

PARKLET

program



CONTEXT

1.1 What is a Parklet?

A parklet is a built platform that can consist of benches, planters, bike racks, chairs and tables. A parklet is typically positioned over one or two car parking spaces transforming them from a 'place for cars' to a 'place for people'.

The City of Onkaparinga is committed to supporting business growth and delivering vibrant, active destinations for our community to enjoy.

Parklets contribute to activation and they provide the following benefits:

- New public spaces for people to meet and gather, sit and dine, pause, rest and unwind;
- The introduction of greenery to the street through the use of planter boxes;
- The feeling of a safer street as more people are located on the street;
- The reallocation of underutilised space for business activity;
- Encouraging people to dwell on the street and increase their opportunity to spend money with local businesses; and
- Influencing driver behaviour by encouraging slower vehicle speed therefore making the street safer for people, cyclists and other drivers.

Activation of the public realm supports business as it increases foot traffic, improves the customer visibility of business, utilises existing infrastructure and provides opportunities to socialise and do business.

PURPOSE

2.1

A parklet must be carefully designed to ensure it is safe, attractive, enables different uses and is easily accessible.

These Guidelines address key considerations including materiality, amenity, location, and also provides guidance to ensure a parklet is compliant with legislation and relevant regulations.

CONSIDERATIONS

3.1 Location

Parklets should generally be located on streets that have a high level of pedestrian activity, with a range of activities nearby (such as food and drink, popular recreation areas, retail, office and community / cultural centres). This may include mainstreets, centres or coastal strips or nodes.

Residential areas typically do not generate a demand for a parklet.

The parklet will not be placed in the following circumstances:

- Directly in front of medical centres or pharmacies; or
- In no-parking zones, taxi ranks, bus zones, loading or disabled parking zones.

In deciding the location of a parklet, preference will be given to locations where:

- The existing footpath is too narrow for footpath dining or trading;
- Public seating is limited or there is a lack of public space in the immediate area;
- There is potential to improve pedestrian and cyclist safety; and
- Traffic speed is 50 km/hr or less.

Council may prioritise a site where it wishes to test a future permanent change to the configuration of the street such as widening of a footpath to accommodate increased space for activation.

3.2 Siting and Access

Parklets will:

- Typically occupy one or two (1-2) parallel parks;
- Not exceed the width of the existing parking lane and must not encroach into the cycle or traffic lane;
- Mainstreets - on the approach side of the intersection they should be set back 25 metres from the projection of the kerbline of the side street. On the departure side of the intersection they should be set back 10 metres from the projection of the kerbline of the side street;
- Side streets - one car park space back from the statutory no stopping area. The statutory no stopping area is 10 metres from the projection of the kerbline of the main street;
- Maintain 1m clearance zone around all existing service utility points, located above and below ground, as well as ensure direct on-street access to fire hydrants;
- Not restrict or limit kerb and roadside drainage; and
- Maintain access in accordance with the Disability Discrimination Act 1992, including 1.2m wide clear zones for circulation around adjacent structures (light poles, veranda posts, bollards etc.).

Potential parklet locations will be assessed by the Council's Traffic Engineer. Final siting or safety mitigation measures will be identified as part of this assessment.

Locating a parklet near existing vegetation such as trees can be an excellent way to utilise existing amenity.

3.3 Design

3.3.1 Appearance

Parklets should demonstrate a high standard of design from all viewing angles (including presentation of the back of the parklet as well as the front).

They should be constructed using quality materials that are durable and attractive (e.g. steel, hardwood timber) and which contribute to the character of the immediate area.

Council considers that parklets are points of interest along a street. The greater the focus and effort that goes into the design and construction of distinctive forms, the more interest and greater use they will generate.

A parklet is an extension of the footpath. Therefore, the edge to the footpath will need to be open and welcoming. One way to achieve this is to ensure there are multiple points of entry to the parklet and to minimise elements which might discourage pedestrians from entering.

