

Parklets

In 2005, San Francisco (CA) design firm *Rebar* turned a couple of metered parking spaces into a public park for a few hours with turf, a potted tree and a bench. Demonstrations like this launched the event now known worldwide as “Park(ing) Day,” when people temporarily take over parking spaces to create a space for the public to enjoy. Many communities are now establishing formal parklet programs.

What is a parklet?

Parklets are an inexpensive infrastructure innovation that can change the look and feel of a street and boost economic activity. They involve converting one to three on-street parking spaces into an attractive public gathering spot. The parking space is raised up to the level of the sidewalk and distinguished with seating, plantings and other features.

Benches, tables, chairs and other furniture further draw in people. Strategic landscaping is added to beautify the space and attract foot traffic. Parklets are best suited for retail streets



This Philadelphia parklet boosted sales at Green Line Café by 20%. Photo from flyingkitemedia.com



Rebar design firm demonstrated the original parklet concept in 2005. Photo from Rebar Group

with slower speeds (25 mph range). They may be permanent, temporary or movable designs to align with seasonal or other changes.

Economic and other benefits

Parklets have been shown to increase economic activity, particularly on retail streets. When placed in front of cafés and restaurants they have resulted in higher revenues by increasing foot traffic and encouraging people to stay in the area longer. Business revenue at the Green Line Café on Baltimore Street in west Philadelphia (PA) jumped 20% after a parklet was installed next to it.¹ Two parklets in Long Beach (CA), a program that allows business owners to sponsor and use parklet space specifically for their customers, increased business at two adjacent restaurants and resulted in staff expansion creating two new full-time jobs and two new part-time jobs.²

Parklets offer other benefits and change how people view and use public space. At a low capital cost, they create new mini-public plazas and mini-parks that attract people. They emphasize the pedestrian experience by making streets more beautiful and walkable. They help define a sense of place in neighborhoods and bring vibrancy to the area. They enhance safety by slowing traffic and increasing “eyes on the street.”

Installation

Parklet programs are a public-private initiative. Businesses, community benefit districts, nonprofit groups or residents identify locations for parklets and initiate a process with the local government to get them installed. The beautification, economic and safety benefits make parklets attractive investments.

The application process includes a site design review and a fee. It's common for programs to require the applicant, sponsor or host to be responsible for overall upkeep, including trash removal and sweeping. Many programs require the applicant to pay an annual permit renewal fee, and parklets often require liability insurance. These provisions help ensure the parklet does not fall into disrepair. Considerations for approval include safety of the site and the level of support from the surrounding community.

Financing

Once approved, the cost of the parklet is determined by items like site prep (removing parking meters and other barriers), design, construction materials, furniture and landscaping and labor. Sometimes designers or contractors offer their time pro bono to assist with parklet development. Otherwise, the applicant pays these costs or handles the fundraising. Occasionally, the city will cover part of the cost.

Costs vary depending on the parklet size and design. Simple designs can cost just a few thousand dollars for full installation. More elaborate ones can cost tens of thousands. The UCLA Complete Street Initiative estimates a parklet cost in Los Angeles (CA) ranges from \$10,000 to \$30,000 and takes about three days to install.³ In San Francisco, parklet cost is about \$8,000 per converted parking space.⁴

Typically, the sponsoring community group or business underwrites the cost. Sometimes local government or foundations provide grants to encourage parklet sponsorship. In Los



The Freewheel Bike Shop hosts this San Francisco parklet. Photo from Mark Hogan, Flickr

Angeles, City Councilmembers allocated monies from their discretionary funds to get the first parklets installed. Philadelphia (PA) offered a few \$5,000 grants for design and installation to help promote its new program. The *DNA Lounge* in San Francisco raised over \$11,000 for their 11th Street parklet by posting a video of their vision on Kickstarter, the crowdfunding website.

Which communities have parklets?

Oakland (CA), Philadelphia (PA), and San Francisco (CA) all have formal programs. Several communities have or will be launching pilot programs to test the concept and determine the best way to structure a full program. These include Miami (FL), Seattle (WA), Houston (TX), Boston (MA), Cincinnati (OH), San Diego (CA), Montréal (Canada), and Vancouver (Canada).

