

# PARKLETS

## INFORMATION MEETING MINUTES



**Location:** City Commission Chambers, City Hall, 1565 1st St, Sarasota, FL

**Date:** June 21, 2023

**Time:** 5:00-5:15PM Welcome and Introductions  
5:15-6:00PM Presentation  
6:00-6:30PM Moderated Question & Answer

**Video Link:** [https://sarasota.granicus.com/player/clip/11813?view\\_id=102&redirect=true&h=f3c9e0f12e0a3170f1ec85d4cdb82ea5](https://sarasota.granicus.com/player/clip/11813?view_id=102&redirect=true&h=f3c9e0f12e0a3170f1ec85d4cdb82ea5)

**Website Link:** <http://www.sarasotafl.gov/government/public-works/engineering-and-cip/transportation-engineering-division/parklets>

### **Welcome & Introductions**

Alvimarie Corales, Chief Transportation Planner started the Parklet Information Meeting 5:00PM and introduced the presenters:

- Alvimarie Corales, Chief Transportation Planner
- Nikesh Patel, City Engineer
- Daniel Ohrenstein, Assistant City Engineer
- Broxton Harvey, Parking General Manager
- Julie Ryan, Business District Manager

### **What to Expect**

Alvimarie Corales, Chief Transportation Planner, reviewed the agenda for the presentation that included:

- Parklets Overview
- Engineering Standards
- Parking Criteria
- Aesthetics Guide
- Permit and Fees
- Next Steps
- Questions and Answers

### **Parklets Overview – City Engineer Patel**

Nikesh Patel, City Engineer stated parklets were introduced in the City in response to COVID-19 to allow for open air seating in parking spaces for social distancing. The original Ordinance allowing parklets has been extended four (4) times with a current sunset date of September 30, 2023. The goals for the new parklet standards are to:

- Protect the general public;
- Provide ADA accessibility;
- Make parklets more resilient to heavy weather events;
- Maintain public spaces clean;
- Improve dining experience; and
- Support local economic development.

## **Engineering Standards**

Daniel Ohrenstein, Assistant Engineer reviewed the location standards for parklets by highlighting the following:

- Shall be on a street with a speed of 25 miles or less per hour;
- Be within an existing curb parking lane;
- Have a minimum setback of 10-feet from stop bar and 25-feet from the closest curb of an intersection; and
- Have a minimum clearance of 15-feet from fire hydrant or fire department connections.

The design standards shall:

- Have a raised platform flush with the curb;
- Have a 1-foot clearance to travel lane and 4-foot clearance to next space;
- Be bracketed to curb and pavement and have wheelstops;
- Comply with the Americans with Disabilities Act (ADA);
- Have a minimum of 8-feet vertical clearance;
- Have an edge wall between 26" and 42" high and have a 1-square foot on traffic-facing sides;
- Contain walking/rolling surfaces that are firm, stable, and slip-resistance.
- Be free of logos, signs, or works;
- Be sealed by a professional architect or professional engineer in the State of Florida; and
- Have a building permit prior to construction.

The operations and maintenance of the parklet subsurface and surface elements shall always be kept clean and in a state of good repair. The sidewalk-facing side of the parklet should be open to pedestrians and the applicant is required to maintain commercial general liability insurance.

Platform materials should be pervious treated finished grade wood suitable for exterior use; or a wood-like composite product; or finished paint-grade plywood with a base coat and exterior coat of paint. Additionally, the surface must be slip-resistance and no modifications of the texture or surface of the street, gutter, or public walkway.

Parklets should have a barrier to buffer the street to provide a safe and attractive way to protect the parklet from vehicles. Natural and high-quality materials such as fire-treated wood, steel or iron elements should be utilized and attached to the platform structure.

Parklets are subjected to the temporary removal in cases of extreme weather, streetscape or other public improvement in the area, public utility repair and replacement and/or safety reasons. Removal is at the expense of the applicant and are to be removed within 72 hours of the notice to remove.

## **Parking Criteria**

Broxton Harvey, Parking General Manager reviewed the parking criteria by stating parklets do have an impact on parking by reducing the overall number of citywide

parking spaces and decreases the ease of parking options. Therefore, a minimum of one (1) and maximum of two (2) parking spaces can be used per applicant and a maximum of four (4) spaces or 20% of all parking spaces may be allotted per block for

parklet use. For example:

- 1300 Block has 23 Parking Spaces – 4 Parklets = 17% - Allowed
- 1300 Block has 23 Parking Spaces – 5 Parklets = 22% - Not Allowed

Parking permit rates will be \$35 per day for one (1) space and \$60 per day for two (2) spaces. Permits will be issued for a term of two (2) years.

### **Aesthetics Guide**

Business District Manager Ryan stated all site furnishings must be free-standing, all match, remain clean and free of fading, tears, and chipped paint. Additionally, furnishings must be constructed of durable materials and manufactured for commercial outdoor use. Round tables shall be no larger than 36” in diameter and square table shall be no larger than 36” wide. If picnic tables are being used, they should comply with the ADA. Umbrellas are allowed but shall be center post and not exceed 6’ X 6’ and have a vertical clearance of 8-feet. Additionally, they shall consist of marine grade canvas that is fire retardant/resistant and shall be limited to the name and/or logo of the parklet business in individual letters that do not exceed 6” in height.

