

Bellingham is a city in Washington and home to over 80,000 residents. In summer 2012 the city launched a pilot parklet in partnership with a sustainable business organization. The pilot parklet has been rotated between multiple interested sponsors. Currently, the city is seeking applicants who are interested in creating their own parklet, though interest in this has been limited. Parklets are public installations in Bellingham.

Program Structure

In partnership with Sustainable Connections, the city launched a pilot parklet in summer 2012 in conjunction with a streetscape improvement program. Thus far, the parklet has been hosted by two storefronts. The pilot parklet is now for sale. Given the success of the pilot parklet, the city is seeking applicants who are interested in funding and maintaining their own parklets. Applicants must be ground floor retail business owners or fronting property owners. The sponsor must obtain a temporary right-of-way use permit and execute a parklet agreement with the city.

Location

There is currently one parklet that has been hosted in two different storefronts in the downtown. Parklets should be located in areas with existing pedestrian activity. There is no set maximum for the city.

Costs

Applicants who are interested in sponsoring their own parklet must pay a lost meter revenue fee at \$6 per day (excluding weekends and holidays), a meter removal and re-installation fee of \$45, and fees associated with a temporary right-of-way use permit, which vary by case.

Construction of the pilot parklet was completed at a cost of \$10,000. The City of Bellingham paid the meter fees for the lost parking revenue.

Ownership & Liability

Sponsors are responsible for maintenance as well as securing insurance for a minimum coverage of \$1 million, naming the City of Bellingham as additional insured. Multiple sponsors may be permitted. If storefront ownership changes, the agreement can be updated to reflect new sponsorship.

Economic Development

The pilot parklet was first located in front of a pizzeria. There was no foreseeable impact on economic development, though there was positive feedback in terms of the creation of open space. Dashi Noodle Bar also hosted the pilot parklet and reported an increase in business in conjunction with the parklet installation. However, some stakeholders believe that the fees and maintenance costs associated with participating in the program may not be offset by economic development benefits.

Lessons Learned

Parklet programs must be tailored to the community; what works in larger cities may not work in smaller cities and downtowns. Permit and parking fees, on top of the basic costs of design, construction and maintenance, may be cost prohibitive for business owners. Creative funding mechanisms should be explored, including use of grant funding to support initial parklets.

Parklets should support placemaking and a sense of community. A parklet design competition could be a great way to accomplish both, and recognize local artists for their talents.

Sources

City of Bellingham Parklet Application Packet (2013); Darby Cowles, City of Bellingham Planning and Community Development; Rose Lathrop, Sustainable Connections

Bellingham Parklet
Courtesy: City of Bellingham



Users of the Bellingham Parklet
Credit: Sustainable Connections



Louisville, CO

Overview

Louisville, Colorado is a small city with population of nearly 20,000. In Louisville, parklets are known as patios as part of the Main Street Patios program. Started in 2009 and originally funded and operated by the Louisville Revitalization Commission, the City of Louisville took over the program in 2012. Unlike most parklet programs, Louisville's patios are funded and owned by the city. Although generally public, these spaces are also used as sidewalk cafes by restaurants. Patios are installed seasonally from May to November. Currently, the city has at least 17 street patios in operation.

Program Structure

Main Street Patios began as a grassroots effort by the Louisville Revitalization Commission, which funded and constructed all of the city's original patios. In 2012, the City of Louisville took over operations, including funding the patios. The city issued a request for proposals to contractors to construct and install the patios. Unlike other parklet programs, the city maintains the patios. Multiple municipal departments played a role, including the Planning Department, Department of Public Works, and the Department of Economic Development. The program is primarily run out of the Department of Public Works. The Louisville Revitalization Commission provides and maintains the patio planters. Storefront businesses that are interested in hosting a patio can apply to do so. The program is currently being restructured so that businesses must pay a nominal fee to lease the patios for a season in order to provide additional revenue to maintain and expand the program.

Location

There are currently at least 17 patios, most of which are located on Main Street, which has narrow sidewalks. While there are opportunities to expand patio installations to other streets, generally the same businesses have applied to lease them year after year, so very few new locations have been considered.

The patios are located primarily along a historic main street location with mixed uses in 1- or 2-story buildings.

Costs

The city spent \$240,000 to manufacture 17 patios, at approximately \$14,000 per patio. Installation, maintenance, administration, insurance and storage are estimated at about \$26,794 total, program-wide. With manufacturing and other costs factored in, the cost per patio comes in at under \$16,000. As the program is being restructured, the city is considering charging a nominal fee of approximately \$700 to businesses to lease the patios seasonally. This fee will provide additional revenue to maintain and expand the program.

Ownership & Liability

The patios are funded and owned by the City of Louisville.

Businesses lease the patios seasonally and have control over how the patio space is used.

Economic Development

The patios have played a large role in revitalizing the downtown. In areas with narrow sidewalks, they have contributed to creating a more festive, vibrant atmosphere that supports pedestrian activity on Main Street. Since the start of the program, there has been an increase in programmed events using the patios, including Friday street fairs.

Lessons Learned

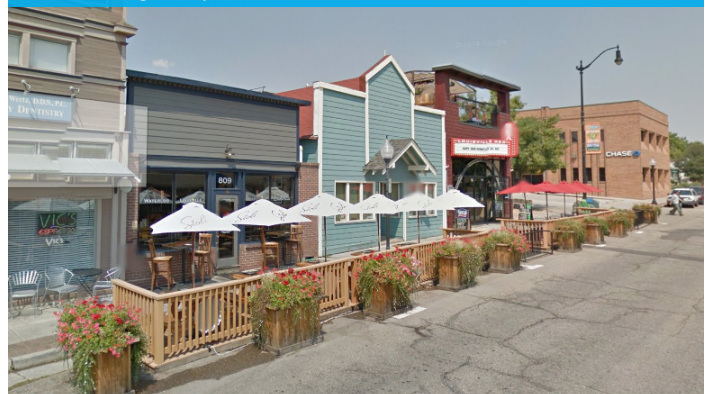
The patios have contributed greatly to supporting downtown activity. Because the city has assumed most costs and maintenance, businesses are less burdened and more willing to lease. The dual public-private use model, however, has resulted in mixed understanding of the rules around alcohol consumption. For example, alcohol can only be consumed if in the patio and served by a waiter.

Sources

Troy P. Russ, City of Louisville

Street Patios on Main Street

Source: Google Maps



Street Patios on Main Street

Source: Google Maps



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APPENDIX B

DEMOGRAPHIC & TRADITIONALLY DISADVANTAGED POPULATIONS ANALYSIS

Variable	Morristown Town	Morris County	Together North Jersey Region
Housing Units	8,172	189,842	2,611,832
Occupied Units	7,417	180,534	2,398,756
Owner-occupied	2,863	135,316	1,518,205
% Owner-occupied of all occupied	38.60%	74.95%	63.29%
Renter-occupied	4,554	45,218	880,551
% Renter-occupied of all occupied	61.40%	25.05%	36.71%
Vacant Units	755	9,308	213,076
% Single Family	37.60%	74.70%	59.30%
% Multifamily	62.40%	25.00%	40.00%
Median Household Income	\$ 64,279	\$ 96,747	-
Total Households	7991	178,638	2,365,263
Carless Households	1,178	9,084	295,271
% Carless	14.74%	5.09%	12.48%
1-Car Households	3,821	48,715	820,446
% 1-Car	47.82%	27.27%	34.69%
Workers 16+ Commuting to Work	10,352	233,686	2,985,328
Drove Alone	6,739	195,878	2,153,791
Carpooled	1,586	18,911	272,602
Public Transportation	474	10,824	384,005
% Public Transportation	4.58%	4.63%	12.86%
Walked	1,113	4,989	108,114
% Walked	10.75%	2.13%	3.62%
Other	440	3,084	66,816

Data from U.S. Census 2010 and ACS 2010 5-year estimates. Discrepancy in figures may result from use of these two datasets.

Morristown Parklet Design Manual and Pilot Project: Comparative Profile of Traditionally Disadvantaged Populations

Variable	Morristown Town	Morris County	Together North Jersey Region
Population ¹	18,411	492,276	6,579,907
Households ²	7,991	178,638	2,365,263
Households in Poverty ²	692	7,189	209,488
Percent Households in Poverty	8.7%	4.0%	8.9%
Racially Concentrated Areas in Poverty (RCAPs) ^{1,2}	1	1	155
Persons Living in RCAPs	3,672	3,672	564,916
Percent Living in RCAPs	19.9%	0.7%	8.6%
Minority Population ¹	9,850	122,725	2,800,362
Percent Minority	53.5%	24.9%	42.6%
Non-Hispanic Minority Population	3,573	66,243	1,515,462
Percent Non-Hispanic Minority	19.4%	13.5%	23.0%
Hispanic Population	6,277	56,482	1,284,900
Percent Hispanic	34.1%	11.5%	19.5%
Families in Poverty with Children ²	338	2,226	82,452
Percent Families in Poverty with Children	8.1%	1.7%	5.0%
Female Head of Household with Children ²	444	7,112	153,224
Percent Female Head of Household with Children	6.0%	3.9%	6.4%
Persons with Limited English Proficiency (5 Years+) ²	3,724	42,311	837,019
Percent Persons with Limited English Proficiency	21.3%	9.2%	13.7%
Carless Households ²	1,178	9,084	295,271
Percent Carless Households	14.7%	5.1%	12.5%
Elderly Persons (75 Years+) ¹	1,039	32,566	431,770
Percent Elderly Persons	5.6%	6.6%	6.6%
Persons with Disabilities ³	1,890	36,901	606,368
Percent Persons with Disabilities	10.5%	7.5%	9.3%
HUD Units ⁴	270	2,733	84,907
Units/1,000 Population	15	6	13
Public Housing Units	270	1,041	31,069
Units/1,000 Population	15	2	5
Multi-Family Housing Units	0	1,092	38,689
Units/1,000 Population	0	2	6
Low-Income Tax Credit Units	0	600	15,149
Units/1,000 Population	0	1	2

Sources:

¹ U.S. Census Bureau, 2010 Census; ² U.S. Census Bureau, 2006-2010 American Community Survey; ³ U.S. Census Bureau 2008-2012 American Community Survey; ⁴ U.S. Department of Housing and Urban Development, A Picture of Subsidized Households, 2012, Using 2010 Census Geography

Morristown Parklet Design Manual and Pilot Project: Comparative Profile of Race Distribution

Variable	Morristown Township	Morris County	Together North Jersey Region
Total Population	18,411	492,276	6,579,907
Minority	9,850	122,725	2,800,362
<i>Percent Minority</i>	<i>53.5%</i>	<i>24.9%</i>	<i>42.6%</i>
Total Population	100.0%	100.0%	100.0%
White	62.5%	82.6%	68.1%
<i>Non-Hispanic</i>	<i>46.5%</i>	<i>75.1%</i>	<i>57.4%</i>
<i>Hispanic</i>	<i>16.0%</i>	<i>7.5%</i>	<i>10.6%</i>
Black	14.0%	3.1%	12.7%
<i>Non-Hispanic</i>	<i>13.5%</i>	<i>2.9%</i>	<i>11.8%</i>
<i>Hispanic</i>	<i>0.5%</i>	<i>0.2%</i>	<i>0.9%</i>
American Indian and Alaska Native	0.6%	0.2%	0.3%
<i>Non-Hispanic</i>	<i>0.1%</i>	<i>0.1%</i>	<i>0.1%</i>
<i>Hispanic</i>	<i>0.6%</i>	<i>0.1%</i>	<i>0.2%</i>
Asian	4.3%	9.0%	9.4%
<i>Non-Hispanic</i>	<i>4.3%</i>	<i>8.9%</i>	<i>9.3%</i>
<i>Hispanic</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.1%</i>
Native Hawaiian and Other Pacific Islander	0.1%	0.0%	0.0%
<i>Non-Hispanic</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
<i>Hispanic</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
Some other race	14.8%	3.0%	6.8%
<i>Non-Hispanic</i>	<i>0.2%</i>	<i>0.2%</i>	<i>0.4%</i>
<i>Hispanic</i>	<i>14.7%</i>	<i>2.9%</i>	<i>6.4%</i>
Two or more races	3.7%	2.1%	2.7%
<i>Non-Hispanic</i>	<i>1.3%</i>	<i>1.4%</i>	<i>1.4%</i>
<i>Hispanic</i>	<i>2.3%</i>	<i>0.7%</i>	<i>1.3%</i>
Hispanic (any race)	34.1%	11.5%	19.5%

Source: U.S. Census Bureau, 2010 Census

Morristown Parklet Design Manual and Pilot Project: Comparative Profile of Foreign-Born Population

Variable	Morristown Township	Morris County	Together North Jersey Region
Total population	18,457	489,811	6,518,190
Native	12,124	398,364	4,988,460
Foreign-Born	6,333	91,447	1,529,730
<i>Percent Foreign-Born</i>	<i>34.3%</i>	<i>18.7%</i>	<i>23.5%</i>
Origin of Foreign-Born Population	100.0%	100.0%	100.0%
Europe	10.7%	23.7%	17.9%
<i>Northern Europe</i>	<i>2.2%</i>	<i>4.2%</i>	<i>2.1%</i>
<i>Western Europe</i>	<i>3.0%</i>	<i>4.1%</i>	<i>2.1%</i>
<i>Southern Europe</i>	<i>1.2%</i>	<i>6.6%</i>	<i>5.8%</i>
<i>Eastern Europe</i>	<i>4.4%</i>	<i>8.8%</i>	<i>7.8%</i>
<i>Europe, n.e.c.</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
Asia	6.0%	36.7%	30.7%
<i>Eastern Asia</i>	<i>1.5%</i>	<i>11.6%</i>	<i>9.2%</i>
<i>South Central Asia</i>	<i>0.7%</i>	<i>17.3%</i>	<i>12.9%</i>
<i>South Eastern Asia</i>	<i>2.7%</i>	<i>5.7%</i>	<i>6.2%</i>
<i>Western Asia</i>	<i>1.1%</i>	<i>2.0%</i>	<i>2.4%</i>
<i>Asia, n.e.c.</i>	<i>0.0%</i>	<i>0.1%</i>	<i>0.1%</i>
Africa	2.6%	2.5%	4.2%
<i>Eastern Africa</i>	<i>0.0%</i>	<i>0.4%</i>	<i>0.4%</i>
<i>Middle Africa</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.1%</i>
<i>Northern Africa</i>	<i>2.0%</i>	<i>1.1%</i>	<i>1.5%</i>
<i>Southern Africa</i>	<i>0.0%</i>	<i>0.4%</i>	<i>0.2%</i>
<i>Western Africa</i>	<i>0.6%</i>	<i>0.6%</i>	<i>1.7%</i>
<i>Africa, n.e.c.</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.2%</i>
Oceania	0.0%	0.2%	0.1%
<i>Australia and New Zealand Subregion</i>	<i>0.0%</i>	<i>0.2%</i>	<i>0.1%</i>
<i>Fiji</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
<i>Oceania, n.e.c.</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
Americas	80.6%	36.8%	47.0%
<i>Latin America</i>	<i>79.2%</i>	<i>34.9%</i>	<i>46.1%</i>
<i>Caribbean</i>	<i>8.3%</i>	<i>4.8%</i>	<i>15.1%</i>
<i>Central America</i>	<i>29.7%</i>	<i>10.5%</i>	<i>13.0%</i>
<i>South America</i>	<i>41.2%</i>	<i>19.7%</i>	<i>18.0%</i>
<i>Northern America</i>	<i>1.4%</i>	<i>1.9%</i>	<i>0.9%</i>
<i>Canada</i>	<i>1.4%</i>	<i>1.9%</i>	<i>0.9%</i>
<i>Other Northern America</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>

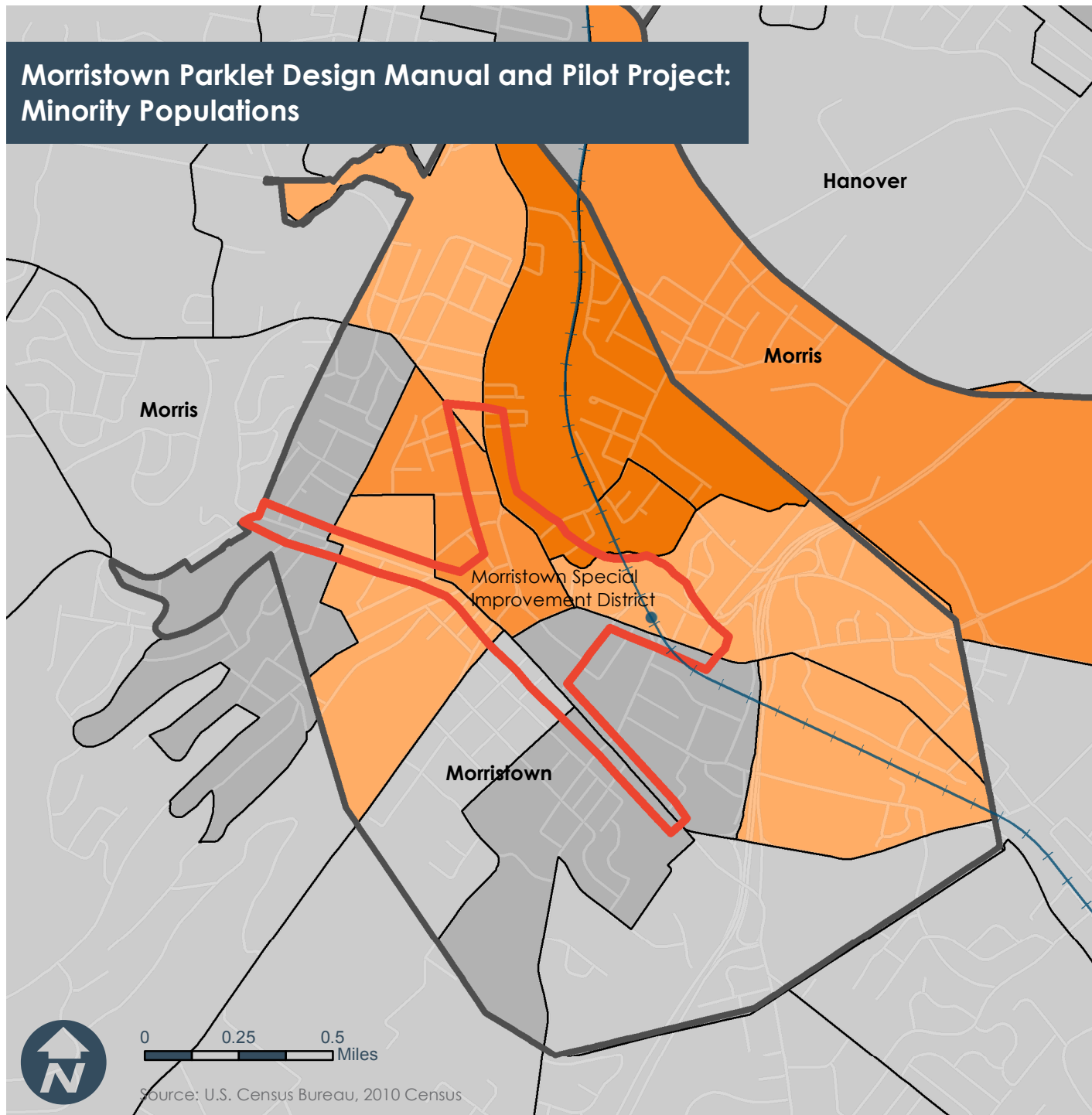
Source: U.S. Census Bureau, 2006-2010 American Community Survey

Morristown Parklet Design Manual and Pilot Project: Comparative Profile of Language Spoken at Home for LEP

Variable	Morristown Township	Morris County	Together North Jersey Region
Population 5 years and over	17,476	461,072	6,105,461
Speak only English	10,168	352,816	4,121,832
Speak English less than "very well"	3,724	42,311	837,019
<i>Percent Limited English Proficiency (LEP)</i>	<i>21.3%</i>	<i>9.2%</i>	<i>13.7%</i>
Language Spoken at Home for LEP Population	100.0%	100.0%	100.0%
<i>Spanish or Spanish Creole</i>	<i>92.3%</i>	<i>50.2%</i>	<i>57.2%</i>
<i>Russian</i>	<i>2.4%</i>	<i>2.2%</i>	<i>1.9%</i>
<i>Tagalog</i>	<i>1.6%</i>	<i>1.4%</i>	<i>2.1%</i>
<i>Arabic</i>	<i>0.9%</i>	<i>1.4%</i>	<i>1.9%</i>
<i>Japanese</i>	<i>0.8%</i>	<i>0.5%</i>	<i>0.6%</i>
<i>Hebrew</i>	<i>0.7%</i>	<i>0.2%</i>	<i>0.3%</i>
<i>French (incl. Patois, Cajun)</i>	<i>0.4%</i>	<i>0.6%</i>	<i>0.8%</i>
<i>Yiddish</i>	<i>0.3%</i>	<i>0.0%</i>	<i>0.1%</i>
<i>German</i>	<i>0.3%</i>	<i>1.3%</i>	<i>0.5%</i>
<i>Chinese</i>	<i>0.2%</i>	<i>11.6%</i>	<i>4.8%</i>
<i>Italian</i>	<i>0.2%</i>	<i>4.1%</i>	<i>2.6%</i>
<i>French Creole</i>	<i>0.0%</i>	<i>0.2%</i>	<i>1.9%</i>
<i>Portuguese or Portuguese Creole</i>	<i>0.0%</i>	<i>1.5%</i>	<i>4.7%</i>
<i>Other West Germanic languages</i>	<i>0.0%</i>	<i>0.1%</i>	<i>0.0%</i>
<i>Scandinavian languages</i>	<i>0.0%</i>	<i>0.1%</i>	<i>0.0%</i>
<i>Greek</i>	<i>0.0%</i>	<i>1.1%</i>	<i>0.6%</i>
<i>Polish</i>	<i>0.0%</i>	<i>2.3%</i>	<i>2.9%</i>
<i>Serbo-Croatian</i>	<i>0.0%</i>	<i>0.5%</i>	<i>0.4%</i>
<i>Other Slavic languages</i>	<i>0.0%</i>	<i>1.5%</i>	<i>0.8%</i>
<i>Armenian</i>	<i>0.0%</i>	<i>0.1%</i>	<i>0.2%</i>
<i>Persian</i>	<i>0.0%</i>	<i>0.4%</i>	<i>0.2%</i>
<i>Gujarati</i>	<i>0.0%</i>	<i>4.6%</i>	<i>3.0%</i>
<i>Hindi</i>	<i>0.0%</i>	<i>1.8%</i>	<i>1.4%</i>
<i>Urdu</i>	<i>0.0%</i>	<i>0.9%</i>	<i>0.7%</i>
<i>Other Indic languages</i>	<i>0.0%</i>	<i>1.7%</i>	<i>1.5%</i>
<i>Other Indo-European languages</i>	<i>0.0%</i>	<i>1.2%</i>	<i>0.7%</i>
<i>Korean</i>	<i>0.0%</i>	<i>3.0%</i>	<i>4.3%</i>
<i>Mon-Khmer, Cambodian</i>	<i>0.0%</i>	<i>0.4%</i>	<i>0.0%</i>
<i>Hmong</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
<i>Thai</i>	<i>0.0%</i>	<i>0.3%</i>	<i>0.1%</i>
<i>Laotian</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
<i>Vietnamese</i>	<i>0.0%</i>	<i>0.9%</i>	<i>0.7%</i>
<i>Other Asian languages</i>	<i>0.0%</i>	<i>2.5%</i>	<i>1.7%</i>
<i>Other Pacific Island languages</i>	<i>0.0%</i>	<i>0.1%</i>	<i>0.1%</i>
<i>Navajo</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
<i>Other Native North American languages</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
<i>Hungarian</i>	<i>0.0%</i>	<i>0.5%</i>	<i>0.3%</i>
<i>African languages</i>	<i>0.0%</i>	<i>0.6%</i>	<i>0.7%</i>
<i>Other and unspecified languages</i>	<i>0.0%</i>	<i>0.1%</i>	<i>0.1%</i>

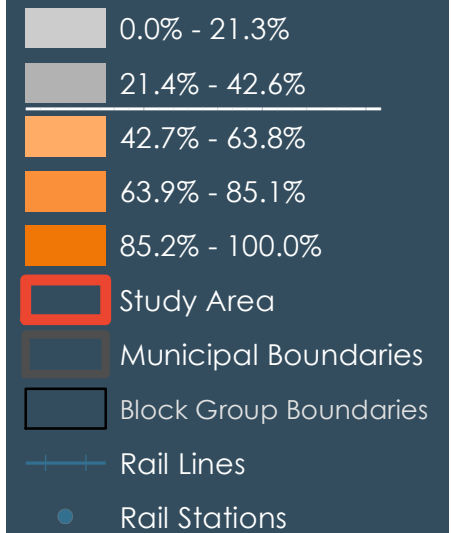
Source: U.S. Census Bureau, 2006-2010 American Community Survey

Morristown Parklet Design Manual and Pilot Project: Minority Populations



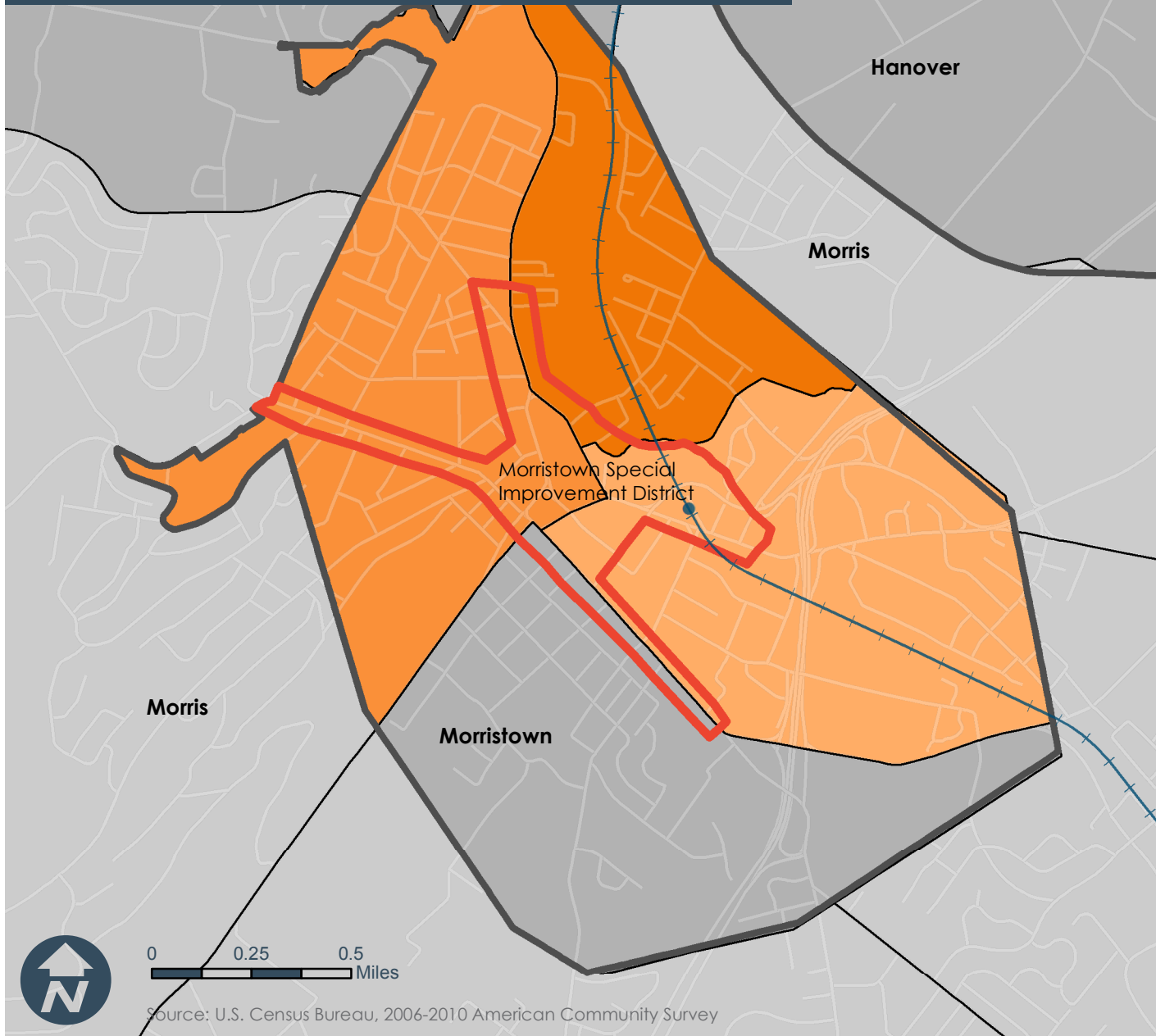
TOGETHER
**NORTH
JERSEY.**

Percent of Population by Block Group (2010)



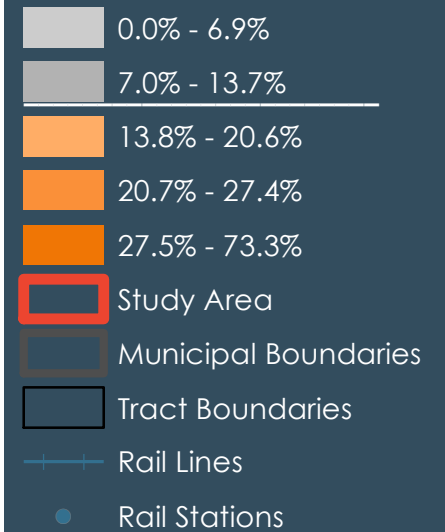
Regional Threshold: 42.6%

Morristown Parklet Design Manual and Pilot Project: Persons with Limited English Proficiency



TOGETHER
**NORTH
JERSEY.**

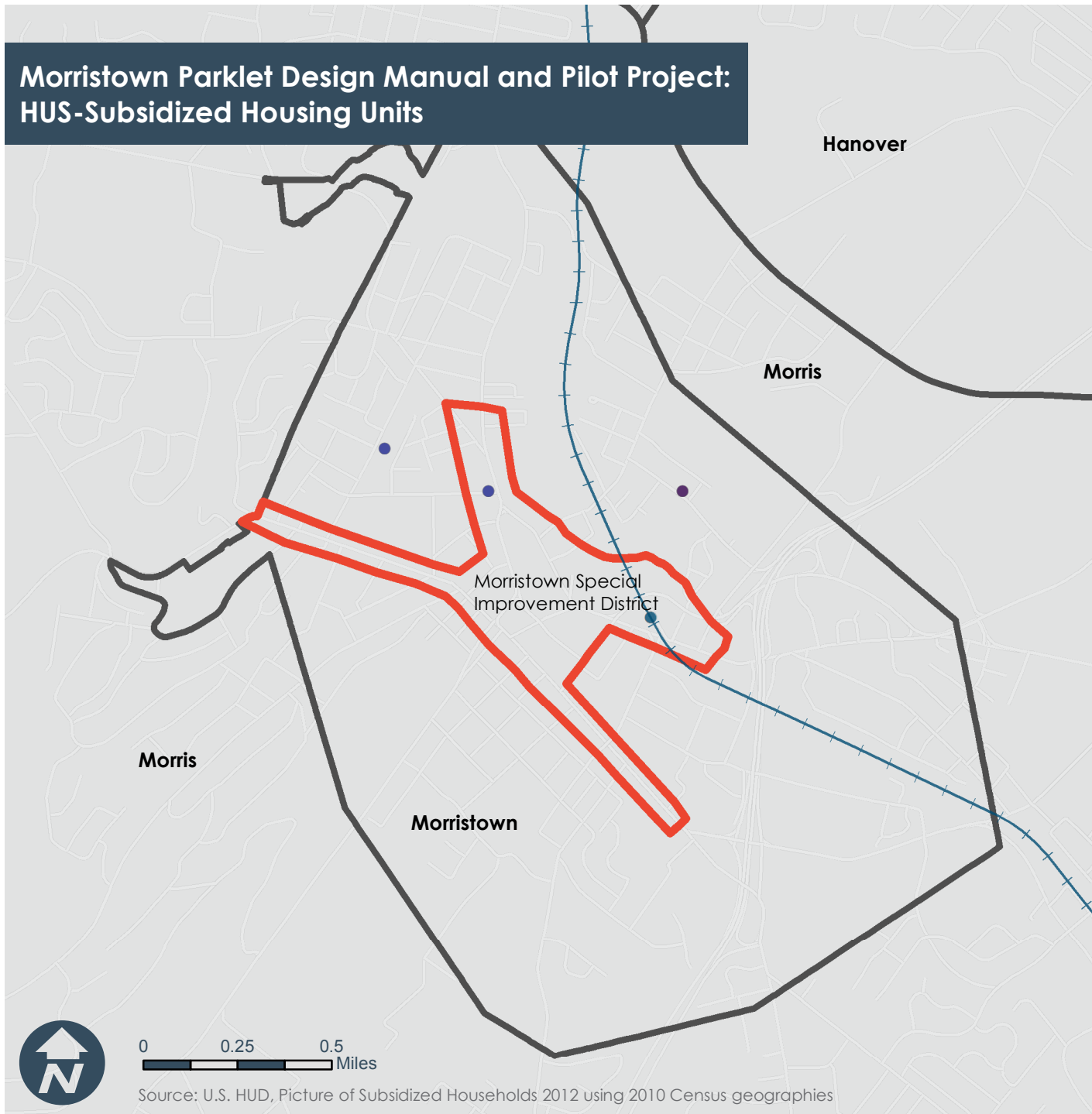
Percent of Population* by Census Tract (2010)



Regional Threshold: 13.7%








**Five years and older*

Morristown Parklet Design Manual and Pilot Project: HUS-Subsidized Housing Units

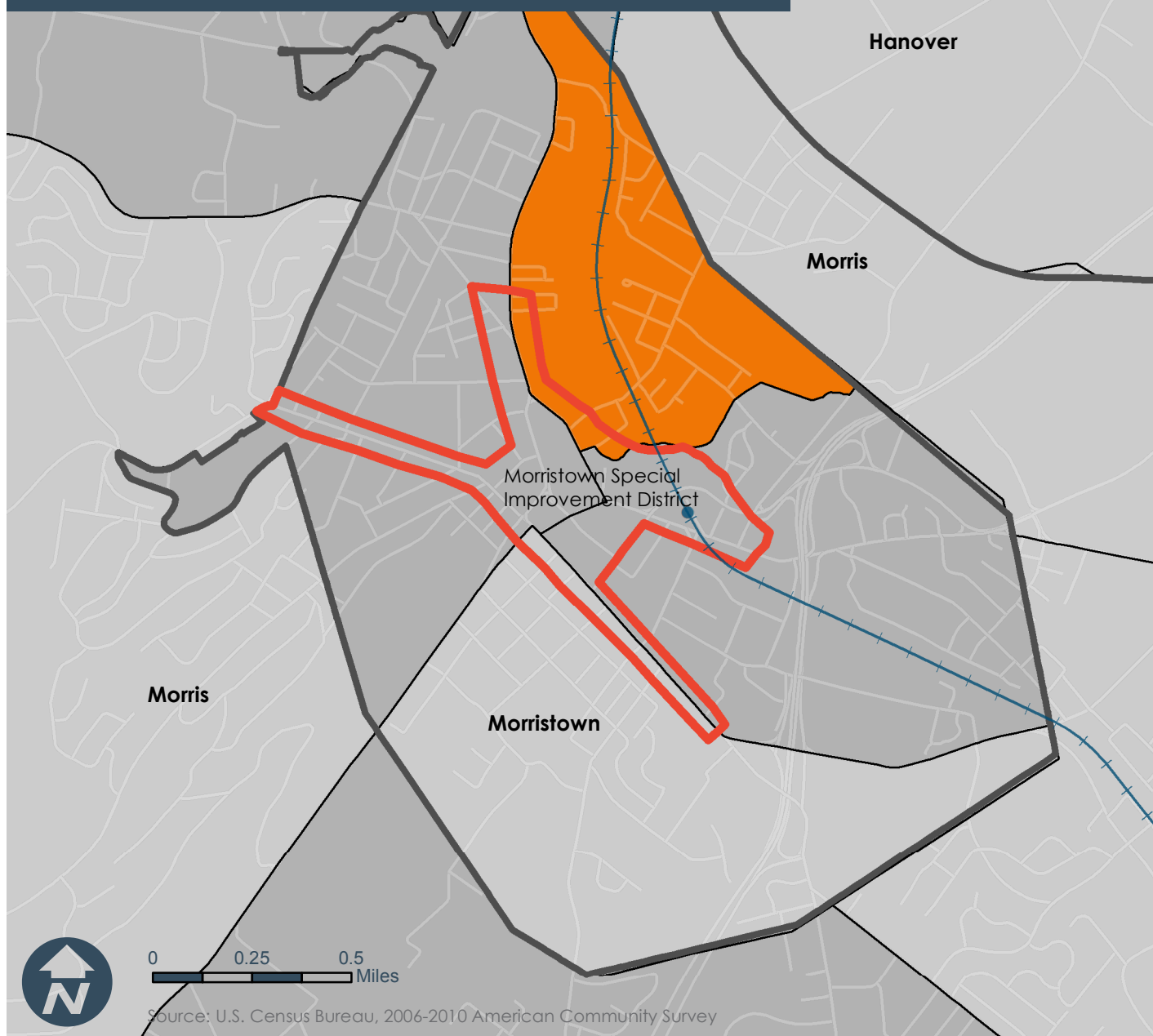


TOGETHER
**NORTH
JERSEY.**

HUD-Subsidized Housing Units (2012)

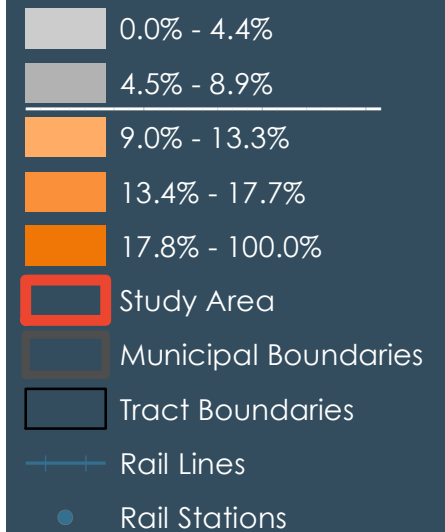
-  Study Area
-  Municipal Boundaries
-  Rail Lines
-  Rail Stations
-  Low-Income Housing Tax Credit Units
-  Multi-Family
-  Public Housing

Morristown Parklet Design Manual and Pilot Project: Households in Poverty



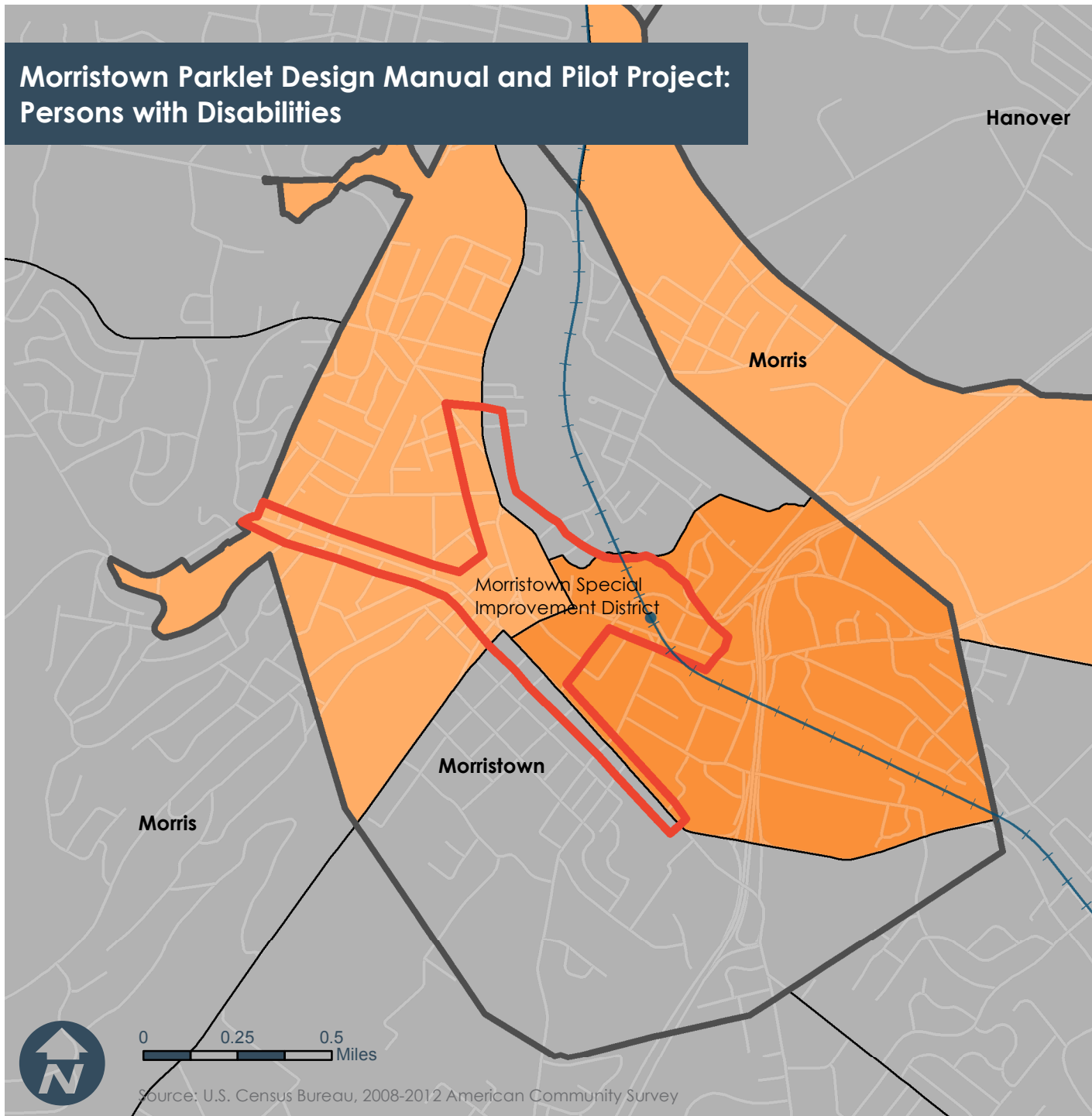
TOGETHER
**NORTH
JERSEY.**

Percent of Households by Census Tract (2010)



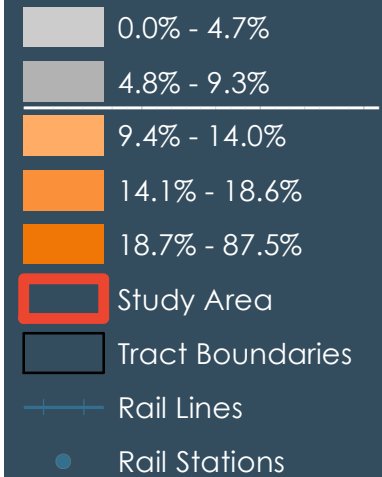
Regional Threshold: 8.9%

Morristown Parklet Design Manual and Pilot Project: Persons with Disabilities

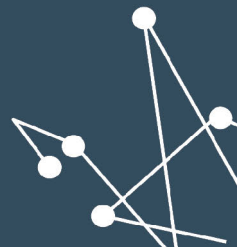


TOGETHER
**NORTH
JERSEY.**

Percent of Population by Census Tract (2012)



