



SAN JUAN BAUTISTA

The City of History

GUIDELINES FOR TEMPORARY PARKLET DESIGN, IMPROVEMENT AND USE

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1. PROJECT OVERVIEW

PURPOSE

Parklets contribute to a safe and vibrant experience of historical, commercial ambience of the Nationally Registered San Juan Bautista Third Street Historic District. This document describes and illustrates how to create parklets that are safe and attractive for restaurant patrons, shoppers, and a respite for visitors to the City's historical districts and sites.

AUTHORITY

These Parklet Design Standards are authorized by City Council Resolution 2004-09. Deviations from these Guidelines may be required by the City Manager or designee on a case by case basis where necessary to protect the public health, safety and general welfare of persons working, residing or traveling through Third Street.

DEFINITION

A parklet is a multi-purpose sidewalk extension, immediately adjacent to, and directly accessible from, the sidewalk fronting a business located along Third Street between Franklin and Muckeleme Streets.

A parklet can provide a venue for art, retail goods, dining, or accommodate an active transportation function involving pedestrian or bicycle parking, staging, or rest.

All parklets are owned by the fronting business, designed for easy installation and removal without damage to the curb or street.

2. Permits and Fees

1. Initial Application-Call City Hall (831) 623-4661

- Request Application Packet including Parklet Standards and Specifications;
- Schedule preliminary site visit with Public Works, Planning and Engineering staff;
- Submit application with required fee; and
- Schedule a site inspection with City Planning, Fire, Public Works, Engineering staff.
- Evidence of consultation with adjacent business owners is required.

2. Entitlements To Build Parklet:

- Administrative (City Manager or Designee) Site and Design Review and Historic Resources Board approval are required.
- ABC approval if needed prior to occupancy (applicant responsibility);
- City Engineer and Building Dept review of an Encroachment Permit are required. A temporary parklet does not require a Building Permit.
- Proof of liability insurance \$1,000,000 in coverage naming The City of San Juan Bautista as Additionally Insured is required.
- Annual inspection and permit renewal is required.

Contact:

- City of San Juan Bautista
- 311 Second Street / P.O. Box 1420
- San Juan Bautista, CA 95045
- (831) 623-4661

3. Fees Parklet Application Fee: See Fee Schedule

2. Parklet Permit Holder Responsibility

Parklet owners shall:

- Maintain parklet surfaces, seating and tables in good repair, and in a safe, sanitary condition at all times;
- Keep parklet plants in a vigorous and healthy condition;
- Close parklet and secure parklet accessories when business is closed;
- Provide seasonal weatherization and protection from elements, as needed;
- Maintain occupancy limits and prohibit gatherings outside of parklet;
- Prohibit amplified sound;
- Create and maintain an overall orderly, inviting, and aesthetically pleasing public space around and within the parklet.

3. Parklet Overall Design Objectives And Requirements

Parklet Designs:

- Are intended to enable a safe, comfortable, structurally delineated outdoor space to enjoy, along with other patrons, the services offered by the fronting host business;
- Maintain continued adequate and safe pedestrian and vehicular travel within other portions of the public right of way;
- Implement San Juan Bautista Design Guidelines in parklet designs in relation to streetscape, pedestrian amenities, lighting, landscaping and signs to the maximum extent possible;
- Integrate historic colors and materials within principal parklet elements. Apply color to parklet seating and amenities to accent main elements and create commercial interest;
- Must be modular and moveable, yet secured to the pavement to ensure stability;
- Shall have pre-approval for material and color for all parklet main and accessory elements. The use of San Juan Bautista Historic Resources Board approved colors & materials is required.
- Lighting shall adhere to the dark sky requirements contained in SJB MC 11-13.
- Exceptions to parklet design requirements may be approved by the Planning Commission where it can be demonstrated that such compliance with these Guidelines is infeasible and alternative designs will protect the public health and safety.
- Existing Parklets must conform to these guidelines if alterations equaling 50% of the parklet body are made.

