



# Town of Johnstown

## TOWN COUNCIL WORK SESSION COMMUNICATIONS

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**AGENDA DATE:** November 29, 2021

**SUBJECT:** Downtown Johnstown Parklet Program

**ACTION PROPOSED:** Provide feedback regarding the proposed parklet program

**ATTACHMENTS:** 1. Downtown Johnstown Parklet Presentation

**PRESENTED BY:** Sarah Crosthwaite, Economic Development Manager

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### AGENDA ITEM DESCRIPTION:

Enclosed is a presentation on the proposed Downtown Johnstown Parklet program which includes Town Staff outreach, feedback, and potential parklet configurations/sizing and design.

Town Staff initially began outreach regarding the CDOT: Revitalize Main Street Program to downtown businesses in April 2021. Initially the Town submitted a grant application in May requesting to fund the revitalization of the existing courtyard on the corner of N. Parish Avenue and N 1<sup>st</sup>. St. The Town received a response from CDOT in June that the project did not meet some of the criteria of the grant program. Town staff regrouped and began to engage with restaurants in the downtown area (Parish Avenue) to determine other potential projects that were compatible with the grant program. Throughout this engagement period, Town Staff also kept the JDDA up to date on the status of the initial grant application and the intent to explore a parklet program. Town Staff did not receive a negative response during this engagement period and in July submitted a grant application to CDOT to fund a parklet program.

The Town was notified in September that we were awarded the full grant request of \$70,000 to create a parklet program in the downtown corridor. Town Staff notified the restaurants in the downtown area (Parish Avenue) of the award status on September 13. Additionally, Staff notified the JDDA members during the September monthly meeting. On November 3, Staff emailed businesses located within the downtown corridor (Parish Avenue and E/W Charlotte Street) to notify them about the grant award and proposed parklet program. Town Staff also encouraged businesses to reach out and provide feedback/concerns regarding the proposed parklet program.

Below are general specifics that were included in the email to the businesses:

- The Parklet Program will be a seasonal program administered and maintained by the Town.

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- The Town will be responsible for assembly, disassembly, and storage of the parklets.
- The Town is looking to design and purchase 2 parklets (each one approximate size of 8 ft. x 24 ft. or 2 parking spaces) which would be installed along Parish Avenue and W/E Charlotte Street. This essentially means that if 2 parklets are installed, a total of 4 parking spaces will be occupied in the downtown corridor for the Spring and Summer months (depending on weather).
- Parklets would be installed for FREE by the request of any business interested in having one in front of their building store front.
- The Town WILL NOT install a parklet in front of your business store front should you not request one.
- Businesses who request a parklet WILL BE responsible for daily clean up and maintenance of the parklet. Normal wear and tear are expected.
- Parklets will include outdoor furniture, shading, decorative elements, and safety/traffic signage to ensure pedestrian/vehicle safety. We are also exploring other services that would enhance how pedestrians utilize the parklets and how businesses can take advantage of the public space.
- Please keep in mind this list is not exhaustive, but rather to provide a general concept of how the parklet program will work. There are many details to be worked out and discussed.

To date staff has received 4 responses from the businesses and 2 of those responses were concerns regarding the parking impact and safety of pedestrians. In order to mitigate the parking impact and ensure the safety of pedestrians, Staff is providing the following options to consider:

#### Parking Impact-

- Limit the duration of the parklet to only the summer months (June-August), a total of 3 months
- Limit location of parklets so that both parklets are not located on the same street frontage and the parking impact is more equitable across Parish Avenue and E/W Charlotte Street
- Reconfigure size of parklets to potentially 8' X 24' and 8' X 12'. Cons to this solution is that the size of the smaller parklet will greatly affect its functionality as a public outdoor space and ability to adequately socially distance.

#### Pedestrian Safety-

- Reconfigure the size of the parklets so that the deck actually comes 4" onto the sidewalk and provides more distance between the outside perimeter of the parklet and vehicle traffic
- Include safety measures which were required when the RFP was published and part of the selected vendors contract to include
- Reflector tape and/or poles placed along the outside perimeter
- Steel or concrete planters along the outside perimeter
- Bumper curbs
- Traffic safety signage
- Marketing campaign educating the public of the parklets to ensure vehicle and pedestrian awareness before the program is rolled out (Summer 2022)

Staff would like to receive feedback regarding the proposed parklet program and items of consideration. Based on the grant requirements Staff will need to spend the grant funds and submit all invoices/receipts to CDOT for reimbursement by no later than February 7, 2022. Based on supply chain disruptions it is

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recommended that design and purchasing of the parklets including furnishing be concluded by January 2022 to ensure items are received on time.

*Reviewed and Approved for Presentation,*



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Town Manager

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