### **Permit and Fees**

City Engineer Patel provided an overview of the permits process and associated fees for attaining a parklet permit which include:

1. Contact City Engineering for preliminary location approval.
2. Apply for Sidewalk Café Permit or for medication.
  - Submit signed and sealed plans by PE or PS
  - Pay permit fee of \$274 + \$5.00 per square foot
3. Apply for Building Permit, ROW Permit, and Parking Permit
  - \$35 per day for 1 parklet space or \$60 per day for 2 parklet spaces
4. Construct Parklet

### **Next Steps**

City Engineer Patel stated the next steps in the process include:

- Drafting the Irrevocable License Agreement and Ordinance
- City Commission Public Hearing for approval of agreement and Ordinance
- Adoption of standards into the Engineering Design Criteria Manual (EDCM)

### **Questions & Answers**

#### ***Is the definition of parklet standard in the industry?***

- The National Association of City Transportation Officials define a parklet “public seating platforms that convert curbside parking spaces into vibrant community spaces.”

#### ***Will there be access to the PowerPoint presentation?***

- Yes, within seven (7) days it will be available along with the meeting video on the City’s website.

**Are the parklet details shared similar to what other cities are doing?**

- Yes, we have incorporated similar standards as other municipalities with a focus on the safer side of the standards.

**Concern regarding conflicts with existing seating and if everyone will be held to the same standard? Will the seating have to be upgraded to a more commercial base? Will they have something blocking the seating? Will they have to meet the same criteria as well as the sidewalk café permit?**

- There is a set of existing standards for sidewalk café permits, no changes are proposed, and everyone is held to the same standard. The new parklet standards will be applied to any seating contained within a parking space.

**What has been presented (standards and requirements) is exceptionally involved and extremely costly upwards of \$50,000 with construction and permit fees. Are the fees based on a fee of what a contractor my pay to utilize the parking spaces to store materials or is it a cost to off-set the revenue cost of parking?**

- The standards were designed to ensure public safety, cleanliness, and hold up to storm events. There are many components that needed to be considered in making parklets permanent and the reason for the standards.
- The parklet fee is based on the overall revenue, loss of revenue, and value of the parking spaces.

**There are a different set of standards for sidewalk café permits and parklet permits?**

- Yes, there are a different set of standards. Parklet dining is directly next to a vehicle travel lane requiring additional standards for safety. Sidewalk cafés are separated by parking spaces and a curb.

**Southside Village had parklets during the pandemic and it was impossible to park, will parklets be available in that area again?**

- Yes, this program will be available city-wide on roadways with a speed limit of 25 miles per hour or less.

**How many parklets would be available on Osprey Avenue in Southside Village?**

- The exact number is not known at this time, but it would be limited to a maximum of four (4) or 20% whichever is greater, thereby leaving 80% of the parking spaces available per block.

**How will the cleaning of the parklets be addressed? The cleaning of the sidewalks with sidewalk cafés are not very clean so what will be the standard?**

- As part of the sidewalk café permit fee, an additional fee has been added to provide additional sidewalk cleanings. Additionally, Parklet will have cleanliness standards to ensure they are maintained.
- There is not a set standard as to what is clean and what is not clean; however, if it is apparent violation a code violation would be issues and the permit could be revoked.

**Are there any suggested contractors that can be provided?**

- Staff is unable to recommend anyone.

**Would recycled wood be allowed in the construction of the parklet?**

- It would be determined as part of the permit process.

**How was the 6-foot umbrella standard developed and will there be a limit on the number allowed?**

- It is a standard size and no limits have been included.

**Is there a standard as to what would type of storm event would require the removal of the parklet?**

- It is still being developed; however, as part of the application process, the registered engineer or architect designing the parklet will be required to follow the Florida Building Code.

**Would there be an exception made on the setback requirement for a fire hydrant?**

- An exception would not be granted as a clearance is necessary for safety.
- Anyone can contact the engineering office to look at a particular site and see what other options may be available.

**Can you explain/clarify the four (4) foot barrier clearance?**

- It is for safety reasons, and it is the amount of clearance between the next parking space. The minimum is four (4) foot for parallel and two (2) foot for angled parking spaces.

**For clarification, the program is city-wide, anyone can apply, and if the number of parking spaces being requested meets the criteria, then the City is obligated to permit the parklet?**

- Yes, that is correct.

**Who will be in charge of enforcing the standards? Will it be Code Compliance? Is there adequate staffing or will it only be addressed when there is a complaint?**

- Today, there are sidewalk café inspections who patrol the City to ensure sidewalk cafés are meeting the minimum standards. The inspectors will continue to actively enforce the standards as well as respond to complaints.

**What happens if a restaurant has multiple complaints and/or violations? What is the process?**

- The violation process is written into the City Code of Ordinance, Chapter 30. The process involves a verbal warning, written warning and then a code violation with a daily fine based on non-compliance. Additionally, there is language on the permit where the permit can be revoked for severe violations.

**If a restaurant goes out of business and they have a parklet permit, dose that permit transfer to a new owner?**

- The permit would not transfer to a new owner. A new application would be necessary.

**What are the next steps? Will it go to the Planning Board? City Commission?**

- A City Ordinance will be developed, and Public Hearings will be scheduled for City Commission.

***Is there a timeline as to when it would be presented to City Commission?***

- It is anticipated to be July/August.