Regional Threshold: 9.3%

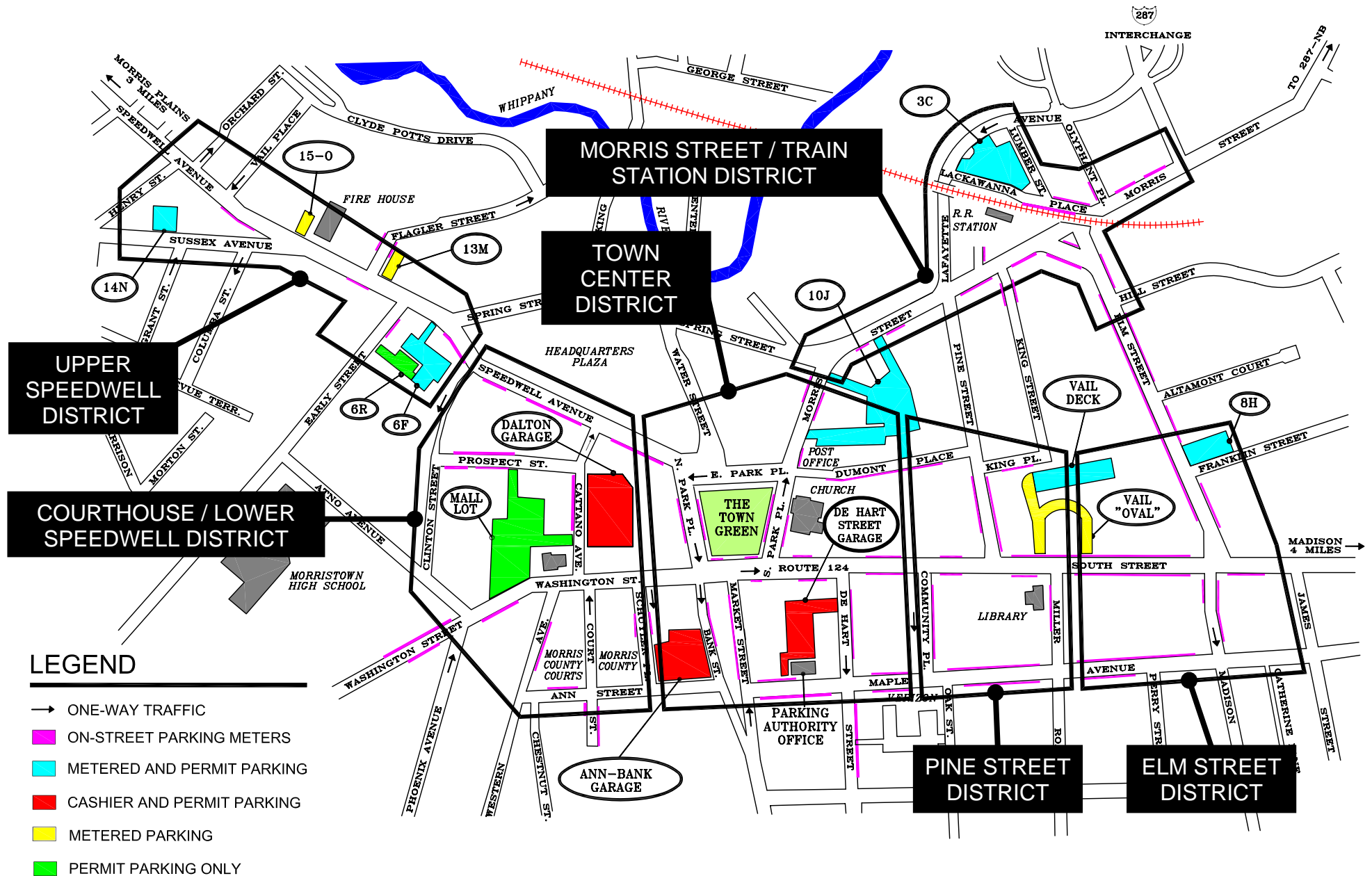


BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX C

MORRISTOWN DATA

CLICK ON ANY DISTRICT TO VIEW A MORE DETAILED "PUBLIC PARKING LOCATOR MAP" OF THAT DISTRICT



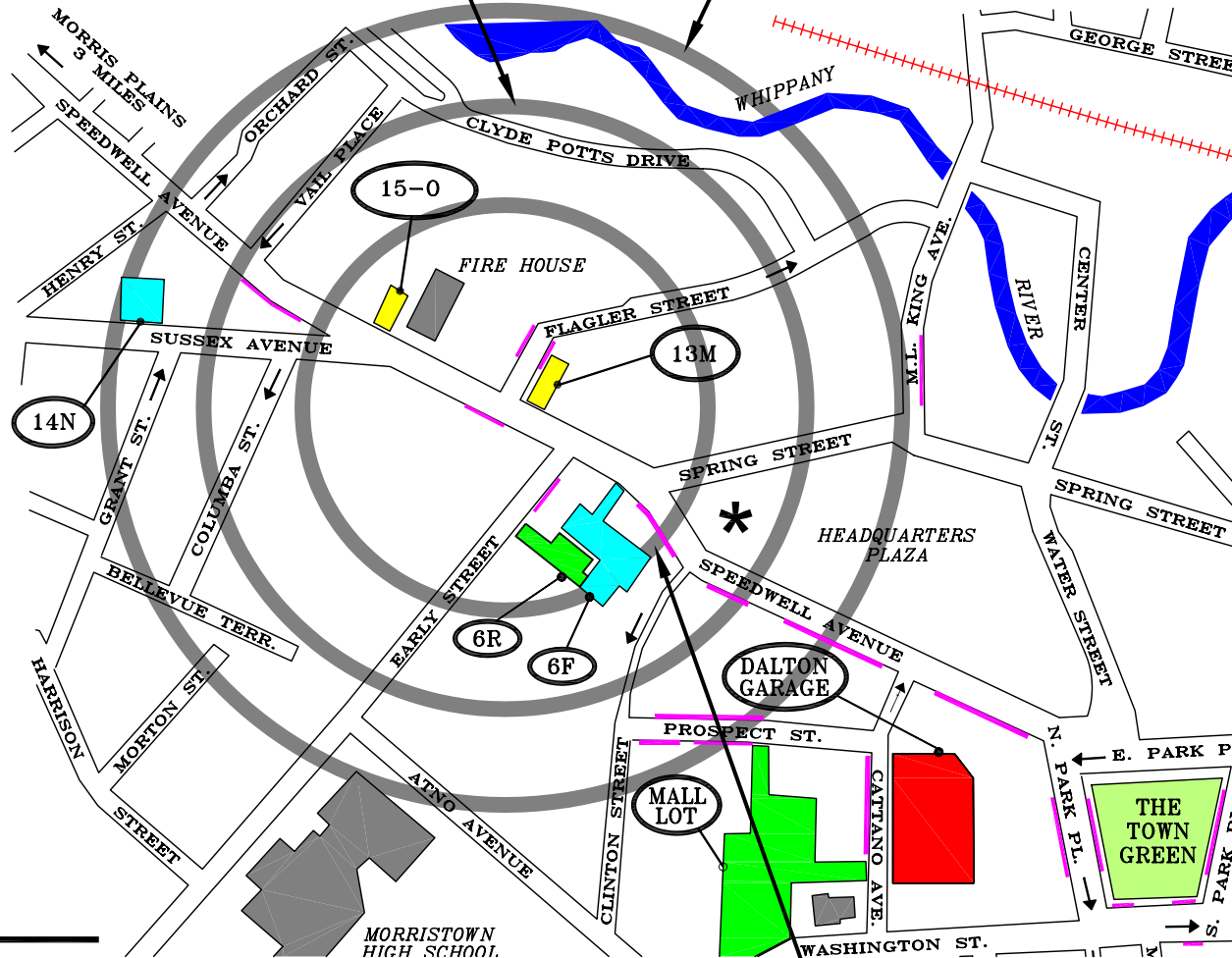
CONVENIENT WALKING DISTANCE
145 PARKING SPACES

REASONABLE WALKING DISTANCE
210 PARKING SPACES

(NOT TO SCALE)

LEGEND

- ONE-WAY TRAFFIC
- ON-STREET PARKING METERS
- METERED AND PERMIT PARKING
- CASHIER AND PERMIT PARKING
- METERED PARKING
- PERMIT PARKING ONLY
- * PUBLIC PARKING ALSO AVAILABLE AT HEADQUARTERS PLAZA



VERY CONVENIENT WALKING DISTANCE
135 PARKING SPACES

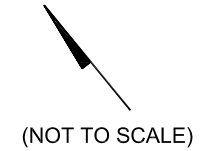
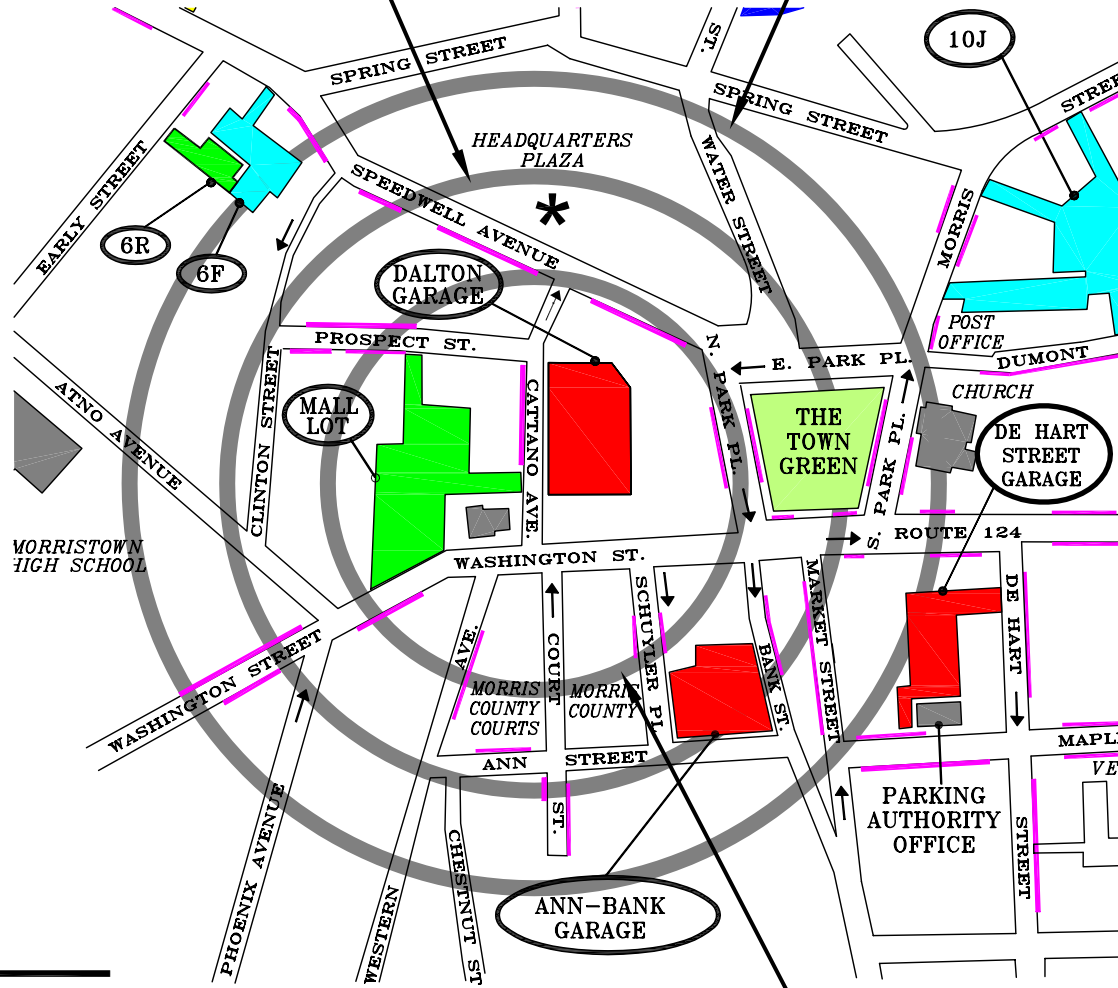
PUBLIC PARKING LOCATOR

UPPER SPEEDWELL DISTRICT

RETURN TO MAIN MAP

CONVENIENT WALKING DISTANCE
1,620 PARKING SPACES

REASONABLE WALKING DISTANCE
1,830 PARKING SPACES



LEGEND

- ONE-WAY TRAFFIC
- MAGENTA LINE ON-STREET PARKING METERS
- CYAN LINE METERED AND PERMIT PARKING
- RED LINE CASHIER AND PERMIT PARKING
- YELLOW LINE METERED PARKING
- GREEN LINE PERMIT PARKING ONLY
- * PUBLIC PARKING ALSO AVAILABLE AT HEADQUARTERS PLAZA

VERY CONVENIENT WALKING DISTANCE
1,050 PARKING SPACES

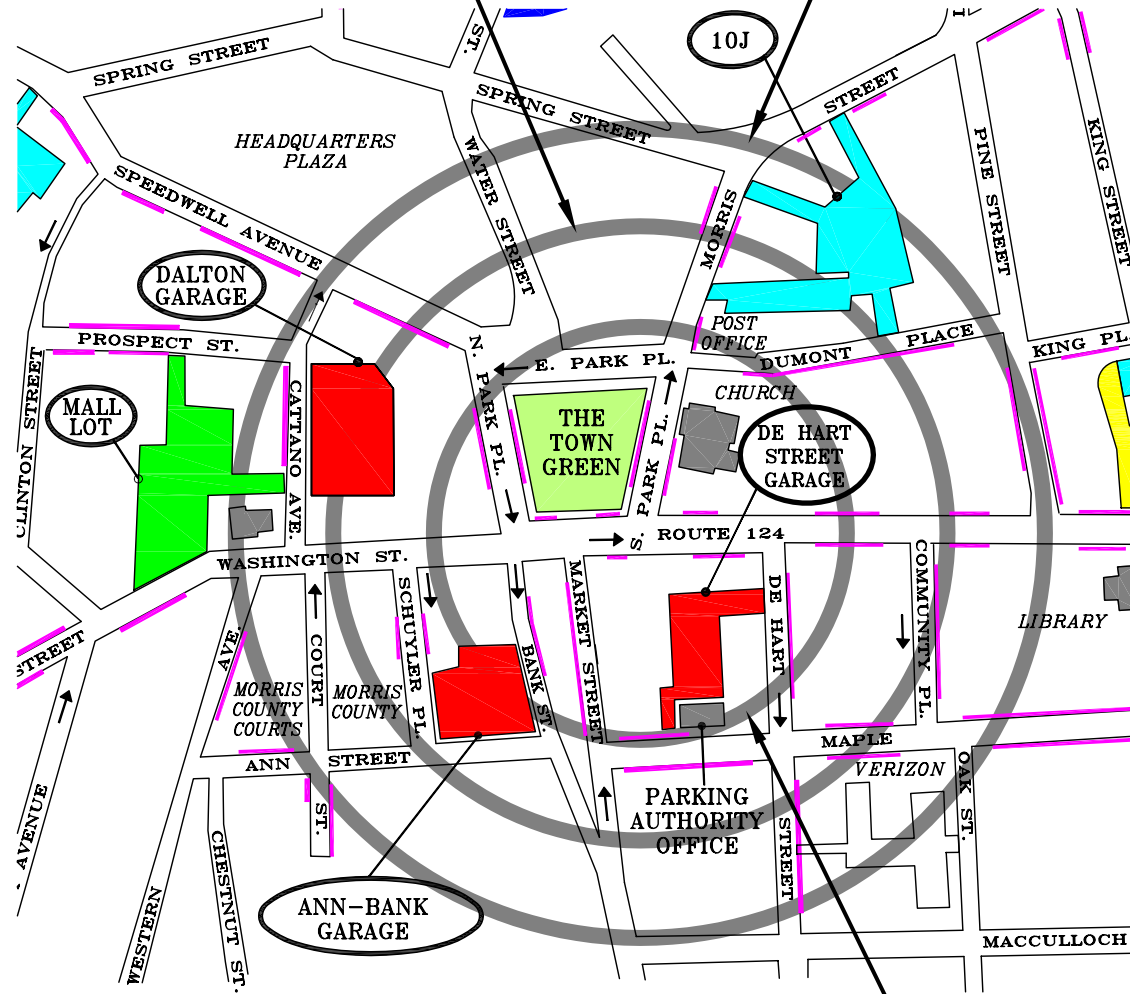
PUBLIC PARKING LOCATOR

COURTHOUSE / LOWER SPEEDWELL DISTRICT

RETURN TO MAIN MAP

CONVENIENT WALKING DISTANCE
1,910 PARKING SPACES

REASONABLE WALKING DISTANCE
2,500 PARKING SPACES



(NOT TO SCALE)

LEGEND

- ONE-WAY TRAFFIC
- ON-STREET PARKING METERS
- METERED AND PERMIT PARKING
- CASHIER AND PERMIT PARKING
- METERED PARKING
- PERMIT PARKING ONLY

VERY CONVENIENT WALKING DISTANCE
1,180 PARKING SPACES

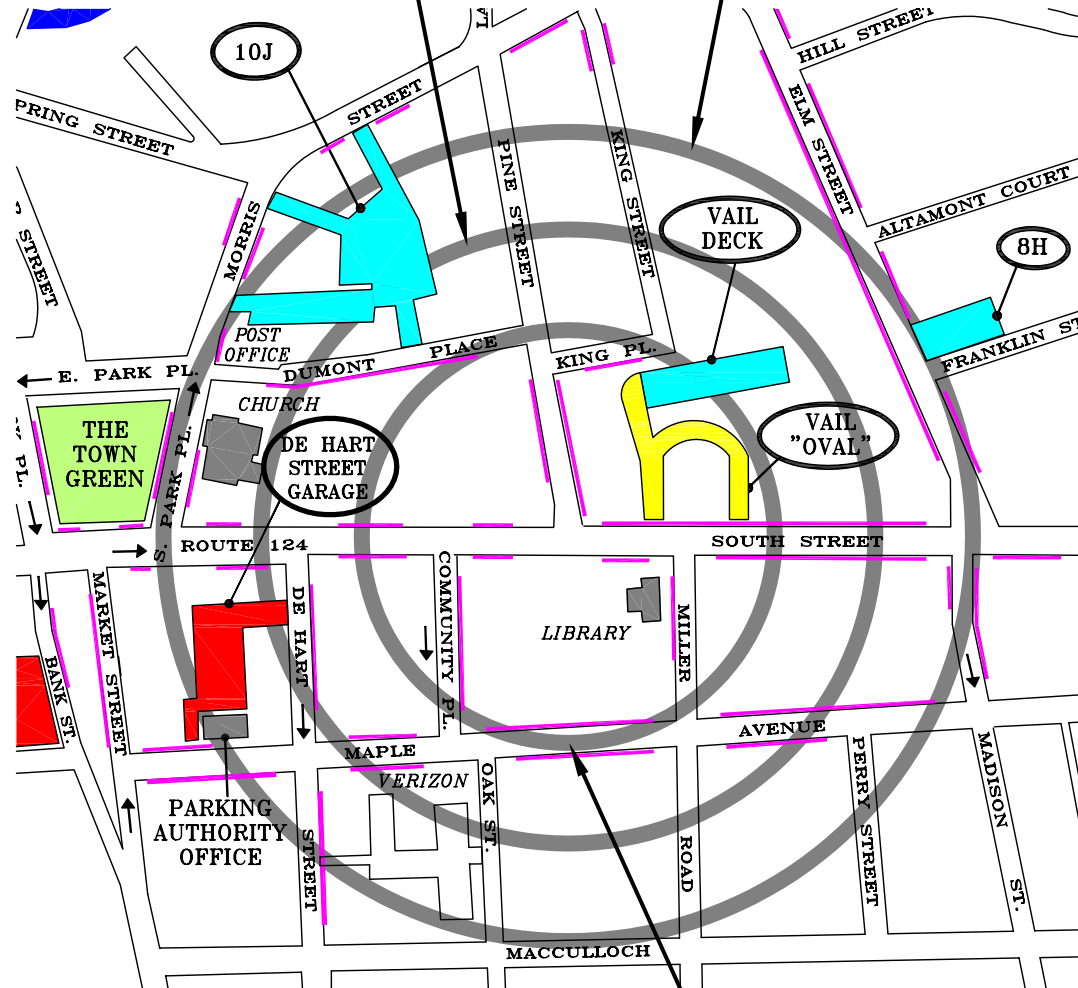
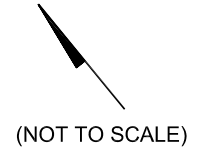
PUBLIC PARKING LOCATOR

TOWN CENTER DISTRICT

RETURN TO MAIN MAP

CONVENIENT WALKING DISTANCE
345 PARKING SPACES

REASONABLE WALKING DISTANCE
OVER 1,200 PARKING SPACES



VERY CONVENIENT WALKING DISTANCE
175 PARKING SPACES

LEGEND

- ONE-WAY TRAFFIC
- ON-STREET PARKING METERS
- METERED AND PERMIT PARKING
- CASHIER AND PERMIT PARKING
- METERED PARKING
- PERMIT PARKING ONLY

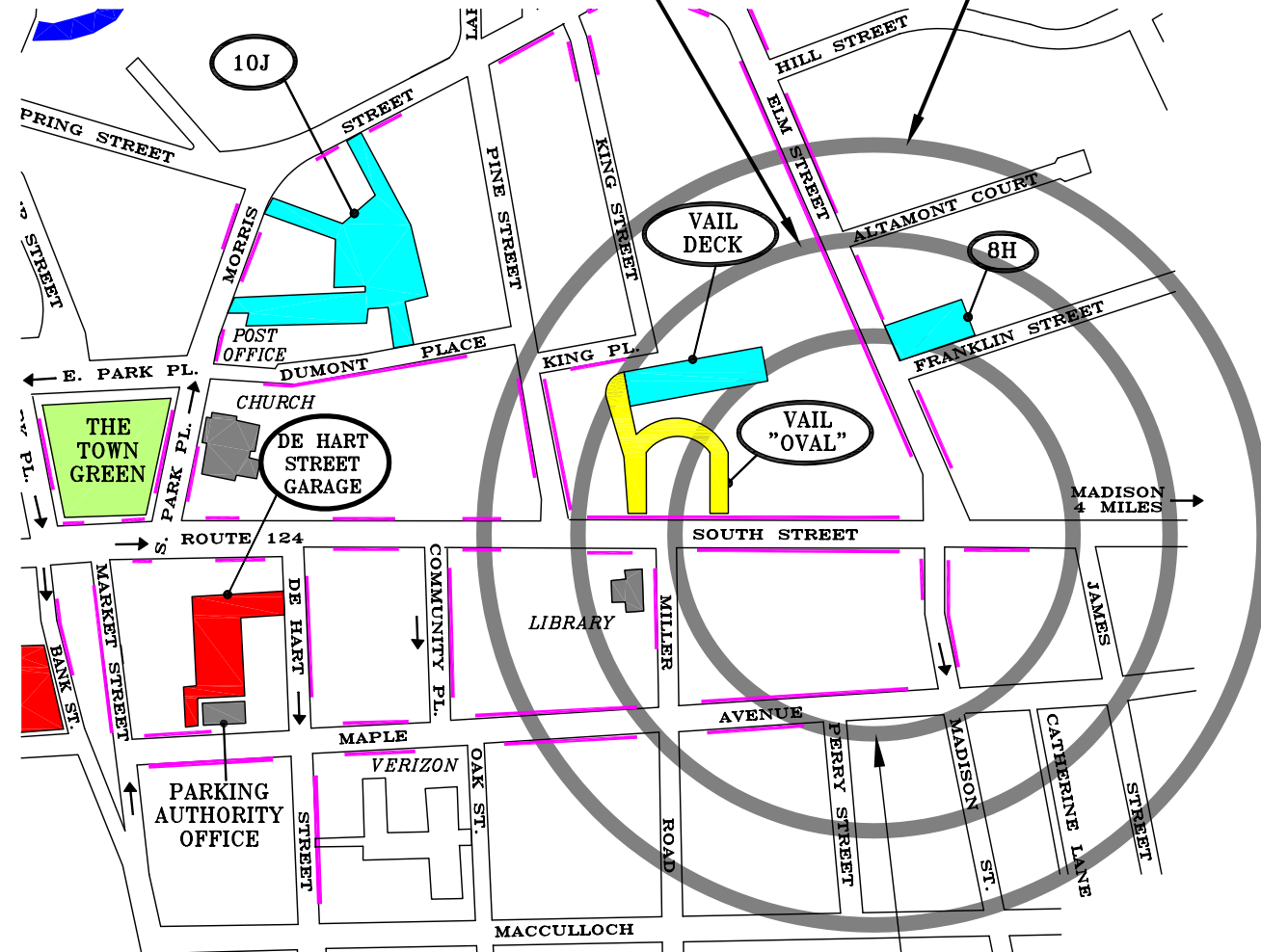
PUBLIC PARKING LOCATOR

PINE STREET DISTRICT

RETURN TO MAIN MAP

CONVENIENT WALKING DISTANCE
300 PARKING SPACES

REASONABLE WALKING DISTANCE
380 PARKING SPACES



(NOT TO SCALE)

VERY CONVENIENT WALKING DISTANCE
165 PARKING SPACES

LEGEND

- ONE-WAY TRAFFIC
- ON-STREET PARKING METERS
- METERED AND PERMIT PARKING
- CASHIER AND PERMIT PARKING
- METERED PARKING
- PERMIT PARKING ONLY

PUBLIC PARKING LOCATOR

ELM STREET DISTRICT

[RETURN TO MAIN MAP](#)

[RETURN TO MAIN MAP](#)



Morristown Quick Statistics

MAJOR TENANTS	Morristown Memorial Hospital, Riker Danzig, Wells Fargo Advisors, Villa Enterprise Management Prudential NJ Properties, Coldwell Banker, Weichert Realtors, Mayo Performing Arts Center, Walgreens, Hyatt Geraldine R. Dodge Foundation, Century 21 Department Store, Jos. A. Bank, Kings Supermarket, Walgreens Rite Aid, Staples, Harvest Restaurant Group - 2 Brands, The Grand Café, Methani Restaurant Group - 3 Brands			
WORKFORCE: DOWNTOWN Links to full data	All Workers 2008* 22,063 Goods Producing 2,201 Trade, Transportation and Utilities 1,690 Services 18,172 Est. Office Workers: 13,810	Estimated Office Worker Annual Downtown Expenditure Potentials:* lunches \$21,510,456 retail \$19,440,889 dinner/drinks \$3,275,456 <i>Total</i> \$44,226,801		
	*U.S. Census Bureau, LED On-The-Map, 2008; DANTH, Inc	* DANTH, Inc; ICSC 2003 survey, adjusted 118% for CPI increase		
WORKFORCE: TRADE AREA Links to full data	All Workers 2008* 128,931 Services 96,894 Est. Office Workers: 85,617	Estimated Office Worker Annual Expenditure Potentials:* lunches \$125,514,522 retail \$163,014,768 dinner/drinks \$15,667,911 <i>Total</i> \$304,197,201		
	*U.S. Census Bureau, LED On-The-Map, 2008; DANTH, Inc	* DANTH, Inc; ICSC 2003 survey, adjusted 118% for CPI increase		
TRADE AREA RESIDENTS Links to map and full data	Population 98,708 Average HH Income \$165,042 Median HH Income \$121,674 Median Age 41.0 % College Graduate 59.9% Retail Spending Potential Index 220 Aggregate retail expenditures \$1,971,376,684 High Society Life Mode Group 64%	Primary T. A. 98,708 Total T. A. 219,336 NJ 8,822,373 41.5 61.0% 225 \$4,471,058,059 63%	Total T. A. 219,336 NJ 8,822,373 41.5 61.0% 225 \$4,471,058,059 63%	NJ 8,822,373 \$94,220 \$72,519 38.9 34.7% 126 \$101,086,508,507 18%
	*Source: ESRI Business Analyst 2010 data			
TRANSPORTATION Link to map and full data	Avg Daily Traffic	Downtown Parking	Commuter Rail	
	106,621 28,000 25,142 25,000 24,810	2,900 58.30%	Public Spaces Occupancy Rate	NJT Service: Direct to Newark, Hoboken & NYC Daily Boardings: 2,057
NEW RESIDENTIAL UNITS Link to full data	Status Completed, approved or pending	Number At 95% occupancy =1,499	Estimated Total HHs Potential Retail Spending 2010 \$82,011,683	
HOTELS & TOURISM Link to full data	3 Hotels	540 Rooms	These hotels have an estimated average of 537 guests per day, 196,005 guest days per year	Guests spend \$9.8 million/yr on food
ENTERTAINMENT Link to full data	77 Restaurants		Cinema	Theater
	\$79.4 million/yr in sales 21 listed in Zagat		10 screens 360,411 patrons	230 performances 200,000 attendance
HIGH SCHOOL STUDENTS Link to full data	1,500 in downtown		•Spend \$2.7 million/yr on retail and dining •Influence \$3.8 million/yr of parental retail spending	

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX D

AUGUST 20, 2013 KICKOFF MEETING

MORRISTOWN PARKLETS

A Local Demonstration Project

KICKOFF MEETING.

MORRISTOWN – AUGUST 20, 2013

KICKOFF MEETING AGENDA

10:00AM	Welcome & Introductions	Mayor Timothy Dougherty, Town of Morristown Daniel Hernandez, Jonathan Rose Companies Phil Abramson, Jonathan Rose Companies
10:15AM	Overview of Together North Jersey Overview of Local Demonstration Project Program	Vivian Baker, NJ Transit
10:20AM	Project Overview and Objectives Discussion	Rob Freudenberg, Regional Plan Association Participants
10:40AM	Project Scope and Timeline Discussion	Rob Freudenberg, Regional Plan Association Participants
11:00AM	Steering Committee Responsibilities & Dates	Rob Freudenberg, Regional Plan Association
11:10AM	Resource Inventory	Janani Shankaran, Regional Plan Association Participants
11:20AM	Parklets in Morristown	Participants
12:00PM	Adjourn	

THANK YOU FOR YOUR PARTICIPATION!

GENERAL PROJECT TIMELINE:

	August	September	October	November	December
Site Tours		●			●
Steering Committee	●	●	●	●	●
Technical Advisory		●		●	
Public Engagement			●	●	

MORRISTOWN PARKLETS

A Local Demonstration Project

Kickoff Meeting
August 20, 2013



Together North Jersey

What is **Together North Jersey**?

- A planning initiative in the 13-county NJTPA region of New Jersey
- In Nov 2011, US HUD awarded TNJ a \$5 million grant to develop a Regional Plan for Sustainable Development (RPSD)
- Comprehensive and balanced plan will invest in the region's existing communities where housing, jobs, educational, cultural, and recreational opportunities are made more easily accessible to most residents without having to drive to them



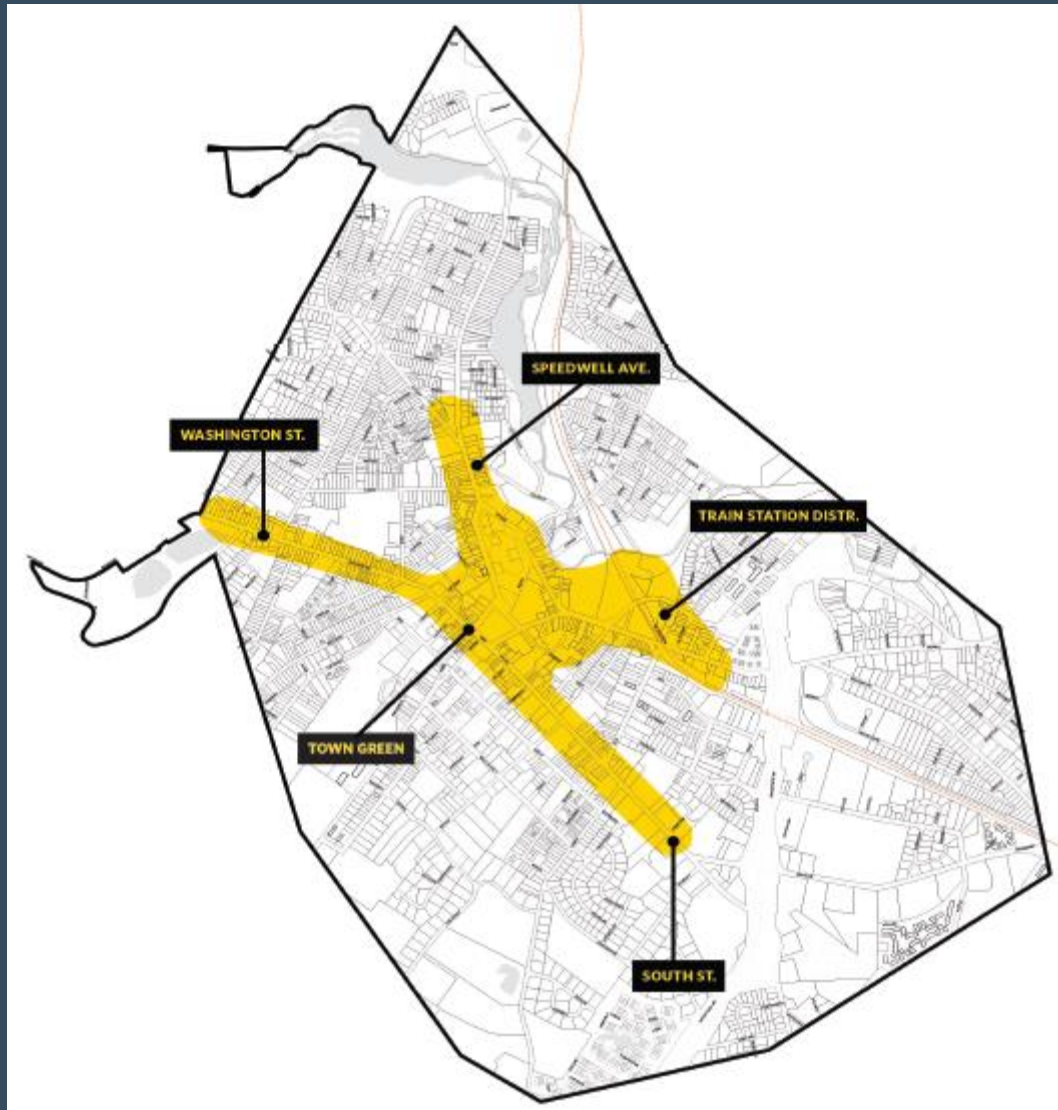
Local Demonstration Projects

What are **Local Demonstration Projects**?

- Provide technical assistance to local partners throughout Northern NJ to undertake strategic planning activities promoting sustainable and livable, transit-oriented development and advance the broader goals of the RPSD
- Potential LDP projects include a variety of local planning activities to make transit corridors and communities more livable



Study Area



Project Team

- Regional Plan Association
- *Landscape Architect TBD*
- NJ Transit & NJTPA

Objectives

This project proposes to:

1) Facilitate use of on-street parklets as a mechanism for creating a more pedestrian and bicycle friendly downtown and to make the downtown more attractive to residents, visitors and businesses



Objectives

This project proposes to:

2) Facilitate incorporation of public art and passive recreation space into the downtown



Objectives

This project proposes to:

3) Create a Design Manual that is easily transferable to similar programs across the State.



Objectives

This project proposes to:

- 4) Design one parklet to serve as an example for future parklets. It is anticipated that the Town will work with the local business community to raise funds for and build one parklet as a pilot project.



Scope & Timeline

Phase I: Research & Analysis – Where are we now? Where are we headed?

- Study area tour, including identification and classification of place types
- Collect, review, and analyze relevant plans, including Morristown Master Plan
- Research case studies of parklets in the state and country, looking into design standards, required documentation, application process, etc.
- Develop understanding of state, county and town regulations pertinent to parklet development and implementation

Scope & Timeline

Phase II: Outreach & Ideas - Where do we want to go?

- Public engagement meetings
- Steering Committee meetings
- Technical Advisory Committee meetings
- Draft design manual

Scope & Timeline

Phase III: Implementation Strategies - How do we get there?

- Prepare a sample “Call for Proposals” for creation of parklets by private entities
- Final design manual
- Design a pilot parklet as an example implementation of design manual

Scope & Timeline

Phase I: Research & Analysis – Where are we now? Where are we headed?

Phase II: Outreach & Ideas - Where do we want to go?

Phase III: Implementation Strategies - How do we get there?

	September	October	November	December
Phase I				
Phase II				
Phase III				

Steering Committee

- **Steering Committee:**
 - Town of Morristown
 - Morristown Parking Authority
 - Morristown Partnership (SID)
 - County of Morris
 - Morris Arts
 - NJDOT
- **Technical Advisory Committee**

Steering Committee Role

- **Steering Committee will be involved at every step of the project:**
 - Weigh in on objectives and scope
 - Contribute resources on-hand
 - Complete outreach for public engagement meetings
 - Attend public engagement meetings
 - Participate in Steering Committee meetings, and Technical Advisory Committee meetings if necessary
 - Review draft design manual and provide input

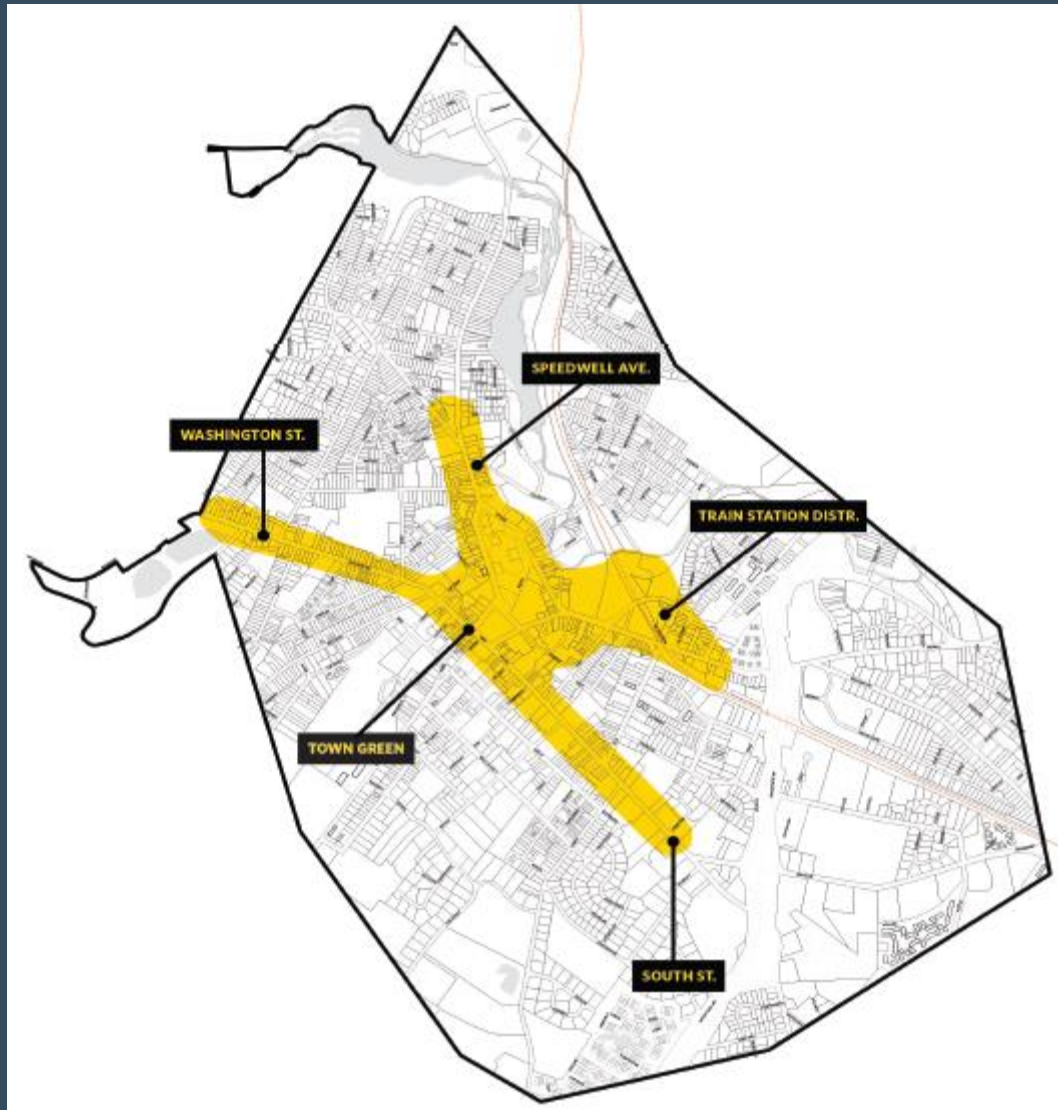
Resource Inventory

- **What additional resources can be provided by Steering Committee members?**
 - Planning documents
 - Transportation documents
 - Policy documents
 - Potential partner organizations or stakeholders

Parklets in Morristown

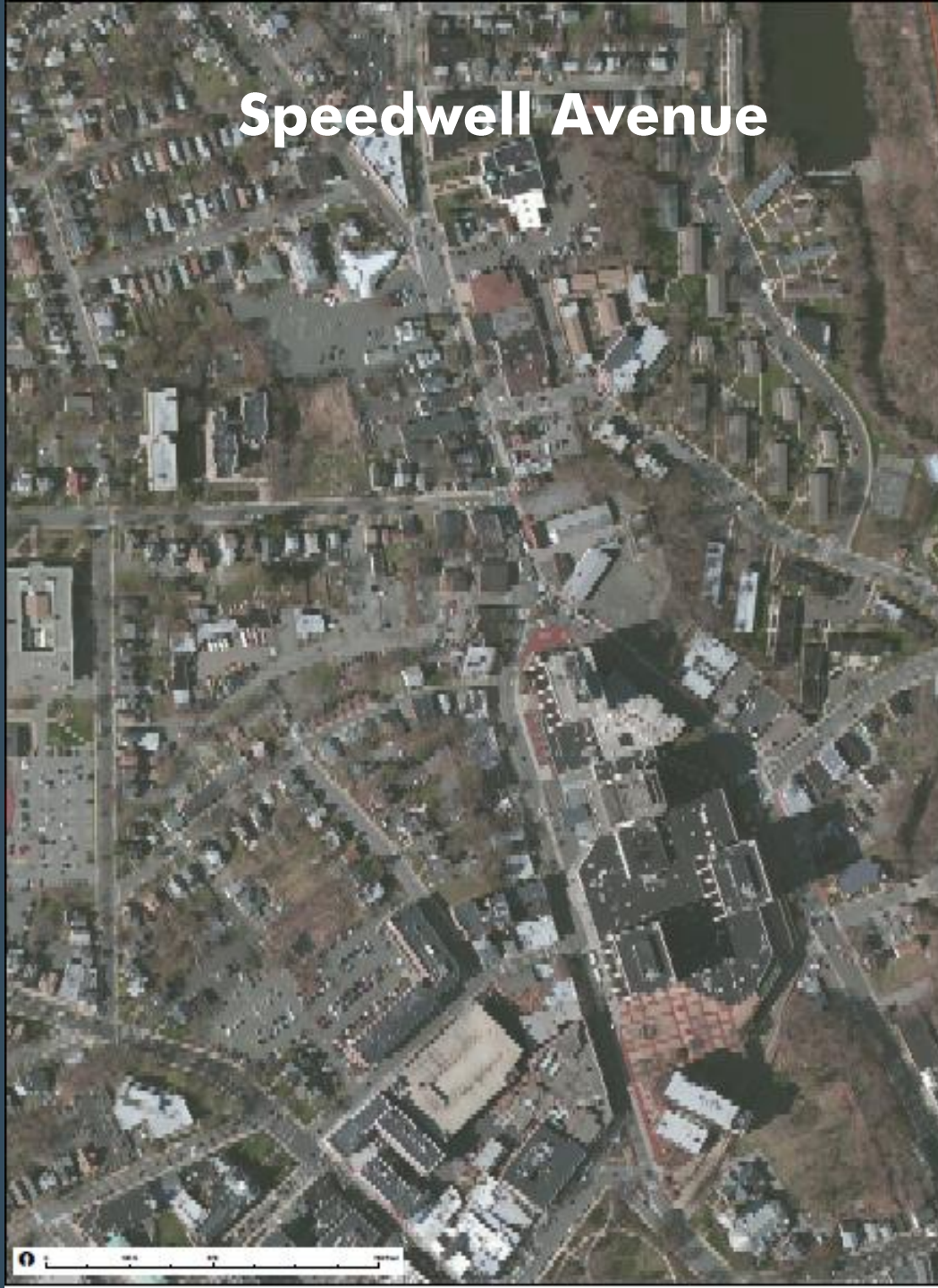


Parklets in Morristown



South Street

Speedwell Avenue



Morristown Green



Train Station

Washington Street



Next Steps

- Upcoming meetings

	August	September	October	November	December
Site Tours		●			●
Steering Committee	●	●	●	●	●
Technical Advisory		●		●	
Public Engagement			●	●	



CONNECTING
PEOPLE, PLACES,
AND POTENTIAL.