3.3.2 Furniture

The parklet structure may incorporate features such as bench seating, planters and bike racks whilst retaining flexible space available for moveable furniture. Integrated benches and small permanent seats enable the space to be functional at all hours. Moveable furniture adds interest and allows for adaptive use of the parklet.

Parklet furniture should allow for simple set up/pack down and storage which will be required outside of business hours. Management and maintenance of parklet furniture is at the sole expense of the Permit Holder.

Umbrellas may be used in a parklet providing they do not interfere with vehicle or security camera sight lines or overhang the pedestrian zone.

In addition to furniture, space within a parklet can be used for displays, art work or other items of interest.

3.3.3 Colour and Finishes

The finish of a parklet can be customised by painting, application of graphics or alternative materials provided that it is considered to be in accordance with the character of the location. Refer to section 4.5 Advertising and Branding, for further information.

Any colours, graphics or finishes must not adversely affect driving conditions (by causing a distraction) on adjacent roads. Consideration must also be given to any heritage requirements in the area.

Where possible, parklets should promote the value of using locally sourced as well as recycled or reclaimed materials in the construction and presentation.

3.3.4 Planting

Parklets are encouraged to maximise their 'green' character by including plants. Hardy, drought tolerant species, in particular local native species are encouraged to be used within the parklets. Plant maintenance, including watering, is the responsibility of the Permit Holder.

3.3.5 Lighting

Parklets are typically not connected to mains power. The installation of secure fixed solar lighting to provide additional colour and character at night is supported. However, lighting must not adversely affect driving conditions on adjacent roads.

The Permit Holder is responsible for management and maintenance of any electrical equipment. All proposed fixed electrical work and installation must be approved by the Council and installed by a licenced electrical contractor.

3.3.6 Easy to Maintain and Repair

Unfortunately, parklets may be subject to vandalism, accidental damage or deterioration from weather. Parklet design and material selection should allow for easy repair or replacement of elements within the parklet to ensure a high-quality presentation is maintained at all times.

3.3.7 Accessibility

Parklet access points will need to sit flush with the adjacent footpath for a width of 1.2m. Between the platform and the kerb, the maximum gap should be 1cm. This will help to ensure that the parklet remains accessible to everyone. If the parklet is not flush with the kerb or the gap is greater than 1cm, then a threshold platform should be used (this must meet Disability Discrimination Act requirements).

3.3.8 Other Features

Incorporating bicycle parking into the parklet design is highly encouraged. Bicycle racks can be integrated into the design, they can be simply fixed to the platform or they can be incorporated in the buffer space.

Play elements can also be included in the parklet design.

The use of canopies can be incorporated into the design, however they should not extend beyond the parklet edge or detrimentally block view lines for passing vehicles and cyclists. This may require planning and/or building approval.

3.3.9 Easy Removal

The parklet should be built to allow for easy removal. This should be addressed when designing the structure and choosing the materials. Therefore, the platform should not be bolted or attached to the street surface or the kerb.

USING A PARKLET

4.1 Public Space

Parklets are public spaces and intended for everyone to enjoy (non-exclusive use). The parklet Permit Holder is not allowed to ask public users to move so that users of the business or organisation can sit down.

Some parklets may be used solely as public amenity spaces (i.e. not specifically for outdoor dining). Council may provide a bin with those specific parklet locations.

The parklet structure will incorporate signage that denotes the parklet as a public space and welcomes all to use it.

4.2 Outdoor Dining

Parklets can be used for food and drink (including alcohol subject to liquor licensing) consumption.

4.3 Liquor Licencing

Licensed operators who host a parklet will have the option to extend their liquor license to include the parklet at their own expense.

Operators will need to comply with any conditions set both by the Council and the Office of Liquor and Gambling.

4.4 Smoking

Parklets are to be smoke free zones to ensure a healthy and pleasant environment for all the community to use and enjoy.

Operators must comply with the latest laws relating to smoking in any place where food is served or consumed.

