

# PARKLET CAFE PILOT PROGRAM

December 2016

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## introduction

# what is a parklet cafe?

A Parklet Café functions as an extension of the sidewalk, providing outdoor seating and café table space within a typical parking space.

Typically this seating is sponsored by a specific business and is an extension of their café table space on the existing public right-of-way. In most cities, the space is for exclusive use of the sponsoring business during operating hours and open to the public during non-business hours for use as a public park or extension of the right-of-way.



**Parklet Café Seating**

## goals

# what is the purpose of a parklet cafe?

## Expand Pedestrian Areas

Parklets provide a safe and protected space for pedestrians adjacent to the existing sidewalk. This allows people to sit, relax, and enjoy the surrounding urban environment.

## Stimulate Economic Development

Expanding cafe table areas will allow businesses to place more tables and serve more patrons outdoors. This also generates additional revenue for the city in taxes and permit fees.

## Promote Complete Streets

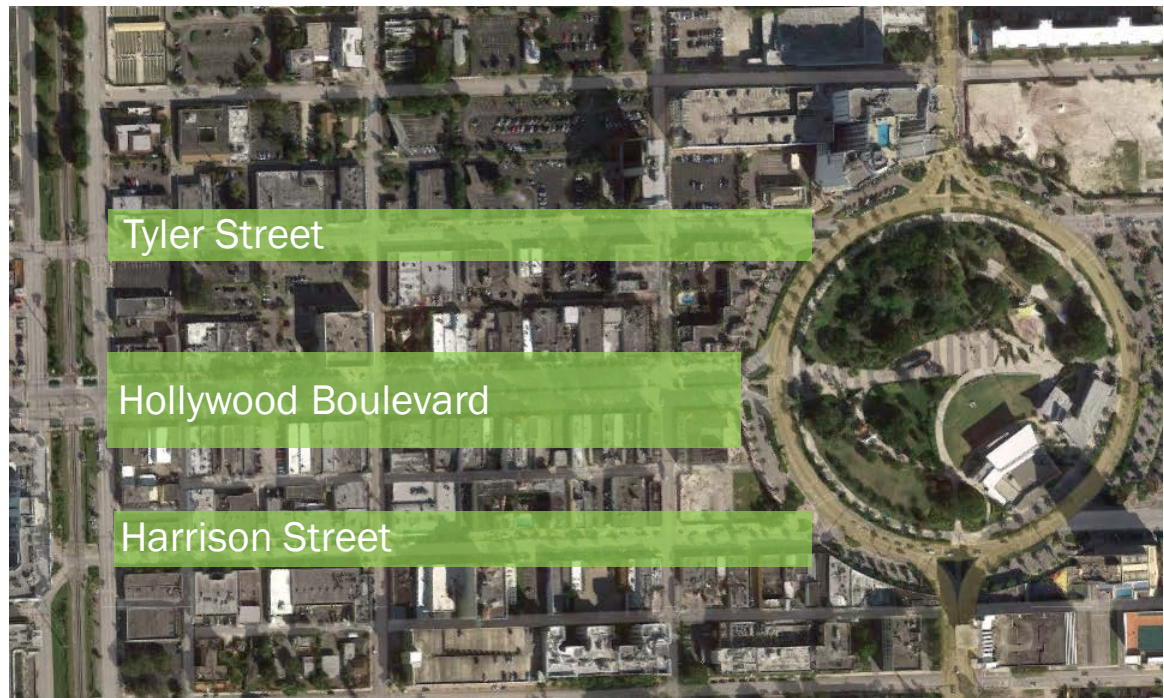
Complete Streets encourage all modes of transit to have equal access to the street. Creating a parklet in a parking space promotes additional pedestrian activity and encourages traffic to move slowly and cautiously through the corridor.