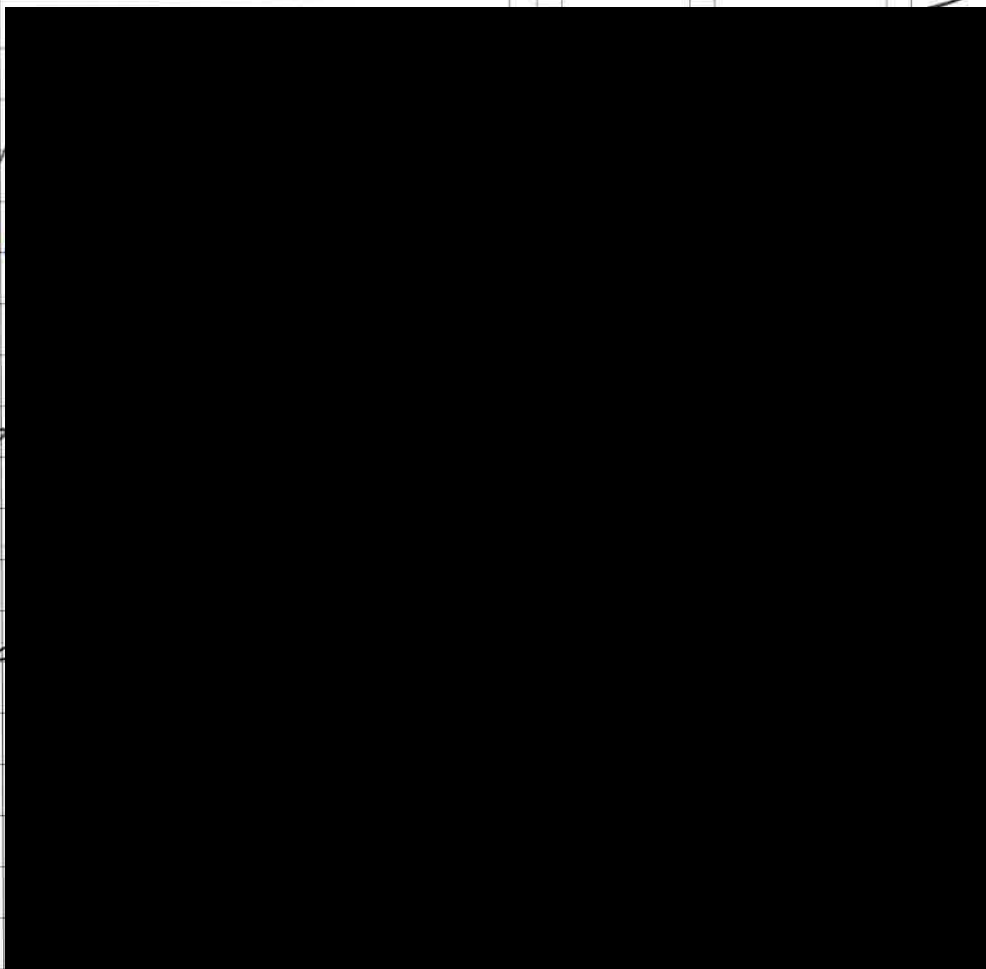
MORRISTOWN PARKLETS A Local Demonstration Project

KICKOFF MEETING.

MORRISTOWN – AUGUST 20, 2013

Sheet 1 of 2

WHERE do you live or work?

Name	Resident, Business or Organization	Email Address	Morristown	Morris County	Other
1 Robert Freudenberg	RPA		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2 Cyrenthia Ward	NJT		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Helene Rubin	NJDOT		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4 ALAN MILLER	NJ BAC/OPA		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5 BIB GOLDSMITH	MPA/Morristown Partnership		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6 John Del Colle	NJT-Gov. + Comm Rels		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7 GEORGE FIORE ☺	MPA		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8 PATRICK W. GEARY	MPA		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9 MICHAEL FABRIZIO	MORRISTOWN PARTNERSHIP		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 PAUL MILLER	TOWN OF SUSTAINABILITY		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11 TOM WERDER	MORRIS ARTS		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12 Kadie Dempsey	MORRIS Arts		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13 Gerald Bohler	Morris County DOT		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14 Janani Shankaran	RPA		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15 Jennifer Wehring	Morristown Partnership		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16 Daniel Hernandez			<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17 Phil Abramsen			<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Morristown Parklets

A Local Demonstration Project

KICKOFF MEETING SUMMARY

August 20, 2013
10:00 - 12:00PM

Morristown Partnership Offices
Suite 201
14 Maple Avenue
Morristown, NJ

Participants

Phil Abramson, Jonathan Rose Companies/Town of Morristown; John Del Colle, NJ Transit; Kadie Dempsey, Morris Arts; Michael Fabrizio, Morristown Partnership; George Fiore, Morristown Parking Authority; Rob Freudenberg, Regional Plan Association; Patrick W. Geary, Morristown Parking Authority; Bob Goldsmith, Morristown Parking Authority; Daniel Hernandez, Jonathan Rose Companies/Town of Morristown; Alan Miller, NJBAC/NJOPA; Paul Miller, Sustainable Morristown/Town of Morristown; Gerard Rohsler, Morris County DOT; Helene Rubin, NJDOT; Janani Shankaran, Regional Plan Association; Cyrenthia Ward, NJ Transit; Jennifer Wehring, Morristown Partnership; Tom Werder, Morris Arts

Welcome & Introductions

- *Phil Abramson and Daniel Hernandez of Jonathan Rose Companies/Town of Morristown welcomed attendees.*
- *Participants provided self-introductions.*

Overview: Together North Jersey & Local Demonstration Project Program

- *Rob Freudenberg of Regional Plan Association (RPA) provided an overview of Together North Jersey and the Local Demonstration Project Program.*
 - o More information on Together North Jersey can be found at <http://togethernorthjersey.com/>
 - o More information on the Local Demonstration Project Program can be found at http://togethernorthjersey.com/?page_id=648

Project Overview & Objectives

- *Rob Freudenberg of Regional Plan Association (RPA) provided an overview of the project.*
- *Project Team: RPA, Landscape Architect TBD, NJ Transit and North Jersey Transportation Planning Authority (NJTPA)*

Morristown Parklets

A Local Demonstration Project

- Study Area: Town of Morristown, focusing on South Street, Speedwell Avenue, Town Green, Washington Street, and Train Station area
- Project Objectives:
 - o Facilitate use of on-street parklets as a mechanism for creating a more pedestrian and bicycle friendly downtown and to make the downtown more attractive to residents, visitors and businesses.
 - o Facilitate incorporation of public art and passive recreation space into the downtown.
 - o Create a Design Manual that is easily transferable to similar programs across the State.
 - o Design one parklet to serve as an example for future parklets. It is anticipated that the Town will work with the local business community to raise funds for and build one parklet as a pilot project.

Discussion: Project Overview & Objectives

- *Participants engaged in discussion regarding project and objectives.*
- Use of parklets and arts as an economic development tool *must* be addressed as a project objective.

Project Scope & Timeline

- *Rob Freudenberg of RPA provided overview of project scope and timeline.*
- Scope and Timeline:
 - o Phase 1: Research & Analysis – Where are we now? Where are we headed? (late August – October)
 - Study area tour, including identification and classification of place types
 - Collect, review, and analyze relevant plans, including Morristown Master Plan
 - Research case studies of parklets in the state and country, looking into design standards, required documentation, application process, etc.
 - Develop understanding of state, county and town regulations pertinent to parklet development and implementation
 - o Phase 2: Outreach & Ideas – Where do we want to go? (October – December)
 - Public engagement meetings
 - Steering Committee meetings
 - Technical Advisory Committee meetings
 - Draft design manual

Morristown Parklets

A Local Demonstration Project

- Phase 3: Implementation Strategies – How do we get there? (November – December)
 - Prepare a sample “Call for Proposals” for creation of parklets by private entities
 - Final design manual
 - Design a pilot parklet as an example implementation of design manual

Discussion: Project Scope & Timeline

- *Participants engaged in discussion regarding scope and timeline.*

MAJOR TAKEAWAYS

- The Morristown Master Plan engagement process introduced the concept of parklets to the general public. Since residents are generally familiar with parklets and previously weighed in with their feedback, a large public engagement process for this project may not be necessary. Instead, there can be a series of roundtable discussions or surveys, engaging restaurateurs, the arts community, sustainability advocates, and the immigrant population.
- Educating businesses about the benefits of parklets is critical to ensure buy-in from the business community. The business community should be engaged throughout the project.
- It may be beneficial to identify specific places where parklets can be constructed, ahead of parklet implementation. Speedwell Avenue is one area that could benefit from the vibrancy that parklets offer.
- While case studies of larger cities may be informative, it would be helpful to look at case studies of small and midsize cities, as they may be more relevant to Morristown.

Steering Committee Responsibilities & Dates

- *Rob Freudenberg of RPA provided overview of Steering Committee membership responsibilities.*
 - Weigh in on objectives and scope
 - Contribute resources on-hand
 - Complete outreach for public engagement meetings
 - Attend public engagement meetings
 - Participate in Steering Committee meetings, and Technical Advisory Committee meetings if necessary
 - Review draft design manual and provide input

Morristown Parklets

A Local Demonstration Project

- In addition to a Steering Committee, a Technical Advisory Committee, consisting of NJDOT, MPA, Morris County DOT, NJ Transit and others will be convened to weigh in on technical details of location, design and implementation.

Resource Inventory

- *Janani Shankaran at RPA asked participants to list any relevant resources to inform research and analysis, including local plans, transportation plans, or policy documents.*

Parklets in Morristown

- *Daniel Hernandez and Phil Abramson of Jonathan Rose Companies/Town of Morristown provided background information on parklet programs in other areas, including San Francisco.*

Discussion: Parklets in Morristown

- *Participants engaged in discussion of parklet issues and opportunities, as well as items that should be addressed in a design manual.*

MAJOR TAKEAWAYS

- If the concept of parklets becomes highly successful, the manual needs to set standards as to *where* and *how many* can be built.
- Parking may need to be created elsewhere to offset lost space from the creation of a parklet. Additionally, there should be little to no loss of revenue.
- The manual needs to address parklet ownership, including how many businesses can jointly apply for, own and manage a parklet, and whether ownership can be transferred if an existing business leaves or is sold.
- Parklets differ from sidewalk cafes in that they are public spaces, open to users regardless of whether they patronize the adjacent business. However, in order for business owners to feel like there is a real “return” on a parklet investment, there may need to be flexibility in uses. Examples include advertising on a parklet, dedicating a parklet as extra space for restaurants and retailers during certain hours of the day, or having a block of businesses jointly sponsor a parklet. These ideas should be explored further.
- Businesses may want to design a parklet in the manner that is least costly; therefore, there should be a concerted effort to ensure that the arts are incorporated into parklet creation.

Adjourn

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX E

**SEPTEMBER 25, 2013 TECHNICAL ADVISORY COMMITTEE MEETING & STUDY AREA
TOUR**

MORRISTOWN PARKLETS

A Local Demonstration Project

TECHNICAL ADVISORY COMMITTEE MEETING.

MORRISTOWN — SEPTEMBER 25, 2013

TECHNICAL ADVISORY COMMITTEE MEETING AGENDA

9:00AM	Welcome & Introductions	Daniel Hernandez, Jonathan Rose Companies Phil Abramson, Jonathan Rose Companies
9:05AM	Project Overview	Rob Freudenberg, Regional Plan Association
9:15AM	Discussion of Parklet Opportunities	Participants
9:35AM	Discussion of Parklet Challenges	Participants
10:00AM	Adjourn Meeting & Begin Study Area Tour	Participants

THANK YOU FOR YOUR PARTICIPATION!

GENERAL PROJECT TIMELINE:

	August	September	October	November	December
Site Tours		●			●
Steering Committee	●	●	●	●	●
Technical Advisory		●		●	
Public Engagement		●	●	●	

MORRISTOWN PARKLETS

A Local Demonstration Project

Technical Advisory Committee Meeting
September 25, 2013



Together North Jersey

What is **Together North Jersey**?

- A planning initiative in the 13-county NJTPA region of New Jersey
- In Nov 2011, US HUD awarded TNJ a \$5 million grant to develop a Regional Plan for Sustainable Development (RPSD)
- Comprehensive and balanced plan will invest in the region's existing communities where housing, jobs, educational, cultural, and recreational opportunities are made more easily accessible to most residents without having to drive to them



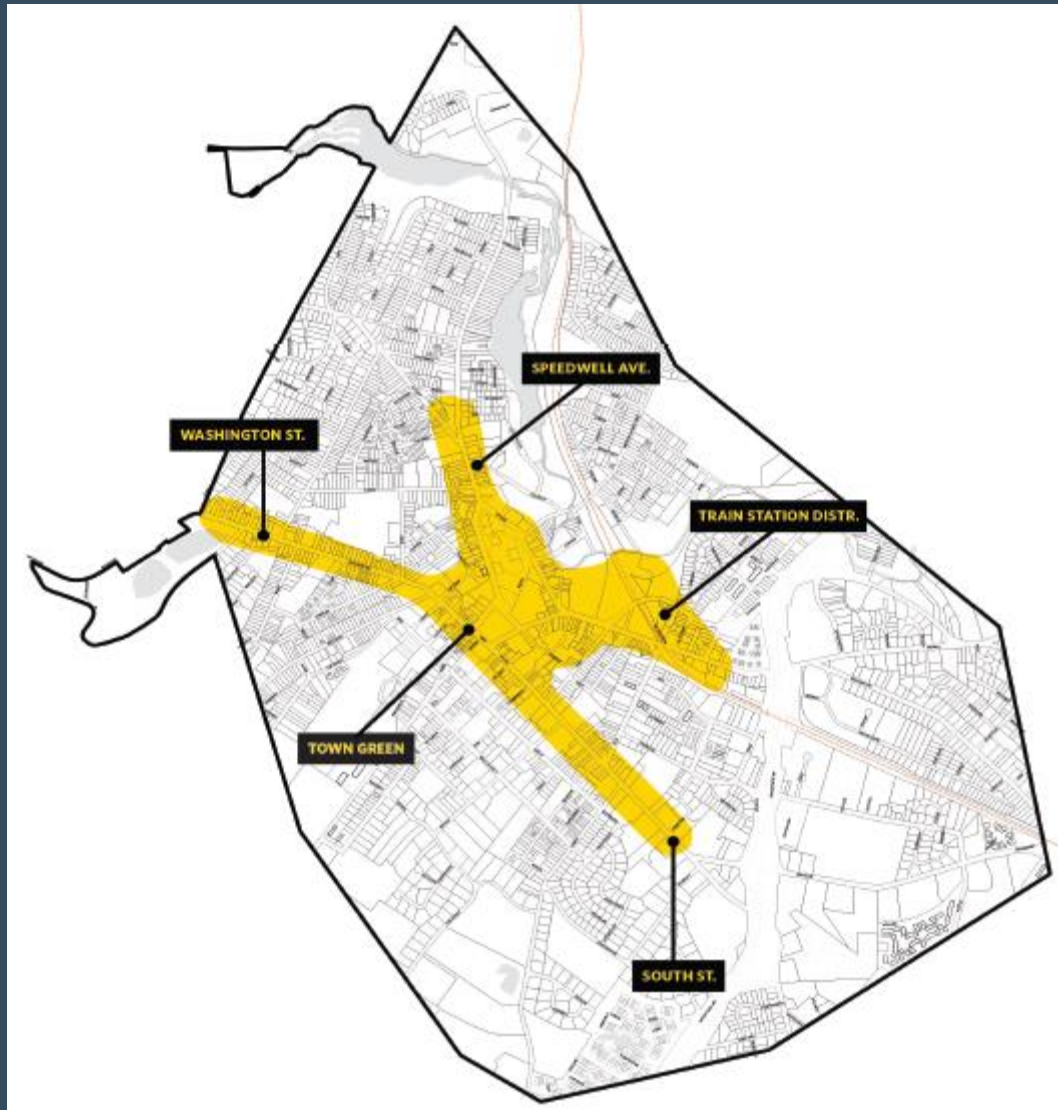
Local Demonstration Projects

What are **Local Demonstration Projects**?

- Provide technical assistance to local partners throughout Northern NJ to undertake strategic planning activities promoting sustainable and livable, transit-oriented development and advance the broader goals of the RPSD
- Potential LDP projects include a variety of local planning activities to make transit corridors and communities more livable



Study Area



Project Team

- Regional Plan Association
- dlandstudio
- NJ Transit & NJTPA

Objectives

This project proposes to:

- 1) Facilitate use of on-street parklets as a mechanism for creating a more pedestrian and bicycle friendly downtown and to make the downtown more attractive to residents, visitors and businesses



Objectives

This project proposes to:

2) Facilitate incorporation of public art and passive recreation space into the downtown



Objectives

This project proposes to:

3) Promote parklets as an economic development tool for the downtown



Objectives

This project proposes to:

4) Create a Design Manual that is easily transferable to similar programs across the State.



Objectives

This project proposes to:

5) Design one parklet to serve as an example for future parklets. It is anticipated that the Town will work with the local business community to raise funds for and build one parklet as a pilot project.



Scope & Timeline

Phase I: Research & Analysis – Where are we now? Where are we headed?

- Study area tour, including identification and classification of place types
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- Research case studies of parklets in the state and country, looking into design standards, required documentation, application process, etc.
- Develop understanding of state, county and town regulations pertinent to parklet development and implementation
- Steering Committee meetings
- Technical Advisory Committee meetings

Scope & Timeline

Phase II: Outreach & Ideas - Where do we want to go?

- Public engagement meetings
- Steering Committee meetings
- Technical Advisory Committee meetings
- Draft design manual

Scope & Timeline

Phase III: Implementation Strategies - How do we get there?

- Prepare a sample “Call for Proposals” for creation of parklets by private entities
- Final design manual
- Design a pilot parklet as an example implementation of design manual

Scope & Timeline

Phase I: Research & Analysis – Where are we now? Where are we headed?

Phase II: Outreach & Ideas - Where do we want to go?

Phase III: Implementation Strategies - How do we get there?

	September	October	November	December
Phase I				
Phase II				
Phase III				

Technical Advisory Committee

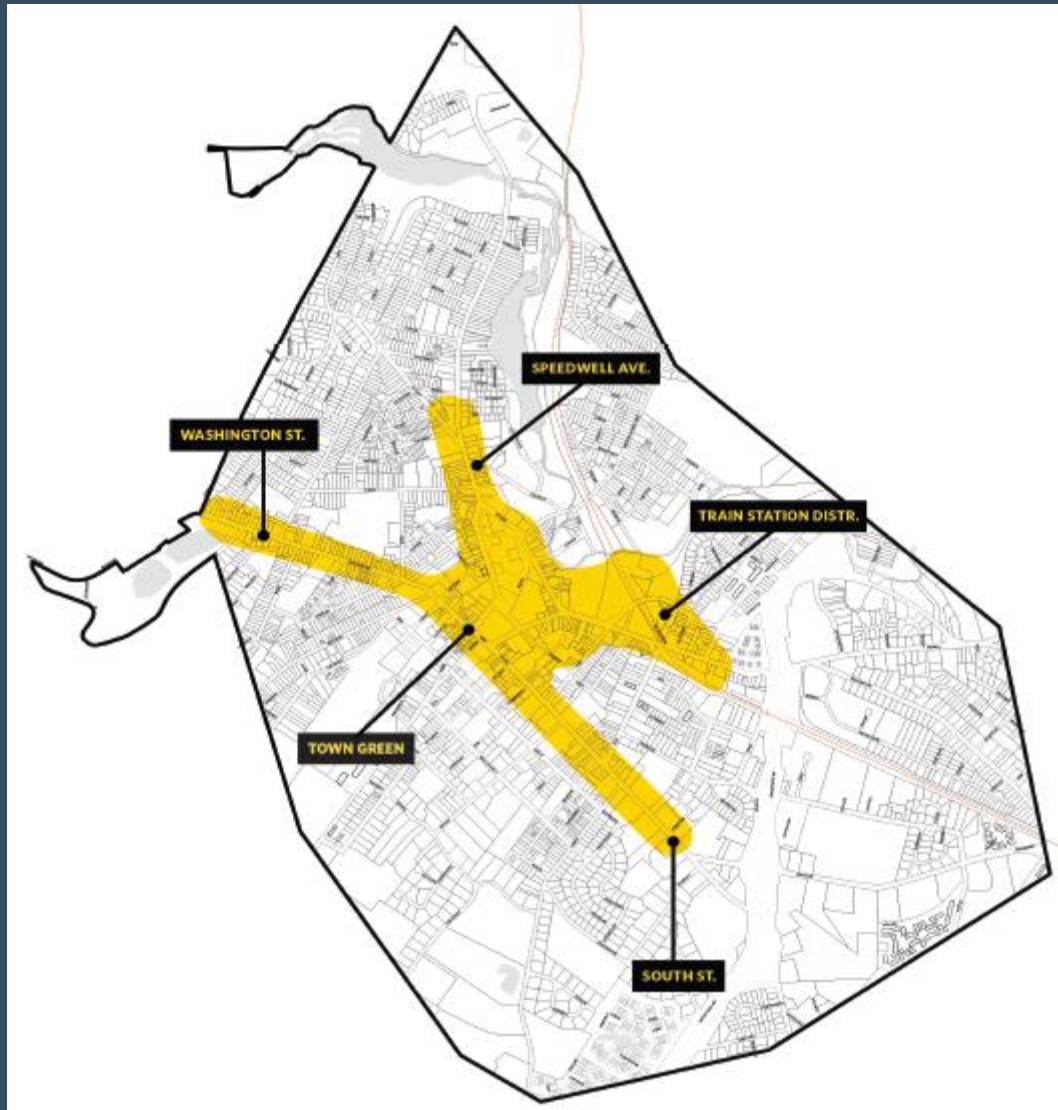
The role of the Technical Advisory Committee is to provide guidance on technical matters, including but not limited to:

- Engineering
- Traffic
- Legal
- Design
- Logistical
- Safety
- ...and others

Parklets in Morristown

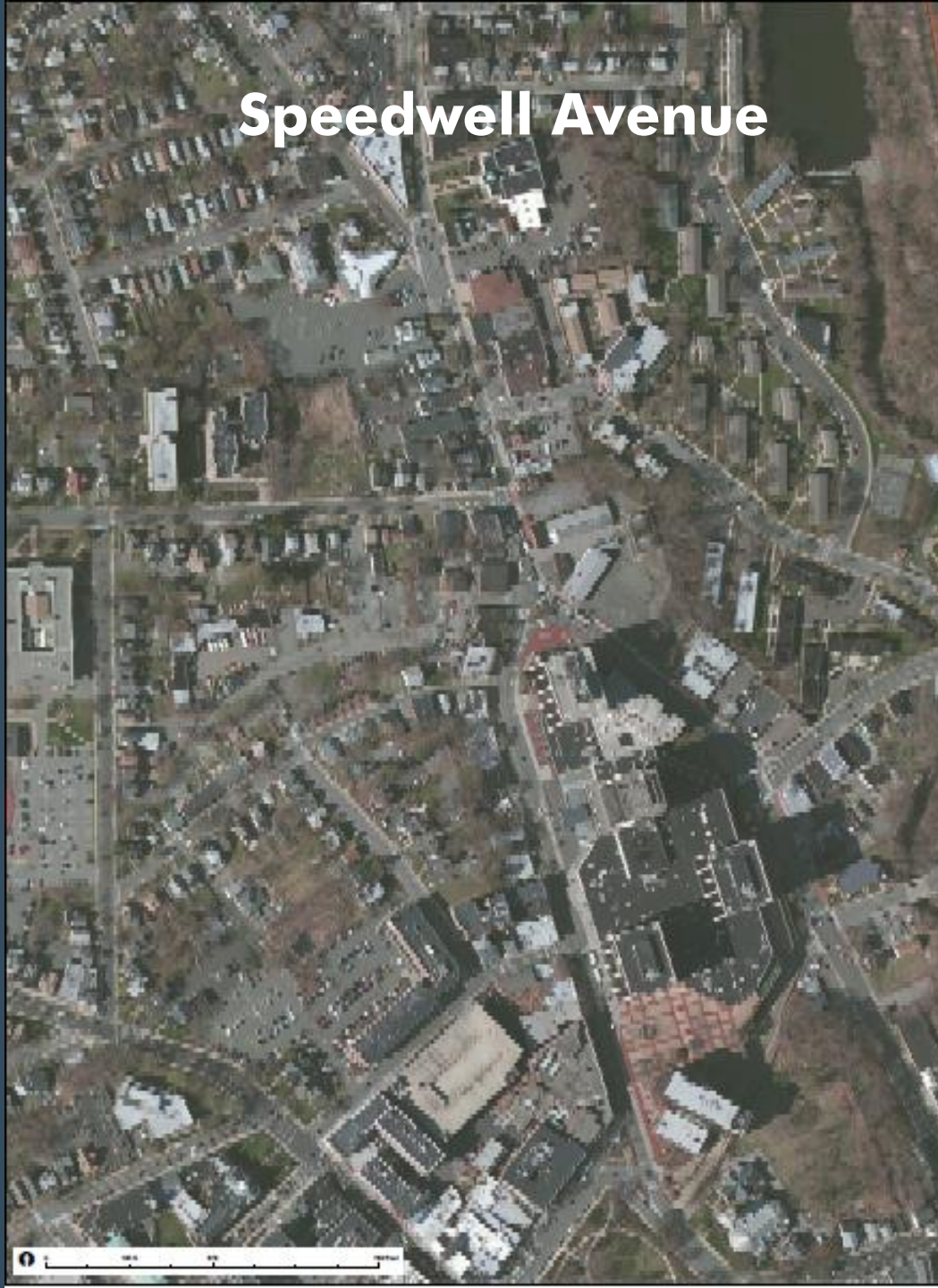


Parklets in Morristown



South Street

Speedwell Avenue



Morristown Green



Train Station

Washington Street



Location

- **Parklets are generally located :**
 - In high visibility areas
 - On streets with speed limits of 25mph or less
 - In areas that are at least one parking space away from an intersection or street corner
 - In areas with a grade of 5% or less

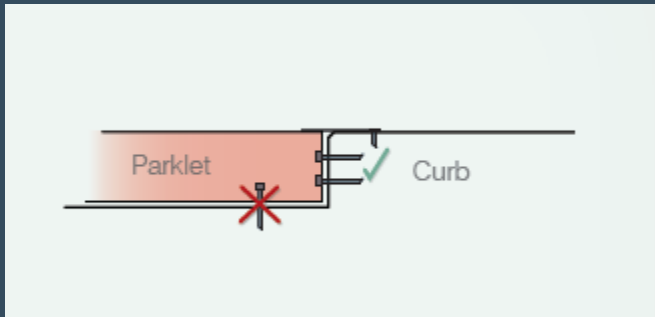
- **Parklets are generally NOT located :**
 - In handicapped parking spaces
 - In front of fire hydrants
 - Over manhole covers or utilities
 - In front of bus stops or in bus zones
 - In places too close to other parklets
 - On streets during harsh winter months

Specifications

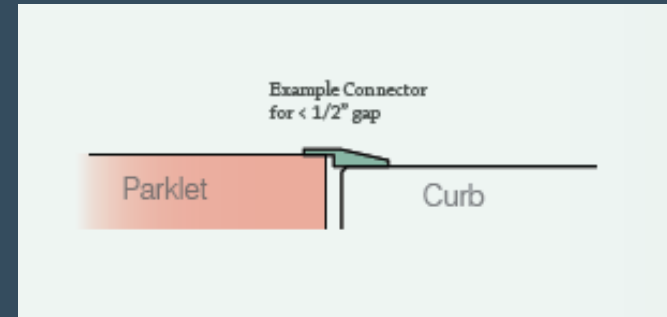
City	San Francisco	Oakland	New York City	Philadelphia
Size of Parklet	6' width, flush with curb (1/2" gap max)	Same design guidelines as San Francisco	6' width. Should be as flush to the curb as possible—at a minimum 12' must be flush with the sidewalk	6' width
Load	Not specified		Load bearing: 750 lbs/ sq. ft.	Must support 100 lbs/ sq. ft. load
Drainage	Must maintain curb line drainage		Curbside drainage must not be impeded and must allow for easy access to the space underneath	Platform should allow for easy access underneath and curbside drainage may not be impeded
Wind/ Visibility	Visually permeable outside edge; railing may be required		Should have vertical elements so that it is visible from vehicles	Should be stable under wind-loads of 80 mph with open guard rails
Barriers	4' distance from parklet to wheel stop (behind) 3' wheel stop installed 1' from curb (ahead)		DOT assesses site to determine safety improvements: traffic markings, flexible bollards, and wheel stops	Must have reflective soft hit posts and may have wheel stops installed 1 ft. from curb
Licensed Engineer Stamp Required?	No	Yes	Yes	No

Source: Reclaiming the Right of Way, UCLA Luskin

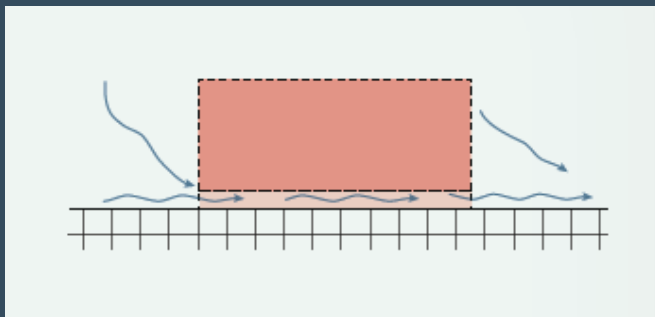
Specifications



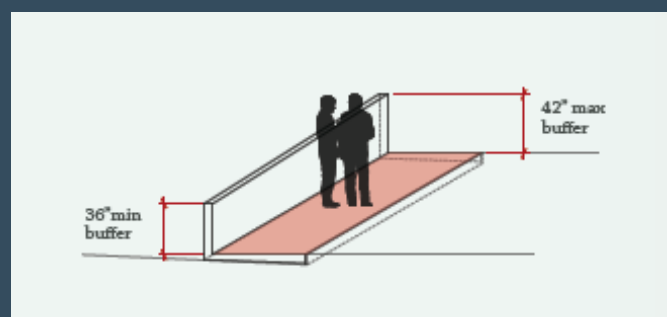
Parklets are generally not bolted to the street.



The gap between the platform and the curb must be minimal. If the platform is higher than the curb, a connector is used.

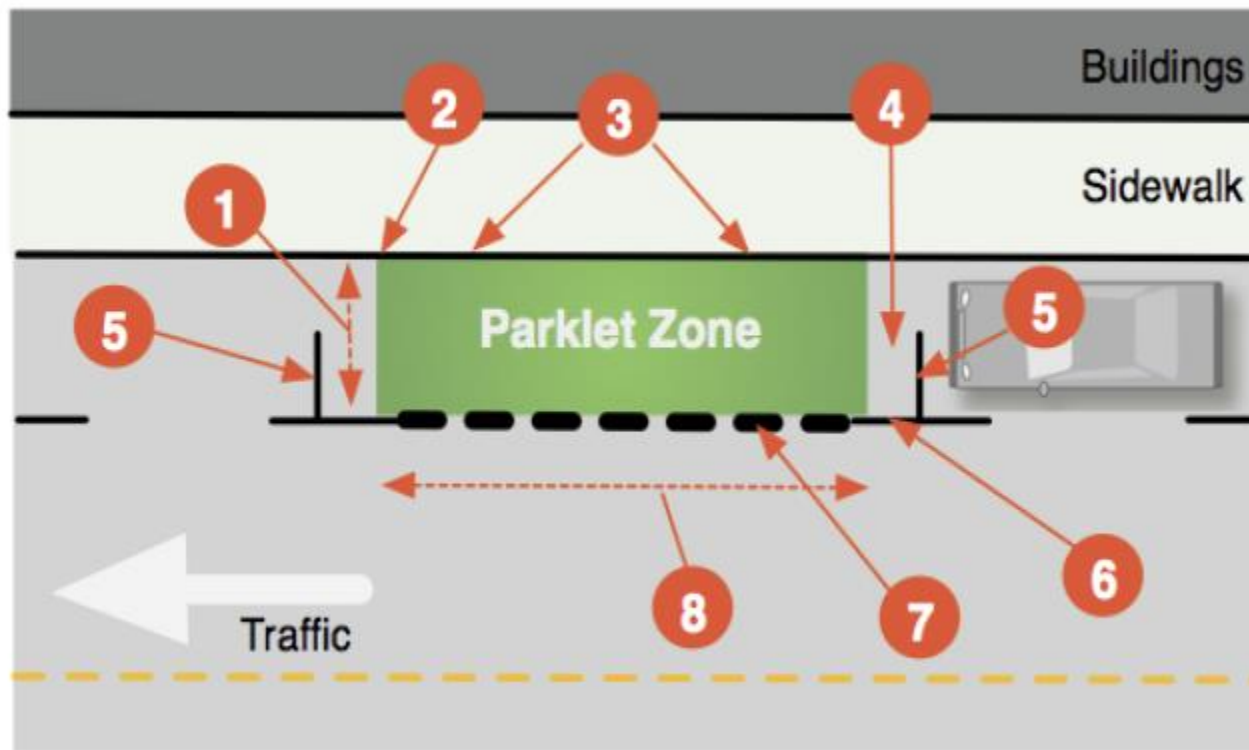


Parklets should not impede curbside drainage.



The edges should serve as a buffer to the street.

Specifications



1. Max of 6' width.
2. Maintain curbline drainage.
3. Parklet decking flush with curb, 1/2" gap max.
4. 4' distance from parklet to wheel stop.
5. 3' Wheel stop installed 1' from curb
6. Reflective soft hit posts.
7. Visually permeable outside edge. Railing may be required.
8. Generally 2 parking spots per parklet, expansion may be considered.

Bellingham, WA & Olympia, WA

Construction



Figure 79. Bison pedestal system during installation, San Francisco, CA.
Credit: SF Bicycle Coalition / sfbike.org



Figure 83. Divisadero parklet platform, San Francisco, CA.
Credit: SF Bicycle Coalition / sfbike.org



San Francisco, CA



New York City, NY



Philadelphia, PA

Next Steps

- Upcoming meetings

	August	September	October	November	December
Site Tours		●			●
Steering Committee	●	●	●	●	●
Technical Advisory		●		●	
Public Engagement			●	●	

MORRISTOWN PARKLETS

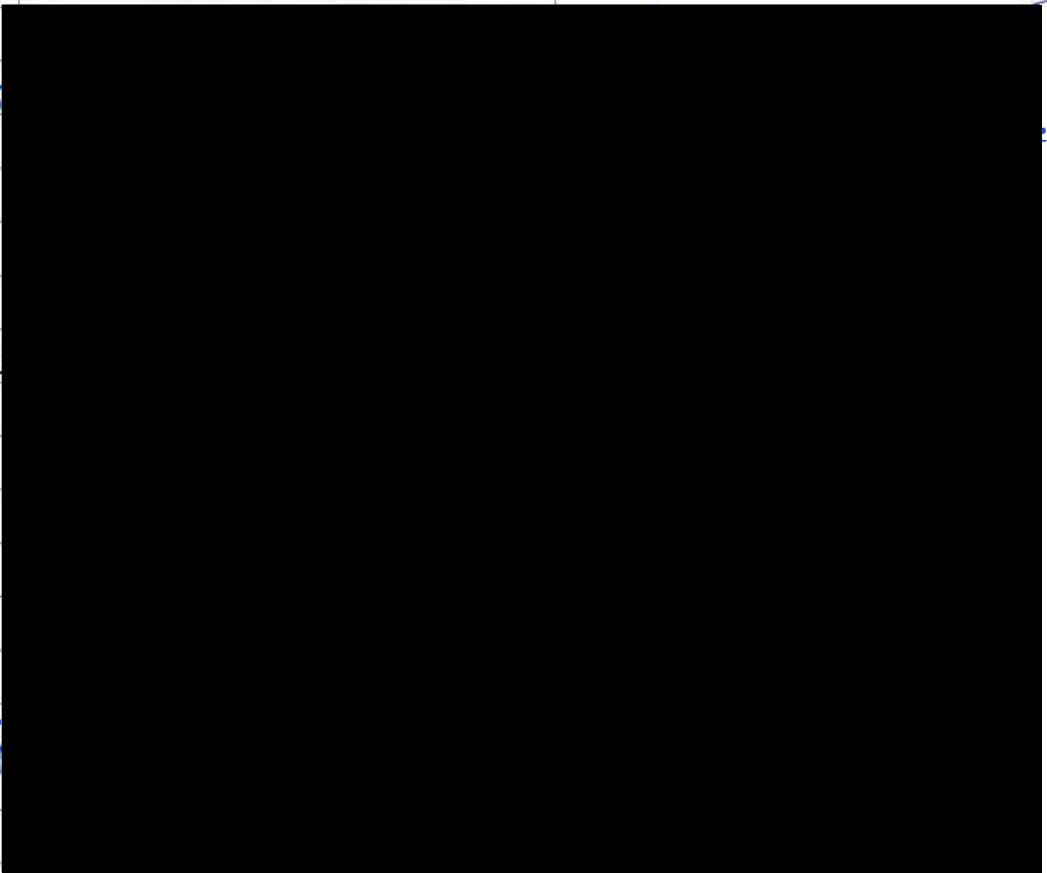
A Local Demonstration Project

TECHNICAL ADVISORY COMMITTEE MEETING.

MORRISTOWN – SEPTEMBER 25, 2013

Sheet 1 of

WHERE do you live or work?

Name	Resident, Business or Organization	Email Address	WHERE do you live or work?		
Janani Shankaran	RPA		Morristown	Morris County	Other
BOB GOZDASMITZ	MPA/Partnership				
Jeff Hartke	Town of Morristown				
GEORGE FIORE	MPA				
PAT GEARLY	MPA				
ROB LANE	RPA				
GETRY GIOSA	MPA / LEVEL G ASSOC				
Philip Abramson	Morristown / JRCO				
Helene Rubin	NJ Dept of Transp				
Daniel Hernandez	Morristown / JRCO				
Jeffrey Perlman	NJTPA				
Cyrenthia Ward	NJT				
John Del Colle	NJTP				
Michael Fabrizio	Morristown Partnership				
Doug Dillon	NJ DOT BTE				
SUSANNAH DRAKE	DLANDSTUDIO LLC				
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Morristown Parklets:

A Local Demonstration Project

TECHNICAL ADVISORY COMMITTEE MEETING

SEPTEMBER 25, 2013
9:00AM – 10:00 AM

Offices of Morristown Partnership
14 Maple Ave, Suite 201
Morristown, NJ

Participants

Phil Abramson, Jonathan Rose Companies; John Del Colle, NJ Transit; Doug Dillon, NJDOT; Susannah Drake, dlandstudio; Michael Fabrizio, Morristown Partnership; George Fiore, Morristown Parking Authority; Rob Freudenberg, Regional Plan Association; Pat Geary, MPA; Gerry Giosa, Level G Associates; Bob Goldsmith, MPA; Jeff Hartke, Town of Morristown; Daniel Hernandez, Jonathan Rose Companies; Rob Lane, RPA; Jeff Perlman, North Jersey Transportation Planning Authority; Helene Rubin, NJDOT; Janani Shankaran, RPA; Cyrenthia Ward, NJ Transit

Key Takeaways

The following were deemed to be key technical issues, to be explored further.

1) **Safety**

Parklets should not be over manhole covers and utilities, and should not obstruct fire hydrants or drainage. Since parklets are non-permanent structures, they need to be durable and properly anchored, yet easily disassembled and stored for winter months.

2) **Jurisdiction**

Parklets will likely be on county or state roads. Many municipal departments will have a stake in this effort, including but not limited to engineering, planning, and public works.

3) **Permitting and enforcement**

What kind of permitting would a parklet require – for example, a building permit or streets permit? Who will be in charge of enforcement?

4) **Traffic calming**

Traffic calming could be implemented as one approaches a parklet. Alternatively, parklets could be part of a greater traffic calming strategy.

Morristown Parklets: A Local Demonstration Project

STUDY AREA TOUR

SEPTEMBER 25, 2013
10:00AM – 12:00 PM

Convened at 14 Maple Ave in Morristown, NJ

Participants

Phil Abramson, Jonathan Rose Companies; John Del Colle, NJ Transit; Kadie Dempsey, Morris Arts; Doug Dillon, NJDOT; Susannah Drake, dlandstudio; Michael Fabrizio, Morristown Partnership; George Fiore, Morristown Parking Authority; Rob Freudenberg, Regional Plan Association; Pat Geary, MPA; Gerry Giosa, Level G Associates; Bob Goldsmith, MPA; Jeff Harke, Town of Morristown; Daniel Hernandez, Jonathan Rose Companies; Rob Lane, RPA; Paul Miller, Town of Morristown; Jeff Perlman, NJTPA; Gerry Rohsler, Morris County DOT; Helene Rubin, NJDOT; Janani Shankaran, RPA; Cyrenthia Ward, NJ Transit; Jen Wehring, Morristown Partnership; Tom Werdner, Morris Arts

Key Takeaways

The following sites were visited and considered as potential parklet locations.

1) The Green

Food trucks that serve at the Green could sponsor a parklet. A parklet could be constructed in the hashed area facing Market Street, and so there would be no net loss of parking. However, a parklet in this location would be right next to an existing park and public space.

2) South Street, near Dehart Street

Near or in front of Sona Thirteen and Pamir, there are one to two spaces that could be transformed into a parklet. However, these restaurants already have sidewalk cafes, and the sidewalks here are relatively wide.