4.5 Advertising and Branding

Advertising, branding and signage are to be limited externally and internally on the parklet, and Development Approval may be required if visible from outside the parklet.

Any signage or use of logos in conjunction with moveable furniture should be agreed in writing by the Council prior to installation.

RESPONSIBILITIES AND MANAGEMENT

5.1 Parklet Ownership

A Council parklet will always remain in Council ownership and is considered street furniture under the Road Traffic Act Sec 222.

A business or community group can choose to construct its own parklet at their cost, however should contact the Council in the first instance to discuss further.

5.2 Responsibilities

Parklet Permit Holder responsibilities:

- Provide and maintain all moveable furnishings including, chairs, tables, shade etc;
- Maintain parklet surface finishes and non-moveable items to a high standard. Maintenance to be undertaken on a daily basis of the parklet and immediate surrounds to ensure a safe and clean parklet. Random inspections may occur to ensure this is the case;
- All moveable items to remain within the parklet during opening hours of the operator (Licensee or Permit Holder). These will be packed within the Permit Holders premises outside of business hours;
- Any damage as a result of vandalism or vehicle impact will need to be reported to the Council;
- Promote the parklet appropriately to the community; and
- Watering of plantings, as well as regular maintenance, including removal of dead plants and necessary pruning to maintain site lines.

The Permit Holder is responsible for securing any other necessary licenses (such as a Liquor Licence) or Development Approval associated with the operation of the parklet space.

Council's responsibilities are:

- To insure the parklet structure;
- Arrange transport and installation of the parklet base structure;
- Undertake regular inspection to ensure the parklet host complies with conditions of the Parklet Permit; and
- Provide all major maintenance and ensure the parklet is handed over at the commencement of the Permit in a reasonable state. If damaged, the parklet should not be fenced off for an extended period of time, or left in poor condition.

5.3 Public Risk Insurance

The Permit Holder is required to take out and hold a public risk insurance policy, noting specifically the interest of the City of Onkaparinga as an insured party.

The policy must insure for the amount of not less than \$20,000,000 (twenty million dollars) and must cover injury, loss or damage arising out of the activity carried out under the Permit or the granting of the Permit by the Council.

5.4 Permit Renewal

The parklet structure is provided by the Council for a fixed 12-month period. At the conclusion of the 12 months, the parklet will be reclaimed by the Council and relocated to support other applications.

If the parklet partnership has been successful and retains the support of the local community, the Council will be willing to further discuss potential options for the creation of permanent public spaces in place of the parklet.

5.5 Removal of Parklets

Parklets are temporary structures and are to be removed at the conclusion of the 12-month permit. If there are no other current requests for a Council owned parklet, the operator may seek an extension of the permit on a monthly basis.

The parklet may be removed before the expiration of the 12-month permit on request of the Permit Holder, however, removal will be at the expense of the Permit Holder.

A Council parklet may also be removed in situations where it has been noted that the host has continued to fail in the upkeep of the parklet, or there has been repeated misuse. Council will provide written notification in the first instance advising the Permit Holder of the misuse.

Council reserves the right to remove a parklet from any location at any time, however this would be as a last resort and only in extenuating circumstances.

5.6 Transfer of Permit

The parklet permit may in particular circumstances be transferred, in consultation with Council staff. Typically a permit will only be transferred in instances where there has been a change of business ownership where the parklet is located. Council approval of the transfer will be subject to the new proposed permit holder demonstrating an understanding of the parklet aims and a commitment to maintaining the parklet for the remainder of the permit.

5.7 Other Approvals

5.7.1 Development Act 1993

A parklet may require a Development Approval if it involves building work, a change of land use, a variation to previous conditions of approval or a heritage place is materially affected. This will be determined by the Council's Development Services staff.

MORE INFORMATION

For further information, please contact the Council's Economic Growth Officer, Eulonda Bolger on (08) 8384 0643 or via email at eulonda.bolger@onkaparinga.sa.gov.au