¹ Loukaitou-Sideris, A., Brozen, M., Callahan, C., Brookover, I., LaMontagne, N., & Snehansh, V. (2012). *Reclaiming the right-of-way: A toolkit for creating and implementing parklets*. University of California, Los Angeles, Luskin School of Public Affairs. p.62.

² Loukaitou-Sideris, A., Brozen, M., Callahan, C., Brookover, I., LaMontagne, N., & Snehansh, V. (2012). *Reclaiming the right-of-way: A toolkit for creating and implementing parklets*. University of California, Los Angeles, Luskin School of Public Affairs. p.66.

³ Shyong, F. (2012, August 26). Los Angeles to try out 'parklets' at four locations. Los Angeles Times. Retrieved August 12, 2013, from <http://articles.latimes.com/2012/aug/26/local/me-pocketparks-20120826>

⁴ Smart Growth America. (2013, September 13). Video interview with Alexis Smith. Planner/Urban Designer, San Francisco Planning Department. Retrieved September 13, 2013 from <http://www.youtube.com/watch?v=AXkDeulmTUQ>

Parklets

Taking away parking spaces hurts businesses

The increased seating and sidewalk space afforded through parklets has actually helped businesses by expanding access to storefronts.

- “A parking space usually serves one person for an hour, and what a parklet does is it turns that space over to ten people for that very hour,” notes Ariel Ben-Amos, of the Philadelphia (PA) Mayor’s Office.¹
- San Francisco (CA) found the addition of a parklet on Divisadero Street resulted in an increase in the number of parked bikes to an average of 10 at a time during weekday afternoons.² “[Parklets] have an unbelievable amount of value in bringing vibrancy to the street life there. They’re a place where people linger, where they stop, chat and gather, and that really activates the street,” said Alexis Smith of the San Francisco Planning Department.³

The City has installed 38 parklets as of 2013, and dozens more applicants have expressed interest. “The primary concern was that you lose parking spaces, and parking spaces are very important to the commercial community. However, we felt that the social benefit gained was well worth the loss,” said Bob Roddick, President of the San Francisco Noe Valley Merchants and Professionals Association.⁴

- Businesses in Long Beach (CA) saw upticks in sales that led to staff expansion after sponsoring a parklet on their street.⁵
- Businesses tend to be the primary sponsors of most parklet proposals in cities offering formal programs, because they see a worthwhile return on investment.

This is another unnecessary burden on taxpayers

Taxpayers do not have to foot the bill for this infrastructure improvement. Some cities are jump-starting their initiatives by providing small grants and demonstration projects. However, in most cases it is businesses and community groups that conceive parklet projects, submit proposals and become the primary sponsors.

The sponsor designs the parklet, pays an application fee and annual permit renewal fee, acquires insurance and does day-to-day upkeep. Because of the benefits parklets bring, private citizens and business choose to become sponsors.

Sometimes there is concern over the loss of revenue caused by losing a metered parking space. Some cities, like Oakland (CA) and San Francisco, require the sponsor to pay the city a fee

equivalent to the revenue it otherwise would have earned from the parking space(s). Other cities, like Berkeley (CA), may instead place meters on parking spots that had been unmetered to recoup the loss at the parklet site.⁶ However, since parklets often boost nearby business, they lead to increased tax revenue for the community, offsetting meter losses.

Parklets will fall into disrepair, attract bad behavior

Communities with parklet programs design them as an opportunity that may be seized by business owners and community groups, should they decide the investment would be worth the return. Sponsoring organizations place parklets in front of their establishments, so there is a significant incentive. The sponsor also makes the capital investment to design and install the parklet, adding additional motivation to keep the space clean, attractive and in good repair. Most programs tend to require some form of community approval before a permit is granted. San Francisco requires local letters of support in the application; Philadelphia requires 51% support from surrounding neighbors.⁷

Sweeping, removing trash (or graffiti) and taking care of pests – these are all in the immediate best interest of the sponsor. If the parklet does not continue to meet basic standards of repair and cleanliness, the permit may be discontinued or the sponsor can choose to not apply for permit renewal, in which case the parklet is removed and the space will revert back to its original use.