3) DeHart Street

A parklet could be accommodated in the striped area in front of Enjou Chocolat, along with the removal of one space. Nearby storeowners may be unhappy with the loss of parking. There are two restaurant-bars on DeHart Street, and so there would need to be an ordinance limiting drinking hours. New development is coming to this area; there could be negotiations with the developer to incorporate a parklet or public space into the plans.

4) South Street, near Community Place

Millie's sidewalk café protrudes into the sidewalk. Limited pedestrian space here creates opportunity for a parklet in the hashed area in front of the restaurant. There

Morristown Parklets:

A Local Demonstration Project

would be limited loss of parking, but a potential bottleneck with traffic turning left from South Street onto Community Place.

5) Morris Street in station area, near Pine Street

A prime area for a parklet is in front of Pomodoro Pizza. The location is near a train station crosswalk, facilitating good pedestrian access. Traffic calming would need to be implemented in the area. A parklet here would require loss of parking for businesses along the street that depend on pick-up orders.

6) Morris Street in station area, near Blachley Place

In front of Blackwell Jewelers, there is a large loading zone. A parklet here would require no loss of parking; the sixty-foot loading zone could yield as much as twenty feet of excess space. This location is far from a crosswalk, and so pedestrian access here is more limited.

Additional potential locations include the library/theater, and the hashed area on South Park Place, near Morristown United Methodist Church.

The below issues will need to be addressed:

- 1) Will the parklet be completely public, or will there be preference given to the business it is in front of?
- 2) Will the parklet be "open" 24/7, or should it "close" at night?
- 3) Can they have electricity?
- 4) What kind of permit will be required?
- 5) Will smoking or drinking be permitted in parklets?
- 6) If utility underneath needs repair or upgrade, who is responsible for removal?

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX F

MORRISTOWN PARTNERSHIP BOARD MEETINGS

MEET ME AT THE CURB: MORRISTOWN PARKLETS A Local Demonstration Project

Morristown Partnership Board
October 9, 2013



Together North Jersey

What is **Together North Jersey**?

- A planning initiative in the 13-county NJTPA region of New Jersey
- In Nov 2011, US HUD awarded TNJ a \$5 million grant to develop a Regional Plan for Sustainable Development (RPSD)
- Comprehensive and balanced plan will invest in the region's existing communities where housing, jobs, educational, cultural, and recreational opportunities are made more easily accessible to most residents without having to drive to them



Local Demonstration Projects

What are **Local Demonstration Projects**?

- Provide technical assistance to local partners throughout Northern NJ to undertake strategic planning activities promoting sustainable and livable, transit-oriented development and advance the broader goals of the RPSD
- Potential LDP projects include a variety of local planning activities to make transit corridors and communities more livable



Goals

This project proposes to:

1. Develop a downtown Parklet Program and Design Manual for the Town of Morristown that will be used as a model for municipal parklet programs throughout the state.
2. Preliminarily design one parklet for construction.



Objectives

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1. Create a more **pedestrian and bicycle friendly** downtown and to make the downtown more attractive to residents, visitors and businesses
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Project Partners

- Town of Morristown
 - Planning
 - Engineering
- Morris Arts
- Morristown Partnership
- Morristown Parking Authority
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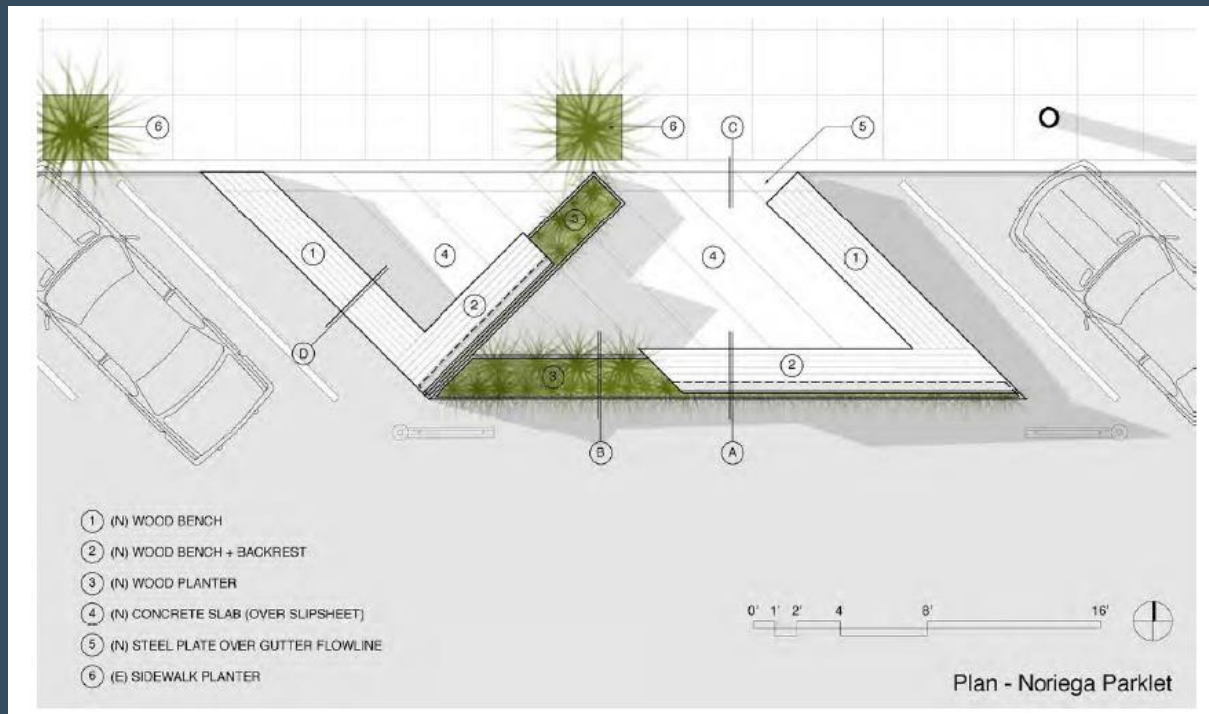
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- dlandstudio
- NJ Transit
- NJTPA
- NJDOT
- OPA

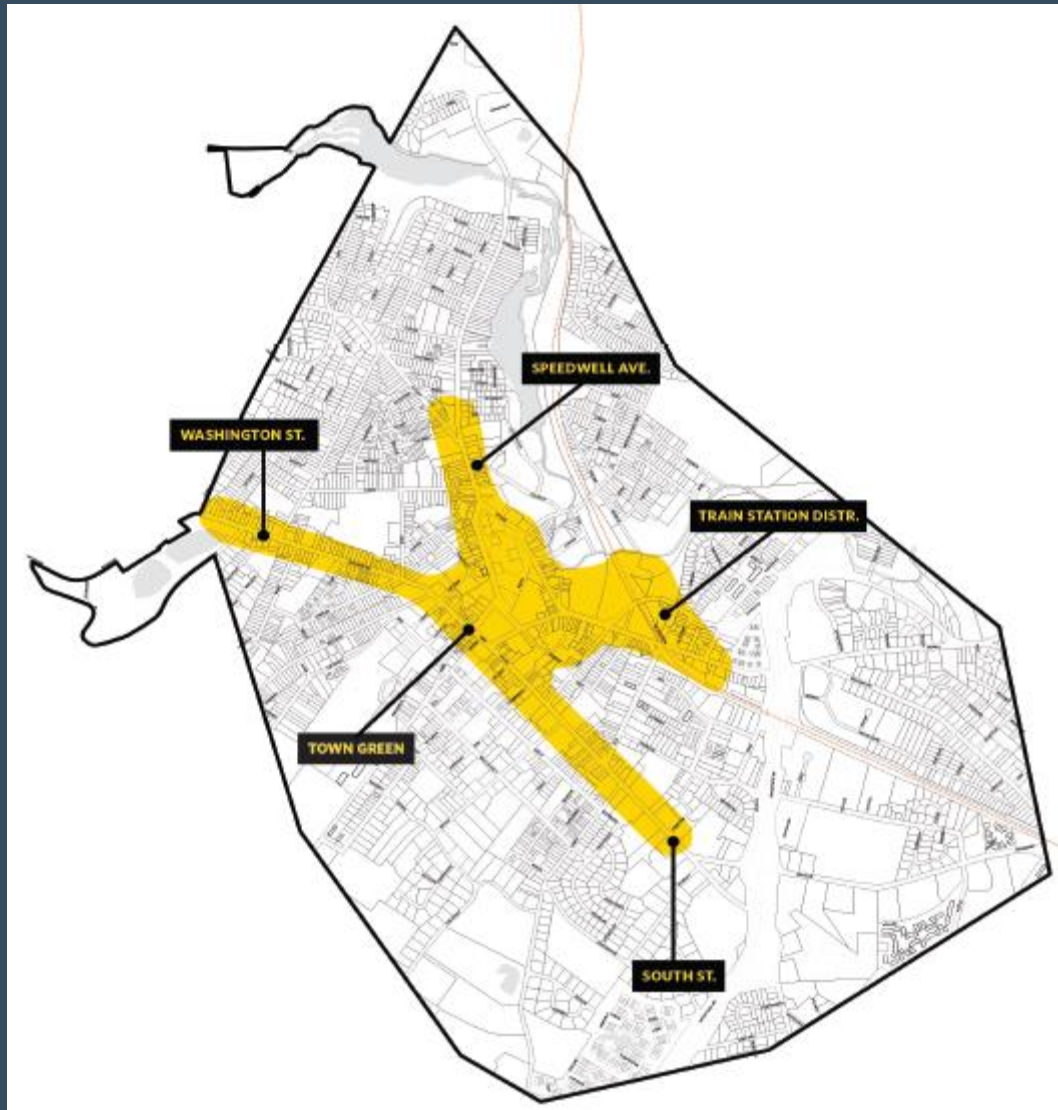
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The role of the Technical Advisory Committee is to provide guidance on technical matters, including but not limited to:

- Engineering
- Traffic
- Legal
- Design
- Logistical
- Safety...



Study Area



Timeline

Phase I: Research & Analysis – Where are we now? Where are we headed?

Phase II: Outreach & Ideas - Where do we want to go?

Phase III: Implementation Strategies - How do we get there?

	September	October	November	December
Phase I				
Phase II				
Phase III				

What is a Parklet?

A Parklet is...



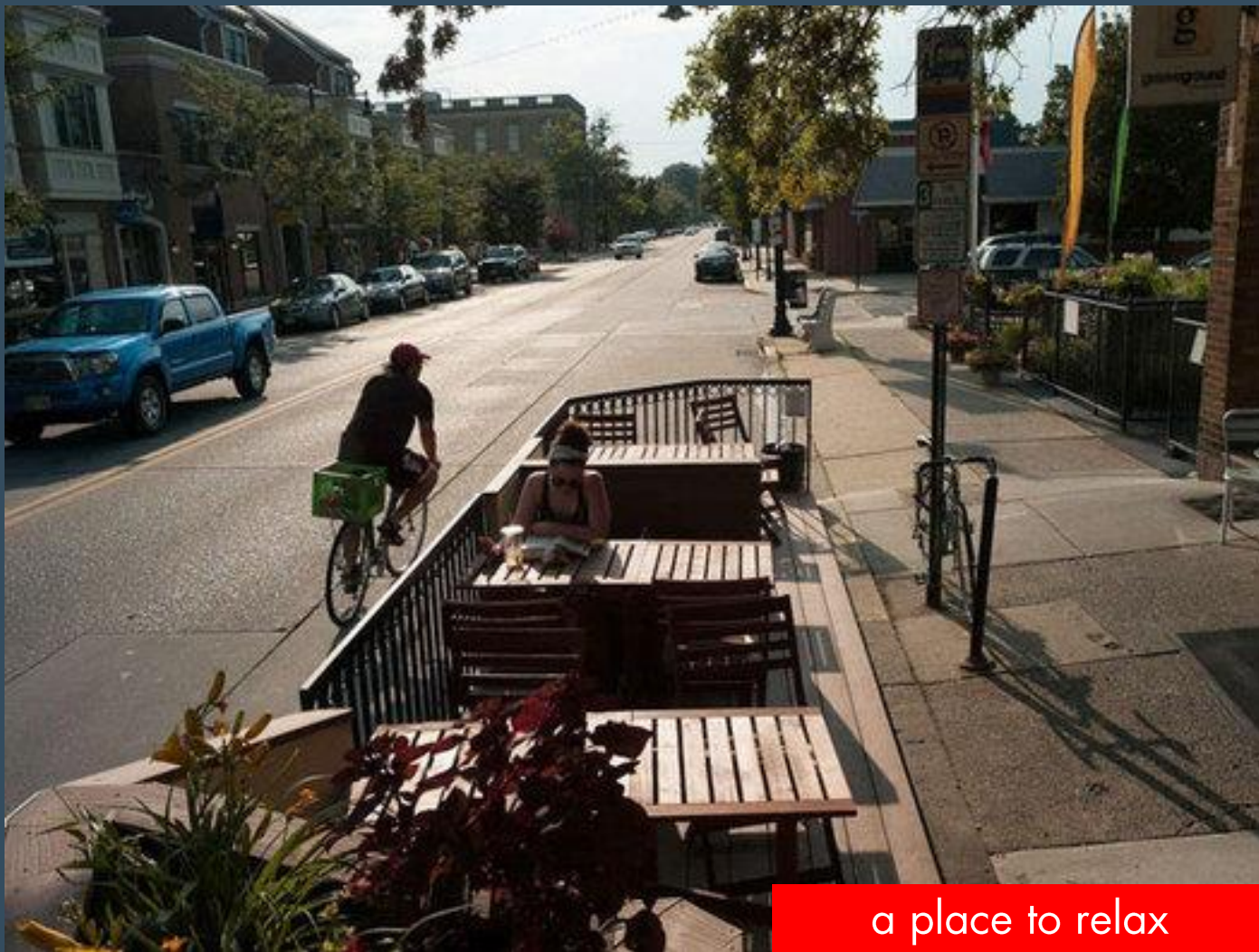
a place to eat/drink

A Parklet is...



a place to celebrate

A Parklet is...



a place to relax

A Parklet is...



a place to create

A Parklet is...



a place to work

A Parklet is...



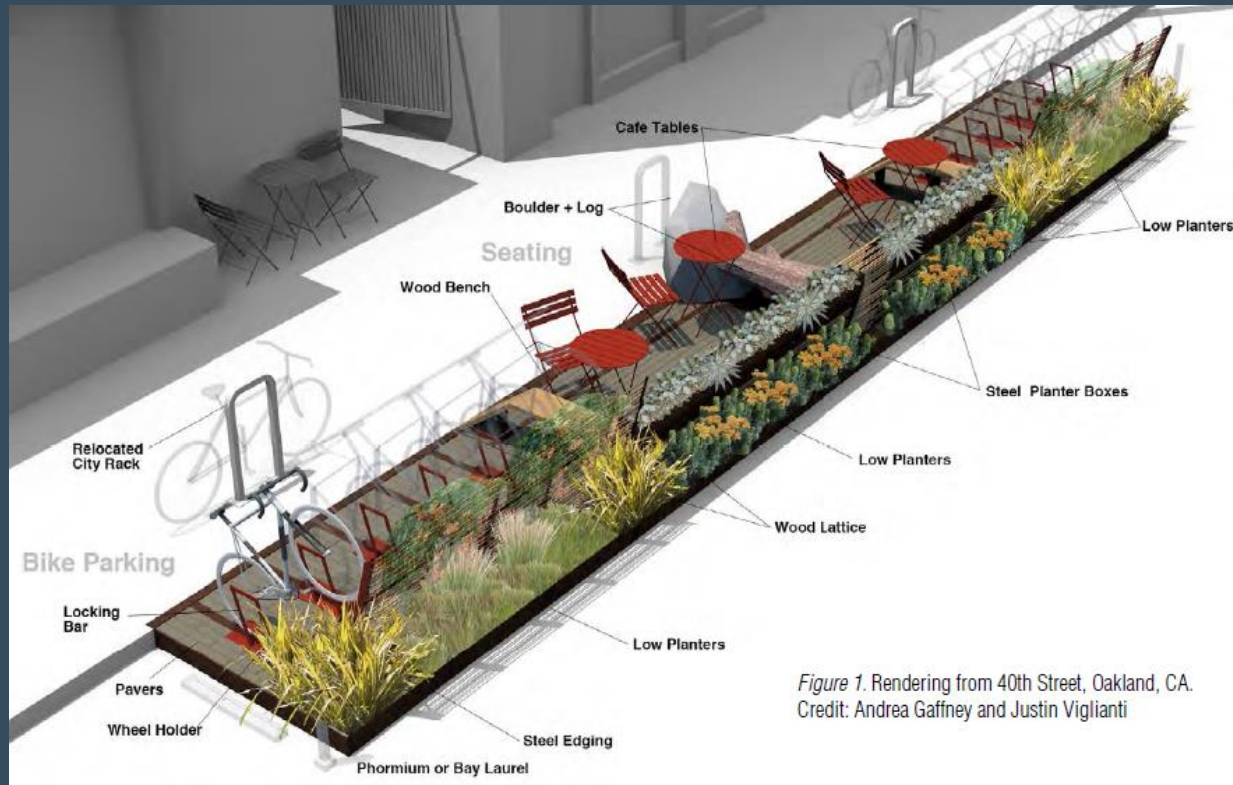
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a place for community

Parklet Program & Manual

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 - A willing municipality & stakeholders
 - A willing applicant/sponsor (business owner, BID, non-profit, resident)
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Parklet Program & Manual

Table 1. Summary and Comparison of Parklet Programs

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Parklet Program & Manual

Table 5. Costs for Various Parklets

Site	Cost	In Kind Donations
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A café located near a parklet stated that its revenues increased by 20%. – Philadelphia, PA

Researchers found that the number of pedestrians increased by an average of 13 percent after the installation of the parklet, with the greatest increases on weekday evenings. – San Francisco, CA

*A café which hosted the parklet said the parklet contributed to significantly greater customer activity and increased sales.
– Collingswood, NJ*

San Francisco planning staff also report that many businesses, especially cafés and restaurants, have experienced marked revenue increases since the installation of a nearby parklet, resulting in increased sales tax revenue for the city and in some cases increased jobs, as restaurants hire additional staff to meet increased demand. – Reclaiming the Right of Way; 2012

According to our interviewees, businesses tend to recoup their investment in a parklet in approximately five years. – Reclaiming the Right of Way; 2012

The Questions

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15. Can sustainability and green infrastructure principles be integrated into the design?
16. Who oversees the permit application and maintenance of parklets once they are installed?
17. How does snow removal or other street major maintenance tasks interface with parklets?
18. What is the process for getting a parklet approved?
19. Considering that private parties apply and pay for parklets, what are the public vs private use allowances of a parklet?
20. Can a private homeowner apply for a parklet?
21. Others???

Discussion

Morristown Parklets:

A Local Demonstration Project

MORRISTOWN PARTNERSHIP BOARD MEETING

OCTOBER 9, 2013
8:00AM – 9:00 AM

Offices of Morristown Partnership
14 Maple Ave, Suite 201
Morristown, NJ

Participants

In addition to the Morristown Partnership Board, this meeting was attended by three project team members and one representative of the Town of Morristown.

Meeting Notes

The following takeaways are based on discussion and descriptive feedback from participants. Generally, there was interest in the concept of parklets.

- Parklets will be seasonal to handle snow removal.
- While wider sidewalks could be improved to enhance pedestrian activity, small public spaces on wider sidewalks would not technically be considered parklets.
- Parklets can facilitate socialization, increasing pedestrian and consumer activity. Parklets may have a cumulative effect on a block-level.
- Funding from foundations, and potentially state funding from programs like Transit Village and Complete Streets, could sponsor businesses to implement and maintain parklets. If the Morristown Partnership were to sponsor a parklet, could they lease to different businesses?
- There is mixed opinion on whether parklets should be completely public, or private for certain hours of the day.
- Loitering and vagrancy can be prevented through design, or by limiting hours of operation.
- Existing public spaces, like the Green, should be improved.
- Parklets should be used to attract people to places where they currently are not inclined to go, such as Speedwell Ave and the Hyatt.
- How will this impact zoning? Additionally, new local ordinances will have to be written.
- Impediments, such as location of utilities and fire hydrants, will help to indicate where parklets can go.
- Board members would like more information on potential locations and a better understanding of the cost benefit.

BEYOND THE CURB: MORRISTOWN PARKLETS A Local Demonstration Project

Morristown Partnership
November 13, 2013



Steering Committee #2

- I. Project Recap
- II. Program Parameters
- III. Location
- IV. Cost
- V. Economic Development
- VI. Use
- VII. Next Steps



Project Recap

Connecting People, Places, and Potential

Together North Jersey

What are **Local Demonstration Projects**?

- Provide technical assistance to local partners throughout Northern NJ to undertake strategic planning activities promoting sustainable and livable, transit-oriented development and advance the broader goals of the RPSD
- Potential LDP projects include a variety of local planning activities to make transit corridors and communities more livable



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Study Area



Connecting People, Places, and Potential ●

Scope & Timeline

Phase 1: Research & Analysis – Where are we now? Where are we headed?

Phase 2: Outreach & Ideas - Where do we want to go?

Phase 3: Implementation Strategies - How do we get there?

	September	October	November	December	January
Phase I	Program outreach	TAC Study Area Tour State/County DOT			
Phase II		Morristown Partnership	Steering Cmtee Design workshop Partnership	Public Engagement	
Phase III				Artist workshop Draft Manual	Pilot parklet

Precedents



San Francisco, CA



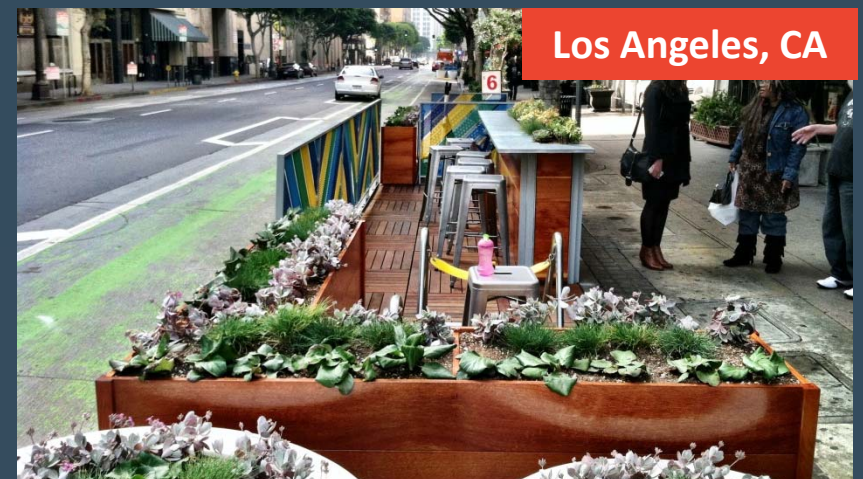
Collingswood, NJ



Bellingham, WA



New York City, NY



Los Angeles, CA

Program Parameters

Initial Program Parameters

1. Municipal program on local, county & state roads

- Establish program, approvals agreements, parameters, permits, etc.
- Manage process including enforcement

2. Sponsors

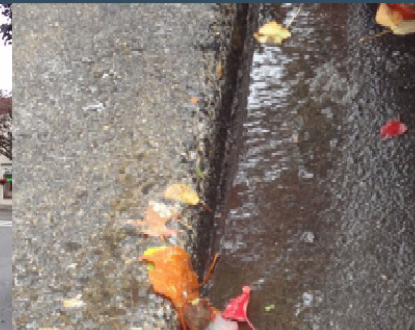
- Sponsors from within Morristown with evidence of community support
- Responsible for costs, liability, construction, maintenance & storage
- Artist engagement

3. Rules

- Seasonal
- Publicly accessible at all times*
- Renew agreement annually

Location

Location



Location



Cost

Cost



Morristown Collingswood Louisville San Francisco New York Los Angeles

\$<10K

\$10K

\$20K

\$40K

\$80K

Economic Development

Economic Development

NYC

A vacant storefront in front of a parklet is now occupied by owner who sought to leverage crowds



Economic Development

PHIL

*Increased
revenue of 10-
20%
anecdotally
cited for
sponsors*



Economic Development

WA
SF

*Restaurants
nearby parklets
retain more
customers
since parklets
make waits
more enjoyable*



Economic Development

LA

*Increase in the
number of
people who
come to
sponsor's
shops by foot*



Use

Use



Next Steps

Next Steps

Upcoming Project Milestones

- Artists' workshop
- Individual conversations with TAC members
- Follow up with Morris County and NJDOT
- Creation of a draft design manual
- Planning for a pilot
- Public engagement
- Steering Committee input
- Final design manual

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX G

OCTOBER 9, 2013 NJDOT WORKING SESSION

MORRISTOWN PARKLETS: A Local Demonstration Project

NJDOT Meeting.

EWING – OCTOBER 9, 2013

AGENDA

- | | | |
|-------------|---|--|
| I. | Welcome & Introductions | Helene Rubin, NJDOT
Rob Freudenberg, Regional Plan Association |
| II. | Project Overview & Objectives | Vivian Baker, NJ Transit
Rob Freudenberg, Regional Plan Association |
| III. | Concept of Parklets | Rob Freudenberg, Regional Plan Association |
| IV. | Discussion of Parklet Issues & Opportunities | Participants |

THANK YOU FOR YOUR PARTICIPATION!

GENERAL PROJECT TIMELINE:

	August	September	October	November	December
Site Tours		●			●
Steering Committee	●	●	●	●	●
Technical Advisory		●		●	
Public Engagement			●	●	

MEET ME AT THE CURB: MORRISTOWN PARKLETS A Local Demonstration Project

NJ DOT
October 9, 2013



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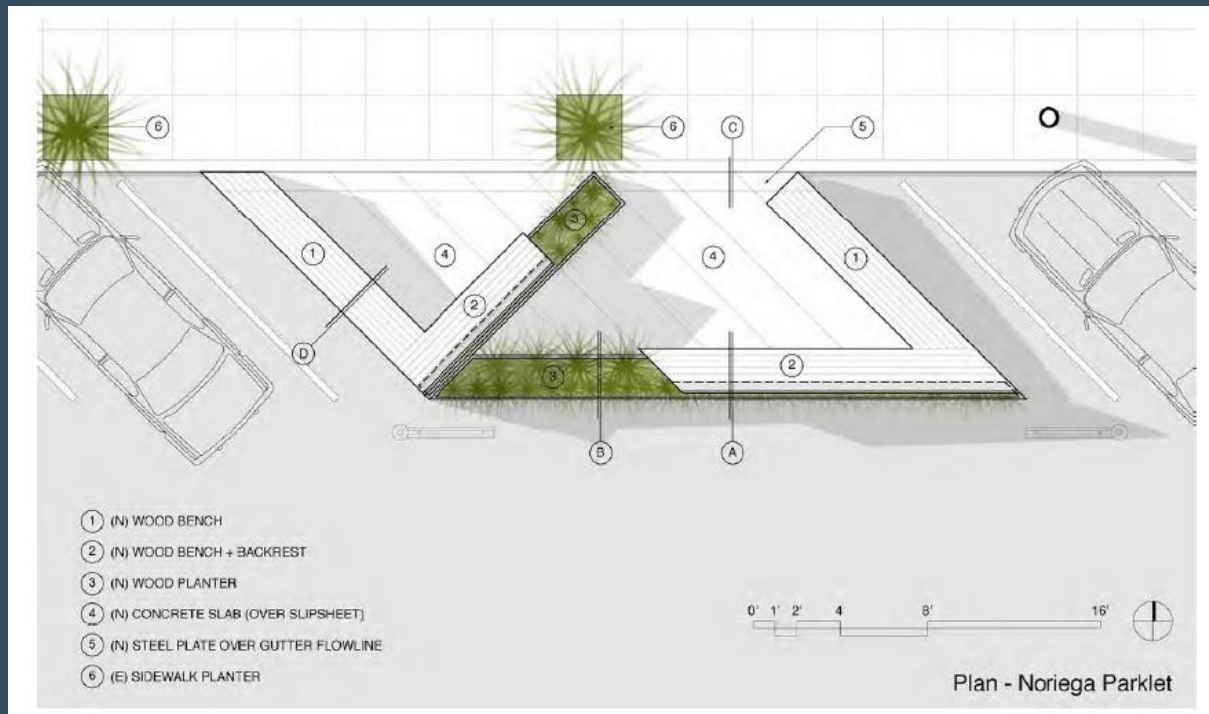
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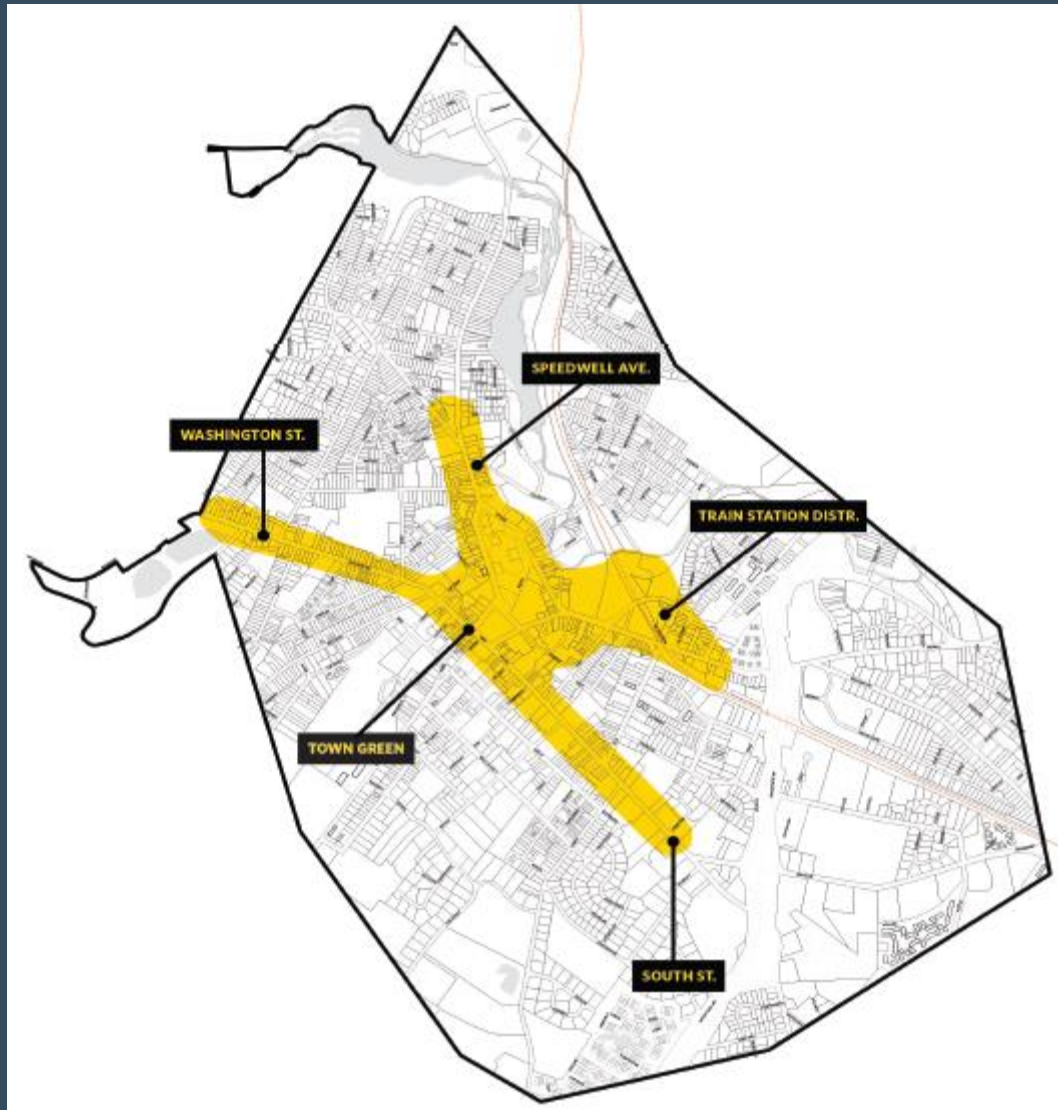
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Study Area



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A Parklet is...



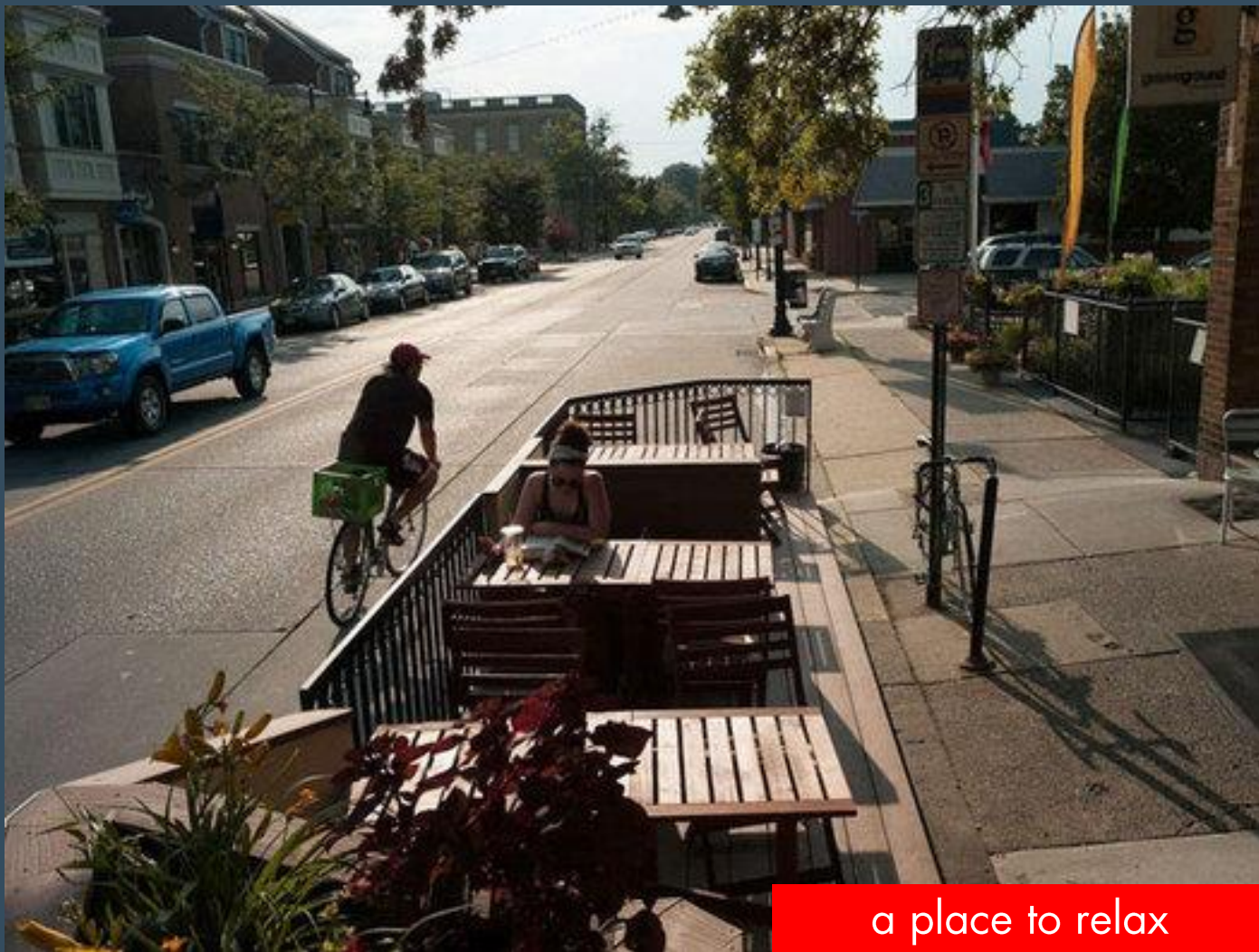
a place to eat/drink

A Parklet is...



a place to celebrate

A Parklet is...



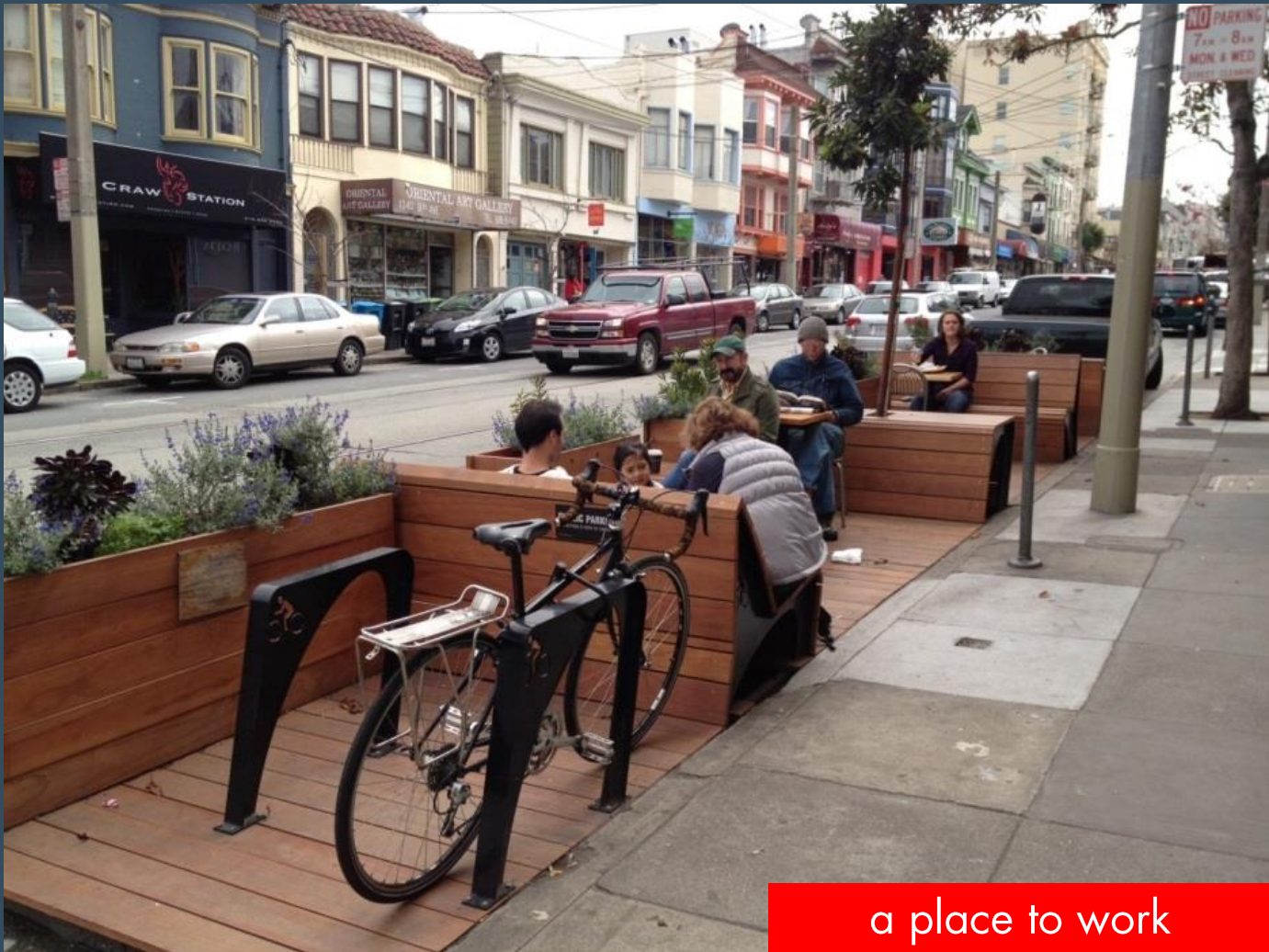
a place to relax

A Parklet is...



a place to create

A Parklet is...



a place to work

A Parklet is...



a place to play

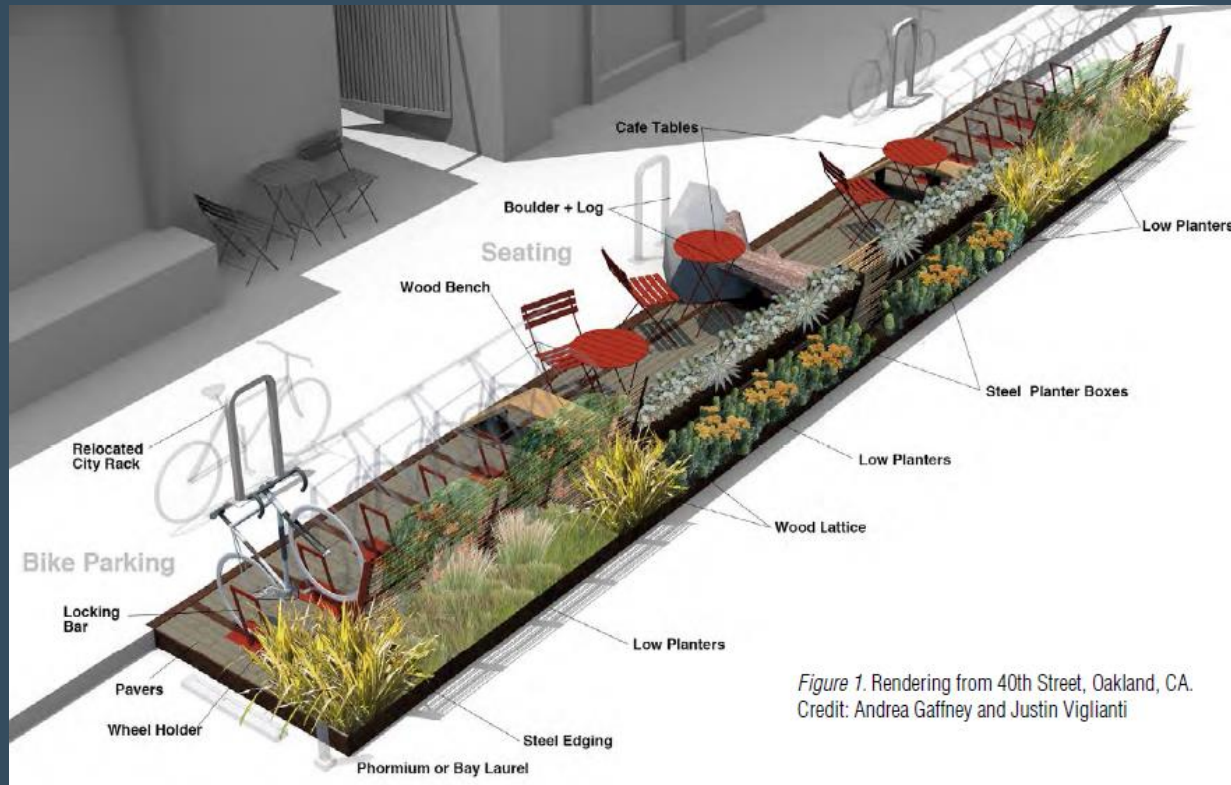
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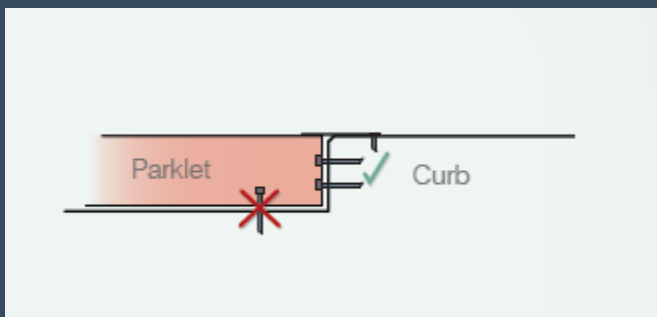
a place for community

Parklet Program & Manual

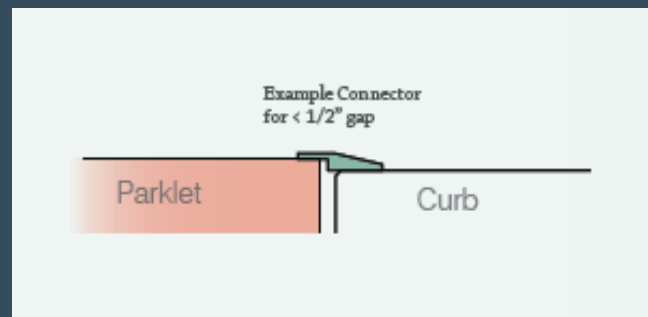
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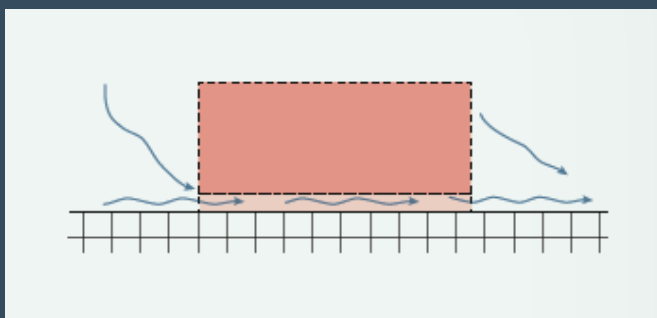
Specifications



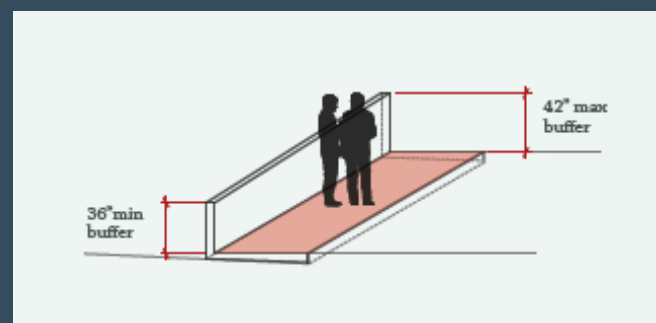
Parklets are generally not bolted to the street.