4. Typical and Required Elements

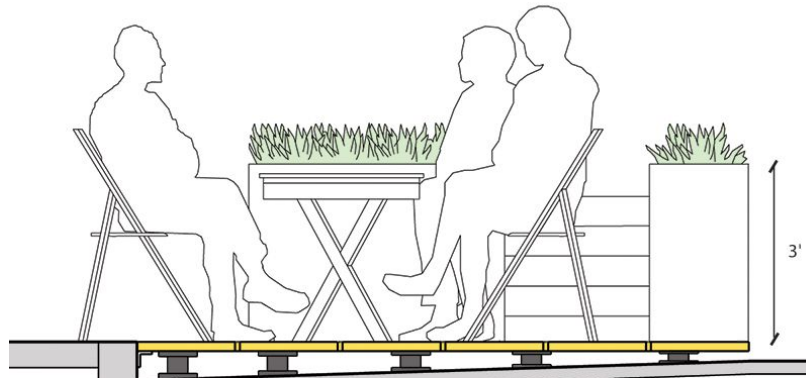
Required Elements:

- Waste receptacle (food services where no wait service is provided);
- Complete enclosure between the parklet interior space and the street right of way;
- ADA accessible entry and interior clearance (see ADA access in Important Regulations;
- A platform with continuous, solid, firm, slip resistant flooring with access that begins at the sidewalk/curb elevation, at the same level throughout (can be modified to fit street characteristics and ADA access. (see ADA access in Important Regulations, below);
- The platform should allow for easy access underneath the platform and allow continuous unimpeded drainage via the gutter;
- Barriers eliminating any potential for casual entry into the vehicle travel way. Barrier elements such as guardrails, posts, fences, planters must be structurally integrated into the parklet design sufficient to establish a cohesive, unified and internally compatible design;
- Soft hit reflective posts outside the travel way, facing the direction of travel;
- Parklet owners interested in utilizing fabric sails, umbrellas, or architectural features which may “catch” the wind must provide proof that the feature or device has the ability or will be secured to withstand any required wind loads. Semi-enclosed or open guard rails are encouraged to reduce the risk of high winds using the guard rail to move the parklet.
- An open, unobstructed area extending a minimum of 4' from the end of the parklet that can serve as an area for trash bin, bicycle racks or to remain open shall be indicated by pavement markings, soft hit reflective posts to ensure visibility to moving traffic and parking cars or curb stops firmly affixed to the pavement.
- Badge, emblem, modest sign or placard not exceeding one (1) sq. ft. indicating parklet ownership and business contact information.

Optional Elements:

- Congregate bicycle parking at specified locations (see Public Facilities: Streetscape).
- Planters, tables, chairs, weather resistant covers, umbrellas or canopies of any color or design or as may be required by the HRB, menu display, heat lamps, or retail items or artistic displays.
- Seasonal climate protection, umbrellas, canopies etc. must be secured and are not allowed to extend into the adjacent vehicle or bicycle travel way.

Conceptual Arrangement of Typical Elements



4.2 Location Standards For Required and Optional Elements

Furniture must allow for ease of pedestrian access and circulation within the parklet, including ADA access (See Section 7 ADA access)