The popularity of well-designed, well-maintained parklets tends to make them poor options for vagrancy. Parklets can institute rules such as no drinking or smoking, and furniture may be designed to discourage sleeping, etc. In the vast majority of cases, parklets have been very successful in attracting the general public and have not become havens for misuse.

Parklets are unsafe

Site selection is a crucial criterion in the parklet approval process. Usually, parklets must be located on slower retail streets with 25 mph speed limits. New York City only allows parklets on one-way streets with one lane of moving traffic.⁸ Installation of barriers such as planters, railings, cables, etc.⁹ helps distinguish the public pedestrian space created by parklets from the moving and parked car traffic on the street. Parklets have not led to major safety hazards in the communities that have installed them. In fact, well-designed parklets have actually had some traffic calming effects slowing speeding traffic.

¹ Smart Growth America. (2013, September 13). Video interview with Ariel Ben-Amos. Senior Planner/Analyst, Philadelphia Mayor's Office of Transportation & Utilities. Retrieved September 30, 2013 from <http://www.youtube.com/watch?v=tnMBUkl26RE>

² Pratt, L. (2010, September). *Divisadero trial parklet impact report*. San Francisco Great Streets Project. p.10.

³ Smart Growth America. (2013, September 13). Video interview with Alexis Smith. Planner/Urban Designer, San Francisco Planning Department. Retrieved September 13, 2013 from <http://www.youtube.com/watch?v=AXkDeulmTU0>

⁴ Seltenrich, N. (2011, October 23). San Francisco parklets swap parking spots for community space. *SF Examiner*. Retrieved August 12, 2013, from <http://www.sfexaminer.com/sanfrancisco/san-francisco-parklets-swap-parking-spots-for-community-space/Content?oid=2184195>

⁵ Loukaitou-Sideris, A., Brozen, M., Callahan, C., Brookover, I., LaMontagne, N., & Snehansh, V. (2012). *Reclaiming the right-of-way: A toolkit for creating and implementing parklets*. University of California, Los Angeles, Luskin School of Public Affairs. p.66.

⁶ Teller, E. (2013, July 8). Berkeley parklets stir up excitement, apprehension. *Berkeleyside*. Retrieved August 12, 2013 from <http://www.berkeleyside.com/2013/07/08/berkeley-parklets-stir-up-excitement-apprehension/>

⁷ Loukaitou-Sideris, A., Brozen, M., Callahan, C., Brookover, I., LaMontagne, N., & Snehansh, V. (2012). *Reclaiming the right-of-way: A toolkit for creating and implementing parklets*. University of California, Los Angeles, Luskin School of Public Affairs. p.62.

⁸ Loukaitou-Sideris, A., Brozen, M., Callahan, C., Brookover, I., LaMontagne, N., & Snehansh, V. (2012). *Reclaiming the right-of-way: A toolkit for creating and implementing parklets*. University of California, Los Angeles, Luskin School of Public Affairs. p.50.

⁹ San Francisco Department of Public Works. (2013). *DPW Director's Order 180,921*. SF DPW. p.54.

Parklets

SAN FRANCISCO, CA

Background

Given the positive response to Rebar's parklet demonstration in 2005 and following enthusiasm from the public and elected leaders to increase public space, San Francisco Mayor Gavin Newsom called for the creation of a "temporary urbanism program."¹ In 2009, the City introduced its *Pavement to Parks* initiative, which included a formal parklets program, an initiative of the Mayor's office.

Parklets were defined as temporary sidewalk extensions.² The program sought to make more vibrant streets that support local business and promote walking. The Rebar design firm assisted the City in launching the program.

"This is all about taking the narrative of the 25% of our land mass that [is] streets, and beginning to take a little bit of that back and open that up for the community and create a framework where there is a stronger community connection, a stronger sense of place and a better community environment as well," said Mayor Newsom at the opening of the first parklet.³

Results

The first parklet, sponsored by *Mojo Bicycle Café* in 2010 on Divisadero Street, had a simple design featuring planters, bright red tables, silver chairs and three bike racks. An assessment by the San Francisco Great Streets Project found that community response was positive. Observations before and six weeks after installation showed a 37% rise in weekday evening pedestrian traffic (approaching weekend levels), 14% increase in the number of people walking their bikes within the study area, and a 10% rise in positive public perception of the area's community character.⁴

As of August 2013, San Francisco has installed 38 parklets, which range broadly in design and creativity to meet and enhance diverse neighborhood character. There are 15 more

"Parklets provide an economical solution to the desire and need for wider sidewalks..."