The gap between the platform and the curb must be minimal. If the platform is higher than the curb, a connector is used.

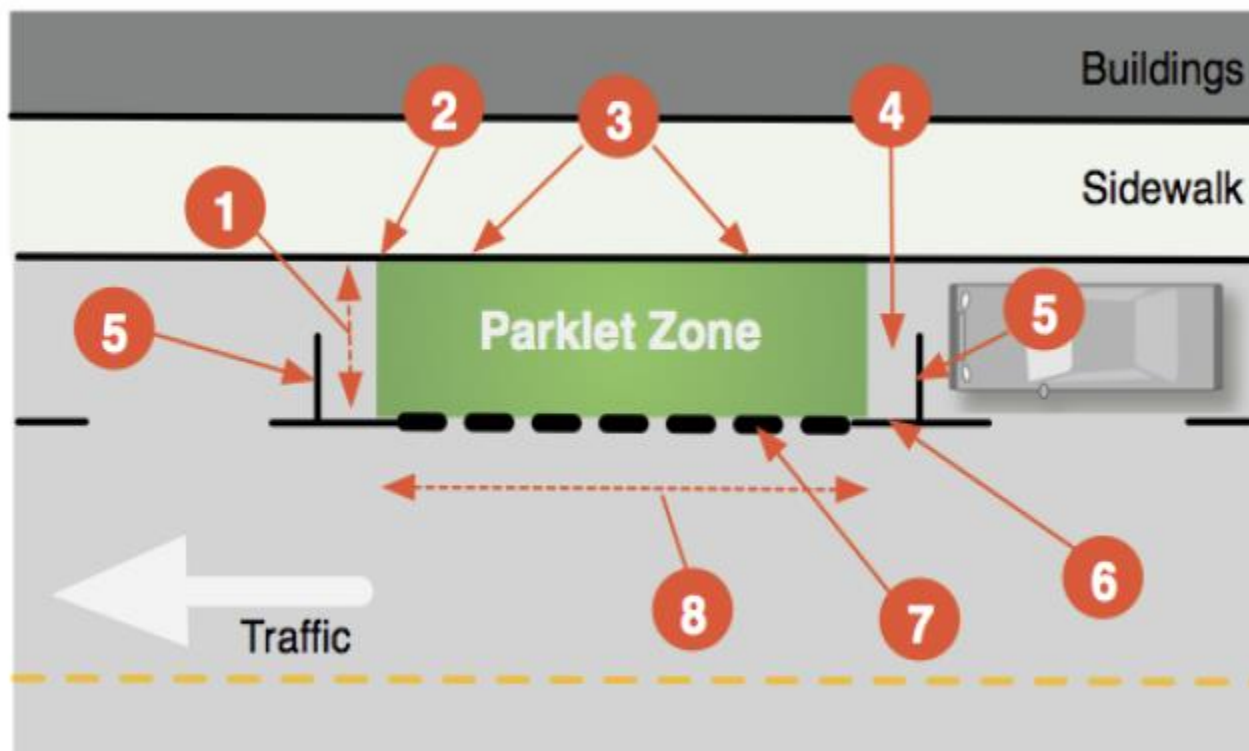


Parklets should not impede curbside drainage.



The edges should serve as a buffer to the street.

Specifications



1. Max of 6' width.
2. Maintain curblin drainage.
3. Parklet decking flush with curb, 1/2" gap max.
4. 4' distance from parklet to wheel stop.
5. 3' Wheel stop installed 1' from curb
6. Reflective soft hit posts.
7. Visually permeable outside edge. Railing may be required.
8. Generally 2 parking spots per parklet, expansion may be considered.

Bellingham, WA & Olympia, WA

Construction



Figure 79. Bison pedestal system during installation, San Francisco, CA.
Credit: SF Bicycle Coalition / sfbike.org

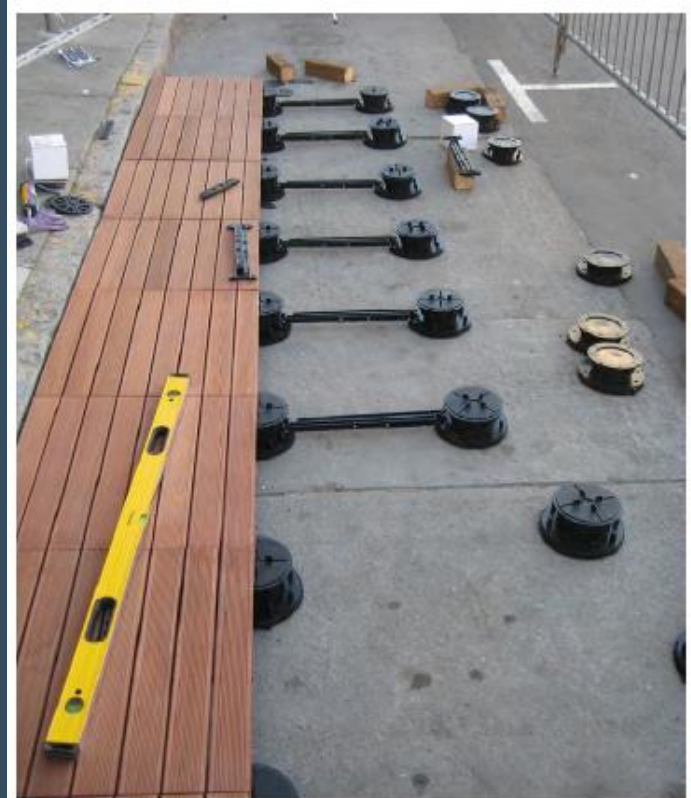


Figure 83. Divisadero parklet platform, San Francisco, CA.
Credit: SF Bicycle Coalition / sfbike.org



San Francisco, CA



Philadelphia, PA

The Issues

1.Safety

2.Loss of Parking

3.Reduction in Roadway Efficiency

4.Regulation/Jurisdictional

5. Responsibility

Existing Precedents



The Questions

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Discussion



CONNECTING
PEOPLE, PLACES,
AND POTENTIAL.

MORRISTOWN PARKLETS A Local Demonstration Project

NJDOT Meeting.

EWING – OCTOBER 9, 2013

Sheet 1 of 2

Name	Resident, Business or Organization	Email Address	WHERE do you live or work?		
			Morristown	Morris County	Other
Cyrenthia Ward	NJT		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tincen Howard	NSDOT		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Neha Galgali	NJDOT, Planning		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Hawk	NJDOT, Planning		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monica Etz	NJDOT Planning		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Weser	NJDOT Planning		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nick Probul	NJDOT Operations		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JOSEPH POWELL	NJDOT OFFICE OF BICYCLE & PEDESTRIAN PROGRAMS		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bill PIEDRA	NJDOT PLANNING		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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MORRISTOWN PARKLET
NJDOT/MORRISTOWN WORKSHOP
NJDOT HEADQUARTERS
October 9, 2013
Exc CR 2B, 1:15 PM

ATTENDEES

NAME	ORGANIZATION	Email / Phone
Helene Rubin	NJDOT-Planning	Helene.Rubin@NJDOT.gov
SUSANNAH DRAKE	DLANDSTUDIO	
Michael E. Mihalic	Mike.Mihalic@NJDOT.gov	
Douglas Dillon	NJDOT/BTE/SPRgr	
Atul Shah	NJDOT/Project Mgmt	
Rob Freudenberger	RPA	
Krishna Tripathi	NJDOT-Operations	
Philip Espinosa, DA	Division of Law	
Dave Martin	NJDOT Traffic Engineering	
Paul Miner	Town of Morristown	
JOHN DeGlik	NJT Gov + Comm Rels	
JOHN GAHWYLER	NJDOT NORTH REGION MAINTENANCE	
Tanani Shanbaram	RPA	

Morristown Parklets: A Local Demonstration Project

NJDOT Meeting

October 9, 2013
1:15PM – 3:00PM

Conference Room 2B
Engineering and Operations Building, NJDOT
1035 Parkway Avenue
Ewing, NJ 08618

Participants

Vivian Baker, NJ Transit; John Del Colle, NJ Transit; Doug Dillon, NJDOT; Susannah Drake, dlandstudio; Philip Espinosa, OAG; Monica Etz, NJDOT; Rob Freudenberg, Regional Plan Association; John Gahwyler, NJDOT; Neha Galgali, NJDOT; Tom Hoock, NJDOT; Tineen Howard, NJDOT; Dave Martin, NJDOT; Michael Mihalic, NJDOT; Paul Miller, Town of Morristown; Bill Piedra, NJDOT; Joseph Powell, NJDOT; Nick Probola, NJDOT; Helene Rubin, NJDOT; Atul Shah, NJDOT; Janani Shankaran, RPA; Krishna Tripathi, NJDOT; Cyrenthia Ward, NJ Transit; Susan Weber, NJDOT

Key Takeaways

The following are key takeaways from this meeting, to be explored further.

- 1) **Driver safety, in addition to pedestrian safety, must be ensured.**
Parklet design should not only protect pedestrians, but also ensure driver safety. As such, parklets should be inset at least 1-2 feet within the allotted parking spot. Features should not obstruct driver signage, such as speed limit postings and pedestrian crossing signs, and should not be reflective or excessively lit. Consideration should be given to avoid parklet implementation in major lane change areas and areas too close to intersections.
- 2) **Motor vehicle accident data should show that parklets do not increase the frequency of motor vehicle accidents.**
Research thus far indicates that there have been no major parklet-related accidents. However, data will be analyzed for precedents, showing occurrence of motor vehicle accidents within a block of a parklet, for a time series prior to installation and post-installation of the parklet.
- 3) **Liability must be considered.**
Typically, businesses are required to insure the parklet to approximately \$1 million, indemnifying government. Language in a parklet agreement or contract should ensure that government is not held liable for any accidents incurred.

Morristown Parklets:

A Local Demonstration Project

- 4) **Businesses should be informed of paving and utility repair schedules ahead of time, if possible.**

Parklet owners should be aware of these schedules up to a year in advance, as they may impact parklet installation, maintenance and deconstruction. Parklet owners are responsible for disassembly if such a situation should arise mid-year. State Route 124 and Route 202 in Morristown will be re-paved between April and October 2014.

- 5) **Similar DOT precedents, like curb extensions and parking spots turned into bike racks, could be applicable.**

While a new DOT parklet permit may be required, we could turn to these similar precedents as guidance in the process.

- 6) **Parklets need to provide for adequate drainage.**

Research thus far indicates that parklets are constructed in ways that do not impede curbside drainage. Nevertheless, there should be consideration for drainage in heavy rainfall, to avoid hydroplaning. A green buffer could be considered.

- 7) **Jurisdiction should be determined.**

Jurisdiction of some state roads has been taken on by local municipalities. Morristown could take on jurisdiction of South Street and other state roads if it is in their interest.

- 8) **A parklet typology should be developed.**

Parklets on different road types may have different safety and design specifications. As such, a typology should be developed.

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX H

OCTOBER 23, 2013 MORRIS COUNTY WORKING SESSION

BEYOND THE CURB: Morristown Parklets

Morris County Work Session.

MORRISTOWN – OCTOBER 23, 2013

AGENDA

- I. Project Overview & Status
- II. Discussion of Issues
 - a. Traffic
 - b. Engineering
 - c. General Safety
 - d. Jurisdictional
 - e. Political
- III. Potential Parklet Locations

THANK YOU FOR YOUR PARTICIPATION!

GENERAL PROJECT TIMELINE:

	August	September	October	November	December
Site Tours		●			●
Steering Committee	●	●	●	●	●
Technical Advisory		●		●	
Public Engagement			●	●	

Morris County Work Session

MORRISTOWN – OCTOBER 23, 2013

Sheet _____ of _____

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Beyond the Curb: Morristown Parklets

A Together North Jersey Local Demonstration Project

Morris County Meeting

October 23, 2013
10:00AM – 12:00PM

4th Floor Conference Room
Planning and Development, Morris County
30 Schuyler Place
Morristown, NJ

Participants

Phil Abramson, Jonathan Rose Companies/Town of Morristown; Debbie Dellagiacoma, Morris County; Rob Freudenberg, Regional Plan Association; Simone Gore, NJ Transit; Karyssa Halstead, dlandstudio; Jeff Perlman, NJTPA; Gerald Rohsler, Morris County; Janani Shankaran, RPA; Cyrenthia Ward, NJ Transit

Key Takeaways

The following are key takeaways from this meeting.

- 1) **Liability will always be an issue; to gain the County stamp of approval, a conversation with Risk Management will be necessary.**
Typically, a parklet owner names the municipality and county as additionally insured to protect governmental entities from liability if an accident were to occur. Nevertheless, in the legal process, these governmental entities can still be targeted. Moving forward in this project, a conversation with County Risk Management and the Morris County Freeholders will be necessary. Ahead of this, the project team will share performance specifications with County DOT and Engineering.
- 2) **Morris Street, despite its challenges, could serve as a viable location for a parklet.**
Morris Street is a high volume, higher speed roadway with two lanes in each direction, raising concerns about the safety and practicality of locating a parklet here. Nevertheless, there are opportunities to take advantage of the proximity to the train station area. A study should be conducted that explores how to enhance pedestrian connections within the train station district; subsequently, a parklet could function well with these pedestrian improvements.
- 3) **Washington Street may be a less viable location for a parklet.**
Washington Street serves as a main route into town, with two lanes in each direction, and suffers capacity problems. Currently, there are no on-street parking spots, shoulders or loading zones on the stretch of Washington Street near the Green,

Beyond the Curb: Morristown Parklets

A Together North Jersey Local Demonstration Project

where active retail businesses can be found. In the past, creation of parking here has been explored, but has not come to fruition.

- 4) **In determining potential parklet locations, loading zones should be examined on an individual basis.**

Different loading zones serve different purposes. Each loading zone under consideration for a parklet should be examined for the following: number of businesses using the zone, number of trucks using the zone, and types of trucks using the zone.

- 5) **A pilot parklet could be constructed on a local roadway that is near one of the main commercial corridors.**

Consideration should be given to creation of a pilot parklet on one of the lateral roads off of South Street, Washington Street, Morris Street, or Speedwell Avenue. Examples include Dehart Street, Schuyler Place, and Market Street. A pilot parklet could perhaps most quickly be implemented on these side streets, yet would have adequate visibility for those on the main thoroughfares. A pilot on a local road could inform both county and state concerns regarding design and safety.

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX I

NOVEMBER 1, 2013 STEERING COMMITTEE MEETING

BEYOND THE CURB: Morristown Parklets

STEERING COMMITTEE MEETING #2.

MORRISTOWN — NOVEMBER 1, 2013

AGENDA

1:00PM	Project Recap
1:15PM	Updates on Research and Meetings
1:40PM	Initial Program Parameters Discussion
2:05PM	Initial Design Ideas Discussion
2:30PM	Public Engagement Discussion
2:45PM	Next Steps: Milestones and Meetings
3:00PM	Adjourn

THANK YOU FOR YOUR PARTICIPATION!

BEYOND THE CURB: MORRISTOWN PARKLETS A Local Demonstration Project

Steering Committee Meeting #2
November 1, 2013



Steering Committee #2

- I. Project Recap
- II. Summary of Research + Meetings
- III. Initial Program Parameters
- IV. Initial Design Ideas
- V. Public Engagement
- VI. Next Steps



Project Recap

Connecting People, Places, and Potential

Together North Jersey

What is **Together North Jersey**?

- A planning initiative in the 13-county NJTPA region of New Jersey
- In Nov 2011, US HUD awarded TNJ a \$5 million grant to develop a Regional Plan for Sustainable Development (RPSD)
- Comprehensive and balanced plan will invest in the region's existing communities where housing, jobs, educational, cultural, and recreational opportunities are made more easily accessible to most residents without having to drive to them



Local Demonstration Projects

What are **Local Demonstration Projects**?

- Provide technical assistance to local partners throughout Northern NJ to undertake strategic planning activities promoting sustainable and livable, transit-oriented development and advance the broader goals of the RPSD
- Potential LDP projects include a variety of local planning activities to make transit corridors and communities more livable



Goals

This project proposes to:

1. Develop a downtown Parklet Program and Design Manual for the Town of Morristown that will be used as a model for municipal parklet programs throughout the state.
2. Demonstrate a parklet in Morristown.



Objectives

This project proposes to:

1. Create a more **pedestrian and bicycle friendly** downtown and to make the downtown more attractive to residents, visitors and businesses
2. Incorporate more **public art and passive recreation** space into the downtown
3. Promote parklets as an **economic development** tool for the downtown
4. Create a **design manual** that is easily transferable to similar programs across the State
5. **Design** one parklet to serve as an example for future parklets

Study Area



Connecting People, Places, and Potential ●

Scope & Timeline

Phase 1: Research & Analysis – Where are we now? Where are we headed?

Phase 2: Outreach & Ideas - Where do we want to go?

Phase 3: Implementation Strategies - How do we get there?

Summary of Research + Meetings

The Questions

1. Who can apply for a parklet? Can the municipality or Partnership decide to install a parklet?
2. Who reviews parklet design for safety and design standards?
3. What are the application fee, lease fee, and typical construction costs for a parklet?
4. What are the basic lease agreements and terms between the overseeing entity and the applicant/owner of the parklet?
5. What are the economic development benefits (quantifiable and qualitative) of a parklet for a business owner?
6. What is the criteria for determining the appropriate location for a parklet?
7. How do we ensure enough parking?
8. Who will do the work to install and then uninstall the parklets seasonally? Where will they be stored?
9. Can they have power- if so from what source and who pays?
10. If water is needed for watering or cleaning- what is the source and who pays?

The Questions

1. How is insurance handled? Who pays?
2. What kind of activities do you envision in the parklet?
3. Do they always have seating or are they sometimes for art installation/performance?
4. Do parklets generate revenues to the parking authority?
5. Can sustainability and green infrastructure principles be integrated into the design?
6. Who oversees the permit application and maintenance of parklets once they are installed?
7. How does snow removal or other street major maintenance tasks interface with parklets?
8. What is the process for getting a parklet approved?
9. Considering that private parties apply and pay for parklets, what are the public vs private use allowances of a parklet?
10. Can a private homeowner apply for a parklet?

Research: Precedents



San Francisco, CA



Collingswood, NJ



Bellingham, WA



New York City, NY



Los Angeles, CA



Research: Precedents

Table 1. Summary and Comparison of Parklet Programs

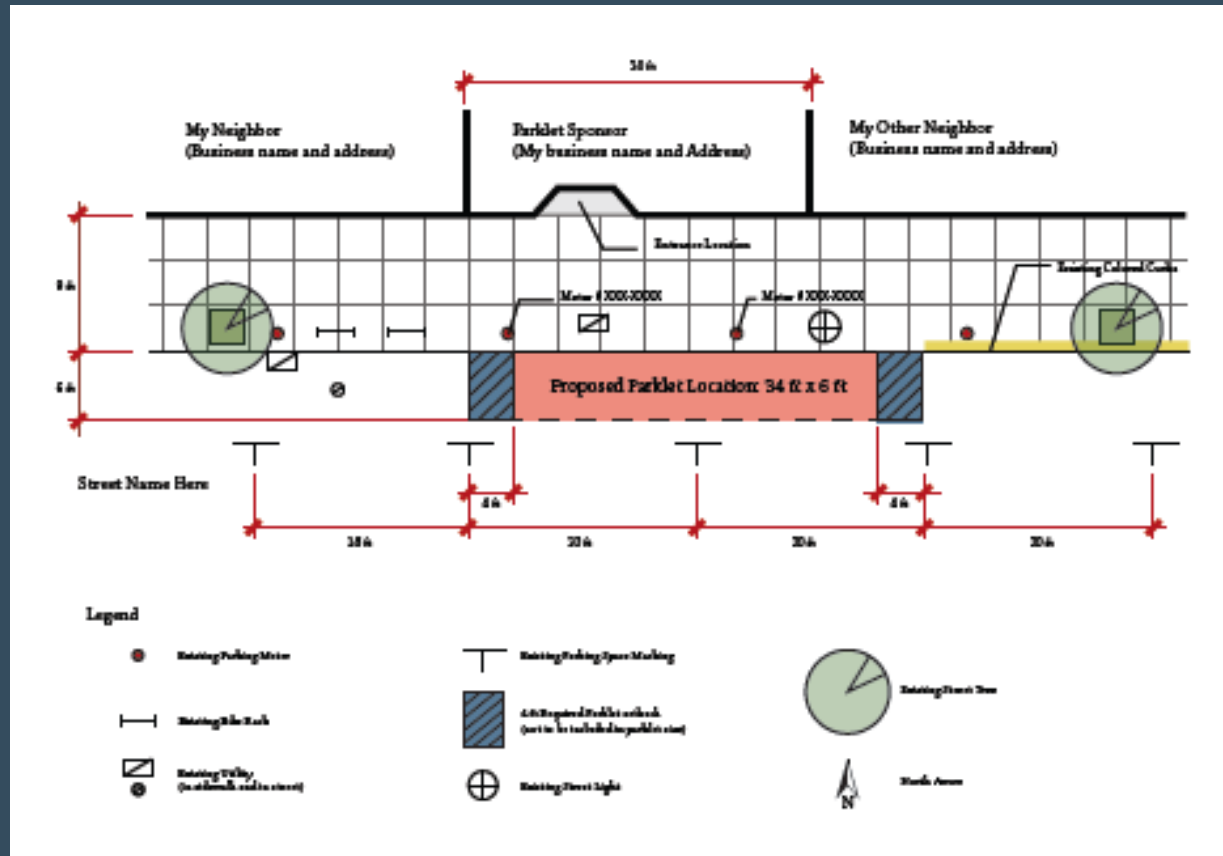
City	Number of Parklets Installed	Departments Involved	Permit Required and Cost	Insurance/Liability	Duration
San Francisco	35	Lead: Department of City Planning Coordination: Department of Public Works, Municipal Transportation Agency, and non-profit partner	\$791 base fee \$191.50 for before and after inspection \$221 Yearly permit renewal	\$1 million	Year-round; Applicants must renew permits yearly
Montréal	Approximately 90	Department of Public Works	\$600 for application \$7,625 fee with parking meters \$2,207 fee without parking meters	\$2 million	April – October
New York City	4	Department of Transportation, Traffic and Planning Division	Cafés must apply but no fee required	\$1 - \$3 million depending on size	April 15 – October 14
Vancouver	2	Engineering Department's Street Activities Branch	No permit required – call for proposals solicited from artists	None – conducted as city project	Summer: (Picnurbia) Semi-permanent: (Parallel Park)

Research: Precedents

Table 5. Costs for Various Parklets

Site	Cost	In Kind Donations
New York City – Bombay Café and FKA	\$24,000 total	Design provided pro bono
Lola's Long Beach	\$25,000	None, all costs (including designer fees) paid for by Lola's
Philadelphia	\$11,000 (\$10,000 materials + 10% design fee)	All costs paid for by William Penn Foundation
San Francisco "Deeplet"	\$20,000	None

Research: Precedents



Design/Technical

Research: Precedents



Downtown Economic Development

Connecting People, Places, and Potential ●

Research: Precedents

A café located near a parklet stated that its revenues increased by 20%. – Philadelphia, PA

Researchers found that the number of pedestrians increased by an average of 13 percent after the installation of the parklet, with the greatest increases on weekday evenings. – San Francisco, CA

*A café which hosted the parklet said the parklet contributed to significantly greater customer activity and increased sales.
– Collingswood, NJ*

San Francisco planning staff also report that many businesses, especially cafés and restaurants, have experienced marked revenue increases since the installation of a nearby parklet, resulting in increased sales tax revenue for the city and in some cases increased jobs, as restaurants hire additional staff to meet increased demand. – Reclaiming the Right of Way, 2012

According to our interviewees, businesses tend to recoup their investment in a parklet in approximately five years. – Reclaiming the Right of Way; 2012

Meetings

Past Meetings:

- TAC Meeting
- Study Area Tour
- Morristown Partnership October Board Meeting
- NJDOT Meeting
- County Meeting



Program Parameters

Initial Program Parameters

- 1. Municipal program on local, county & state roads**
 - Establish program, approvals agreements, parameters, permits, etc.
 - Manage process including enforcement
- 2. Sponsors**
 - Community sponsors with community support
 - Responsible for costs, liability, construction, maintenance & storage
- 3. Rules**
 - Seasonal
 - Publicly accessible at all times
 - Renew agreement annually

Design Ideas

Initial Design Ideas

- On roadways generally 25mph or less
- Some programs require that there be a barrier of some sort between the parklet and roadway (like railings or a plant barrier), but others do not require a wall-type barrier
- 2 spots or more (>40 feet) long; portions of loading zones
- Less than width of parking space (6 feet)
- Height restrictions to ensure visibility
- At least one spot away from intersection; crosswalk
- On roadways with less than 5% grade
- Cannot be located over manhole covers, utilities, fire hydrants
- Cannot impede curbside drainage
- Base generally not bolted to roadway; in some cases, the base is bolted to curb
- Generally, avoid near driveways
- Must be readily removed if there is an emergency
- Load per square foot varies by parklet
- Must be ADA accessible
- Materials: sustainability, art

Public Engagement

Public Engagement

Lighting of the Green & Santa's Arrival

When: Sunday, December 1st, 4pm-8pm

Where: The Green



Next Steps

Next Steps

Upcoming Project Milestones

- Artists' workshop
- Follow-up discussion with the Morristown Partnership Board
- Individual conversations with TAC members
- Follow up with Morris County and NJDOT
- Creation of a draft design manual
- Public engagement
- Steering Committee input
- Final design manual

Next Steps

Steering Committee Important Dates

- Morristown Parklets @ Santa's Arrival: **December 1st**
- Steering Committee Meeting #3: **TBD in mid December**
- Final Presentation: **TBD in early to mid January**

Parklets in Morristown

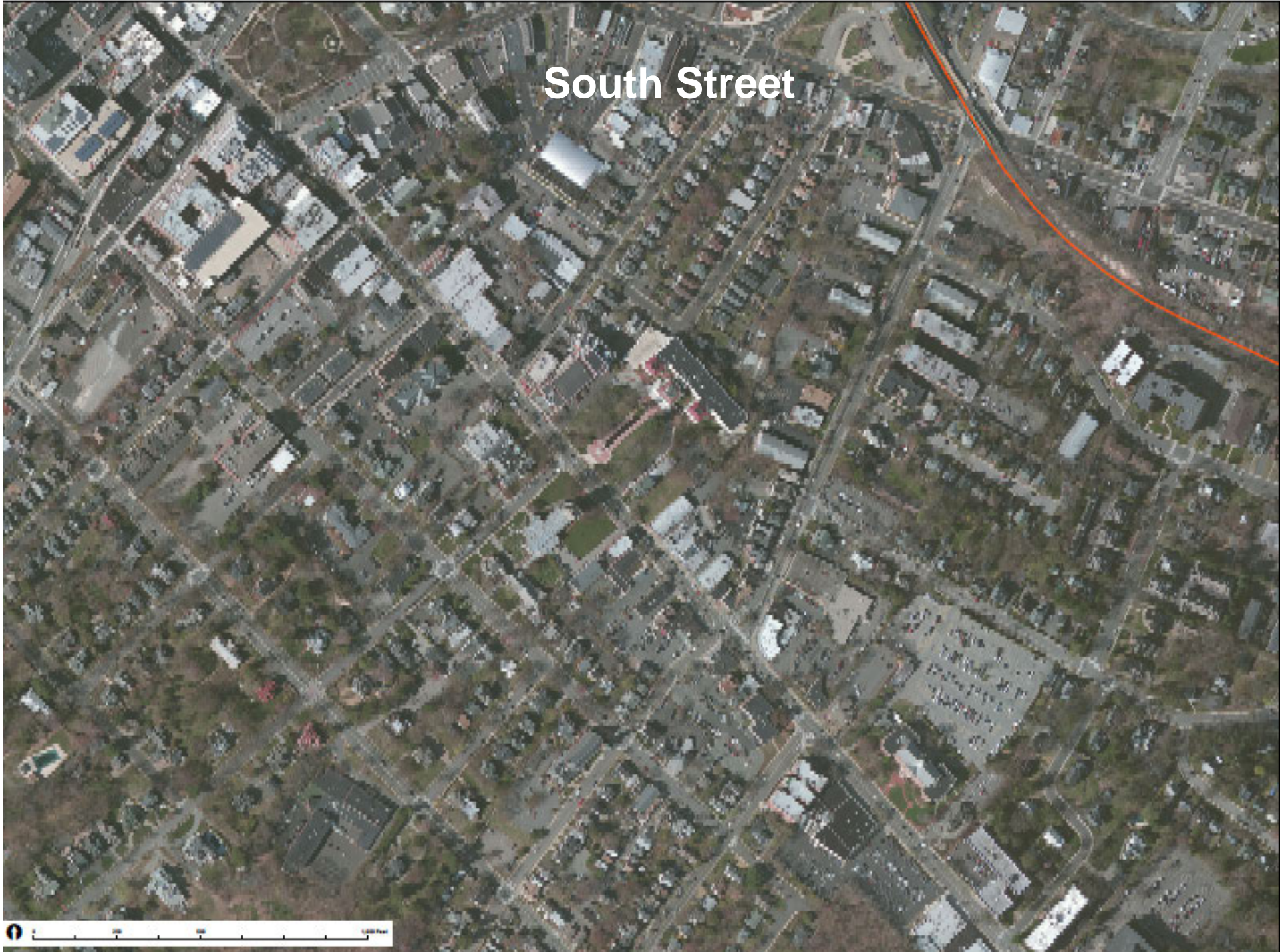


Parklets in Morristown



Connecting People, Places, and Potential ●

South Street



Speedwell Avenue



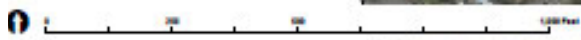
Morristown Green



Train Station



Washington Street



BEYOND THE CURB: MORRISTOWN PARKLETS

A Together North Jersey Local Demonstration Project

STEERING COMMITTEE MEETING #2.

MORRISTOWN – NOVEMBER 1, 2013

Sheet _____ of _____

Name	Resident, Business or Organization	Email Address	WHERE do you live or work?		
			Morristown	Morris County	Other
Janani Shanmugan	RPA				<input checked="" type="checkbox"/>
Cyrennia Ward	RPA				<input checked="" type="checkbox"/>
Heber Rubin	ADOT				<input checked="" type="checkbox"/>
Vivian Butler	NJ TRANSIT				<input checked="" type="checkbox"/>
Philip Abramson	MORRISTOWN/JRCA				<input checked="" type="checkbox"/>
Michael Fabrizio	Morristown Partnership				<input checked="" type="checkbox"/>
Jennifer Wehring	Morristown Partnership				<input checked="" type="checkbox"/>
BOB GOLDSMITH	" / MPD				<input checked="" type="checkbox"/>
GEORGE FORD	MPD				<input checked="" type="checkbox"/>
KARYSSA HALSTEAD	DLANDSTUDIO				<input checked="" type="checkbox"/>
TOM WERDER	MORRIS ARTS				<input checked="" type="checkbox"/>
PAUL MILLER	Town / SOSMO				<input checked="" type="checkbox"/>
Katie Dempsey	Morris Arts				<input checked="" type="checkbox"/>
FRITZ REUSS	TOWN OF MORRISTOWN				<input checked="" type="checkbox"/>
John Del Colle	NJT- Gov + Comm. Rels				<input checked="" type="checkbox"/>
Gerald Rohrer	Morris Co. DOT				<input checked="" type="checkbox"/>
Rob Freudenberg					<input checked="" type="checkbox"/>
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			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Beyond the Curb: Morristown Parklets

A Together North Jersey Local Demonstration Project

Steering Committee Meeting #2

November 1, 2013
1:00PM – 3:00PM

Offices of the Geraldine R. Dodge Foundation
14 Maple Ave
Morristown, NJ

Participants

Phil Abramson, Jonathan Rose Companies/Town of Morristown; Vivian Baker, NJ Transit; John Del Colle, NJ Transit; Kadie Dempsey, Morris Arts; Michael Fabrizio, Morristown Partnership; George Fiore, Morristown Parking Authority; Rob Freudenberg, Regional Plan Association; Bob Goldsmith, Morristown Partnership/MPA; Karyssa Halstead, dlandstudio; Paul Miller, Town of Morristown/Sustainable Morristown; Gerald Rohsler, Morris County; Helene Rubin, NJDOT; Fritz Ruess, Town of Morristown; Janani Shankaran, RPA; Cyrenthia Ward, NJ Transit; Jennifer Wehring, Morristown Partnership; Tom Werder, Morris Arts

Key Takeaways

The following are key takeaways from this meeting.

- 1) **It may be necessary to identify external funding sources for implementation of the pilot parklet.**
Many pilot parklets from across the country were designed and constructed with foundational, community, and/or pro bono support. As a relatively new concept, businesses may be hesitant to sponsor a parklet without having a better understanding of the cost-benefit. Foundational grants, organizational support, and crowd source funding could be used to build the pilot parklet. These funding methods should be further explored.
- 2) **Artists can be employed in design and fabrication of materials and parts.**
The arts component is a critical aspect of this local demonstration project. Local artists, including fabricators and designers, should be used in the design and construction process.
- 3) **A pilot parklet could be constructed on a local roadway that is near one of the main commercial corridors.**
A pilot parklet could be built on one of the lateral roads off of South Street, Washington Street, Morris Street, or Speedwell Avenue. Examples include Dehart Street, Community Place, Elm Street, and Blachley Place. A pilot parklet could

Beyond the Curb: Morristown Parklets

A Together North Jersey Local Demonstration Project

perhaps most quickly be implemented on these side streets, yet would have adequate visibility for those on the main thoroughfares. A pilot on a local road could inform both county and state concerns regarding design and safety.

4) Public vs. private use of parklets need to be clarified.

Precedents from across the country indicate that parklets are primarily public features. Nevertheless, businesses need to see some sort of financial benefit from investing in a parklet – one option could be private use of a parklet during certain hours of the day, or shared public-private usage. These issues, along with parklet operational hours, must be addressed.

5) A parked car could serve as a guide for design.

Parklet design parameters – such as vertical limit, proximity of elements to signage, and parklet width – can be based upon how parked cars fit within metered spaces.

6) Seasonal storage methods should be identified.

In addition to collecting information on how parklets are stored in other locations, potential storage locations in or near Morristown should be identified.

7) Parklets need to be visible to drivers at night.

Lighting or reflective posts may be necessary. Design should ensure that parklets are visible during nighttime hours, but do not obstruct driver vision.

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX J

DECEMBER 4, 2013 ARTISTS INFORMATION SESSION

BEYOND THE CURB: Morristown Parklets

ARTISTS INFORMATION SESSION.

MORRISTOWN — DECEMBER 4, 2013

AGENDA

1:00PM	Welcome & Introductions	Kadie Dempsey, Morris Arts Tom Werder, Morris Arts Participants
1:10PM	Project Overview & Introduction to Parklets	Rob Freudenberg, RPA
1:20PM	Site Tour	Participants
2:00PM	Parklet Design Parameters & Ideas	Rob Freudenberg, RPA Karyssa Halstead, dlandstudio
2:15PM	Discussion	Participants
3:00PM	Adjourn	

THANK YOU FOR YOUR PARTICIPATION!

BEYOND THE CURB: MORRISTOWN PARKLETS A Local Demonstration Project

Artists Information Session
December 4, 2013



Artists Information Session

- I. Welcome & Introductions
- II. Project Overview & Introduction to Parklets
- III. Site Tour
- IV. Parklet Design Parameters & Ideas
- V. Discussion

Project Overview

Together North Jersey

What is **Together North Jersey**?

- A planning initiative in the 13-county NJTPA region of New Jersey
- In Nov 2011, US HUD awarded TNJ a \$5 million grant to develop a Regional Plan for Sustainable Development (RPSD)
- Comprehensive and balanced plan will invest in the region's existing communities where housing, jobs, educational, cultural, and recreational opportunities are made more easily accessible to most residents without having to drive to them



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4. Create a **design manual** that is easily transferable to similar programs across the State
5. **Design** one parklet to serve as an example for future parklets

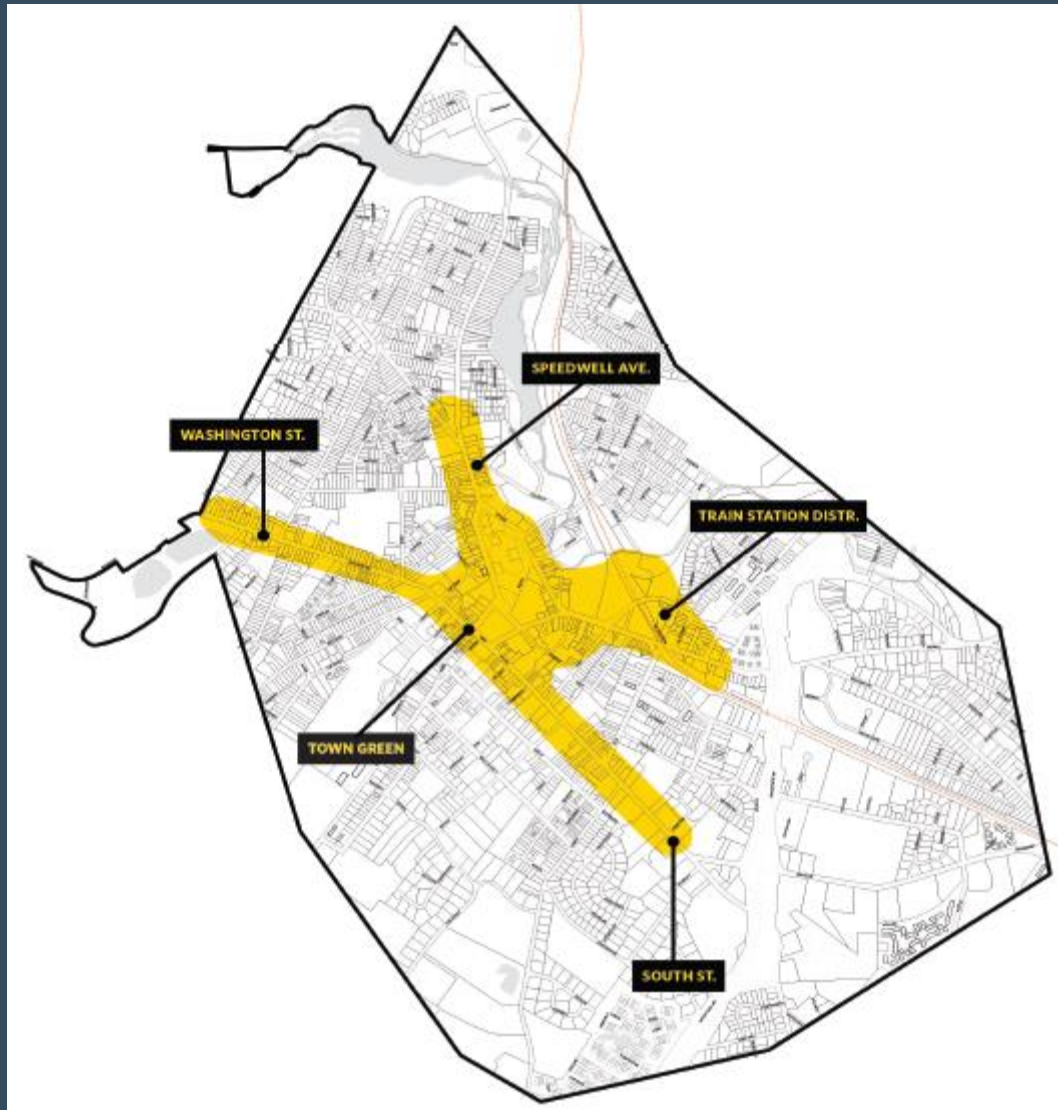
Project Partners

- Town of Morristown
- Morris Arts
- Morristown Partnership
- Morristown Parking Authority
- Morris County

Project Team

- Regional Plan Association
- dlandstudio
- NJ Transit
- NJTPA
- NJDOT
- OPA

Study Area



Scope & Timeline

Phase 1: Research & Analysis – Where are we now? Where are we headed?

Phase 2: Outreach & Ideas - Where do we want to go?

Phase 3: Implementation Strategies - How do we get there?

What is a Parklet?

A Parklet is...