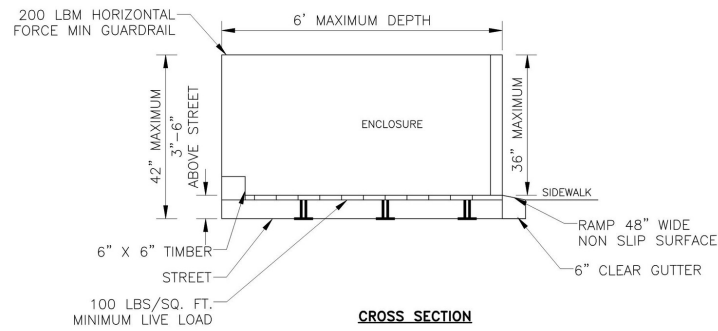
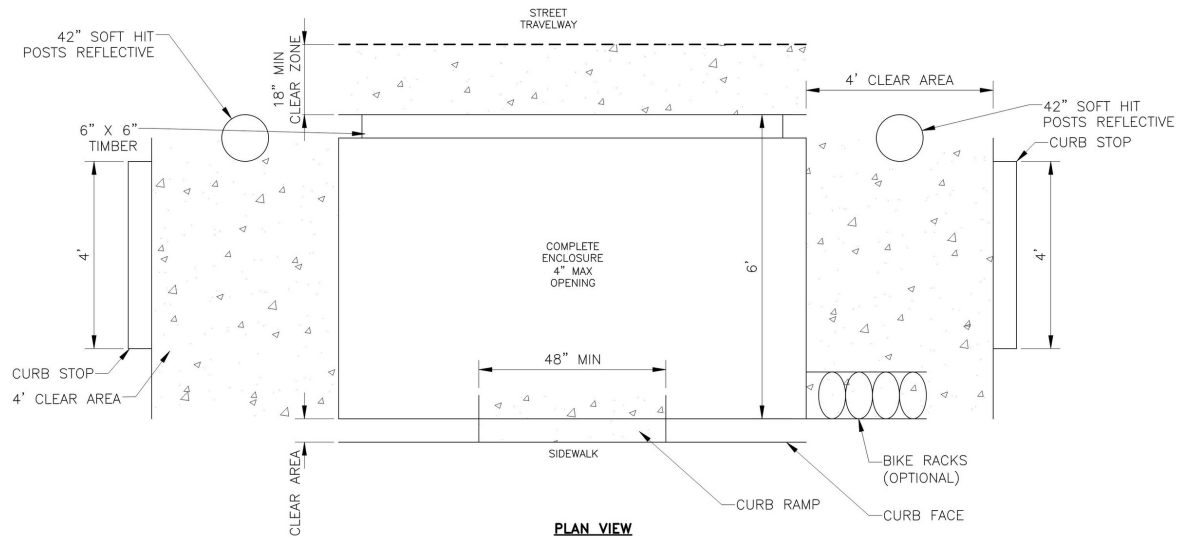
Bicycle Racks, if installed by a business, must be placed either 1) alongside and secured to the exterior side of the parklet in that portion of the street nearest the curb or 2) on the sidewalk located to enable a minimum 4' of clearance for pedestrians.

5. Safe Parklet Design By The Numbers

- The maximum width of the parklet shall be 6' from the curb face; except, where a parklet is located between two existing parklets, the depth shall be established by a string-line between the two existing parklets.
- The parklet platform deck must be sufficient to withstand 100 lbs per sq. ft. of live load.
- The parklet platform edge must be sufficient to support 50 lbs per lineal foot.
- The parklet guardrail design must be sufficient to withstand a minimum of 200 lbs of horizontal force;
- The parklet guardrail height must be 36" from top of platform or 42" from the street;
- The parklet guardrail or other barrier and travel way separation must be at least 12", with 18" preferred;
- The parklet platform and curb face must be flush and may be separated by not more than 1/4";
- The parklet body and the curb face shall be separated by a 6" space;
- The two outside ends of the parklet and any parking or loading space must be separated of at least 4' defined by pavement markings, soft hit posts or curb stops;
- Parklet footings may be 4" x 4" steel plates;
- Parklet platform outer edge must be at least 6" above the adjacent street level. A lower outer edge, not less than 3" above the street level, may be allowed if physical conditions of the street or curb dictate;
- The outside edge of the parklet closest to the street must contain a beam of pressure-treated lumber with a cross-section of 6"x6" or equivalent;
- Parklet access from the sidewalk must be a minimum of 48" wide. Consultation with the City of San Juan Bautista Building Department will be required for designs requiring the use of ramps and for overall standards for ADA compliance;
- Where tents are used, each legs must be weighted with a minimum of 40 lbs, or manufacturer minimum standards, whichever is higher;
- Tents require a Fire Department permit if they exceed 700 square feet (25'x30') or greater (Contact City Hall for permit) (ref.)



By The Numbers Diagram



6. Streetscape Considerations

Bicycle racks are considered a public improvement and are a part of the Third Street Streetscape.