— San Francisco Department of Public Works

Program Goals:

- Re-imagine the potential of city streets.
- Encourage non-motorized transportation.
- Encourage pedestrian activity.
- Support local businesses.



First parklet, sponsored by Mojo Bicycle Cafe (Divisadero Street)

Photo by Jeremy's Shaw, Flickr

permits currently in the approval process, and soon every district in the City will have a parklet.⁵ An additional 150 individuals have expressed interest in installing parklets.⁶

Program structure

The San Francisco Planning Department, the Department of Public Works (DPW), the Municipal Transportation Agency (MTA) and the Mayor's Office all play roles in the process, from application to construction of a parklet. The City periodically issues a request for proposals and accepts parklet applications for about eight weeks.⁷ A Director's Order from the Department of Public Works and a Parklet Manual outline the process for the public and assist applicants.

In the application, the sponsor must include an initial site plan and vision for the parklet and letters of community support. The City sets specific requirements. For example, the parklet must be on a street with a maximum speed limit of 25 mph, cannot directly abut an intersection and cannot be installed on a steep slope.

The applicant, or sponsor, must cover the costs for permitting, design and construction of the parklet. Permits must be renewed annually at a cost of \$1,500 to \$2,000. Installation costs average about \$8,000 per converted parking space.⁸ The sponsor must also procure liability insurance of at least \$1 million, and agree to maintain the parklet, including daily trash removal and sweeping. Parklets must be open to all members of the public and cannot be restricted to just the sponsor's customers.

Visit the San Francisco parklet program:
<http://sfpavementtoparks.sfplanning.org/parklets.html>

San Francisco's Parklet Program

City opens RFP process; applicants submit proposals with site plan and letters of community support



Selected proposals undergo 10-day public notice period (with potential for a public hearing if there are complaints)



Applicant has 6 months to submit construction plan for approval by Planning Dept., DPW, and MTA



Permit fee paid, permit issued. Applicant has 6 months to begin installation.



DPW completes final inspection and parklet is opened to the public

¹ Koskey, A. (2013, August 4). S.F.'s parklets program learns from failure, moves ahead. *SF Examiner*. Retrieved August 12, 2013, from <http://www.sfexaminer.com/sanfrancisco/sfs-parklets-program-learns-from-failure-moves-ahead/Content?oid=2531534>

² San Francisco Department of Public Works. (2013). *DPW Director's Order 180,921*. SF DPW. p.51.

³ Roth, M. (2010, March 18). Newsom christens new Mojo Café "parklet," pledges more to come. *SF Streetsblog*. Retrieved August 12, 2013, from <http://sf.streetsblog.org/2010/03/18/newsom-christens-new-mojo-cafe-parklet-pledges-more-to-come/>

⁴ Pratt, L. (2010, September). *Divisadero trial parklet impact report*. San Francisco Great Streets Project. p.4.

⁵ Koskey, A. (2013, August 4). S.F.'s parklets program learns from failure, moves ahead. *SF Examiner*. Retrieved August 12, 2013, from <http://www.sfexaminer.com/sanfrancisco/sfs-parklets-program-learns-from-failure-moves-ahead/Content?oid=2531534>

⁶ Smart Growth America. (2013, September 13). Video interview with Alexis Smith. Planner/Urban Designer, San Francisco Planning Department. Retrieved September 13, 2013, from <http://www.youtube.com/watch?v=AXkDeulmTU0>

⁷ San Francisco Planning Department. (2013, February). *San Francisco parklet manual*. SF Planning Department. p.6.

⁸ Smart Growth America. (2013, September 13). Video interview with Alexis Smith. Planner/Urban Designer, San Francisco Planning Department. Retrieved September 13, 2013, from <http://www.youtube.com/watch?v=AXkDeulmTU0>

Parklets

San Francisco, CA | Miami, FL

By Neha Bhatt and Chelsea Hogan

This model policy is part of the Parklets Policy Toolkit. Visit the “Policy Toolkits” page of the [Local Leaders Council web site](#) for more information and implementation tips.