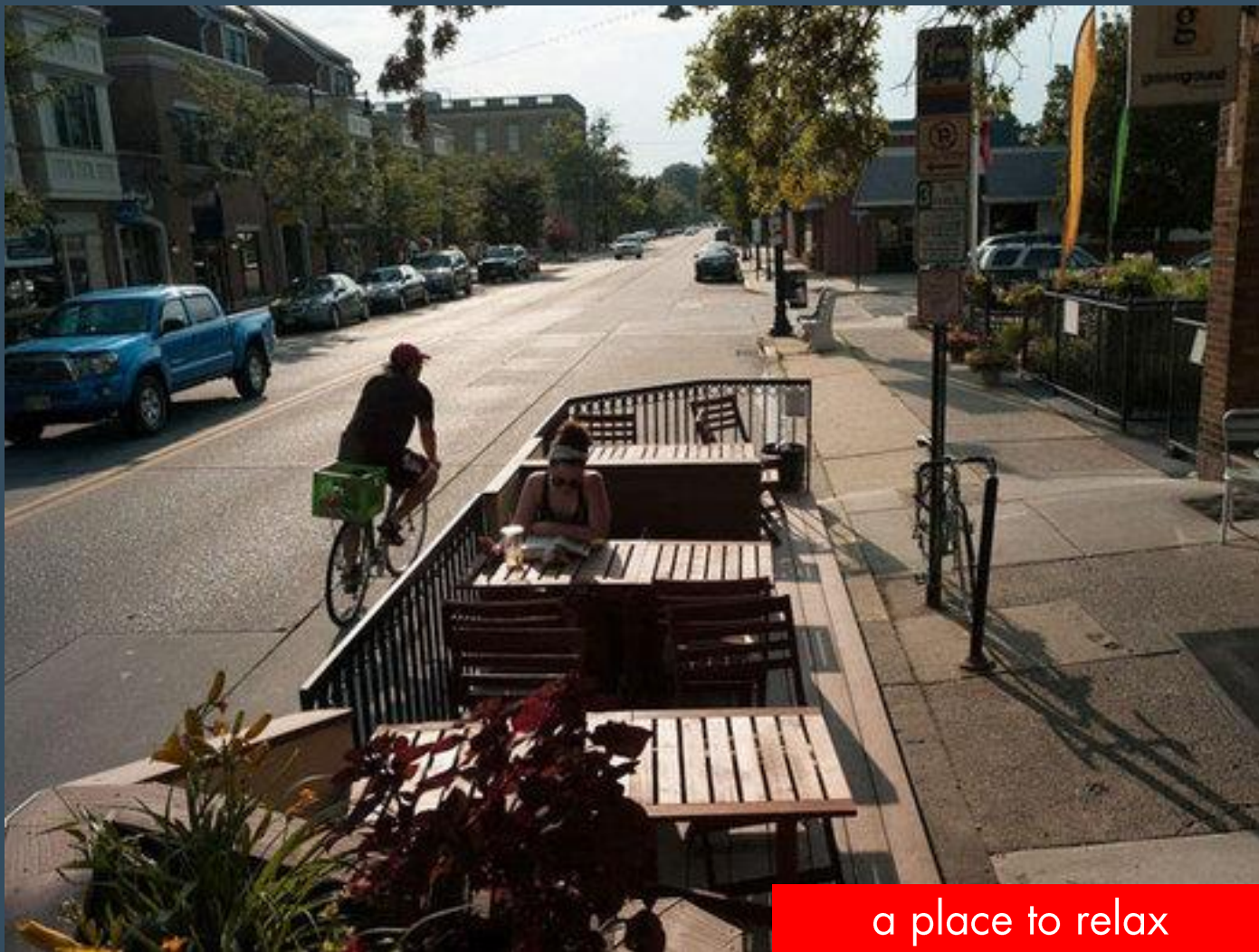
a place to eat/drink

A Parklet is...



a place to celebrate

A Parklet is...



a place to relax

A Parklet is...



A Parklet is...



a place to work

A Parklet is...



a place to play

A Parklet is...



a place for community

Precedents



San Francisco, CA



Collingswood, NJ



Bellingham, WA



New York City, NY



Los Angeles, CA

Site Tour

Location & Design

Site Parameters



Roadway speed limit
25mph or less



In high foot traffic,
pedestrian-friendly areas



At least 15' from fire
hydrants and
driveways

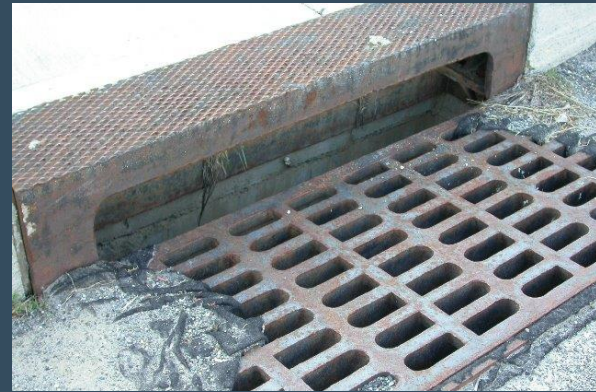


Street grade of 5% or
less

Site Parameters



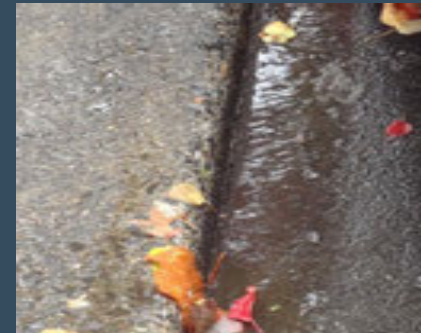
Ensure access to public utilities, access panels, valves, building standpipes



At least 10' from a sewer drain



At least one parking space away from corners, crosswalks and intersections



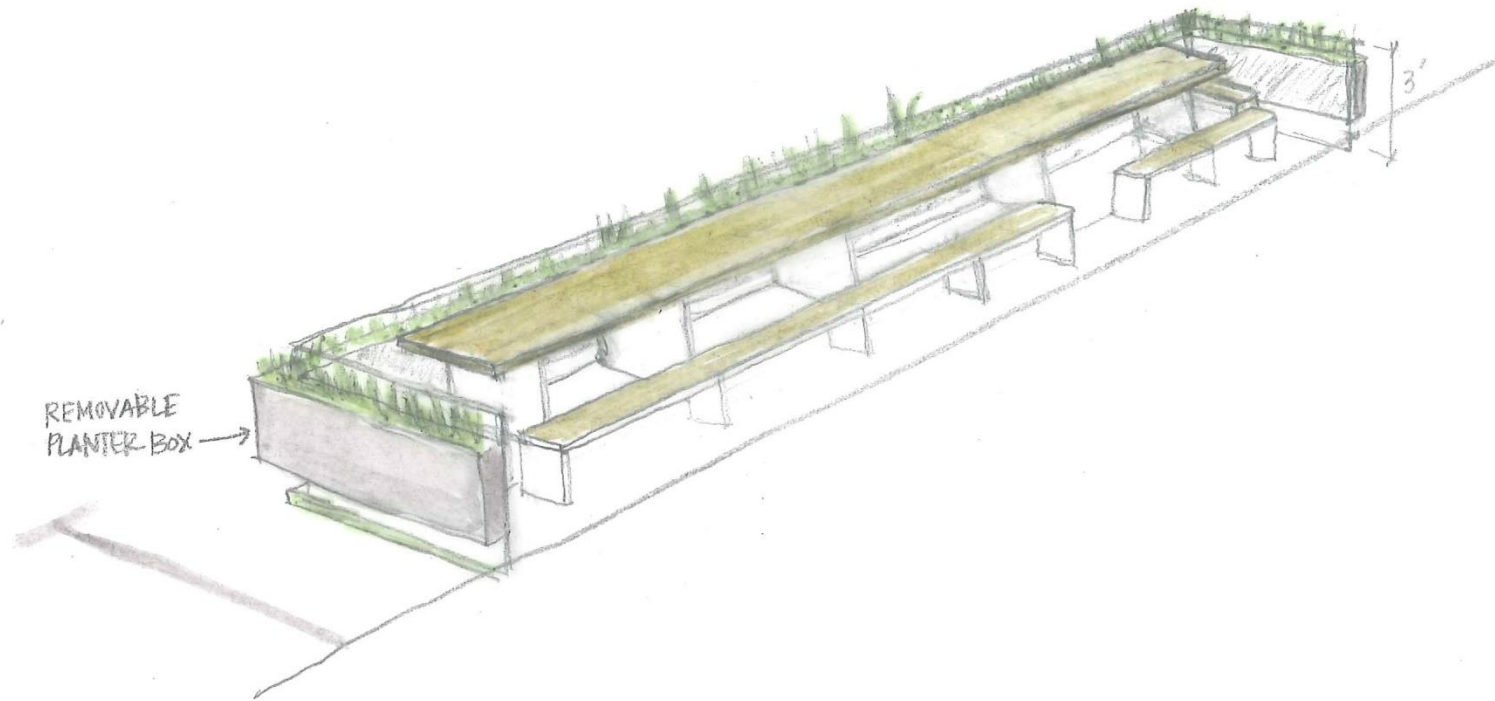
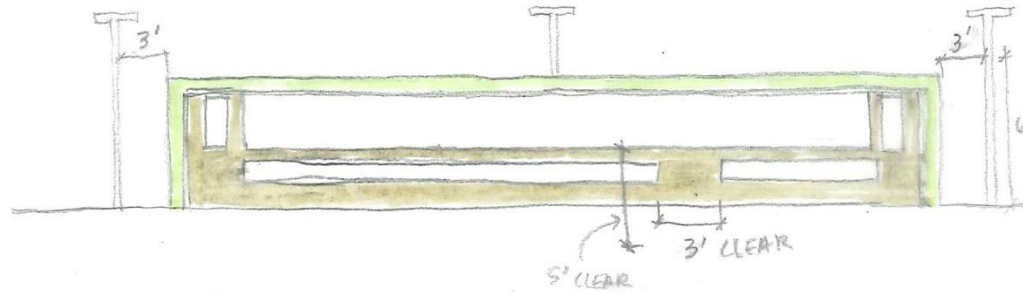
Ensure curbside drainage

Design Parameters

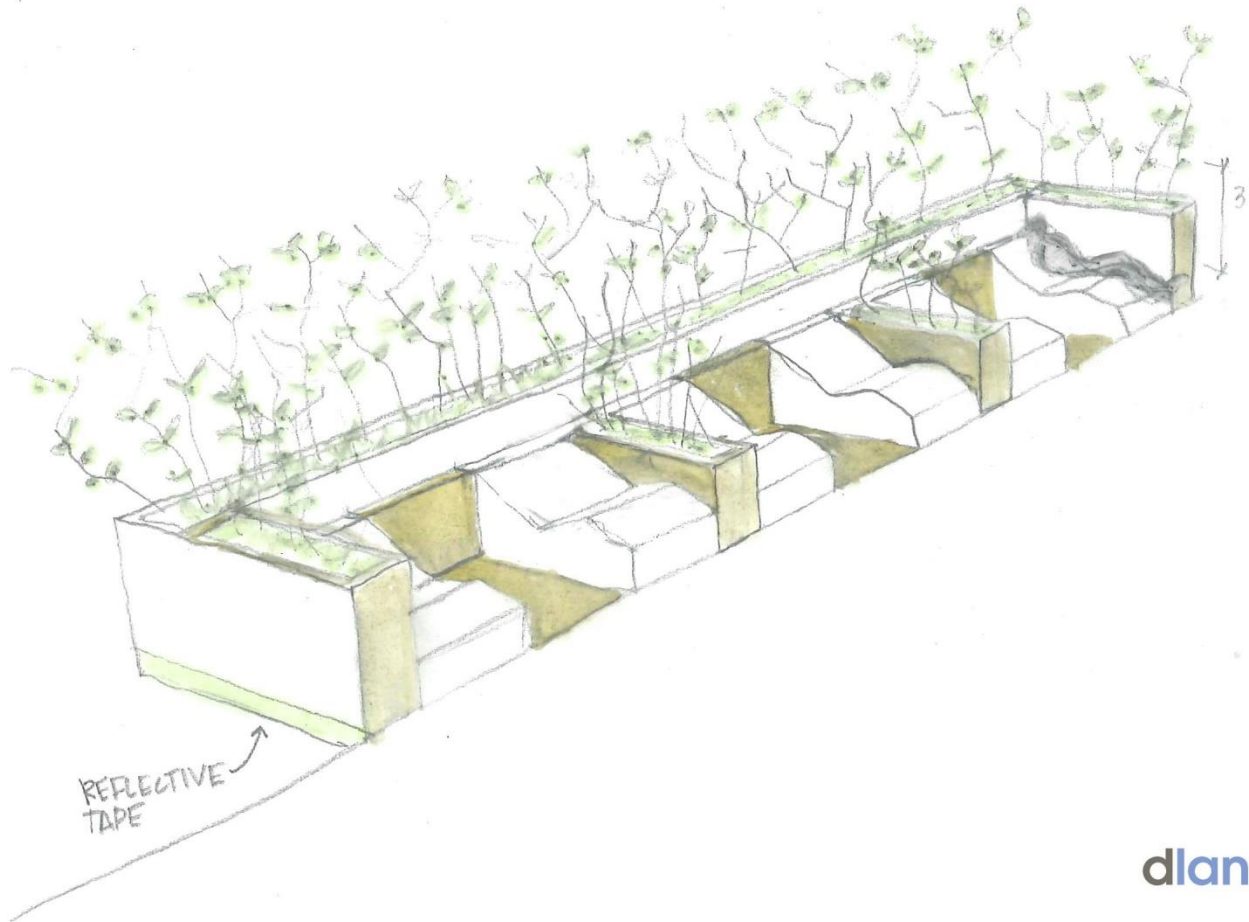
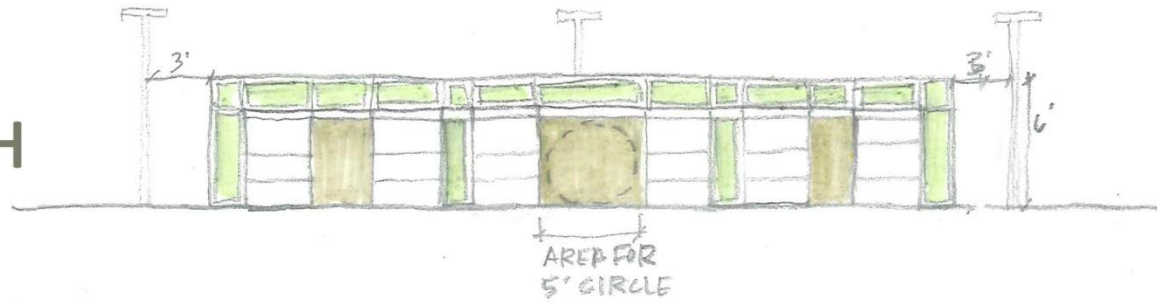
Dimensions

- Minimum of one space or 20 feet long, and up to three spaces or 60' long
- Maximum width of 6'
- 42" high, or up to 84" high, with visibility between 36" and 84"
- ADA compliant

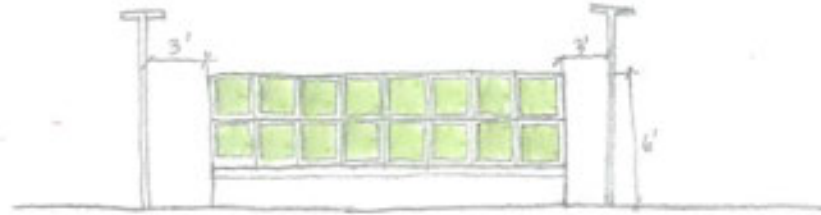
FOCUS:
EAT



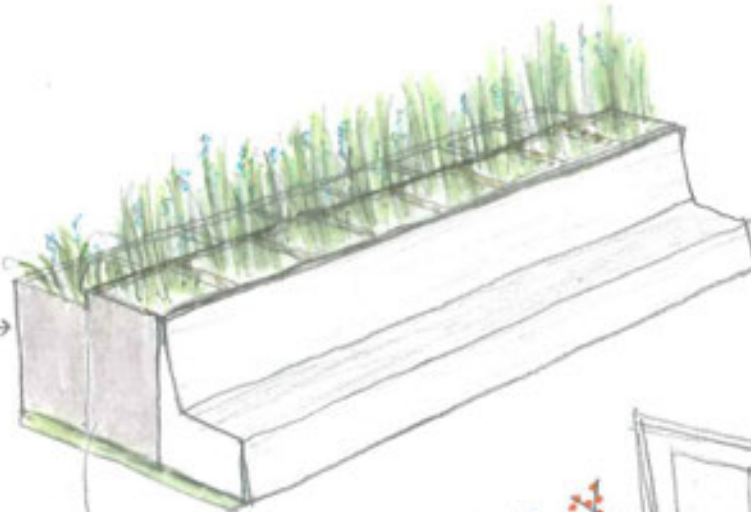
FOCUS:
HEALTH



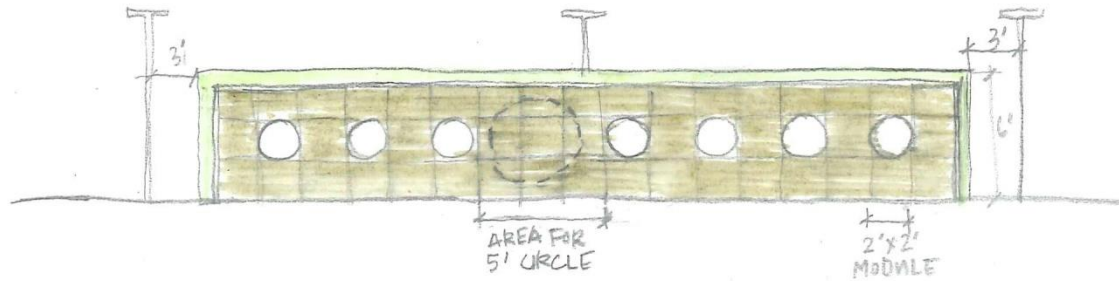
FOCUS:
SOAK



DETACHABLE
PLANTERS →



FOCUS:
DESIGN



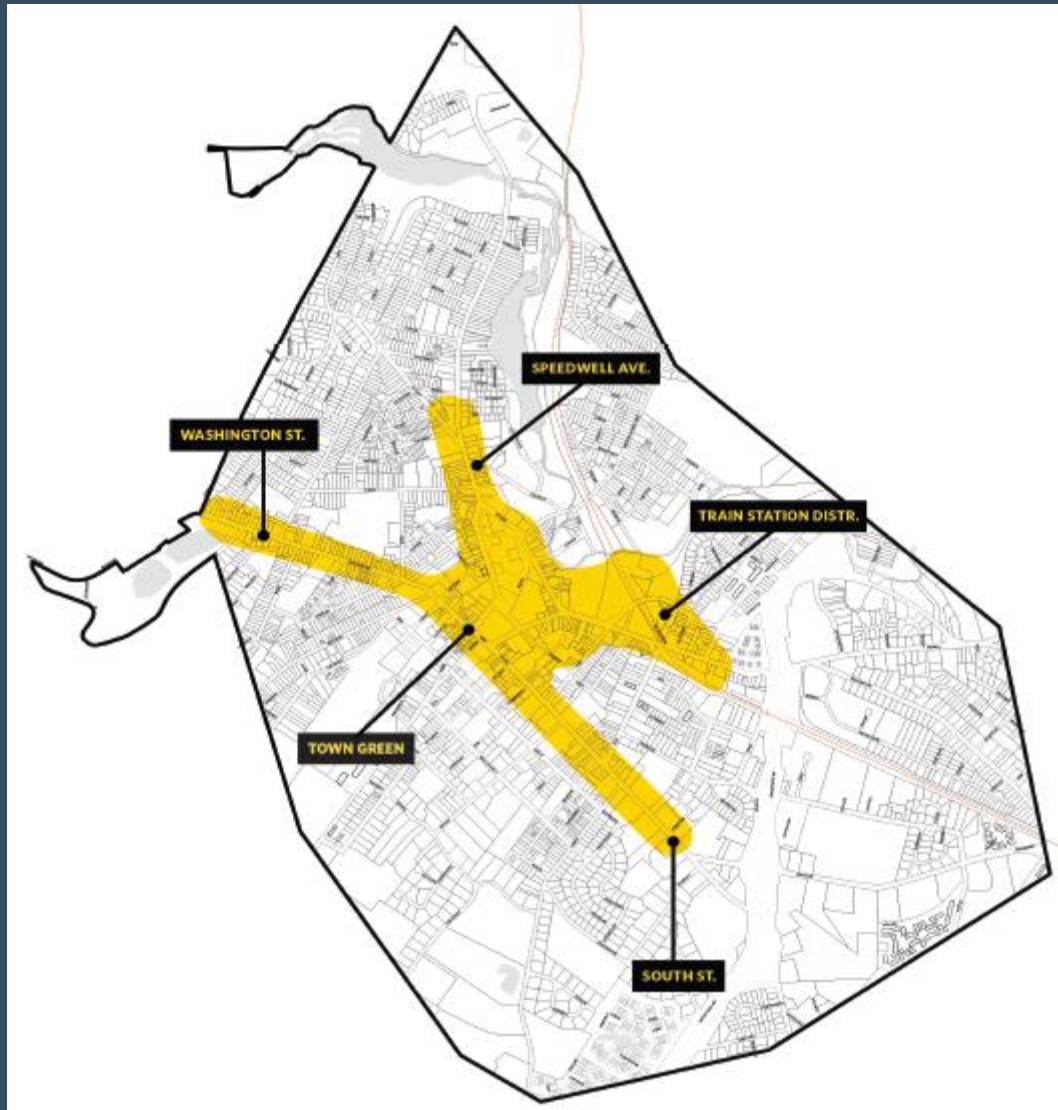
Discussion:

1. Design
2. Process
3. Funding

Parklets in Morristown

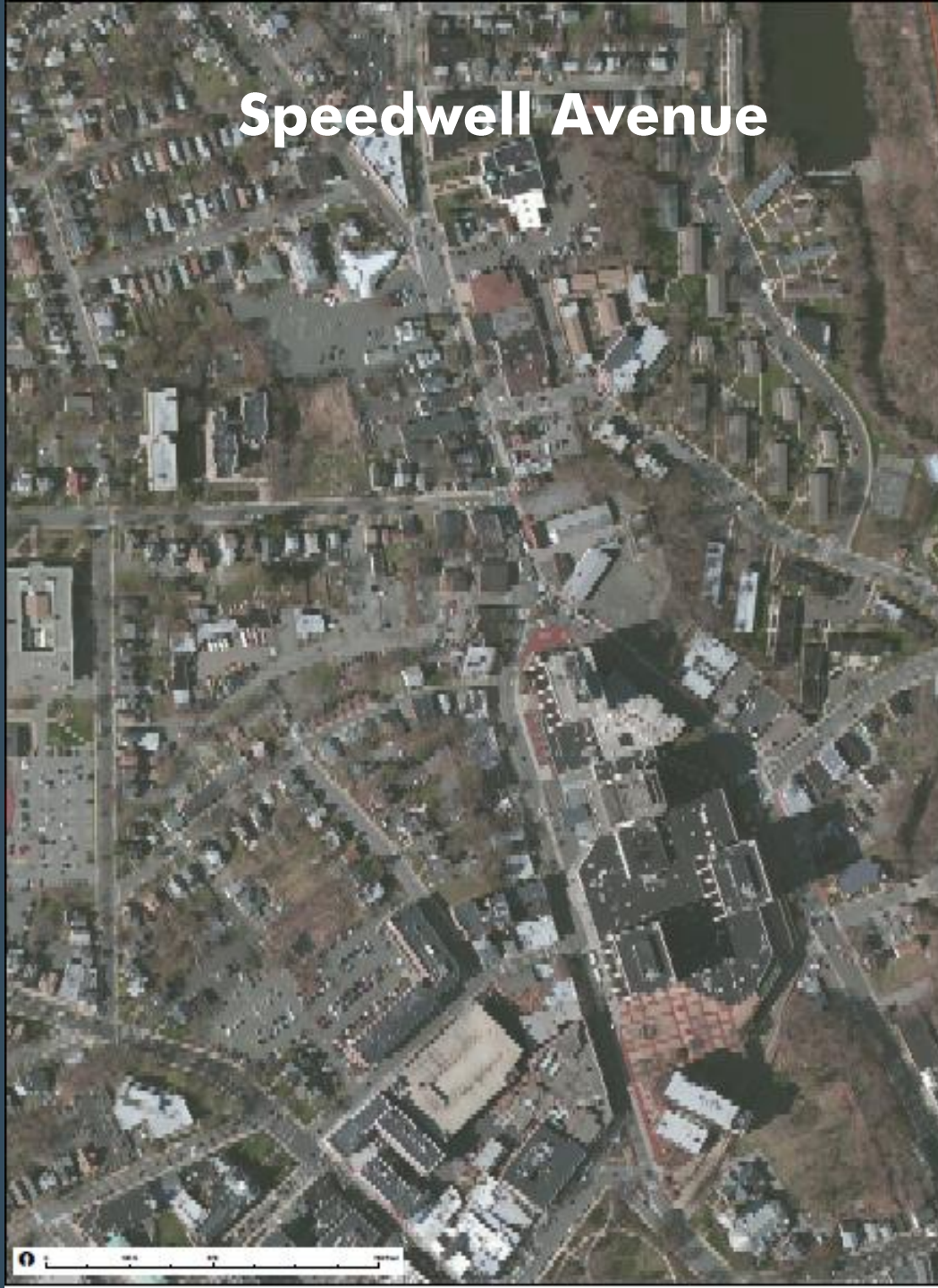


Parklets in Morristown



South Street

Speedwell Avenue



Morristown Green



Train Station

Washington Street





CONNECTING
PEOPLE, PLACES,
AND POTENTIAL.

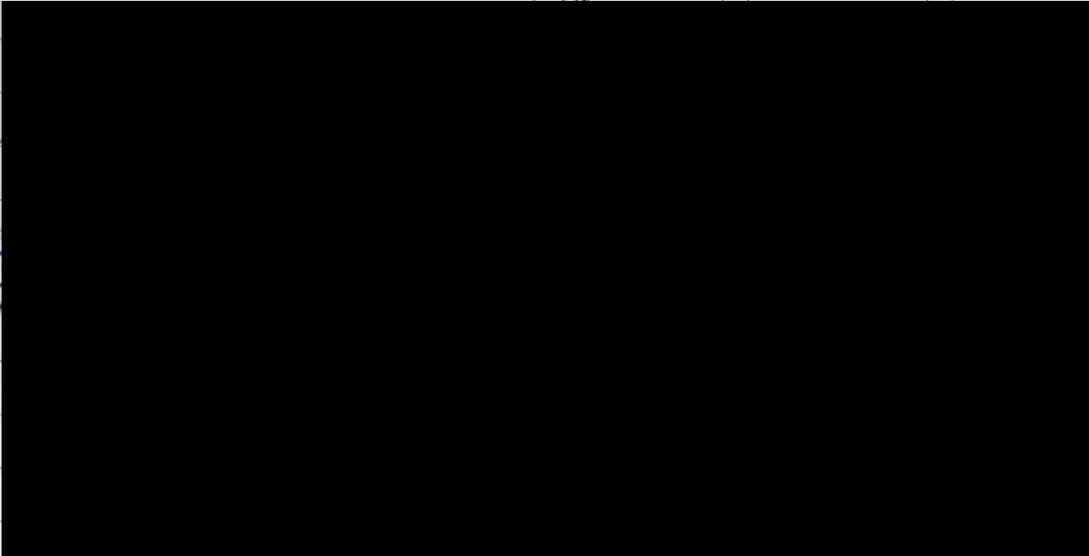
BEYOND THE CURB: MORRISTOWN PARKLETS

A Together North Jersey Local Demonstration Project

ARTISTS INFORMATION SESSION.

MORRISTOWN – DECEMBER 4, 2013

Sheet 1 of 1

Name	Resident, Business or Organization	Email Address	WHERE do you live or work?		
			Morristown	Morris County	Other
Radie Dempsey	Morris Arts		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrew Lewis	NK ARCHITECTS		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steve Aluotto	" "		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don Fenelon	Artist		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kurt Michalska	Atlas Custom Metalwork		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jon Janowski	Atlas Custom Metalwork		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOM WERDER	Morris Arts		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MAXIMILIAN PELZMANN	ARTIST		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NELLA LERNER	Design with Aile		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Phil			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rob F.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Karyssa		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Janani		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Beyond the Curb: Morristown Parklets

A Together North Jersey Local Demonstration Project

Artists Information Session

December 4, 2013
1:00PM – 3:00PM

Offices of the Geraldine R. Dodge Foundation
14 Maple Ave
Morristown, NJ

Participants

Phil Abramson, Jonathan Rose Companies/Town of Morristown; Steve Aluotto, NK Architects; Kadie Dempsey, Morris Arts; Dan Fenelon, Artist; Rob Freudenberg, Regional Plan Association; Karyssa Halstead, dlandstudio; Jan Janowski, Atlas Custom Metalwork; Nella Lerner, Design With Tile; Andrew Lewis, NK Architects; Kurt Michalka, Atlas Custom Metalwork; Maximilian Pelzmann, Artist; Janani Shankaran, RPA; Tom Werder, Morris Arts

Key Takeaways

The following are key takeaways from this meeting.

- 1) **Art should be thought of as a broad-ranging and fundamental aspect of parklets, rather than as a separate and added component.**
“Art” can encompass everything from sculptures and musical installations, to uniquely crafted railings, platforms, bike racks, and tables. All parklets must be designed, and so artists – ranging from landscape designers, to metal fabricators and musicians – can be incorporated in many different ways, and art can be celebrated uniquely in each parklet.
- 2) **Parklet art must take into consideration the semi-permanent, public and seasonal nature of parklets.**
Parklets are seasonal installations. As such, elements must be easily and/or creatively transported and stored. In addition, parts must be weather-resistant, durable, and public-friendly; however, artists should be mindful that weathering and public interaction may cause their artwork to wear away over time.
- 3) **Parklets could be a venue for art-making, creative interaction, and community events.**
There is a need for more pop-up and spontaneous spaces in Morristown. Parklets could feature items-for-play, including chalkboards or musical instruments. Charitable drives, such as coat drives or food drives, and small fruit and vegetable gardens in parklets could foster a greater sense of community. Innovative ideas, including

Beyond the Curb: Morristown Parklets

A Together North Jersey Local Demonstration Project

webcams (that can connect to people to other parklets or beyond parklets), and use of StoryCorps can make parklets more interactive. Additionally, parklet themes should pay homage to Morristown and its history (Cole Porter, first St. Patrick's Day parade, Revolutionary War) in new ways.

- 4) **The design manual should describe the ways in which art can enhance the community and can be incorporated into parklets.**

Sustainable New Jersey's art program has a comprehensive list of art councils and organizations in the state, and could be a valuable resource in this regard. Further, the manual should provide explanation as to why the inclusion of art is an enhancement to the community, and should explicitly state the types of artists that can be involved, such as architects, muralists, metal workers, etc.

- 5) **There should be exploration of funding methods/sources including and beyond crowdsourcing.**

Securing funding prior to engaging artists and other parklet collaborators is very important. A competition can help foster community interest and support, as well as facilitate donations and in-kind support. In terms of the private sector, banks and other chain establishments frequently look to get involved in the community, and could be potential sponsors or sources of funding for a pilot parklet. Visible space for recognition of sponsors or advertising could be incorporated into a parklet.

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX K

DECEMBER 16, 2013 STEERING COMMITTEE MEETING

BEYOND THE CURB: Morristown Parklets

STEERING COMMITTEE MEETING #3.

MORRISTOWN — DECEMBER 16, 2013

AGENDA

10:00AM	Project Recap & General Updates	Rob Freudenberg, RPA Janani Shankaran, RPA
10:15AM	Public Engagement Strategies	Participants
10:30AM	Program Parameters	Rob Freudenberg, RPA
10:50AM	Design Parameters	Susannah Drake, dlandstudio Karyssa Halstead, dlandstudio
11:10AM	Identifying Sources of Funding	Participants
11:30PM	Identifying Potential Sponsors	Participants
11:50AM	Next Steps	Rob Freudenberg, RPA
12:00PM	Adjourn	

THANK YOU FOR YOUR PARTICIPATION!

BEYOND THE CURB: MORRISTOWN PARKLETS A Local Demonstration Project

Steering Committee Meeting #3
December 16, 2013



Steering Committee #3

- I. Recap and Updates
- II. Public Engagement
- III. Program Parameters
- IV. Design Parameters
- V. Funding
- VI. Sponsors
- VII. Next Steps

Project Recap & Updates

Goals

This project proposes to:

1. Develop a downtown parklet program and design manual for the Town of Morristown that will be used as a model for municipal parklet programs throughout the state.
2. Demonstrate a parklet in Morristown.



Objectives

This project proposes to:

1. Create a more pedestrian and bicycle friendly downtown and to make the downtown more attractive to residents, visitors and businesses
2. Incorporate more public art and passive recreation space into the downtown
3. Promote parklets as an economic development tool for the downtown
4. Create a design manual that is easily transferable to similar programs across the State
5. Design one parklet to serve as an example for future parklets

Scope & Timeline

Phase 1: Research & Analysis – Where are we now? Where are we headed?

Phase 2: Outreach & Ideas - Where do we want to go?

Phase 3: Implementation Strategies - How do we get there?

Public Engagement Strategies

Engagement

Resident Outreach (including under-represented populations)

- Bilingual, online visual preference survey
- Bilingual comment booklet



CONNECTING
PEOPLE, PLACES,
AND POTENTIAL.

BEYOND THE CURB: Morristown Parklets

Vote for your favorite parklets.

What do you like about your favorite parklets?



Engagement

Stakeholder Support

- Expand circle of support



Engagement

Pilot Parklet

- Use the pilot to engage



CONNECTING
PEOPLE, PLACES,
AND POTENTIAL.

BEYOND THE CURB: Morristown Parklets

LET'S DESIGN A PARKLET.

YOUR FEEDBACK NEEDED!

POP-UP PARKLET WORKSHOP

A drop-in workshop next to the Green

Come by anytime between 9am-3pm
Saturday, December 14, 2013

18 N Park Place in Morristown, NJ

For more info, email: janani@rpa.org



Program Parameters

Program Parameters

1. Applicant submits proposal to Town
2. Town reviews proposal and conducts site visit
3. Denies/Tables/Advances
4. Public notice
5. Town and applicant meet to consider public comment
6. Applicant submits final application
7. MOU and Town permit issued
8. Applicant installs parklet
9. Parklet inspection
10. Parklet ribbon-cutting
11. Town inspection of parklet (periodic)
12. Removal and storage of parklet for winter

Site Parameters



Roadway speed limit
25mph or less



In high foot traffic,
pedestrian-friendly areas



At least 15' from fire
hydrants and
driveways



Street grade of 5% or
less

Site Parameters



Ensure access to public utilities, access panels, valves, building standpipes



At least 10' from a sewer drain



At least one parking space away from corners, crosswalks and intersections



Ensure curbside drainage

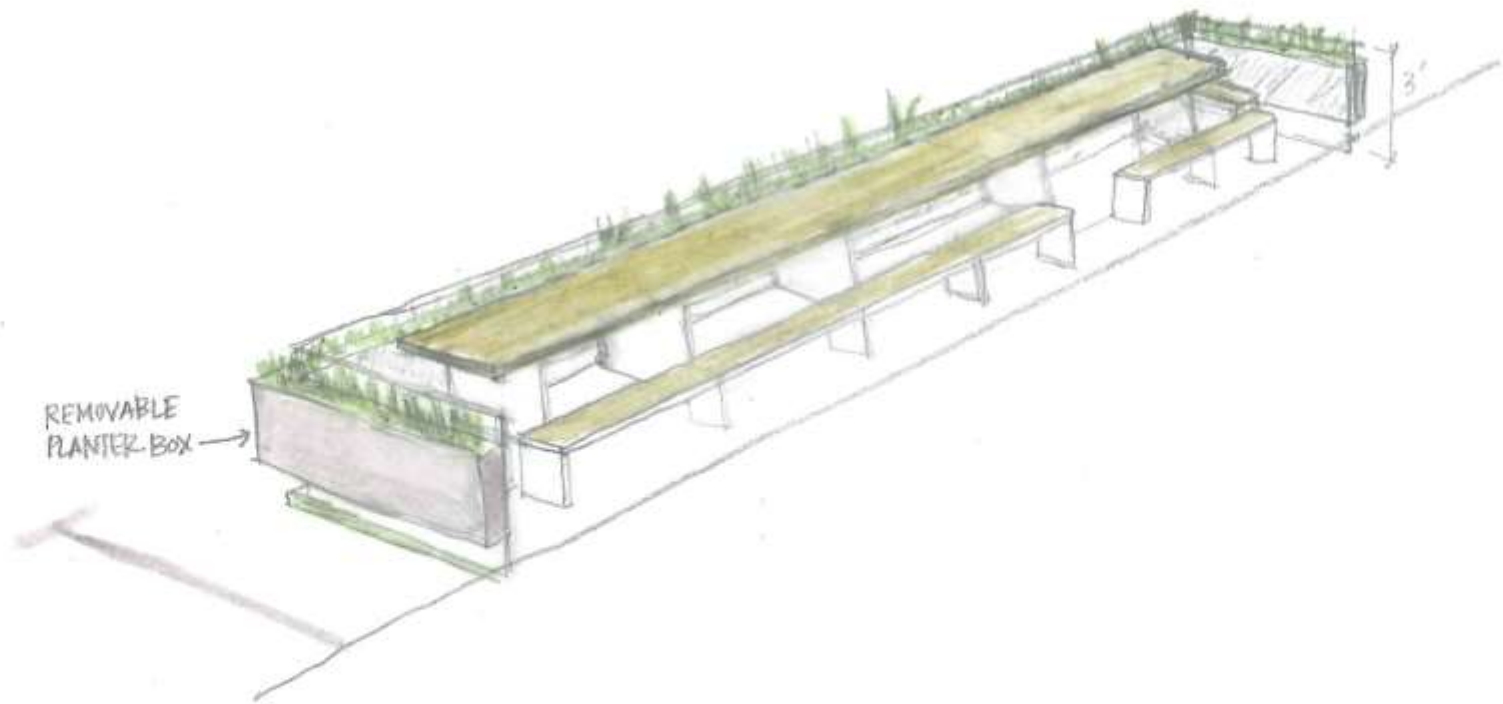
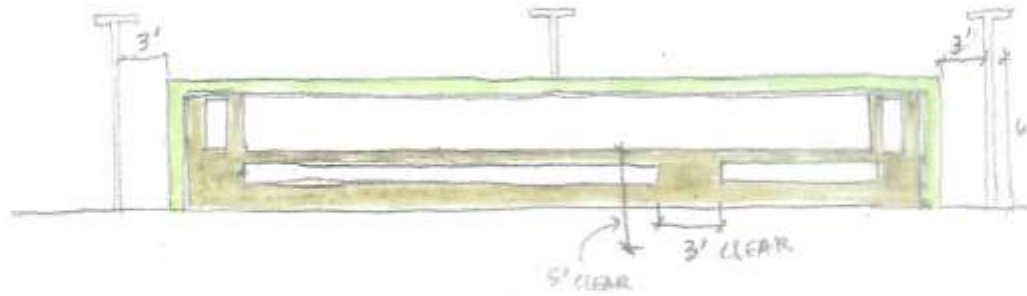
Design Parameters

Design Parameters

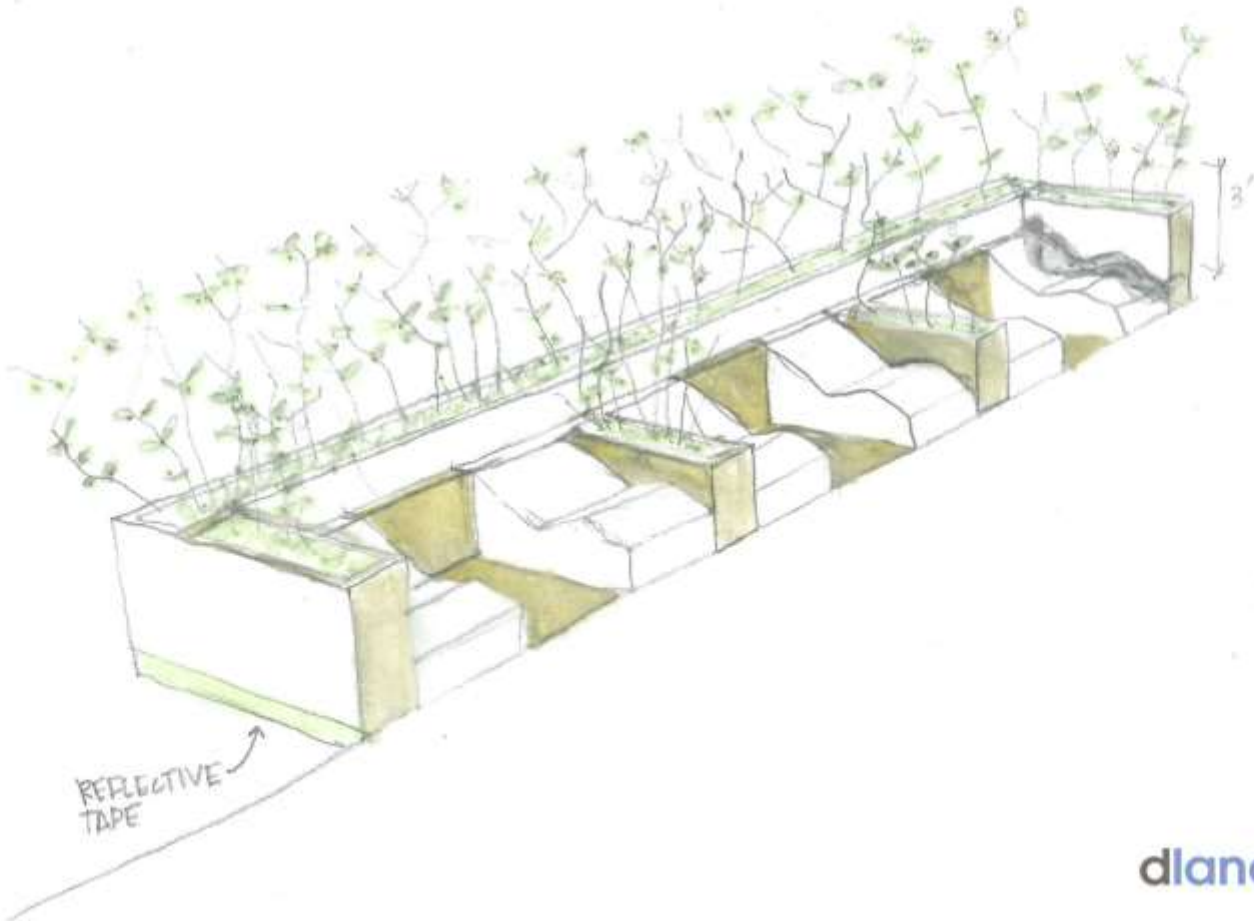
Dimensions

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- Maximum width of 6'
- 42" high, or up to 84" high, with visibility between 36" and 84"
- ADA compliant

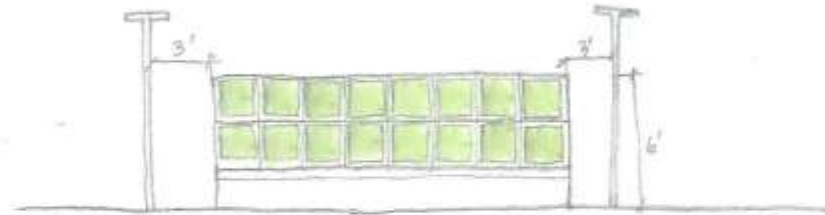
FOCUS:
EAT



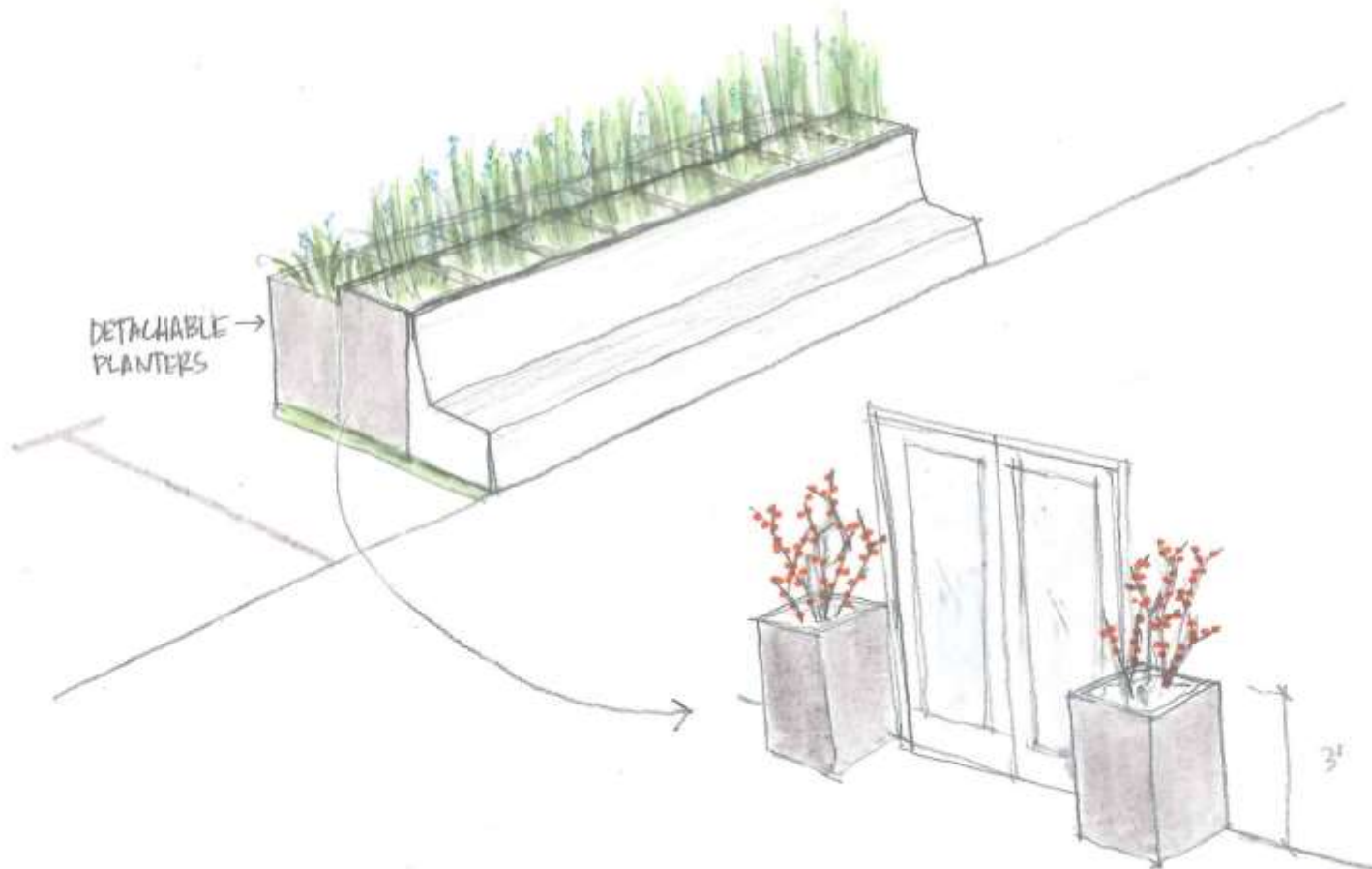
FOCUS:
HEALTH



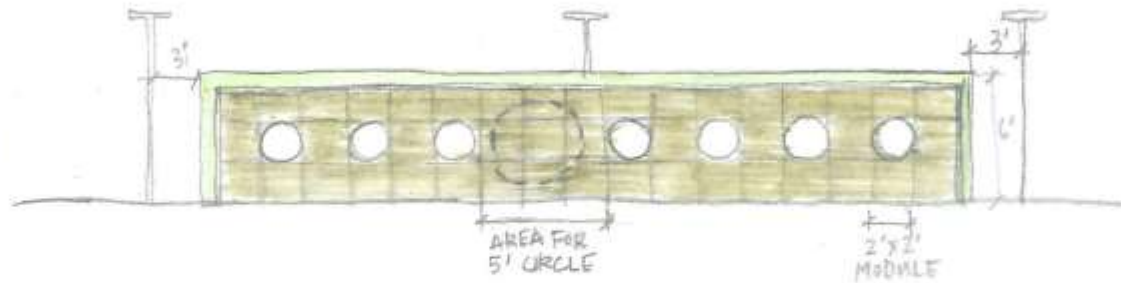
FOCUS:
SOAK



DETACHABLE
PLANTERS →



FOCUS:
DESIGN



Funding

Funding

Morristown Community Businesses & Organizations



Funding

Grassroots

KICKSTARTER

What is
Kickstarter?