Sidewalks between parklets and the fronting business are to be swept, washed as needed, and free of any impediment to pedestrian travel.

Curb painting to designate parking, loading or other access restrictions is allowed subject to City approval.

Trash receptacles are provided by the City Of San Juan Bautista.

Sand - filled wine barrels are placed at each Third Street block face, at each cross street with Third Street (Franklin, Mariposa, Washington, Polk) . These barrels are positioned to direct traffic to the Third Street centerline while maintaining an appropriate vehicle turning radius from side streets. Barrels will be placed along crosswalk street markings. Barrels will be designed with reflective tape.

Barrels double as landscape planters decorated primarily with succulents and other drought tolerant plant material.

Parklets located with nearest exposure to block faces are encouraged to decorate with lights, colorful seasonal weather coverings, planters, flowers and succulents.

Block Face The Alameda



Planted Traffic Barrel



Trash & Recycle Barrel

7. Important Regulations For Parklet Elements

Parklet placement, access, circulation, construction, and operation is subject to City of San Juan Bautista review for compliance with applicable City, County and State regulations prior to construction, during construction, upon completion and during operation. Applicable codes and regulations include, and are not limited to the following:

- Smoking is prohibited within parklets at all times; (ORDINANCE 2019-02 Section 5-27-110 Smoking Prohibited) . It shall be unlawful to smoke in any of the following places within the City:(A) Restaurants. Smoking is prohibited in every restaurant, including any area which is located outdoors, within 20' of eating establishments.
- Seating arrangements in tents are subject to recommendations of the San Benito County Public Health Officer and the requirements of Chapter 10 of the Fire and Building Codes.

COVERINGS

- All tent coverings are subject to inspection and approval by the Fire Marshall.
- The operation of parklets under the temporary use of tents or other membrane structures must comply with the requirements of the California Code of Regulations, Title 19, Division 1 and Chapters 3 and 31 of the California Fire Code.
- Heating equipment may not be located within 10' of the tent exit. Gas equipment shall be vented to the exterior. If such venting requires a flue, the pipe shall not be installed within 12 inches of the tent fabric.
- All tent material must be treated for flame resistance in accordance with an approved State Fire Marshal method or be of a fabric that is inherently flame resistant.
- Any parklet that is covered with a temporary tent, canopy, shade structure or roof while open to the public must be placed in accordance with San Benito County Dept of Public Health Guidelines.
- All coverings, including umbrellas, must be securely anchored to the parklet body using quality materials. The use rope or tie down devices is recommended. The use of bungee cords is prohibited.

HEATING

Heating equipment subject to Section 3104 of the Fire Code and requires Fire Department approval.

Heating Equipment must be UL Listed and approved. All heaters are subject to Fire Department inspection and have the CA State Fire Marshall Seal of Approval. (ref)

Gas Heaters must adhere to the California Mechanical Code. Electrical heaters shall be installed pursuant to the California Electrical Code.

Candles may only be used in approved and stable candle holders on individual tables in dining establishments. Under no circumstances shall hand held candles be permitted.

Open flame and charcoal cooking devices, and portable or fixed outdoor fireplaces are prohibited within the interior of a parklet.

One serviceable fire extinguisher is required inside the parklet when heaters are used.

ADA Access

Where tables are provided:

At least one table shall meet the following standards:

- Surface 28 - 34 inches high.

Distance between floor and any portion of the bottom of the table at least 27 Inches. Knee clearance at least 19 inches.

- Clear area around each seat = 30 x 48 inches.
- Minimum distance to nearest obstruction = 4 feet.
- The international symbol for Accessibility shall be displayed at the table.
- Accessible path of travel provided.

Where ramps are necessary:

Compliance with California Building Code Chapter 11B. is required. Consultation with the Building Official regarding ramp design is required for all parklets regarding ramp and parklet access requirements.

Business operations, including but not limited to customer seating, umbrellas, lighting, heaters, must not encroach upon a single, continuous, straight, clear path of travel of no less than 4' wide.