Parklets are an inexpensive infrastructure innovation that can change the look and feel of a street and boost economic activity. They involve converting one to three on-street parking spaces into an attractive public gathering spot. The parking space is raised up to the level of the sidewalk and distinguished with seating, plantings, and other features.

Two samples are provided here to start a local parklet program. The first is an ordinance from Miami (FL) that sets up a simple pilot program.

The second is a “Director’s Order” from the San Francisco, CA, Department of Public Works that establishes a formal, detailed parklet program, outlining the parklet application requirements, location and design parameters and review and approval processes.

These documents may be adapted into an ordinance or bill or used to draft a mayor’s directive to set up a new parklet program or a pilot project.

San Francisco parklet program Director’s Order:

http://sfpavementtoparks.sfplanning.org/docs/SF_P2P_Parklet_Manual_1.0_DPW_Order_180,921.pdf

San Francisco parklets web site:

<http://pavementtoparks.sfplanning.org/parklets.html>

Miami pilot parklet ordinance:

<http://egov.ci.miami.fl.us/Legistarweb/Attachments/71547.pdf>

Miami parklet RFP instructions:

<http://www.miamiparking.com/Files/Parklet%20Application%20and%20Instructions.pdf>

City and County of San Francisco



Edwin M. Lee, Mayor
Mohammed Nuru, Director

San Francisco Department of Public Works

Office of the Deputy Director & City Engineer, Fuad Sweiss
Bureau of Street-Use & Mapping
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Jerry Sanguinetti, Bureau Manager

DPW Order No: 180921

ESTABLISHING GUIDELINES FOR THE APPROVAL AND INSTALLATION OF
TEMPORARY SIDEWALK EXTENSIONS (PARKLETS) FOR USE BY THE GENERAL
PUBLIC AT APPROPRIATE LOCATIONS WITHIN PUBLIC RIGHTS-OF-WAY.

I. PURPOSE: Public Works Code Article 16, Section 810 governs the installation of sidewalk landscaping. This Department of Public Works (DPW) Order provides detailed implementation guidelines for the approval and installation of temporary sidewalk extensions (Parklets) consistent with the sidewalk landscaping program.

II. BACKGROUND: 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 sidewalks would preclude such occupancy. Parklets are intended as sidewalk/street furniture, providing aesthetic elements to the overall streetscape.

III. REQUEST FOR PROPOSAL AND INITIAL REVIEW:

A. The following applicants are eligible to submit a Request for Proposal (RFP) for the installation of Parklets within the public right-of-way:

- 1) Community Benefit Districts (CBDs)
- 2) Ground floor business owners
- 3) Non-profit and community organizations
- 4) Fronting property owners

Other applicants may be considered on a case by case basis.

B. The following shall be included in the application:

- 1) A letter with a project narrative requesting the Parklet
- 1) An initial site plan and photographs showing the footprint/outline of the proposed Parklet, including approximate dimension of Parklet, property lines, existing sidewalk widths, sidewalk slope (may be obtained from online DPW Grade Maps) and cross slope (may be approximated based on photos provided), existing parking stalls/alignment, existing parking regulations; e.g. color curbs, parking



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restrictions, etc.; and all existing sidewalk furniture and obstructions; e.g. fire hydrants, utility poles, parking meters, street trees, MUNI guy wires, etc twenty (20) feet on either side of the proposed parklet location.