area

# Pilot Program Area Limits

## Location Guidelines

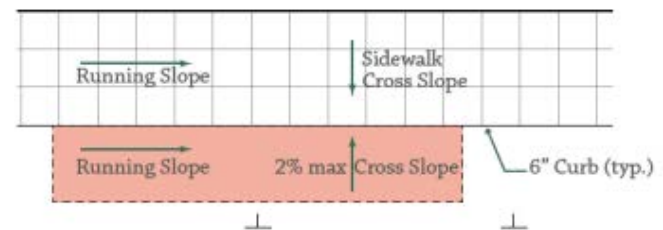
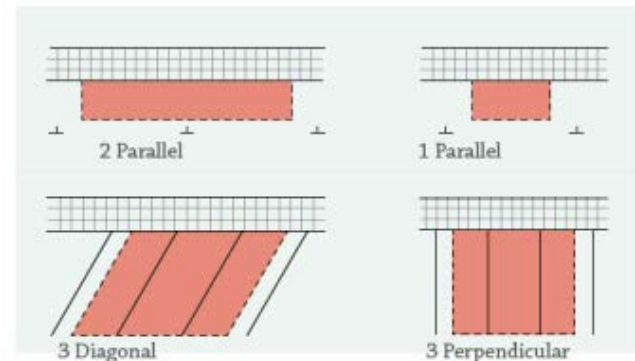
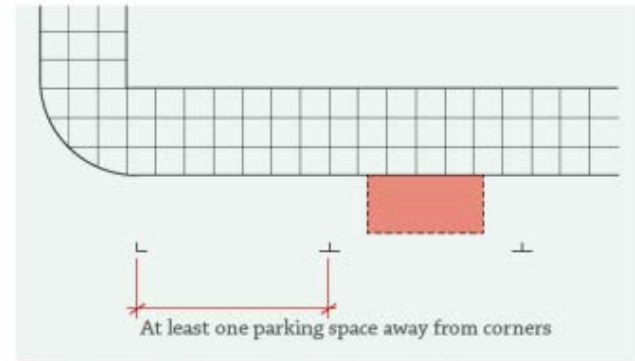
- Location must be directly in front of sponsoring business.
- Must consider parking challenges such as handicap spaces, bus stops, and driveways.
- Locations adjacent to existing bulb-outs are encouraged.



## design guidelines: size & location

A Parklet Café must provide a 2'-0" buffer between a through traffic lane and the edge of the parklet and a 4'-0" buffer between an adjacent parking space and the edge of a parklet platform.

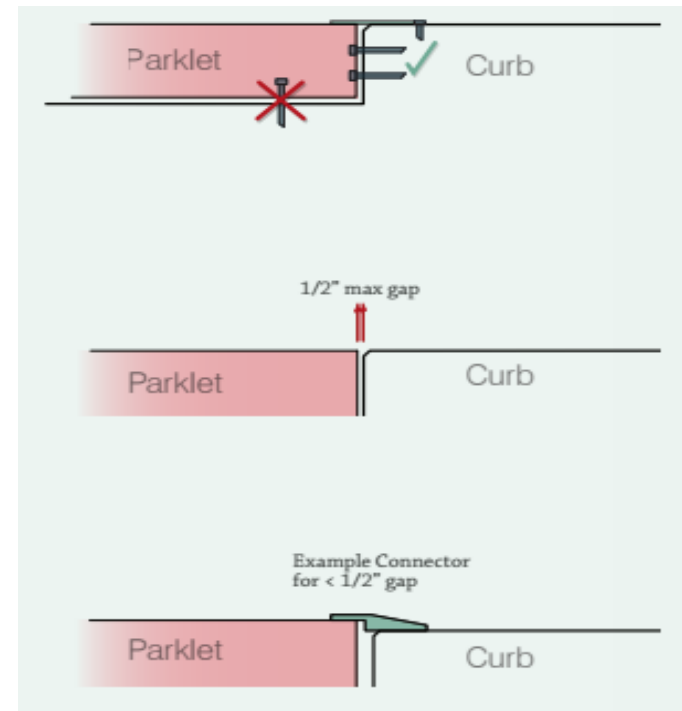
A parklet may inhabit a minimum of one parallel space and a maximum of two continuous parallel spaces. Within an angled parking row, a parklet may inhabit a minimum of two angled parking spaces and a maximum of three angled parking spaces.



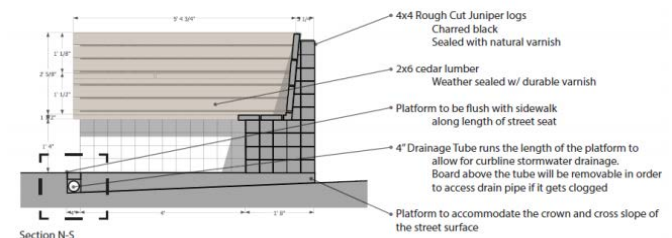
## design guidelines: platform

The platform provides structural integrity for the parklet.

- Entrance must be flush with existing curb and meet all ADA design requirements including 60" turning radius on the platform.
- Bolting into the street surface is discouraged. If bolting is integral to the design, a restoration plan and bond posted by the applicant and contractor may be required. Parklets may be bolted into the existing curb.
- A gap of 6" below platform surface shall be maintained adjacent to the curb to allow for stormwater drainage.
- Design must incorporate access provisions for any utility covers or storm drains that may be covered by a parklet platform.



### Platform Guidelines



### 6" Drainage Gap

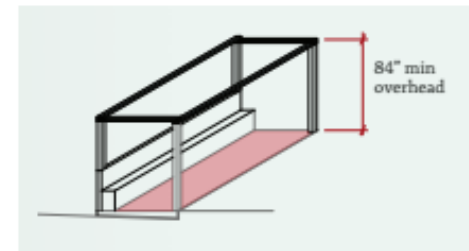
## design guidelines: safety

A number of factors must be considered to ensure safety of the Parklet Café structure and patrons using the space.

