

Policy

SG53 – Parklets

Type:	Strategic
Legislation:	NA
Procedure:	NA
Delegation:	Strategic and general services committee
Other related document:	NA

The purpose of this policy is to provide a framework for assessing proposals for the installation of parklets within the road reserve in the City of Fremantle.

Objective

The objective of this policy is to enhance the interest, amenity and vitality of parts of the City by encouraging temporary, well designed, safe and functional parklets in compatible public spaces.

Definition

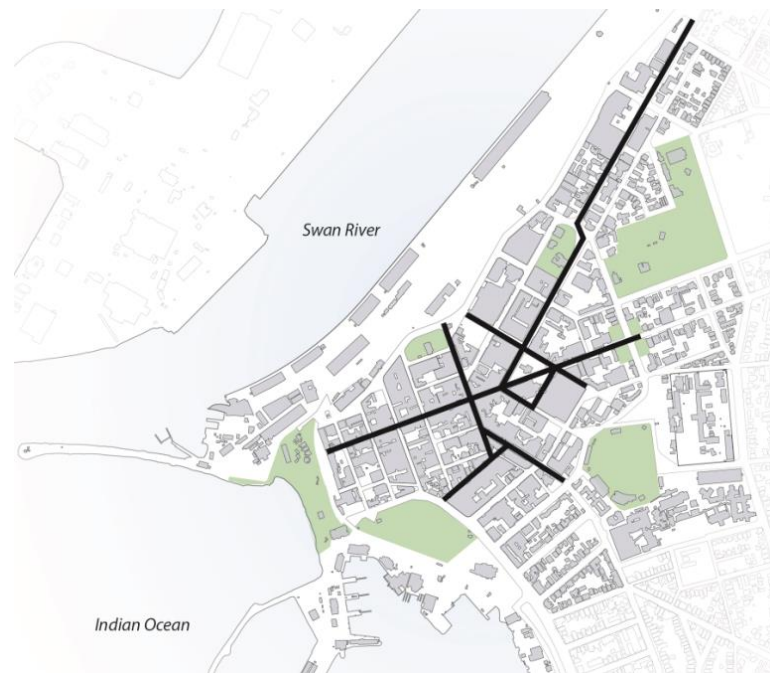
For the purpose of this policy the term **Parklet** means -

The temporary use of a portion of the road reserve, usually vehicle parking spaces and excluding footpath areas, for the purpose of providing a space that enhances public amenity in the street and is accessible to all. This includes space that may or may not be associated with nearby cafés and restaurants and could include such amenities as bicycle racks, planter boxes, benches and other seating, landscaping and other amenities.

Policy

- 1. Proposals for parklets must satisfy all of the following mandatory requirements. Where the proposal does not meet the following requirements the application will be recommended for refusal.**
 - 1.1 The parklet will be located on a road where the posted maximum vehicle speed limit is 40kph or lower.

- 1.2 The parklet will not be located on a street which functions as a primary public transport route or other key linkages between major activity nodes. These streets are depicted in the map below and include the entire length of the following streets unless otherwise indicated: Market Street, High Street (between Little High St and Parry St), Queen Victoria Street, Adelaide Street, Queen Street, Newman Court, High Street Mall, Collie Street, South Terrace (between Market St and Parry St) and William Street.



- 1.3 The installation of the parklet will not result in the loss of a space that serves a valuable public purpose such as space for the purpose of public transport, taxis, service vehicles, or people with disabilities. Council may consider a variation to this requirement where the applicant demonstrates that suitable alternative arrangements can be made to compensate for the loss in space.
- 1.4 The location and design of the parklet will not impede or negatively impact upon pedestrian or vehicular movement or sightlines at road junctions and vehicle access crossovers, or impede emergency vehicle movements.
- 1.5 The parklet proposal demonstrates that it will be constructed in such a manner that it is capable of being removed and the road reserve being reinstated, to the same condition as it was previously to the parklet installation, within a 24 hour period.
- 1.6 The constructed parklet will not interfere with the functioning, or result in the damage or permanent removal, of existing infrastructure such as hardstand infrastructure (kerbing, paving, crossovers or road drainage), verge trees, lighting, underground services or other services.
- 1.7 The parklet will be made available for use by any member of the public regardless of whether or not they are customers of the business responsible for the parklet.