- 2) Type(s) of elements being proposed to be placed on the Parklet; e.g. Tables & Chairs, benches, planters/landscaping, bicycle parking, etc. All furniture within the parklet shall be accessible to the general public.
 - 3) A description of how the proposed Parklet meets each of the criteria set forth in Section V of this DPW Order.
 - 4) Provide documentation of support from adjacent property/business owners. Documentation of support from any existing merchant or neighborhood associations is strongly encouraged.
- C. Each application shall be reviewed by a inter-agency review team, with representation from DPW, MTA, City Planning, et al, as necessary, specifically convened to review Parklet applications with each proposal reviewed based on the following criteria:
- 1) Meets established design criteria
 - 2) Enhancement of streetscape quality and preliminary design
 - 3) Location (Parklet is likely to be well used and active)
 - 4) Community support
 - 5) Maintenance plan
 - 6) Does not conflict with future city streetscape initiatives (upcoming streetscape redesigns, paving projects, etc.)
 - 7) Compliance with technical and accessibility provisions as specified in this DPW Order
- D. If a recommendation is made to approve the proposed Parklet:
- 1) DPW will issue a Notice of Intent to Approve Parklet. The applicant shall be required to post this Notice in a readily visible location in front of the property where the Parklet will be located for ten (10) calendar days from the date listed on the Notice.
 - 2) If there are no objections from the public, the applicant shall be required to submit the following information for further review:
 - a) Final dimensioned construction drawing package, including:
 1. Context plan
 2. Site Plan
 3. Elevations from all sides of the proposed parklet
 4. All relevant details, finishes, plant species, furniture types, etc.
 - b) Maintenance details, including access panels and how drainage will be provided along the existing gutter.



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- c) An application fee as noted in DPW Fee Schedule, as set forth in Public Works Code Section 2.1.3.
 - d) A 24/7 contact if there is an emergency and the parklet needs to be removed. The Permittee shall be responsible for removal of the parklet within twenty-four (24) hours, and restoration of the public right-of-way upon notification by the City of any streetscape or paving projects.
- 3) If there are objections from the public, DPW shall schedule a public hearing to consider the proposed Parklet.
 - 4) The DPW Hearing Officer shall consider and hear all testimony in support and in opposition to the proposed Parklet and make a recommendation to the DPW Director.
 - 5) The DPW Director, in his or her discretion, may recommend approval or conditional approval of the permit subject to further review and final action.
 - 6) If the DPW Director recommends approval or conditional approval the permit, see #2a and #2b above for additional submittal requirements.
- E. If the application is disapproved, DPW shall notify the applicant, upon which the applicant may appeal the disapproval of the permit by the DPW Director to the Board of Appeals within fifteen (15) days of the Director's decision.

IV. APPROVAL PROCESS:

- 1) The inter-agency review team (See Section III. Paragraph C) shall review the final detailed site plan and maintenance details.
- 2) Once the review team makes a recommendation for DPW to approve the final plan and the permit, the applicant shall submit the following information and fees to DPW for permit issuance:
 - a) A Certificate of Insurance naming the City and County of San Francisco as additional insured, with general liability coverage of not less than \$1 million.
 - b) An additional permit fee pursuant to Section 2.1.3 of the Public Works Code. While each proposal will result in different additional permit costs based on the time and materials costs incurred by the City in review of the proposal.
- 3) Any interested person may appeal the approval of the permit decision by the DPW Director to the Board of Appeals within fifteen (15) days of the Director's decision.
- 4) The permit shall be renewed annually. Prior to expiration of the annual permit term, the Permittee shall submit to DPW a current Certificate of Insurance and a permit renewal fee as noted in DPW Fee Schedule, as set forth in Public Works Code Section 2.1.3



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V. APPROPRIATE LOCATION AND DESIGN PARAMETERS:

