

**RESOLUTION 2021-61**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA  
ADOPTING GUIDELINES FOR THE DESIGN, IMPROVEMENT AND USE OF  
TEMPORARY PARKLETS**

**AND**

**ESTABLISH THE PARKLET DESIGN AD HOC COMMITTEE AS A STANDING  
COMMITTEE TO ASSIST PARKLET PERMIT APPLICANTS AS NEEDED, TO  
RECOMMEND POLICIES AND STANDARDS FOR THE PLACEMENT OF  
TEMPORARY PARKLETS PENDING COMPLETION OF A MASTER PLAN  
FOR THIRD STREET, AND TO CONDUCT RELATED STUDIES AND  
INQUIRIES.**

**WHEREAS**, in an effort to control the pandemic caused by the COVID-19 Virus, City Council declared a State of Emergency March 17, 2020; and

**WHEREAS**, the shelter in place health orders that followed the state of emergency closed all but essential businesses; and

**WHEREAS**, this closure of businesses was harmful to the City's economy and the City, among many other things, initiated the Transformation of Third Street by adopting Resolution 2020-24, on May 19, 2020; and

**WHEREAS**, to implement the Transformation of Third Street, business owners were offered the opportunity to expand their business onto the public right-of-way and build decks, also known as "parklets," where customers could sit safely and enjoy their services; and

**WHEREAS**, in an effort to protect the historic nature of the downtown, these parklets have been built in compliance with the City Historic Design Guidelines and, on June 18, 2020, the Historic Resources Board approved design guidelines for this purpose; and

**WHEREAS**, the parklet program was approved by the City Council for a period of six months ending December 31, 2020, and extended until March 30, 2021 and thereafter on February 16, 2021 and on September 21, 2021 the City Council approved Resolution 2021-08 extending the parklet program to March 30, 2022;

**WHEREAS**, the Public Health Emergency is ongoing, updated parklet design guidelines by an ad hoc committee have been completed and are recommended for approval and adoption;

**WHEREAS**, the City Council has considered the recommendation of the Planning Commission and the "Guidelines For Design, Improvement And Use Of Temporary Parklets" recommended for adoption by the Ad Hoc Parklet Design Ad Hoc committee, following many months of inquiry and discussion by the Committee;

**NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL** approve and adopt Guidelines contained in Attachment 1.

**BE IT FURTHER RESOLVED THAT THE CITY COUNCIL :**

1. Establish a Temporary Parklet Permit comprised of a Building Dept review, Fire Dept Review, Encroachment Permit and Minor Design Review by the Historic Resources Board and including administrative procedures and related fees based on the hourly rate for Fire Dept; Engineering Dept, Planning Dept, and Building Dept review;
2. Establish a standing committee, consisting of current Parklet Ad Hoc Committee members to:
  - a) assist Parklet Permit applicants in interpreting Design Guidelines referenced herein; and
  - b) recommend policies and standards to the City Council regarding the location and distribution of temporary parklets;
  - c) from time to time, if requested by the City Council, to conduct studies and inquiries related to parklets and the design of Third Street streetscape and advise the Historic Resources Board, Planning Commission and City Council accordingly.

**PASSED AND ADOPTED** by the City Council of the City of San Juan Bautista the 16<sup>th</sup> day of November 2021 by the following vote:

**AYES:** Jordan, Edge, Flores, Freels, Freeman


**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**ATTEST:**

  
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Trish Paetz, Deputy City Clerk

  
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Leslie Q. Jordan, Mayor