Discover
great projects

Start
a project

[Help](#) [Sign up](#) [Log in](#)

A man with a grey beard and mustache, wearing a black t-shirt, stands with his arms crossed in an art studio. Behind him are various artworks, including a large abstract painting and a framed sketch. To his right, there are several vases and framed pictures on a table.

Bring creativity to life

Curious how Kickstarter works?

[Learn more >](#)

Michael painted 91 paintings of Don Quixote in 91 days.



Funding

Others?

Sponsors

BEYOND THE CURB: MORRISTOWN PARKLETS

A Together North Jersey Local Demonstration Project

STEERING COMMITTEE MEETING #3.

MORRISTOWN – DECEMBER 16, 2013

Sheet _____ of _____

WHERE do you live or work?

Name

Resident, Business
or Organization

Email Address

Morristown

Morris County

Other

Susannah Drake

dlandstudio pllc

Rob Freudenberg

RPA

Philip Abramson

JRCO

Geoffrey Dyck

JRCO

John DeI Colle

NJT - Govt Comm Rels

Cyrenthia Ward

NJT

Debbie Dellagiacoma

Morris County

ALBERT GOLDSMITH

MPA/Morristown Partnership

Katie Dempsey

Morris Arts

PAUL MILLER

MORRISTOWN OFFICE SUSTAINABLE

Helene Rubin

NJDOT

Tom WERDER

MORRIS ARTS

Jamari Smanعان

RPA

Beyond the Curb: Morristown Parklets

A Together North Jersey Local Demonstration Project

Steering Committee Meeting #3

December 16, 2013
10:00AM – 12:00PM

4th Floor Conference Room
Morris County Planning & Development
30 Schuyler Place
Morristown, NJ

Participants

Phil Abramson, Jonathan Rose Companies/Town of Morristown; John Del Colle, NJ Transit; Kadie Dempsey, Morris Arts; Debbie Dellagiacoma, Morris County; Susannah Drake, dlandstudio; Geoff Dyck, Jonathan Rose Companies; Rob Freudenberg, RPA; Bob Goldsmith, Morristown Partnership/MPA; Paul Miller, Town of Morristown/Sustainable Morristown; Helene Rubin, NJDOT; Janani Shankaran, RPA; Cyrenthia Ward, NJ Transit; Tom Werder, Morris Arts

I. Project Recap & General Updates

- In collaboration with Morris Arts, [December 4th artists information session](#) convened approximately seven artists, ranging from sculptors to tile makers and metal craftsmen, to discuss how art can be an integral component of parklets.
- December 14th pop-up workshop was canceled due to inclement weather.

II. Public Engagement Strategies

- Engagement component is necessary for this local demonstration project; online surveys are one way to engage the public in the short term.
- In the longer term, beyond the scope of this local demonstration project, community organizations can convene a “Friends of Parklets” group to initiate an information campaign with the general public and businesses and build grassroots support.
- In engaging businesses, parking concerns will need to be adequately addressed. One outcome of the larger parklets project could be initiation of talks between DOT and the Morristown Parking Authority to add additional on-street parking spots.
- In both short term and long term engagement, local pastors and working with the Neighborhood House can help us reach out to typically underengaged communities in Morristown.

Beyond the Curb: Morristown Parklets

A Together North Jersey Local Demonstration Project

III. Program Parameters

- The program parameters presented in the design manual can be adjusted over the time, especially as the pilot is implemented.
- The MOU should be short and simple, yet effective.
- Permits should be issued for one year, with optional second year, to simplify the renewal process for sponsors.

IV. Design Parameters

- Generally, dlandstudio's design inspirations were thought to be a good fit for Morristown (note that "Design" parklet has been changed to "Open").
- Three-spot parklets may be intimidating, and so it would be better to cap parklets at two spots.
- In addition to curb height, road crown height is an important design and location consideration.

V. Identifying Sources of Funding

- The "Friends of Parklets" group could help to initiate a Kickstarter, as many other communities have done, and collaborate with the high school on a creative video.
- Need to determine municipal-side costs of operating this program.
- Downtown New Jersey can help promote parklets more broadly and encourage funding through BIDs/SIDs
- Sustainable Jersey grants could be potential sources of funding.
- Morris Arts has a re-grant program that offers small grants to projects led by non-profits, with a heavy art component.
- The Dodge Foundation is aware of this effort and could be a potential future funder.

VI. Identifying Sponsors

- It will be important to find a willing sponsor who can help to implement a pilot parklet quickly.
- Speedwell Avenue could be a great place for a parklet, though concerns about road jurisdiction may preclude a pilot location on this roadway.
- Could engage the Morristown Partnership restaurant committee.

VII. Next Steps

- It will be important to have one-on-one conversations with Town Council members in the coming weeks.
- Public engagement for this local demonstration project will occur in January.
- A draft design manual and draft "next steps" Together North Jersey report will be sent to the steering committee in late January.

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX L

JANUARY 21, 2014 POP-UP WORKSHOP

TOGETHER
**NORTH
JERSEY.**

BEYOND THE CURB: Morristown Parklets

LET'S DESIGN A PARKLET.

YOUR FEEDBACK NEEDED!

POP-UP PARKLET WORKSHOP

A drop-in workshop next to the Green

Come by anytime between noon-7pm
Tuesday, January 21, 2014

18 N Park Place in Morristown, NJ

For more info, email: janani@rpa.org



Please join us for a **beyond-the-curb parklet experience!** Whether you are eating at your favorite downtown restaurant, completing some shopping, or just taking a walk through downtown, we invite you to **take a few minutes to stop by** our pop-up workshop to find out what a parklet is, and **share your ideas** for transforming a parking spot into a **fun and creative community space**. The Town of Morristown, Sustainable Morristown, Morris Arts and Together North Jersey will host this walk-in session. **Light refreshments** will be provided.

Take a quick online survey! Please visit: togethernorthjersey.com/parkletsurvey

www.togethernorthjersey.com

TOGETHER
**NORTH
JERSEY.**

MÁS ALLÁ DEL ANDÉN: Parklets en Morristown

DISEÑEMOS UN PARKLET.

¡NECESITAMOS SU OPINIÓN!

Taller de mercados ambulantes sobre parklets

Taller de acceso libre junto a "The Green"

Visítenos en cualquier momento entre
las 12:00 pm y las 7:00 pm

Martes 21 de enero de 2014

Para mayores informes dirigirse a:
janani@rpa.org



Por favor acompáñenos a esta experiencia con el proyecto de parklet 'Mas allá del Andén'. Ya sea que se encuentre haciendo las compras, comiendo en su restaurante favorito en el centro, ó simplemente caminando por el centro, lo invitamos a que se tome unos minutos para visitar nuestro taller ambulante, conocer que es un "parklet" y compartir sus ideas para transformar un simple lugar de aparcamiento en un divertido y creativo espacio comunitario. Town of Morristown, Sustainable Morristown, Morris Arts y Together North Jersey, conducirán ésta sesión. Se ofrecerán bebidas de cortesía.

Para más información, y para completar una encuesta, por favor visite:
togethernorthjersey.com/parkletsurvey_spanish

www.togethernorthjersey.com

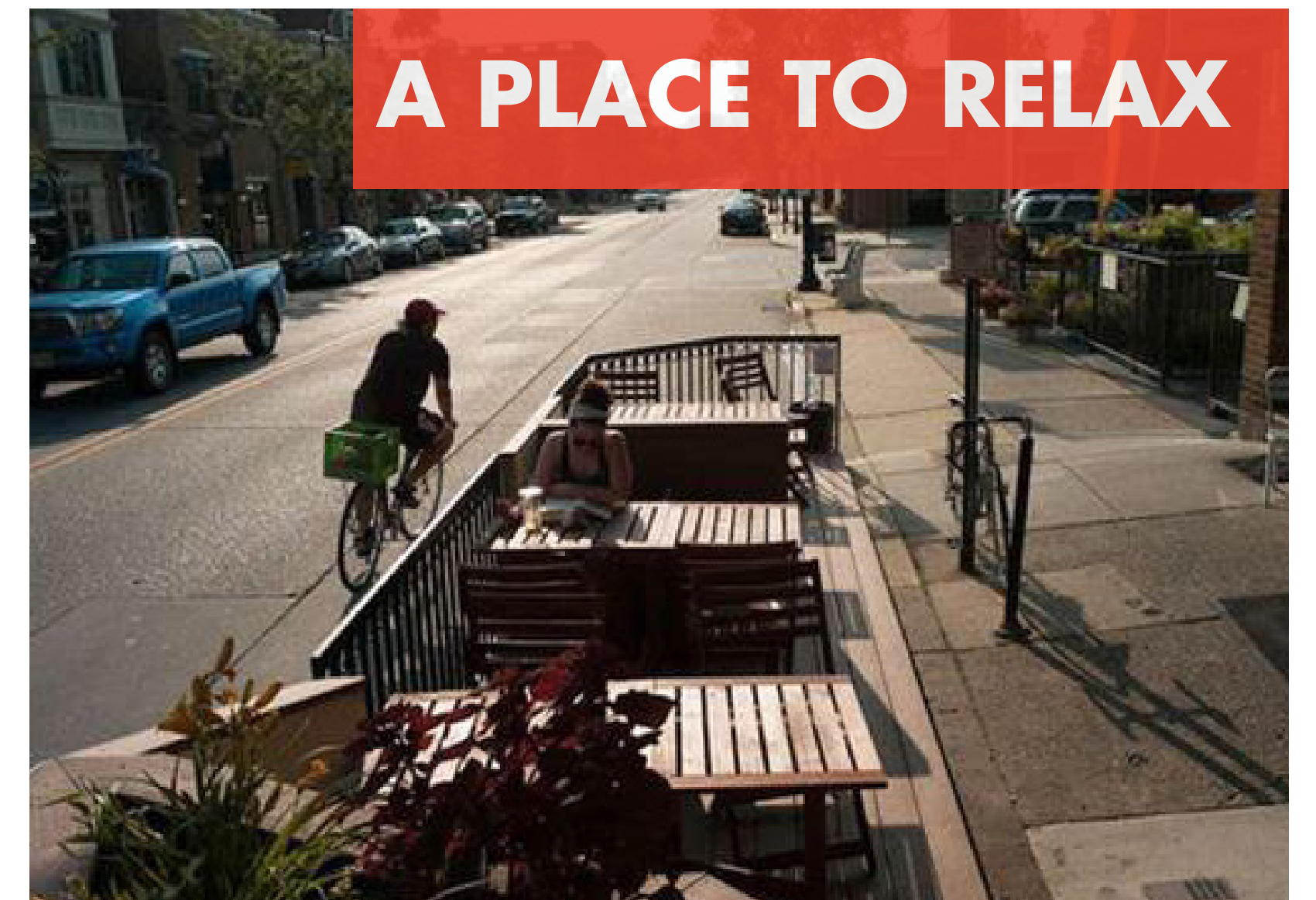
IMAGINE THIS...



IN MORRISTOWN.

BEYOND THE CURB: Morristown Parklets

A PARKLET IS...



A PLACE FOR COMMUNITY.

WHAT is a parklet?

- An extension of the sidewalk into the street to support safe, attractive mini-parks
- Approximately 20-40 feet in length, and 6 feet in width
- Typically contain seating, tables, greenery, bike racks, and other amenities
- Seasonal installations that do not obstruct utilities, drainage, or fire hydrants

WHY parklets?

- Create a greener environment with safe and accessible public space
- Create a more walkable, pedestrian-friendly Morristown
- Promote creativity, the arts, and sustainability
- Encourage people to patronize local businesses
- Enhance the overall beauty of the town and strengthen the community



CONNECTING
PEOPLE, PLACES,
AND POTENTIAL.

BEYOND THE CURB: Morristown Parklets

Vote for your favorite parklets.

What do you like about your favorite parklets?





CONNECTING
PEOPLE, PLACES,
AND POTENTIAL.

BEYOND THE CURB: Morristown Parklets

Vote for your favorite parklets.

What do you like about your favorite parklets?





CONNECTING
PEOPLE, PLACES,
AND POTENTIAL.

BEYOND THE CURB: Morristown Parklets

What activities do you do currently in Morristown’s public spaces?
Place themed stickers in the corresponding areas.

What activities would you like to do
more of in Morristown’s public spaces?



MÁS ALLÁ DEL ANDÉN: Parklets en Morristown

UN PARKLET ES...



UN SITIO PARA LA COMUNIDAD.

¿Qué es un parklet?

- Es una extensión de la acera a la calle para crear un atractivo y seguro mini-parque
- Su longitud es de aproximadamente 20-40 pies de longitud por 6 pies de ancho
- Comúnmente consta de asientos, mesas, jardineras y soportes para bicicletas así como otras comodidades
- Instalaciones temporales que no obstruyan el uso de los servicios públicos, drenajes ó hidrantes

¿Para qué son los parklets?

- Para incrementar el espacio público
- Para promover la actividad peatonal en el área del centro
- Para promover la creatividad, el arte y la sustentabilidad
- Para exhortar a la gente a consumir en los negocios locales
- Una forma creativa para fortalecer a la comunidad y aumentar la belleza de Morristown

MÁS ALLÁ DEL ANDÉN: Parklets en Morristown

¿Cuáles son sus parklets favoritos?



¿Qué es lo que le gusta de sus parklets favoritos?

MÁS ALLÁ DEL ANDÉN: Parklets en Morristown

¿Cuáles son sus parklets favoritos?

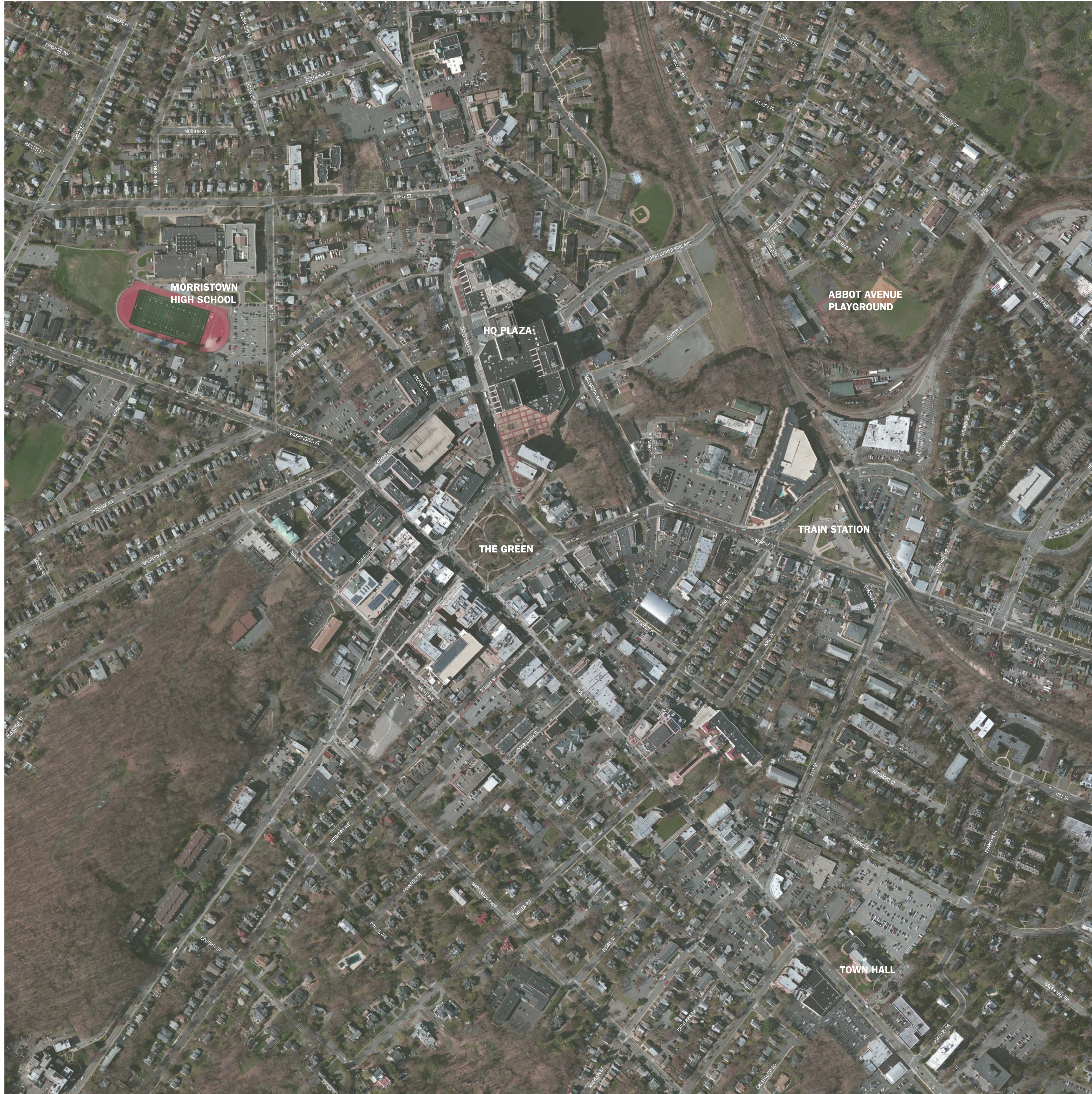


¿Qué es lo que le gusta de sus parklets favoritos?

MÁS ALLÁ DEL ANDÉN: Parklets en Morristown

¿Qué actividades actualmente realiza en los espacios públicos de Morristown?

¿Que actividades le gustaría realizar más en los espacios públicos de Morristown?





POP-UP WORKSHOP

Sheet _____ of _____

[illegible]

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX M

SURVEY RESULTS

124 responses

[View all responses](#) [Publish analytics](#)

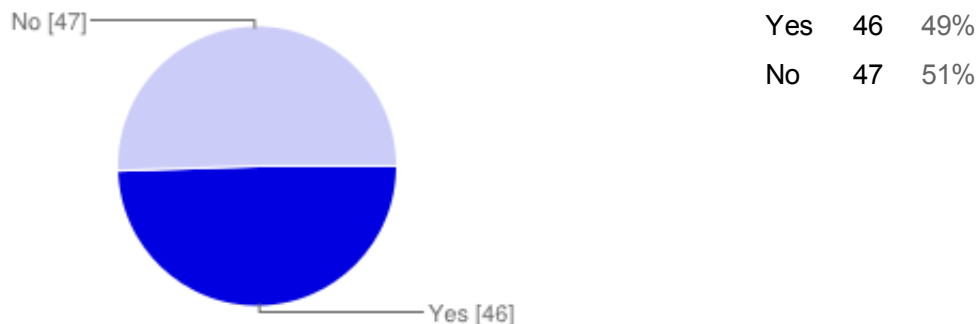
Summary

Beyond the Curb: Morristown Parklets

[Image]

Beyond the Curb: Morristown Parklets

Does Morristown have adequate public space?

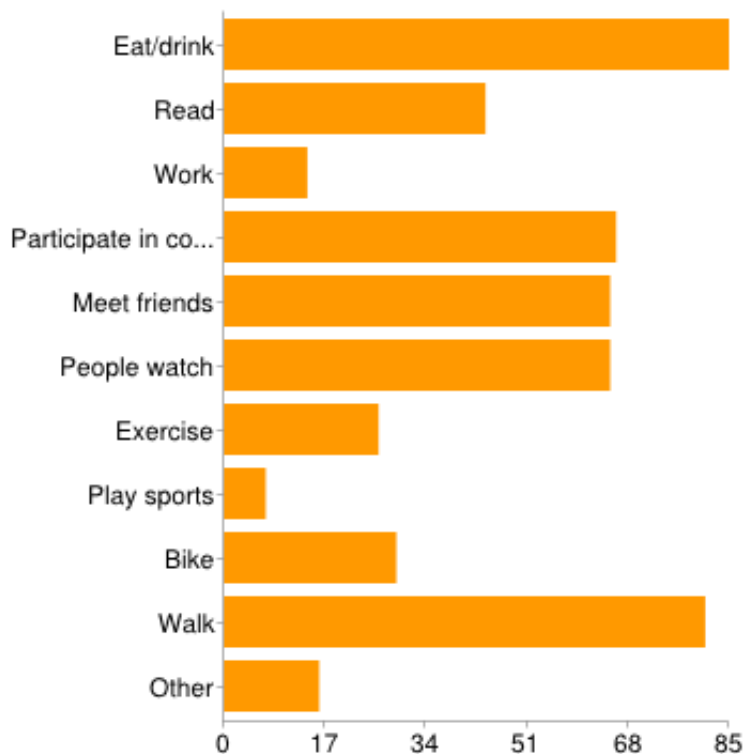


List the public spaces you most frequently use.

The Green the square, the walkways, streets, parks behind M. parks off Rt24. The Green
Fort Nonsense The new open space next to the Tavern off the Green Burnham Park Sidewalk
benches The Green, Budd Street Recreation Area, Fort Nonsense, South Street public
areas Morristown Green, Burnham Park, Patriots Path, Loantaka Park green, streets,
loantaka park Green, Vail, Frelinghuysen Arboretum The Green, Lewis Morris Park.
Loantaka & Traction Line The Green & the small park on Washington The green The
churches Park paths Coffee shops, library the green the new park on schuyler place vail
mansion reflecting pool burnham park walking trails The Green/fountain, parklet near The
Grand Cafe, Burnham Park, Budd St Park, Elliot St Park, Loantaka Park The Green and
sidewalk cafes. The best public spaces we have are The Green, the small 'Washington Street'

park by the Grand Cafe, Loantaka Park, Burnham Park, and our terrific sidewalks with outdoor eating. I use them all. Also, I think the idea of a park or parklet with the Early Street Garden that Grow It Green is exploring is a great idea. I clicked 'No' to draw attention to Patriot's Plaza by 1776 On the Green which is well located but totally sterile and inadequate as is for any use. Fixing it up should be the #1 priority related to public space! South Street, Loantaka Brook Reservation sidewalks, the green Green HQ Plaza Area in front of Veil Mansion, Library Morristown Green and Sidewalks, South Street near the library and the theater, the Green. Green Lewis Morris Park McGinty Park Corner of Washington/Schuyler Morristown Green Parks, playgrounds, pool (Burnham Park). Morristown Green. School playgrounds. I do not spend my spare time in Morristown and almost never use public spaces downtown. The Green, Morristown National Historical Park, Ft. Nonsense, The Library Lidgerwood Park, Headquarters Plaza, Vail Mansion The Green The park on Schuyler The sidewalks. The roads. The Green but not often. Otherwise the local parks that we drive to. Traction line Woodhull park The Green The Green the parks Vail Mansion, the Green, Lidgerwood Park, Garden at McCullough Hall. speedwell lake trail loantanka park The Green Patriots Path Ft. Nonsense The Green - it's underutilized - can't some of this be put within the Green? The problem as you take away parking and car routes is you'll not only hurt businesses that people in cars driving past see, but there is no alternative. If you want to sell this concept then please make us comfortable the car situation isn't going to be worse Library, on street parking Burn ham Park, the Green, playgrounds The county parks including Patriots Path Vail Mansion Lawn Sidewalks the green the green park by county on Schyler Not sure how to answer this question. Green In the town center, the Green. Just off The Green, the "vest-pocket" park near the Courthouse, which would benefit from more shade trees. Parks, Playgrounds Morristown Green, Fort Nonsense, Early Street Garden, pocket park on Washington, Lidgerwood Park, Foote's Pond. The Green, Budd Street Park, Burnham Park The Green; The reflecting pool in front of Vail Mansion; the large sidewalk areas on South Street. The Small park next to the Grand Cafe; Burnham Park The areas around the Green. only sidewalks The green Morristown Green Loantaka Park Town green. Patriots path.historical sites The Green Patriots Path Loantaka Headquarters Plaza Streeter and Ginty Pools Burnham Park the green (when events are held there) The Square The Green Lidgerwood Park the Green Green Burnham Park Fort Nonsense Vail Mansion the Green, outside restaurants Yes, but it's not in a user-friendly space. The center park is lovely, but hard to get to and not where it's needed...by the shops! Too separate. The Green. Louis Morris park. Sidewalks Outdoor seating at restaurants

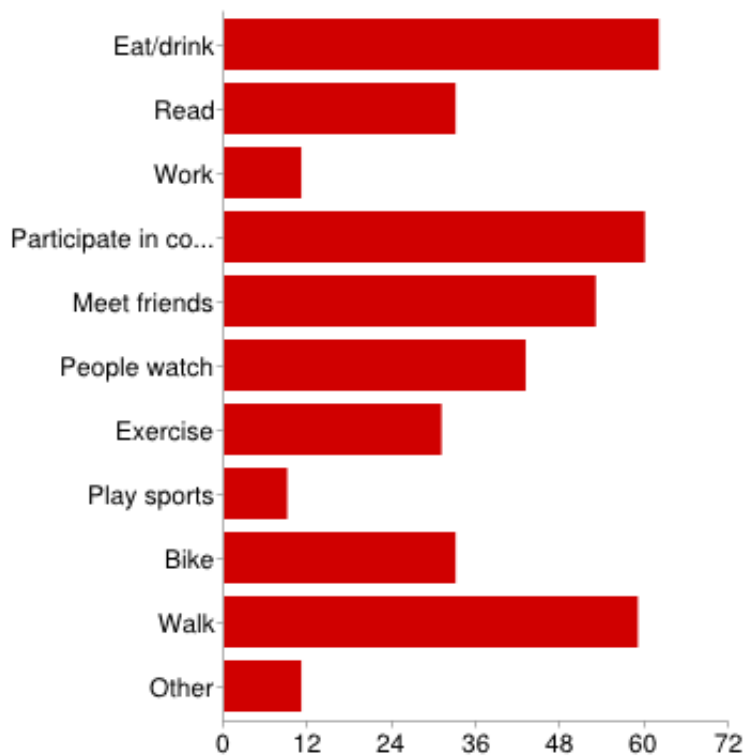
What activities do you most like to use Morristown's public spaces for?



Eat/drink	85	17%
Read	44	9%
Work	14	3%
Participate in community events	66	13%
Meet friends	65	13%
People watch	65	13%
Exercise	26	5%
Play sports	7	1%
Bike	29	6%
Walk	81	16%
Other	16	3%

Beyond the Curb: Morristown Parklets

What activities would you like to do more of in Morristown's public spaces?

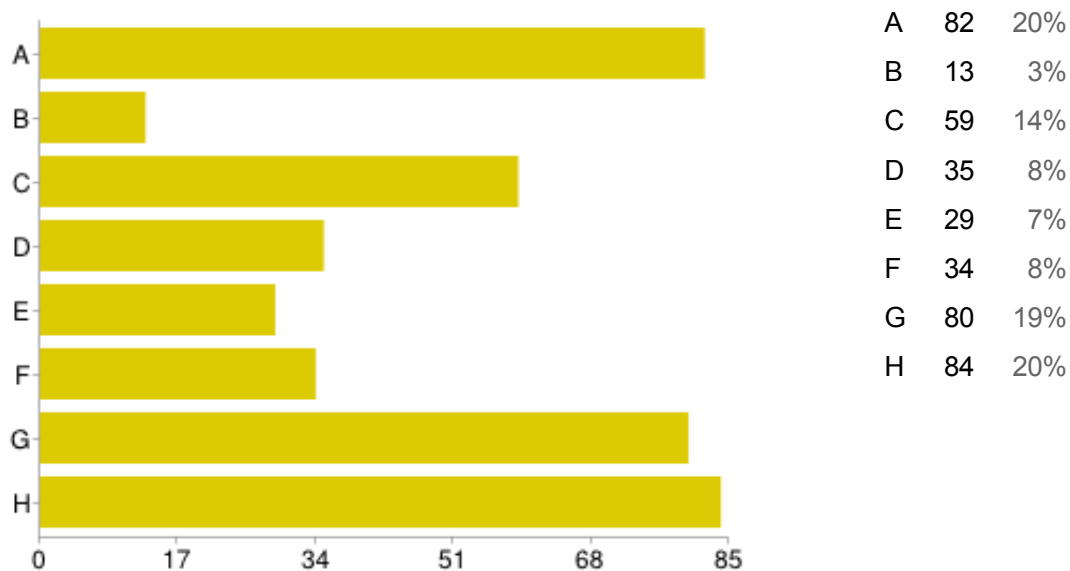


Eat/drink	62	15%
Read	33	8%
Work	11	3%
Participate in community events	60	15%
Meet friends	53	13%
People watch	43	11%
Exercise	31	8%
Play sports	9	2%
Bike	33	8%
Walk	59	15%
Other	11	3%

Beyond the Curb: Morristown Parklets

[Image]

From the above eight options, select four parklets that you like best.



Using the corresponding letters, describe what you like about your favorite parklets.

Space for casual meeting, relaxing. Space for people, not plants. Expanded dining section that there is something different there. not food/tables we have enough sidewalk tables with food. we need art, interactive things. there are plenty of places to work out, sit and eat. no where to participate in art or see something different. C and E feel protected from traffic, but encourage more pedestrians and community activity. Sitting area and tables A place to sit and read, talk, work, relax while enjoying the fresh air and the weather. A - Nice place to congregate with friends C - Bicycle stands and a casual place to read or have a drink G - Outdoor seating at restaurants that don't usually offer it H - Personal cafe to eat and view life around you Place to sit, but (as in G) don't necessarily like to have patronage at retail restaurant as a given to using the chairs! Trees Seating Quiet Pretty to look at, I like the wooden structures, a place with tables, to spread out books, laptops, eat, etc. They are all ridiculous. The Green is right there. We don't need anymore homeless hangouts. Images are too small to see. And 'Parklets' is an embarrassingly silly word. All of these parklets offer a well designed place to sit and introduces nice living greenery into the space. Use of natural materials such as wood make the parklets feel warm and inviting. Nothing i liek them all because they have ample seating for people to relax. A & C - Fit into the environment seamlessly G & H - Social spaces to "hang out" create a vibrant community I prefer ones like D and H that seem to incorporate more art and nature I prefer the spaces that allow me to interact with the people I've come with (child, spouse, family, friends). Temporarily. I have no time, desire, or preference to be forced to interact with strangers. I think many of these parklets are designed for college students. Not the 40 something age group I belong to - if you really want to help Morristown, cater to our needs and make it easier for us spend more quality time in Morristown because we have more money to do it, than some 24 year old with no kids (and no money) but plenty of time - and no fear of embarrassment - to exercise in parking space on the street in public. What kind of plan do you have to avoid people monopolizing the spaces?

Unless you put in some kind of time limit on usage - I guarantee those parklet would be monopolized by those with plenty of time, change for the meter, and absolutely no regard for those waiting to use it. Also, I will not use them without some type of protective barrier. All those bars and drunk drivers could easily crash into a parklet and kill or paralyze someone using a pottery wheel or elliptical machine. Here's a better idea... why not collaborate with the abundant empty rental space and create safer, warmer and family-friendlier places for us to use and pay for on an hourly basis, sell light beverages and food to cover utilities, and provide a child play area in the center where they can be watched by resting parents? I'd pay big for that. But drop 50 cents in a meter to sit on a bean bag chair? No thanks. cozy quiet feel A, E and H- inviting F-intriguing Each could be a multi-purpose place for people to use on their own or in groups...could be for creative space or gathering to socialize or just to sit and think and be part of the community. While I do like the creativity of F, there isn't enough space for many people to use it at once. ACDH: All have functional uses, whether it be seating, bike parking and art display etc. . . Adding greenery to our blacktop/cement landscape. Benches good too! There looks to be a good amount of seating and the possibility of shade. Plantings are important as well. These photos are small so it is tough to get the full picture. I like the idea of some kind of table, whether to have lunch to have food. It is nice to eat outside. artsy and engaging I think the park biking combo is great! More tables for people sit, relax, eat or read is also cool. expanded sidewalk Attractive Seating Bike parking Greenery Barrier against cars A: open, with some greenery and a place to sit. C: green barrier between road and seats, bike racks, extended (long) parklet F: not a fan of the shipping container but love the size of the plantings - need more plants and flowers in Morristown G: outdoor cafe seating, greenery. Sitting or eating out in the open Places to sit, eat, meet and greet Something low-key, inviting and what looks like a natural extension of already existing sidewalk and restaurants with outdoor seating. I also think it's EXTREMELY important not to impede traffic, which can be an absolute nightmare during rush hour! They provide a nice place to sit and they seem to blend in well with the sidewalk and surroundings. Bike parking, creative reuse of materials B- like the exercise option; F- looks relaxing A More meditative or people watching, other the one right next to you C Something for everyone G More social/interactive because one can sit across from another H More social/interactive because one can sit across from another A place to sit and enjoy or experience something Space to eat or sit or peoplewatch. All created such a great sense of community. G, I love the idea of having a place to sit outside and eat a bag lunch. Not sure if there are enough tables since I can see myself going there and sitting for awhile. H, C, E, much the same comments as G. I just like the layout of G better. Pictures are too small to assess. G is the most practical. Tables, where you can have a drink and chill out. Space to chill and gather and do what you want. Few of those shown are as good as what we already have in Morristown.. Asking me to pick the 4 best of the examples skews the data implying support. Found F really bad. Appearance is that of a dumpster from the street. Also need to consider street side view. Not until the end of the survey, could I know that there was no way to enter any negative comments or offer any suggestions of any kind, In fact, none of the parklets as shown serve any beneficial purpose in a

community such as Morristown with an abundance of public spaces that could benefit for the temporary fixes proposed to replace much needed street parking spaces. space used for additional seating Additional seating, place to eat. h- building community with nice, natural spaces and flair Encourages people to use the town for relaxation(a,d,g); friendship, (a,d,g);greenery and oxygen exchange,(d,f); aesthetics(d,f) I like open spaces and many places to sit; I want to have free wi-fi They look like nice places to sit, relax, eat outdoors. But I have to ask myself, is this really where I want Morristown to be putting dollars and time? Don't we have bigger issues? I think Morristown has done a great job of drawing business by improving the look of town (sidewalks, etc.), making visiting town easier (great parking garages) and holding community events. If we are going to do parklets, why not go all in and create lasting and permanent facilities like those we already have? Parklets are a terrible idea. We need all the parking we can get around town. If you take away parking all you will do is hurt businesses. Where is everyone going to park when they go hang in the parklets???? It's just DUMB. A Comfortable, neat C Practical, allows for meeting others F Artsy, lots of greenery H Table, chairs convenient for eating, working Plantings, seating seem most appealing.....not cost withstanding for construction and maintenance Sorry but I can't really see details to differentiate and the link doesn't display anything. (Same for link on prior page but as I'm familiar with Parklet concept I was still able to answer that question). I actually like all of them, but the one with the exercycle looks very limited. It's hard to tell where these are placed but I'm going to assume that they are away from the Green. It's nice to be able to sit and rest as you walk around the town. Space to eat, space to sit and draw or meet with people. Can't see the photos very well, but here is my thinking: A- Seems like seating we have within The Green...not on street C - Seems like convenient bike racks...that don't need to be on street G - Seems like table/chairs that could be within The Green or by Grand Cafe or Patriots's Plaza...that wouldn't need to be on street H - Same as above 'G'. Note: I am interested to find out what will evolve with the Grow It Green Early Street Garden thoughts. What I do not favor at all is taking street parking space from South Street, Washington, Speedwell, Morris, or on streets around The Green B- exercise C-bike parking F-plants G-casual eating place For all of my choices, I like the extra seating. I am not a fan of B, having an exercise machine in the middle of town would be a waste of space. I will just be kids playing on them until they break. e- nice venue for outdoor art f- very nice garden g- relaxing outside, pleasant surroundings I like a place where I can bike or exercise. B - Love the idea I could exercise in a park-let C - It looks like many people could enjoy this one at once G - Looks casual and homey ... perfect for relaxing H - Looks classy and I like to eat in town I liked C best as it segments the space, and allows for more private seating areas. I like the idea of public exercise machinery in B Meeting places Transient and casual Formal and organized Green feeling The use of space in a surprising , unexpected and interestingly different way in all of them. A. Esthetically pleasing. C. Multi-use, E. Multi-use. F. Screening plants. I like the ones with the tables the best that could be used to relax and possibly do some work or meet with a friend at. Places to sit, relax, maybe have a quick bite. The ones I chose look inviting with plants, benches or chairs/tables. A is my favorite. I prefer benches to tables & chairs because you're more inclined

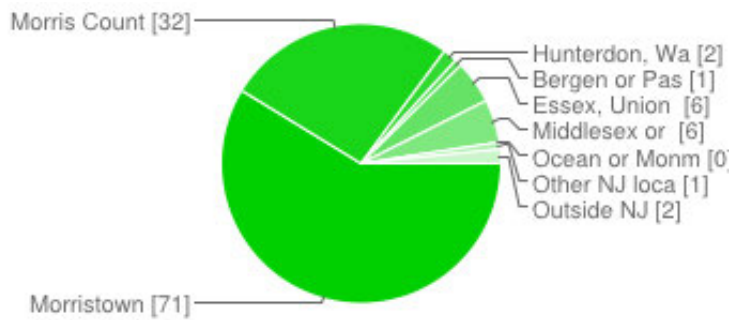
to share a bench with a stranger but would not necessarily share a bistro table -- especially if 2 people were engaged in conversation or an individual had his/her "stuff" spread out over the entire table. While I prefer benches, I didn't choose C or E because the bike stand seems to take up a great deal of possible bench space and E looks stark and uninviting. F looks like you're sitting in a dumpster. B - I would not be at all interested in using exercise equipment in a parklet, nor would I want to watch people on exercise equipment. A-I like the greenery incorporated. H-I like place for people to sit and gather. G-I like the alfresco eating opportunity. C- like the encouragement for bike use. NONE OF THE ABOVE NONE...I think its a hideous idea. in the spring and summer to sit on the street, hearing the cars, the smells, noise etc.? what can you be thinking? and I am an artist. you want to help 'extend' people space into the streets? then why just not block off certain streets to traffic? less expensive, more attractive, and less dangerous. Whose boondoggle idea was this? and what millionaire is giving you the \$\$ to do this?? They look like spaces where I could sit with my sketchbook and a cup of coffee. Cozy G and H are more functional than the rest. The others do not really provide much more places to sit, and I do not see the point in taking away road space in a town with a lot of commuting traffic already for a few benches Dining out. Place to sit It's difficult to see what's is going on in many of the other photographs so I didn't vote for them. What the heck is B? "D" looks like a couple of hipsters are standing near an outhouse; "F" looks like a dumpster; "E" looks like a tree limb fell down. G & H look like tables and chairs which are nice. A & C, I can't say much from the photo. I like using some greenery in the parklet There is more greenery. They all look very inviting and open. B-a great spot to exercise! C-looks inviting G-a good meeting spot H-cute spots to sit down Parklets that neither shut down much needed parking spaces nor are so near to traffic as to make users breathe exhaust fumes

Beyond the Curb: Morristown Parklets

[Image]

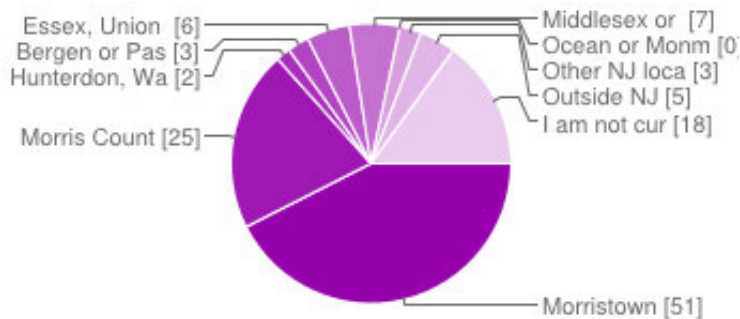
Beyond the Curb: Morristown Parklets

Where do you live?