- A. The proposed Parklet site shall be located at least one parking spot, approximately twenty (20) feet, in from a corner or protected by a bollard, sidewalk bulb-out, or other similar feature, if located at the corner.
- B. The proposed location shall have a posted speed limit of 25 mph or less. In the event the posted speed limit is changed, the Parklet permit is subject to revocation. Streets with higher speed limits may be considered on a case by case basis.
- C. The proposed street has parking lanes that will not become a tow away lane during morning or afternoon peak hours, and the Parklet shall provide a minimum clearance of 12" from the edge of any existing parking apron, where there is parallel, diagonal or perpendicular parking.
- D. The parklet shall be constructed and/or installed to conform to the applicable provisions, rules, regulations and guidelines of San Francisco Building Code (SFBC), the Americans with Disabilities Act (ADA), and the 2010 ADA Standards. **For all ADA technical requirements, please refer to Appendix A "Accessibility Elements for Parklets" Standards.**
- E. A minimum of 84-inches in height must remain clear of any obstructions along the parklet's path of travel, entry and accessibility areas on the parklet. Obstructions may include but are not limited to tree branches and foliage, overhanging sign panels on posts, and/or the applicant's addition of architectural elements to the parklet.
- F. The cross slope may not exceed 2.0% along the path of travel. If the cross slope is greater than 2.0%, then additional review is required and the applicant will need to fill out a *Request for Determination of Technical Infeasibility Form*. Please refer to the *Accessibility Elements for Parklets* in Appendix A.
- G. The proposed street has a street grade of no greater than 5%. On a case-by-case basis, a parklet may be proposed on a street grade greater than 5.0%, however additional design requirements and review will be required to make the parklet accessible for the public. For proposed parklets on street grades between 2-5%, see the *Accessibility Elements for Parklets*. The applicant will need to fill out a *Request for Determination of Technical Infeasibility Form*.
- H. Sidewalk defects or empty tree wells at the parklet location will need to be repaired with a DPW permit to ensure safe ingress and egress conditions.
- I. Parklets shall be required to have soft hit posts, wheel stops, and barriers on the edges such as planters, railing or cables. See *Accessibility Elements for Parklets*.
- J. If the parklet deck is constructed with concrete, the concrete specific weight shall be a maximum of 200 lbs/ square foot.
- K. Parklets shall not be allowed in red or blue zones.
- L. Parklets may replace yellow zones or motorcycle parking if there are appropriate adjacent locations for these zones to be relocated, and if the applicant is willing to pay additional fees for relocating these zones
- M. Parklets may be allowed in white and green zones if the business that originally requested the white and/or green zones agrees to re-purpose that curb area for use as a Parklet.
- N. Parklets shall not be allowed in front of a fire hydrant, or over a manhole, public utility valve or cover or MUNI guy wires.



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This DPW Order rescinds and supersedes DPW Order No. 178,939 approved March 12, 2012.

1/4/2013

X 

Sanguinetti, Jerry
Bureau Manager

1/6/2013

X 

Sweiss, Fuad
Deputy Director and City Engineer

1/8/2013

X Mohammed Nuru

Nuru, Mohammed
Director, DPW



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ATTACHMENT A

Parklet Pilot Program Policy

Terms:

1. The City of Miami ("City") will conduct a pilot program ("Pilot") for the installation of parklets throughout the City for a period not to exceed one (1) year. This Pilot shall terminate without further action of the City at the end of one (1) year.
2. Business owners ("applicant") with potentially available parking spaces shall apply for a permit to operate a parklet to the Department of Off-Street Parking ("MPA") in a form deemed appropriate by the Chief Executive Officer.
3. Applications shall be reviewed by the following departments: Department of Public Works; Department of Planning & Zoning, Department of Off-Street Parking, and Risk Management.
4. Applications shall be accompanied by an application fee.
5. There shall be a base fee for an annual permit for establishing a parklet.
6. No parklet permit shall be issued on any state road way in the absence of written approval from the Florida Department of Transportation. No parklet permit shall be issued on any Miami-Dade County road in the absence of written approval from Miami-Dade County.
7. At no point during the Pilot will more than five (5) parklets be allowed to operate.
8. The parklet shall be opened for use by the general public and such use shall not be restricted to patrons of the applicant.
9. The parklet shall be maintained in a neat and orderly appearance at all times and the area shall be cleared of all debris on a periodic basis during the day, and again at the close of each business day by the applicant.
10. If a platform is built over the parking space it shall be at the same level as the sidewalk and shall conform to all ADA regulations.
11. No advertising signs or business/building identification signs shall be permitted in the parklet.
12. A parklet shall be compatible with adjacent streetscape elements in terms of design and construction.
13. Awnings, umbrellas and other decorative material shall be fire retardant pressure treated, or manufactured of fire resistive material.
14. Prior to the issuance of a permit, the applicant shall furnish the MPA with a signed statement that the applicant shall hold harmless the MPA, the City, their officers and employees and shall indemnify the MPA and the City, its officers and employees for any claims for damages to property or injury to persons which may be occasioned by any activity carried on under the terms of the permit.
15. The issuance of a parklet permit does not grant or confer any rights whatsoever to use of the on-street parking space by the applicant for any other purposes that what the permit is authorized for. The City retains the right to deny the issuance of a permit or the renewal of a permit or to revoke a permit in the event applicant is using the parking spaces unlawfully or in an unauthorized manner.