2. Proposals for parklets that satisfy all of the above requirements will be considered for approval having regard to the following criteria:

- 1.1. The design of the proposed parklet is interesting and creative, demonstrates an improvement in the quality of public space, is compatible with the established streetscape character, encourages interaction, provides adequate disability and universal access and maintains or improves public safety in the street.
- 1.2. The location and design of the parklet is not likely to negatively impact upon the amenity of occupiers in buildings in close proximity to the parklet.
- 1.3. The proposed parklet would contribute to a diversity of uses in the locality.
- 1.4. The loss of public parking space(s) caused by the parklet installation would not be significantly detrimental to the parking needs of the immediate locality.
- 1.5. The maximum number of existing street parking spaces that may be replaced by the proposed parklet should not exceed two. Only the parking space(s) in front of the premises occupied by the person/business proposing the parklet may be proposed for replacement, and if the space(s) involved partly overlap the frontage of an adjoining property, the potential impact of the parklet on that property's use and access from the street will be considered in assessing the proposal.
- 1.6. The location of the proposed parklet is in an area where the existing footpath width is too narrow to adequately accommodate vibrant street activities, such as alfresco dining, as well as pedestrian movements.
- 1.7. The parklet proposal includes easily removable fixed structures and adequate lighting.
- 1.8. The parklet may be required to display signage, to the satisfaction of the City, on or near the parklet indicating that the parklet is for public use.

2. Administrative matters relating to parklet installations

- 2.1. Any approval granted for a parklet installation will initially be for a maximum period of 2 years. Notification of an approval will include a statement that the City retains absolute discretion in determining whether to approve any subsequent application to renew the approval, and if an approval is renewed it may be for a shorter period than the original approval.
- 2.2. Unless otherwise specified, at the end of a parklet's approval period the parklet must be removed and the road reserve reinstated to the same condition as existed prior to the parklet's installation.
- 2.3. All costs associated with the construction, maintenance and removal of a parklet must be borne by its proponent.

- 2.4. No fee is payable for an application for approval to install a parklet, however any fee associated with other approvals that may be required, as referred to in 3.5 below, will be payable at the normal rate as specified in the City of Fremantle Schedule of Fees and Charges.
- 2.5. Additional permits and approvals may be applicable and required under relevant City of Fremantle local laws or other legislation where a parklet is proposed to be used for a certain purpose, for example an outdoor eating area licence will be used for a certain purpose, for example an outdoor eating area licence will be required if a parklet is intended to be used for outdoor dining associated with an eating house as defined in the City's Outdoor Eating Areas Local Law.
- 2.6. Parklet proposals will be determined having regard to the requirements of this policy as well as any other relevant City policies or other matters that may apply. Officers will report on parklet applications and provide a recommendation to a Standing Committee of the Council for their determination.
- 2.7. The City will notify occupiers of business and residential premises adjoining and opposite the parklet that a parklet proposal has been submitted and that it is to be considered by a Standing Committee of the Council once the agenda has been confirmed.
- 2.8. An application for a parklet must include:
 - a) A completed and signed application form including a description of the proposal.
 - b) Two copies of site and elevation plans (A4 or A3 to scale 1:100) showing all dimensions, north point, location and street context, existing and proposed infrastructure, including safety measures, proposed means of access for pedestrians, including those with disabilities, existing ground levels and proposed finished floor levels.
 - c) A management plan for the parklet that details the applicant's responsibility for the day-to-day management, upkeep and maintenance of the parklet.
 - d) Any additional information that would help with the assessment of the parklet, such as colour photographs, brochures or other details on the materials and finishes of proposed furniture, fixtures and/or signage.
 - e) A certificate of currency for public indemnity insurance to a minimum value of \$10 million.
 - f) A bond payment or unconditional bank guarantee to cover the cost of any removal, maintenance or reinstatement works which the City may have to carry out due to default on the part of the applicant.

Responsible directorate: Technical Services
Reviewing officer: Director Technical Services
Decision making authority: Council
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