

CITY OF FRESNO

PARKLET

PROCESS GUIDE



PARKLET PILOT PROGRAM:

We are excited to announce a Parklet Pilot Program, which will allow ten businesses to turn parking spaces in front of their storefront into usable space for their patrons and the public. There is a good chance you've seen a parklet in other cities and thought to yourself 'Those would be great in Fresno!' This is your chance to have your business stand out and be the first of it's kind. This cost effective approach allows the street to become more vibrant and economically active. This pamphlet will answer basic questions and will guide you through the process of turning your parklet dream into a reality.



SIZE:

Parallel Parking Areas: 1 to 2 spaces
Diagonal Parking Areas: 2 to 3 spaces



HOW LONG:

The program will run for one year to allow the City's Parklet Team to test out the concept which could evolve to a permanent program. Approved parklets may remain in place for two years. If the program is extended, then pilot parklets may remain long term.

WHERE CAN I INSTALL MY PARKLET?



- Possible Parklet Locations
 - - - Possible Parklet Locations with Restrictions*
 - Downtown Zoning
- * May not be eligible for renewal and only a select number will be allowed.

WHERE?

During the Pilot Program, parklets shall be located in Downtown and must be on streets with a speed limit of 30 mph and below. Parklets will be approved based on traffic safety, parking demand, and other factors at the discretion of the City's Parklet Team.

Prepared by Development and Resource Management Division
Disclaimer: This map is believed to be an accurate representation, however we make no warranties for correctness of this data.

Parklet ROADMAP



D FEASIBILITY STUDY
The City's Public Works Department will conduct a study on the desired parklet's location to determine if it is eligible.

C PARKLET ENCROACHMENT AGREEMENT APPLICATION SUBMITTED
Provide site plan and cross section.

B PRE-APPLICATION REVIEW WITH PARKLET TEAM.
Provide map of desired location and sample imagery of design concept for parklet.

A CAN I OPEN A PARKLET?
Review Parklet Process Guide to understand eligibility and review process.

START PROCESS
May take up to 60 days

E SUBMIT FULL APPLICATION
The full application needs to include the following:

- Site Plan*
- Cross Section*
- Construction Drawings
- Design Details
- Insurance Certificate
- Street Work Permit
- Traffic Control Plan

* With revisions if needed.

D PLANNING AND DEVELOPMENT DEPARTMENT

P PUBLIC WORKS DEPARTMENT

A APPLICANT

F PARKLET TEAM REVIEWS FULL APPLICATION

G ENCROACHMENT AGREEMENT SIGNED BY CITY AND APPLICANT AND REVISED APPLICATION IS SUBMITTED*

*Revised Application only applies if changes have been required from original submittal.

H STREET WORK PERMIT ISSUED
Applicant must hire licensed contractor for any work completed at parklet location. It is recommended to conduct construction of parklet on site.

I TRAFFIC CONTROL PLAN COMPLETED AND SUBMITTED

J CONSTRUCTION OR PLACEMENT OF PARKLET CAN BEGIN

L PARKLET PILOT PROGRAM REVIEWED AFTER ONE YEAR

M PARKLETS WILL BE INSPECTED ANNUALLY FOR COMPLIANCE WITH DESIGN GUIDELINES

COSTS:

	STANDARD FEE	PILOT PROGRAM FEE
Encroachment Agreement	\$1,094	\$0
Feasibility Study	\$765	\$0
Streetwork Permit	\$120	\$120
Parking Meter Removal (annually, per meter)	\$7,500	\$0
Zone Clearance	\$310	\$0
Traffic Control	\$80-\$575	\$80-\$575
TOTAL	Up to \$10,614	Up to \$695

REQUIRED DOCUMENTS:

Site Plan
Cross Section
Permit Exhibits
Design Details
Encroachment Agreement (Provided by the City)
Insurance Certificate

ENJOY YOUR PARKLET!





FOR MORE INFORMATION:

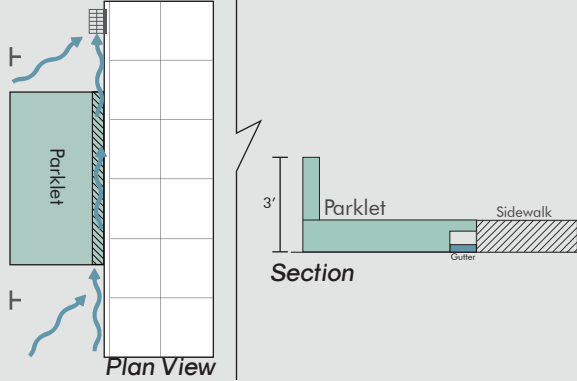
☎ 559.621.8277

✉ parklets@fresno.gov

DESIGN GUIDELINES



STORMWATER



MATERIALS

All furniture and structures must be made of durable materials, such as wrought iron, terra cotta, pottery, precast concrete, wood, steel, or cast aluminum.



STORMWATER

The parklet cannot impede the flow of stormwater runoff, nor can it block storm drains.



FIRE HYDRANTS

Parklet must be 15 feet clear of fire hydrants.



HEIGHT

All fences or barriers facing public streets must have a minimum height of three (3) feet; and have no more than 40% of voided space.



BUFFERS

The proposed parklet must be set back five (5) feet from an intersection. A four (4) foot buffer is required on both ends of the Parklet.



SAFETY FIXTURES

Durable non-permanent safety fixtures shall be placed at both ends of the parklet in order to protect it from vehicles.



AMERICANS WITH DISABILITIES ACT

All elements of the proposed parklet must comply with the ADA.

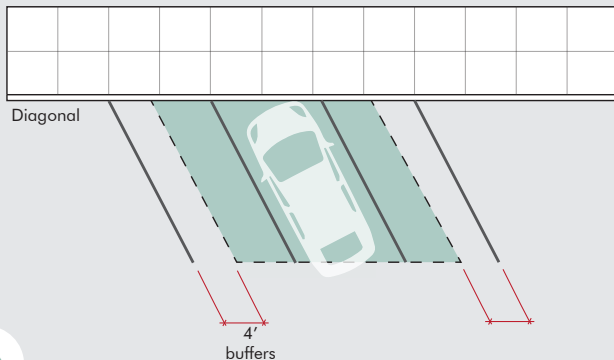


MAINTENANCE

The merchant must keep the parklet clean and well-maintained.



BUFFERS



SAFETY FIXTURES