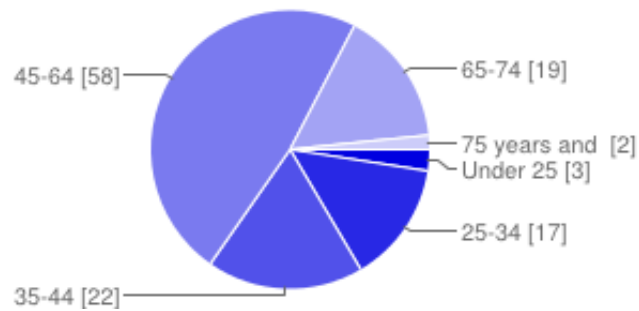
Morristown	71	59%
Morris County	32	26%
Hunterdon, Warren or Sussex County	2	2%
Bergen or Passaic County	1	1%
Essex, Union or Hudson County	6	5%
Middlesex or Somerset County	6	5%
Ocean or Monmouth County	0	0%
Other NJ location	1	1%
Outside NJ	2	2%

Where do you work?



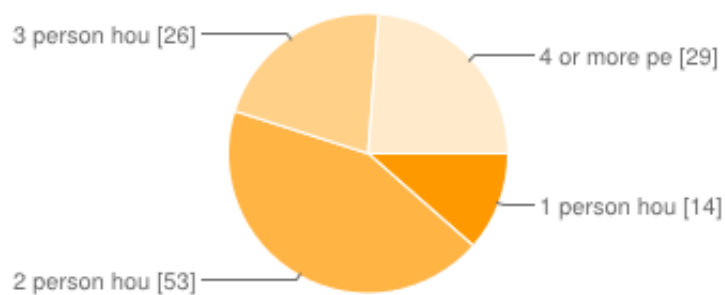
Morristown	51	43%
Morris County	25	21%
Hunterdon, Warren or Sussex County	2	2%
Bergen or Passaic County	3	3%
Essex, Union or Hudson County	6	5%
Middlesex or Somerset County	7	6%
Ocean or Monmouth County	0	0%
Other NJ location	3	3%
Outside NJ	5	4%
I am not currently working	18	15%

Which group best describes your age?



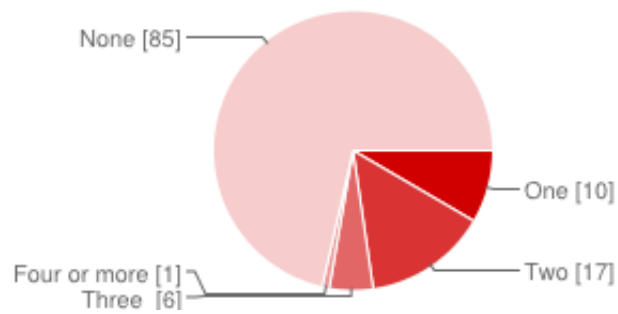
Under 25	3	2%
25-34	17	14%
35-44	22	18%
45-64	58	48%
65-74	19	16%
75 years and older	2	2%

What is your household size? (Include yourself)



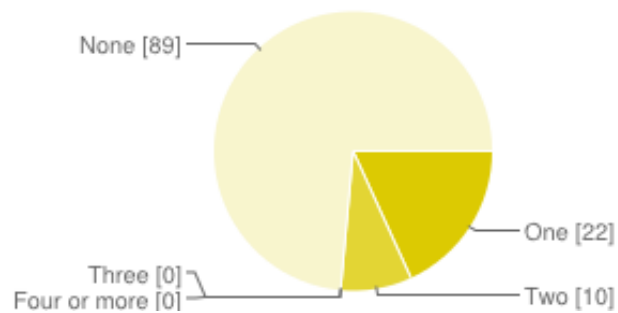
1 person household	14	11%
2 person household	53	43%
3 person household	26	21%
4 or more person household	29	24%

How many persons in your household are under the age of 18?



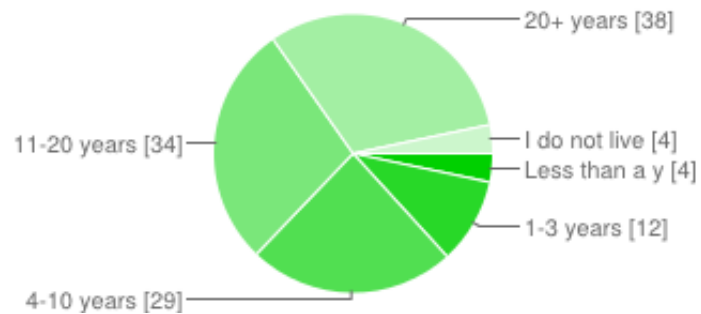
One	10	8%
Two	17	14%
Three	6	5%
Four or more	1	1%
None	85	71%

How many persons in your household are over the age of 65?



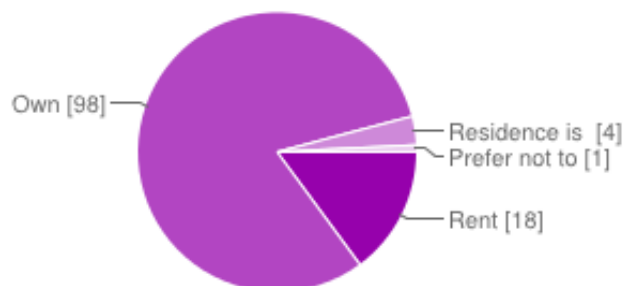
One	22	18%
Two	10	8%
Three	0	0%
Four or more	0	0%
None	89	74%

How long have you lived in your neighborhood in Northern New Jersey?



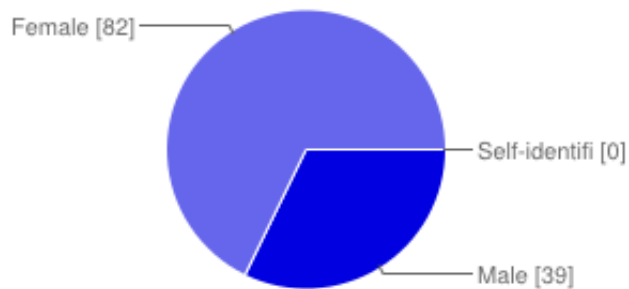
Less than a year	4	3%
1-3 years	12	10%
4-10 years	29	24%
11-20 years	34	28%
20+ years	38	31%
I do not live in Northern New Jersey	4	3%

Do you rent or own your home?



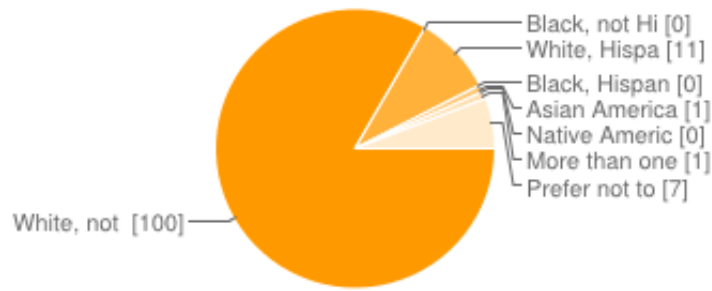
Rent	18	15%
Own	98	81%
Residence is provided by others	4	3%
Prefer not to answer	1	1%

Are you...?



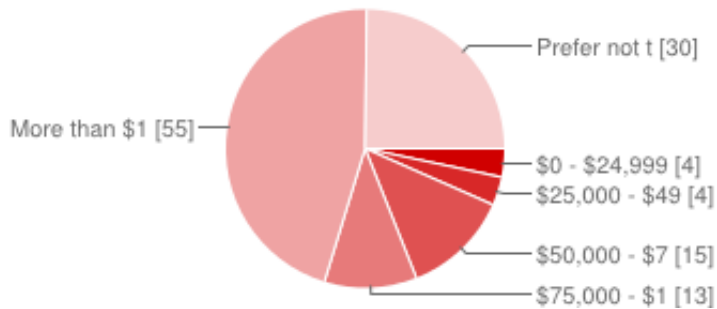
Male	39	32%
Female	82	68%
Self-identified other	0	0%

What race or ethnicity best describes you?



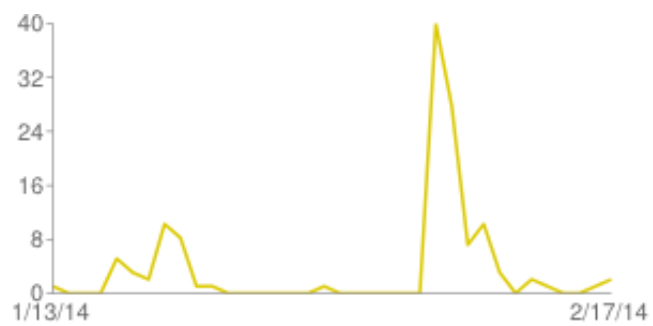
White, not Hispanic	100	83%
Black, not Hispanic	0	0%
White, Hispanic	11	9%
Black, Hispanic	0	0%
Asian American	1	1%
Native American	0	0%
More than one race	1	1%
Prefer not to answer	7	6%

What is your household income?



\$0 - \$24,999	4	3%
\$25,000 - \$49,999	4	3%
\$50,000 - \$74,999	15	12%
\$75,000 - \$100,000	13	11%
More than \$100,000	55	45%
Prefer not to answer	30	25%

Number of daily responses



BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX N

NJDOT MATERIALS



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Sharon C. Taylor
Richard T. Thigpen
Timothy J. Touhey
Peter V. Waldt

New Jersey Director
Robert Freudenberg

January 30, 2014

TO: Helene Rubin, NJ DOT
FROM: Robert Freudenberg, RPA
RE: Update on Beyond the Curb: Morristown Parklet Program
Cc: Vivian Baker, NJ Transit; Phil Abramson, Town of Morristown

Dear Ms. Rubin:

Regional Plan Association (RPA) is writing to update the New Jersey Department of Transportation (NJ DOT) on the effort to develop a Parklet program for the Town of Morristown. The following memo will summarize a number of the agreed upon parameters regarding the Parklet program and we kindly request that NJ DOT review and provide us with any constructive comments or concerns by February 12, 2014. To the best of our abilities, we have aimed to address the concerns raised at a Technical Meeting held with NJ DOT Staff on October 9, 2013, which included pedestrian and driver safety; roadway performance; drainage; liability and responsibility.

Where Can Parklets Go?

Parklets are a vital contribution to the public realm and in order to maximize their potential and ensure safety and fit, there are a number of criteria that must be considered when selecting Parklet sites.

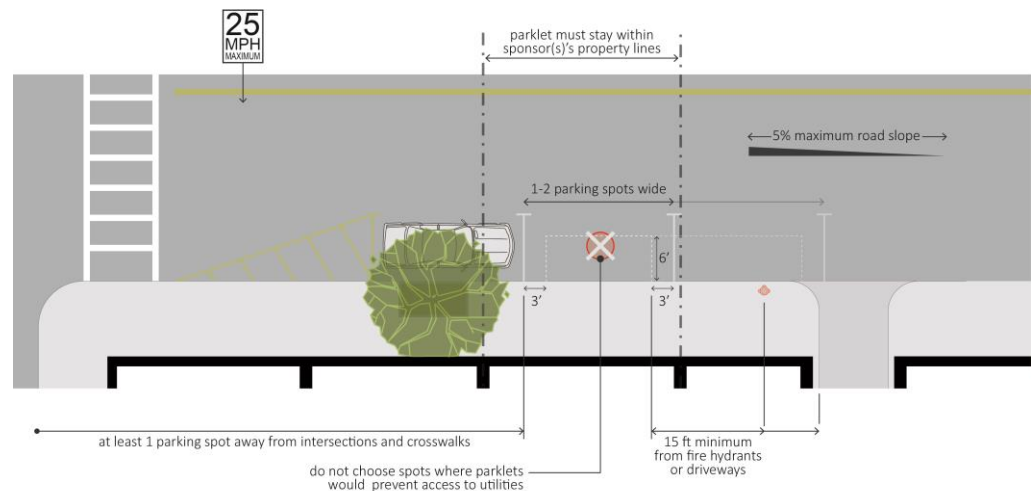
Areas of Vibrancy

Parklets work best in high foot traffic, pedestrian-friendly areas. Parklets are an expansion of the public realm, so the more people there are in a given area, the more suitable that place is for a Parklet. Downtown retail/restaurant districts, train station areas, areas with cultural institutions and concentrated employment centers would all be preferred places for Parklets, provided the additional criteria below are met.

New Jersey
179 Nassau Street, 3rd floor
Princeton, NJ 08542
609.228.7080

www.rpa.org

Site Dimensions and Location



Parklets can be between one to two parking spaces in length (20-40 feet) and up to six feet in width – within an eight foot wide space along the curb. In order to ensure safety and smooth traffic flow, Parklets must be sited at least one parking spot (20 feet) away from roadway intersections and crosswalks and 15 feet from the nearest driveway. The Parklet must stay within the property lines of the Sponsor or an agreed upon property provider.

Posted Speed Limit

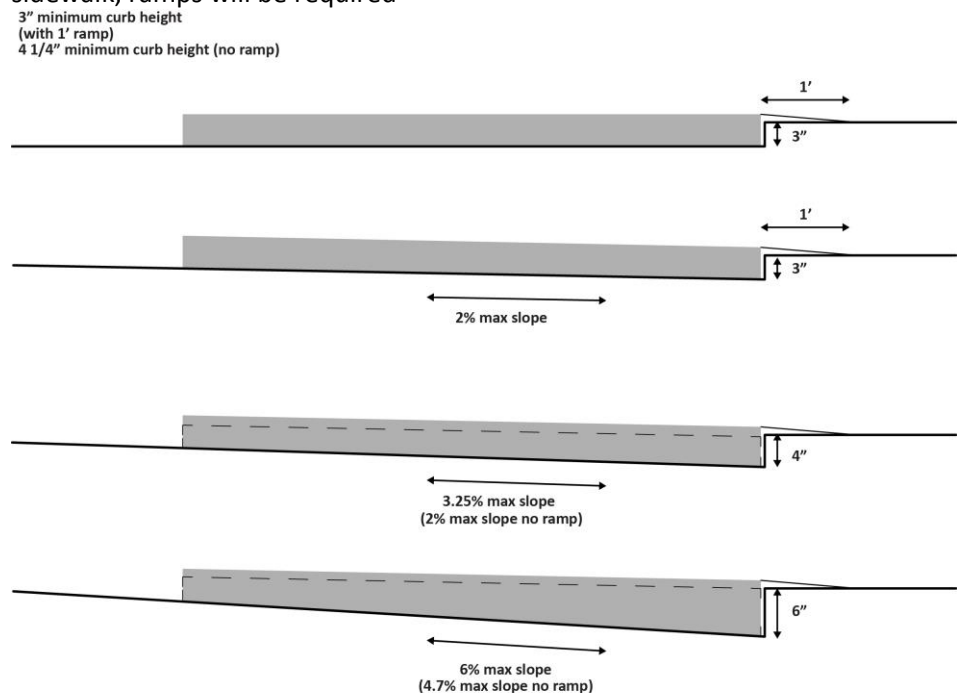
Parklets must be located on roadways with a posted speed limit of 25 MPH or less. Areas with 25 MPH speed limits are typically more pedestrian-friendly and create a heightened awareness in drivers for the environment around them, facilitating greater safety for pedestrian and driver alike.

Utilities

Parklets cannot be located within 15 feet of a fire hydrant and must allow for access to public utilities, access panels, valves and building standpipes.

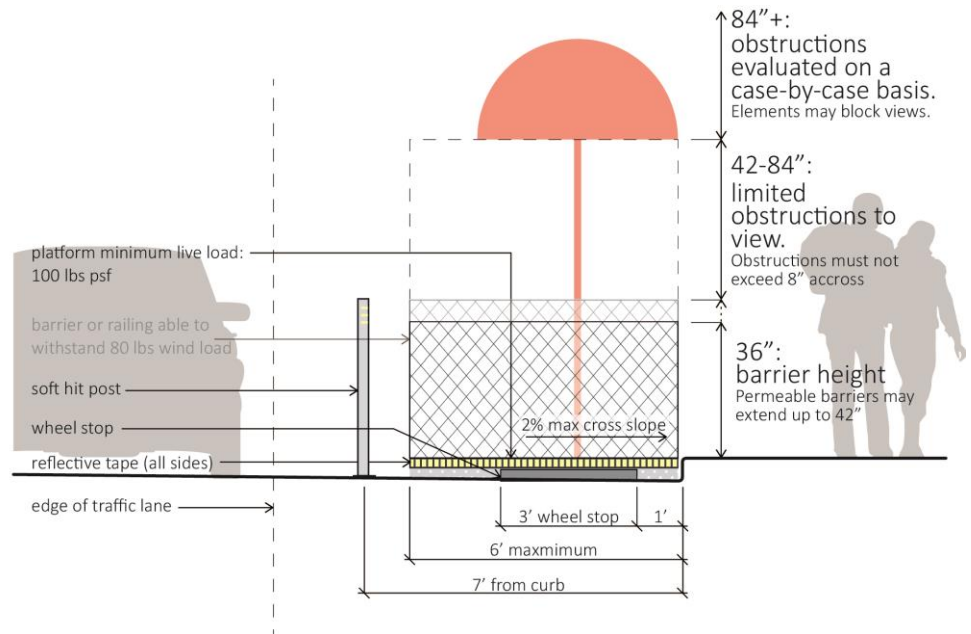
Road Grade, Curb Height and Road Crown

Parklets should be sited on roadways that have a 5% grade or less in order to allow for a level Parklet surface. Additionally, most roadways in Morristown are crowned in order to direct stormwater flow towards the curb. Given the varied height of curbs, consideration will need to be given to the design of the Parklet surface in relation to the crown and curb heights (see figure below). For differences of .5-1.5" above the sidewalk, ramps will be required



Parklet Design

The design of a Parklet is critical to its success in both function and safety. A well-designed Parklet will provide a safe, inviting, creative public amenity that attracts and accommodates a variety of users while blending seamlessly into the environment surrounding it.



Safety

Parklets must be constructed in ways that ensure the safety of pedestrians using the space as well as the drivers making their way down roads on which Parklets are installed. The following parameters will ensure that safety from both perspectives is achieved:

- Parklets shall not be any wider than six feet within an eight foot wide space
- Two 36" tall soft hit posts shall be placed seven feet from the curb, one foot beyond the edge of the Parklet
- Two 36" wide rubber or concrete wheel stops shall be placed at either end of the parklet
- Reflective tape shall be placed along the platform edge around all sides of the Parklet
- All Parklets shall have well defined barrier edges or railings that fully enclose the Parklet from the street
- Barriers/railings shall be able to withstand 80lbs of wind load

Visibility

Also important to the successful functioning of a Parklet within its surroundings is visibility. Parklets must be designed and constructed in ways that ensure unobstructed site lines between the street and the sidewalk. These unobstructed views will also ensure that installed Parklets do not serve as a distraction to drivers. The following parameters will allow for good visibility:

- Barrier height shall be no taller than 36” unless it is permeable, which would allow for 42”
- There shall be minimal obstruction between 42-84” in height of the Parklet
- Above 84”, obstructions (such as umbrellas or other design features) will be evaluated on a case by case basis

Application Process

In order to get permission from the Town to install a Parklet, there are a number of steps that a Sponsor must take. These include:

Phase I. Application & Selection

1. Applicant submits and files an application for a Parklet License and accompanying documents with the Municipal Clerk.
2. The Town Committee on Parklets (comprised of the Town Engineer, the Town Planner and a member of the Board of Adjustment) reviews proposal to ensure criteria are met and application is complete, conducting site visit if necessary. *(If on a State or County Road, State or County Engineers shall also review).*
3. Denies/Tables/Advances
 - a. (Denies): Town provides written explanation to Applicant within 30 days of decision
 - b. (Tables): Town holds application until a more appropriate time, providing written explanation to Applicant within 30 days of decision
 - c. (Advance): Town informs Applicant within 30 days of decision and provides notice to proceed
4. Town posts public notice at site for a minimum of 10 business days (comments submitted directly to Town of Morristown)

Phase II. Design Development & Agreement

1. Town Committee on Parklets and Applicant meet to consider public comment, address design concepts and conduct site visit (identifying any site limitations)
2. Applicant submits Development Packet (which includes complete construction drawings, materials list and schedule for construction and installation)
3. Town Committee on Parklets reviews Development Packet for any outstanding issues. If none, the Town will sign off on construction plans.

4. Applicant submits and files approved construction plans with the Municipal Clerk.
5. Town and the Applicant sign the Letter of Agreement.
6. Applicant pays Parklet License processing fee and Parklet License is granted to the Applicant, indicating that installation may begin under the terms of the Letter of Agreement.

Phase III. Installation

7. Applicant will notify Town Engineer within 72 hours prior to the start of installation, in order to schedule final site inspection.
8. Applicant installs parklet.
9. Town Building Department & Engineer conduct an inspection during installation to ensure conformance with approved construction plans.
10. Applicant notifies Town Engineer of completion of parklet installation.
11. Town Building Department & Engineer conduct final parklet inspection.
12. Parklet open for business!

Phase IV. Post-Installation

13. Town Building Department and Engineer periodic inspections and inspections in response to complaints.
14. Applicant removes and stores parklet no later than October 1.
15. Town Building Department and Engineer conduct post-removal site inspection.
16. Applicant submits application for license renewal.

Please let us know if there are any additional materials we can send along for your review of this program and thanks for your continued support.

Sincerely,

Robert Freudenberg
NJ Director
Regional Plan Association
609-228-7281

Beyond the Curb: Parklets in North Jersey

BEYOND THE CURB: PARKLETS IN NORTH JERSEY
Morristown Case Study & Parklet Handbook

APPENDIX O

SAMPLE ORDINANCES/PERMITS

#-# PARKLETS.*

#-#.1 Definitions.

As used in this section:

Adjacent Building shall mean the building whose principal facade fronts on the **sidewalk** where the **Parklet** is or is proposed to be located.

Parklet shall mean

Permitted Zone shall mean the UR-159 (Urban Renewal) Zone, the B (Business) Zone, and the CBD (Central Business District) Zone, all as defined in Chapter XXX, Land Use Regulations, and all as shown on the Zoning Map of the Town of Morristown.

Person shall mean any individual, partnership, corporation, association, or other entity.

Principal Facade shall mean that portion of the facade of a building which fronts on a public street.

Sidewalk shall mean the paved surface provided for the exclusive use of pedestrians and situated between and extending from any building to the curb of any street (excluding therefrom any unpaved area).

#-#. 2 License Required.

No person shall operate a **Parklet** within the Town of Morristown without first obtaining a **Parklet** License and satisfying all of the requirements of this section. (Ord. No. O-33-84 § 171-2)

4-5.3 Applications.

a. Each applicant for a **Parklet** License shall submit and file an application with the Municipal Clerk, together with three (3) copies of a Development Plan (as defined below), and the appropriate fee. The application shall set forth:

1. The name and address of the applicant;
2. The name and address of the owner of the adjacent building (if other than the applicant);
3. The name and address of the person who has prepared the Development Plan; and
4. Shall be accompanied by the written authorization and approval of the owner of the adjacent building (if other than the applicant).

b. The term "Development Plan" shall mean a written plan setting forth the following information (and such other additional information, if any, as may be subsequently requested by the Town):

1. A description of the adjacent building and a description of all properties immediately adjacent to such building;
2. A description of the proposed design and location of the **Parklet** and all temporary structures, equipment, and apparatus to be used in connection with its operation, including tables, chairs, planters, awnings, lighting, and electrical outlets (if any);
3. A statement of the seating capacity of the proposed **Parklet** and of the existing restaurant actually operated by the applicant in the adjacent building;
4. A diagram demonstrating that pedestrian traffic along the **sidewalk** upon which the **Parklet** is proposed to be located will in no way be impeded, and that the provisions of subsection 4-5.9 shall be satisfied; and
5. A description of the proposed location of the **Parklet** showing the actual dimensions of the area to be utilized, and the building, street, and **sidewalk** upon which it fronts and on which it is to be located.

The Development Plan shall be referred to the Construction Official, or other appropriate official designated by the Business Administrator to review such plans, who shall thereupon recommend approval, disapproval or modification of the Plan within ten (10) business days following its submission to the Town. The Municipal Clerk may also refer the Development Plan to the Chiefs of the Bureaus of Police and Fire, the Health Officer, the Municipal Engineer, and the Municipal Planner for their review and recommendation.

(Ord. No. O-33-84 § 171-3)

4-5.4 Insurance Required.

No **Parklet** License shall be issued unless the licensee shall have first filed with the Municipal Clerk a copy of an insurance policy, issued by a company duly authorized to transact business under the laws of the State of New Jersey providing for the payment of not less than one million (\$1,000,000.00) dollars, combined single limit, to satisfy all claims for damage by reason of bodily injuries to or the death of any person as a direct or indirect result of the operation of the **Parklet** or for injury to any person occurring on the premises occupied by such **cafe**, and further providing for the payment of not less than ten thousand (\$10,000.00) dollars to satisfy all claims for property damage occurring as a direct or indirect result of the operation of such **cafe**.

The insurance policy shall provide that the insurance company shall notify the Town ten (10) days prior to cancellation or substantial change in coverage. (Ord. No. O-33-84 § 171-4; New)

4-5.5 Indemnification Agreement Required.

No **Parklet** License shall be issued unless the licensee shall have first executed and filed with the Town Clerk an indemnification agreement pursuant to which the licensee, in further consideration of the issuance of the license, shall agree to forever defend, protect, indemnify and save harmless the Town, its officers, agents and employees, from and against any and all claims, causes of action, injuries, losses, damages, expenses, fees and costs arising out of or which may arise out of the licensee's operation of such **Parklet**. (Ord. No. O-33-84 § 171-5)

4-5.6 Maintenance Agreement Required.

No **Parklet** License shall be issued unless the licensee shall have first executed and filed with the Municipal Clerk a maintenance agreement pursuant to which the licensee, in further consideration of the issuance of the license, shall agree, at the option of the Town, either to repair at its sole cost and expense any damage caused to the **sidewalk** by the operation of the **Cafe**, or to reimburse the Town in full for all costs and expenses incurred by it in making any such repairs.

The Municipal Clerk may require a bond to be filed by the licensee in an amount to be fixed by the Town. (Ord. No. O-33-84 § 171-6)

4-5.7 License Fee.

The annual fee for a **Parklet** License shall be two hundred fifty (\$250.00) dollars. (1980 Code § 98-171; Ord. No. O-33-84; Ord. No. O-34-84; Ord. No. O-21-87; Ord. No. O-15-03; Ord. No. O-27-08)

4-5.8 Term of License; Renewals.

All **Sidewalk Café** Licenses shall be issued for a one (1) year period commencing January 1st and ending December 31st of a particular year. Licenses may be renewed annually by the filing of an application in accordance with the provisions of subsection 4-5.2. (Ord. No. O-33-84 § 171-8; Ord. No. O-7-12)

4-5.9 Rules, Regulations and Specifications.

A **Sidewalk Café** authorized and operating pursuant to this section shall comply with all of the following rules and regulations, and such others as may be adopted by resolution of the Town Council:

- a. *Compliance With Development Plan.* The **Café** shall be operated and maintained in accordance with the Development Plan as finally approved.
- b. *Placement of Furniture Near Fire Hydrants.* No furniture, apparatus, decoration or appurtenance used in connection with the operation of the **Café** shall be placed within fifty (50) feet of any fire hydrant, plug or standpipe without the specific written authorization of the Chief of the Bureau of Fire.
- c. *Obstruction of Ingress and Egress.* No furniture, apparatus, decoration or appurtenance used in connection with the operation of the **Café** shall be located in such a way as to impede the safe and speedy ingress and egress to or from any building or structure.
- d. *Minimum Pedestrian Passageway.* No furniture, apparatus, decoration or appurtenance used in connection with the operation of the **Café** shall be located in such a way that less than ten (10) feet of paved **sidewalk** remains for the exclusive use of pedestrians (the "required pedestrian passageway"), nor shall any such furniture, apparatus, decoration or appurtenance project or protrude into, on or above the required pedestrian passageway.
- e. *Temporary Barrier Required.* The **Sidewalk Café** shall be separated from the required pedestrian passageway by a suitable temporary and portable barrier designed for such or similar use, which shall have been shown on and approved as part of the Development Plan.
- f. *Dishes and Utensils to be of Durable, Reusable Nature.* All dishes, utensils, containers, cutlery and other items used in the operation or decoration of the **Sidewalk Café** shall be made of durable materials, and shall have been designed for multiple reuse.
- g. *Service to Patrons.* Service in the **Sidewalk Café** shall be provided by persons engaged or employed for that purpose, and shall be furnished to seated patrons only.

h. *Litter; Maintenance of Sidewalks.* The **sidewalk** area utilized by the **café** shall be kept clean and free of litter. Sidewalks shall be washed daily and trash receptacles shall be provided as required and approved by the Town.

i. *Noise.* Noise shall be kept at such a level as to comply in all respects with the provisions of Section 3-1, Noise, of Chapter III.

j. *Hours and Months of Operation.* **Parklets** shall be permitted to operate only within a permitted zone and only from 7:00 a.m. until 11:00 p.m. year round, weather permitting, except on parade days.

k. *Removal of Furniture After Closing.* Within thirty (30) minutes after the closing of the **Café**, the operator shall have all the furniture, apparatus, decorations and appurtenances, and any other items used in connection with the operation of the **Café** removed from the **sidewalk**, except for decorative planters. All such materials shall be stored in a safe and secure interior location. Decorative planters shall be moved flush against the principal façade of the adjacent building.

l. *Menu Stands.* Subject to approval by the Zoning Official any licensed **Sidewalk Café** may have one (1) menu display not to exceed three (3) square feet.

m. *Compliance with State Sanitary Code.* The operator shall comply with all the requirements of N.J.S.A. 26:1A-7, et seq. (also known as Chapter XII of the New Jersey State Sanitary Code) and N.J.S.A. 24:15-1 et seq.

n. *Operation Limited to Operator of Primary Restaurant.* The **café** shall be actually operated and maintained by the same person who operates and maintains the related restaurant of which the **café** is a part and an extension.

o. *Compliance with Ordinances.* The operator shall comply with all other ordinances of the Town of Morristown.

(Ord. No. O-33-84 § 171-9; Ord. No. O-27-00; Ord. No. O-7-12; Ord. No. O-29-12)

4-5.10 Alcoholic Beverages.

The **sidewalk** area upon which a **cafe** has been authorized to operate pursuant to this section shall constitute premises duly licensed for the sale and consumption of alcoholic beverages provided, however, that the related restaurant of which the **cafe** is a part and an extension is so licensed, and provided further that specific approval has been obtained from the Town Council for the extension of the alcoholic beverage consumption license to the **sidewalk** area. Such approval shall be separate from, and must be obtained in addition to, the license to operate a **Parklet** pursuant to this section.

Patrons of a **Café** that does not have a license to sell alcoholic beverages on the **sidewalk** area upon which the **Café** has been authorized to operate pursuant to this section shall be permitted to carry onto and consume wine or beer on such **sidewalk** area. (Ord. No. O-33-84 § 171-10; Ord. No. O-21-12)

4-5.11 Notice of Violation; Failure to Comply; Revocation.

Upon a determination by an officer or employee of the Town charged with the responsibility for enforcing the provisions of this section that a licensee has violated one or more of such provisions, such officer or employee shall give written notice to the licensee to correct the violation within twenty-four (24) hours of the receipt of such notice by the licensee. Such notice shall also be filed with the Municipal Clerk. In the event that the licensee fails or refuses to correct such violation within such period, the Municipal Clerk shall revoke the **Parklet** License.

Upon the revocation of such license, the licensee, upon written request, shall be entitled to a hearing before the Town Council within fourteen (14) days of the date of its request. Such hearing shall be conducted in accordance with the provisions of subsection 4-1.11. (Ord. No. O-33-84 § 171-11)

Chapter 497. STREETS AND SIDEWALKS

Article IX. Parklets

[Adopted 6-18-2012 by Ord. No. 12-41]

§ 497-54. Purpose.

The purpose of this article is to establish standard guidelines for the installation of temporary curb extensions or "parklets" within the Township of Bloomfield.

§ 497-55. Background.

Temporary curb extensions or parklets provide an economical solution to the desire and need for wider sidewalks and are intended to provide space for the general public to sit and enjoy the space where existing narrow sidewalk would preclude such occupancy. Parklets are intended as sidewalk/street furniture, providing aesthetic elements to the overall streetscape.

§ 497-56. Definitions.

As used in this article, the following terms shall have the meanings indicated:

PARKLET or PARKLETS

A temporary extension of the sidewalk along the frontage of a property or properties for the purpose of providing additional space for the general public to utilize as a sitting area. Parklets are comprised of a raised platform constructed of treated timber, lumber or other such material for the purpose of creating a level extension along a sidewalk adjacent to the curbing. Parklets may also include a number of amenities such as tables, benches, potted plantings and safety railing. The term "parklet" and "temporary curb extension" are interchangeable.

§ 497-57. General requirements.

- A. Parklets are permitted along the streets and limits within the Township of Bloomfield as specified in **Schedule A**^[1] of this article.

[1]: *Editor's Note: Schedule A is located at the end of this chapter.*

B. Parklets shall meet the following dimensional criteria:

- (1) Parklets shall have a maximum width of six feet and/or shall not extend further out into the street more than six feet.
- (2) A single parklet shall have a maximum length of 22 feet. A single parklet shall require occupation of one to two parking stalls or 44 feet, whichever is less or at the discretion of the Township Engineer.
- (3) Where feasible, multiple parklets connected together shall occupy a total number of spaces equal to the number of connected parklets plus one, meaning two connected parklets will require three spaces; three connected parking stalls will require four spaces, etc.

C. Location Restrictions:

- (1) Parklets will not be located at the following locations:
 - (a) Within 50 feet of the terminal curb return radius of an intersecting street or one, existing parking stall length from an intersection whichever is less.
 - (b) Over existing water valves, utility manholes, storm drains, inlets or any structure associated with a public or private utility that requires periodic or emergency access by utility personnel.
 - (c) In front of fire hydrants or any other no parking zone, fire lane and/or no stopping or standing zone that is currently regulated by current local, county or state ordinances.
 - (d) Within 25 feet of a public or private driveway, including driveways located on the opposing traffic side of where the parklet is to be located.
 - (e) Along curves in the roadway within 25 feet of the intersection of the tangent along the cartway of the adjacent travel lane with the curbline.
 - (f) The street has a grade greater than 5%.
 - (g) At a location where an outdoor/sidewalk cafe is feasible.
- (2) The permittee of a parklet must place the parklet in front of their property or business establishment. A permit will not be issued for an applicant who cannot demonstrate that the parklet will be fully located within the frontage of their property or establishment. Such parklets are not permitted to encroach upon the frontage of an adjacent establishment.

§ 497-58. Minimum design requirements.

- A. Upon approval of an application to install a parklet, the Township of Bloomfield Department of Public Works will supply and install the parklet platform at the given location. This installation will include the parklet platform, concrete bumper stops and concrete planter barriers. Once these features are installed, they shall not be moved or relocated by the permittee without notification to the Engineering Department and written approval. Removal and/or relocation of these items without authorization will result in the permit being rescinded and the parklet removed by the Township.
- B. The permittee is responsible for the following installations:
- (1) Installation of a railing a minimum of four feet high along the street side, and the two sides of the parking lanes. The railing shall have horizontal rods or slats with a separation no greater than six inches on center or vertical slats or pickets spaced a maximum of four inches on center. Installation of a railing is a mandatory design standard and must be provided in order to validate the permit. The material used for the railing or barrier is at the discretion of the permittee. The railing shall be inspected and approved by the Engineering Department.
 - (2) The railing must be securely attached to the parklet platform and shall not extend beyond the six-foot limit of the parklet width. No ornamental features shall be permitted that extend or project beyond the six-foot parklet limit. Railings that bend or wobble shall be rejected.
 - (3) Installation of tables, chairs, potted plantings or any other amenities that do not violate the standards of this article.
 - (4) The railing posts closest to the travel lane shall be provided with yellow reflective tape or signage and shall run the entire length of the post from the street to the post top.
- C. All elements of the parklet shall be constructed and/or installed to conform to the applicable provisions, rules, regulations and guidelines of the Township Building Department, Township Engineering Department; The Americans with Disabilities Act (ADA)^[1] and the Americans with Disability Act Accessibility Guidelines (ADAAG). Failure to meet these requirements may result in the permit being voided.
- [1]: *Editor's Note: See 42 U.S.C. § 12101 et seq.*

§ 497-59. Maintenance requirements.

- A. Parklets are permitted to operate between May 1 and October 15 of any given calendar year. During that time, it will be the responsibility of the permittee to maintain the parklet in a clean, safe and sanitary manner. Parklets shall operate daily from 7:00 a.m. to 11:00 p.m.
- B. The permittee is required to clean the parklet on a daily basis and remove all trash and

debris and dispose of these materials within receptacles owned and maintained by the permittee. Any trash and debris from a parklet shall not be disposed of in municipally owned trash receptacles.

- C. Any perceived hazard such as broken benches, tables, platform boards, extensions beyond the six-foot parklet width shall be addressed immediately by the permittee.
- D. All obstruction to the gutter line that may prevent the free flow of stormwater shall be cleared on a daily basis.
- E. Permittees should be aware that parklets are public spaces and therefore cannot be restricted from use by the general public.
- F. Permittees are required to adhere to all applicable Township ordinances that may impact the parklet use including noise, sanitary, health, zoning, property maintenance and any other applicable Township ordinance.
- G. Electric lighting serviced from adjacent buildings is not permitted in the parklet. Under no circumstances shall a permittee provide electricity for lighting to a parklet through the use of any type of service extension from their property, establishment, municipally owned facility or adjacent properties. The use of decorative candles and battery-operated lighting is permitted provided it is maintained and operated in a safe manner.
- H. Other than benches, tables and planters or other secured ornamental objects, the permittee shall remove all other items from the parklet at the close of their scheduled business day or by 11:00 p.m. including table ornaments, small unsecured trash receptacles or any other such object that may become airborne during heavy winds.
- I. Table umbrellas are not permitted in parklets.
- J. No food shall be prepared outdoors.
- K. A minimum, unrestricted pedestrian walkway of four feet must be maintained at all times.
- L. Permits for parklets are valid for one season and expire on October 16 of the current year for which the permit was issued. Upon expiration of the permit the permittee is required to remove all objects, including benches, rails and tables with the exception of the parklet platform, concrete planters and curb stops. The Township will remove the remaining items. Failure to remove these items by the given deadline will result in the Township taking ownership of the items and disposing of them at the time that the parklet is removed.
- M. If a permittee fails to maintain a parklet as specified in this article and/or abandons the parklet, the Township maintains the right to rescind the permit and remove the parklet including any items such as table and benches. The cost for this removal will be assessed against the permittee's performance bond.

§ 497-60. Application and review.

A. The application process is comprised of two phases as follows:

(1) Feasibility review (first phase).

(a) The applicant shall obtain an application for a parklet from the Township which shall include the following information:

[1] The street address, tax map lot and block as to where the proposed parklet will front.

[2] The anticipated dimensions of the proposed parklet.

[3] All other pertinent information as requested on the application.

[4] A nonrefundable application fee in the amount of \$50.

(b) Upon receipt of the application, the Township Engineering Department will perform an on-site inspection of the proposed location and determine if the location is suitable for a parklet based upon the review of the standards. The Engineering Department will provide a decision within 30 calendar days from receipt of the application.

[1] An unfavorable decision from the Engineering Department will terminate the application process and the location will be deemed unsuitable for installation of the parklet. A letter of decision will be forwarded to the applicant indicating, based upon the design standards, why a parklet cannot be installed at the requested location.

[2] A favorable decision will result in the issuance of a letter to proceed with the application process within 30 calendar days from receipt of the application. The applicant can then proceed with submission of a complete application package (second phase). The fifty-dollar application fee for the first phase will be credited to the application fee for the second phase.

(2) Application phase (second phase). A completed application form for a parklet shall include the following information:

(a) A site plan showing the footprint of the proposed parklet, approximate property and/or building lines, existing sidewalk width, existing parking stalls and all existing sidewalk furniture and features such as fire hydrants, utility poles, parking meters, street trees, etc.

(b) Type of elements being proposed to be placed on the parklet such as tables, chairs, benches, planters, bicycle racks, etc.

- (c) A description of how the parklet meets the design standards.
 - (d) Documentation of support from adjacent property/business owners.
Acceptable documentation would be a letter of support from the adjacent merchant or property owner.
 - (e) A letter or certification from the Bloomfield Parking Authority indicating their approval of the use of the parking spaces.
 - (f) A nonrefundable application fee of \$250.
 - (g) A certificate of insurance in the amount of \$1,000,000 naming the Township of Bloomfield and the County of Essex (when along a county roadway) as additional insured and further providing for the payment of not less than \$10,000 to satisfy all claims for property damage occurring as a direct or indirect result of the operation of the parklet.
 - (h) A performance or cash bond in the amount of \$1,000 to guarantee appropriate maintenance and operation of the parklet. The bond will be refunded to the applicant at the expiration of the permit.
- B. Approval of application. Upon approval of the application, the Engineering Department will notify the applicant and issue a permit. The Bloomfield DPW will then install the parklet platform, concrete planters/barriers and curb stops. Once these features have been installed, the permittee shall have 24 hours to install the required elements of the parklet. Failure to install the required elements within the required time frame may result in the permit being rescinded.

§ 497-61. Violations and penalties.

If a permittee violates any of the conditions of this article, the Township reserves the right to rescind the permit and remove the parklet within 48 hours notice. Once a notice of violation is issued, the permittee shall immediately remove all parklet features with the exception of the platform, planters and curb stops. The Township will then remove the parklet. Failure to remove these features within the given time frame will result in the Township removing and disposing of these items. The cost for time and material to remove these items will be deducted from the permittee's performance bond.

Beyond the Curb: Parklets in North Jersey

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