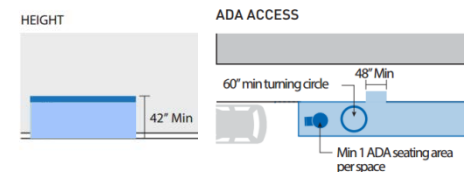
- The parklet must be removable in case of emergency.
- 42" railing or barrier around parklet edge on all three sides not flush with sidewalk.
- Reflective elements such as soft-hit posts or other equivalent devices must be used at the outside corners of each parklet.
- Wheel stops must be used in buffer space between parklets and adjacent parking. In parallel spaces, wheel stops must be installed 1'-0" at curb at front and back of parking spaces, and located 4'-0" from the edge of the parklet within the buffer space. In angled parking, wheel stops should be installed within the buffer space, and city staff will work with applicant to determine the exact location.
- Any overhead elements must have minimum 84" clearance.
- All parklets must conform with the Hollywood Code of Ordinances governing View Triangle Area 155. 12 (D) (1).



Soft-hit Posts



Overhead Clearance



Railing Height and ADA Access



## design guidelines: elements & materials

To create an engaging, functional, and durable Parklet Café, design elements should have careful consideration.

- The parklet shall be constructed of durable materials that area treated to withstand weather elements (PT stained wood, aluminum, polycarbonite panels, composite decking boards, etc.)
- Integrated landscaping materials are required.
- Vertical elements (umbrellas, plants, etc.) are encouraged but sight lines must be maintained.
- Integrate bike parking where appropriate.



**Integrated Bike Parking**



**Integrated Landscaping**

## application process



Preliminary Application Includes Application Form, Detailed Site Plan, Statement of Intent, and Letter of Support from surrounding property and/or business owners.

Staff from the CRA and City departments will review applications as they are received to ensure the concepts meet the goals and requirements of the program.

Submit a full application which includes technical drawings, including, a detailed site plan, elevations, sections, material details, and any other drawings as required by City and CRA staff.

Once all requirements are satisfied by applicant, CRA will notify applicant of final permit approval, and License Agreement will be executed by City staff.

Applicant may begin construction and inspection, which must commence within 30 days of issuance.

## submittal checklist

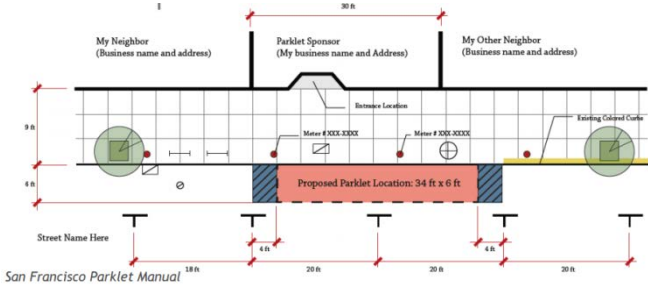
### Preliminary application:

- Application Form
- Conceptual Site Plan (showing context and adjacent building locations)
- Conceptual Design Elevations (indicating materials)
- Existing Site Photos
- Community Support Documentation

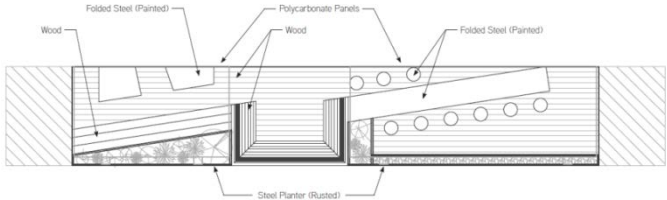
### Full application:

- Full Set of Construction Drawings including:
  - Plans
  - Elevations
  - Sections
  - Details
  - Specifications as necessary
- Café Table permit proposal/amendment
- Liability Insurance
- Parking Space Rental Proof of Payment

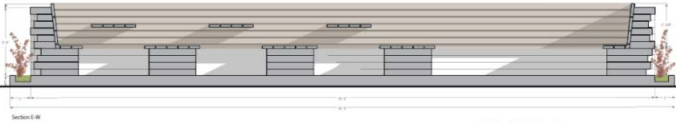
# support materials



## Context Plan



## Site Plan



## Elevation

# Examples of graphic support materials

# parklet pilot program application form

DATE: \_\_\_\_\_

## APPLICANT

Contact Name \_\_\_\_\_

Business Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

## LOCATION

Parklet Location Address \_\_\_\_\_

\_\_\_\_\_

Number of Parking Spaces \_\_\_\_\_

## DESIGNER

Architect/Engineer Name: \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

## ACKNOWLEDGEMENT

I hereby submit the attached application materials to the Community Redevelopment Agency for participation in the Parklet Pilot Program. Participation requires written approval by both the CRA and the City of Hollywood prior to beginning construction.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**application**

## contact

### HOLLYWOOD CRA

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Hollywood, Florida 33020

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