

After the City has reviewed your parklet proposal, and your proposed location clears the public notification process, it's time to develop the design of your parklet. We recommend that you work with a designer to help refine your vision for the parklet. Designers also help their clients navigate the City's permitting process, as well as design and construction challenges. During this phase of the project, much of the communication will likely happen between SF Planning staff and your designer.

Designing a parklet is an iterative and collaborative process. City staff will work with you to ensure that your parklet is designed to a high standard that meets the intent of the Design and Construction Guidelines and is safely constructed and accessible to all.

GENERAL GUIDELINES

Parklets are public. Parklets are public spaces and should feel open and welcoming to passersby, even those who may not intend to patronize your business.

No advertising. Logos, advertising, or other branding is prohibited. A small unobtrusive plaque recognizing project sponsors and material donors may be acceptable.

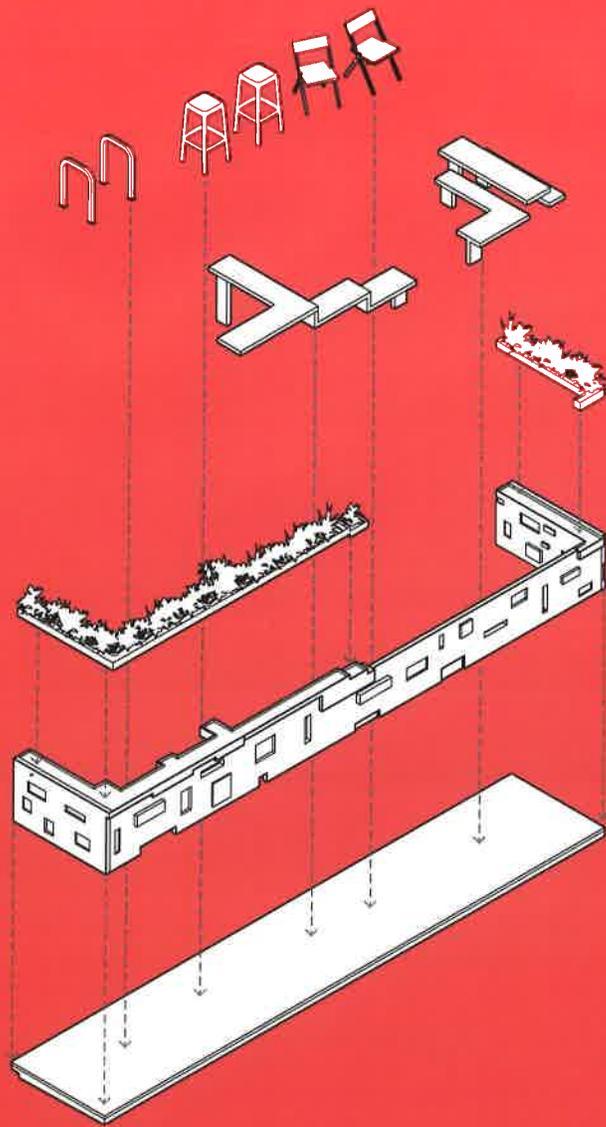
Include public parklet sign. You are required to install two standard San Francisco "Public Parklet" signs which state that all seating is publicly accessible at all times. Make sure to incorporate placement locations for these signs in your design.

Design for easy removal and restoration. Parklets may sit above of buried infrastructure and utilities such as gas lines, sewer and water mains. Parklets should be designed for easy removal in case of emergency. No parklet component may weigh more than 200 pounds per square foot.

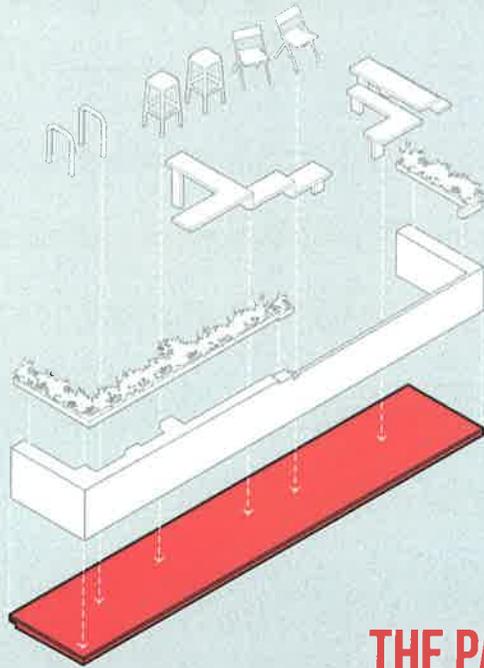
Be creative. Design a parklet that is more than just tables and chairs on a platform!

INDEMNIFICATION OF THE CITY

Disclaimer: These are guidelines and may not be required in all cases. Similarly there may be instances where City staff requires additional design interventions not covered in these guidelines. Your parklet approval is ultimately subject to the discretion of the City and County of San Francisco.



DESIGN ELEMENTS OF A PARKLET



THE PARKLET PLATFORM

Threshold. Any openings between the sidewalk and the Deck Surface shall be flush without a horizontal or vertical separation greater than 1/2 inch. Changes in level 1/4 inch to 1/2 inch high maximum shall be beveled with a slope not steeper than 1:4 (25%). Where the parklet fronts existing driveways or curb ramps, the driveway area or curb ramp shall be temporarily levelled for the duration of the Parklet's installation.

Bolting. Bolting into the street or penetrating the surface of the road in any way is strongly discouraged. Parklets may be bolted to the existing curb, but only with a restoration plan and performance bond posted by the parklet sponsor. See *Supplements: Parklet Curb Bolting & Restoration*.

Platform surface. The top of the parklet platform must be flush with the sidewalk with a maximum

gap of 1/2 inch. In the case of a sloping street, staff will work with the designer to address issues of access. See *Design for Accessibility* later in this chapter.

Concrete. If using a concrete base for the parklet deck, the concrete cannot be poured directly on the road surface. A plastic slip-sheet can be used to prevent the concrete from binding to the roadbed below. To facilitate easy removal of the parklet, the concrete floor should not include structural rebar and must weigh less than 200 pounds per square foot.

Surface materials. Loose particles, such as sand or loose stone, are not permitted on the parklet.

Access. If the platform base is not a solid mass, the clear space underneath the platform surface must be accessible for maintenance through access panels, removable pavers, etc.

Drainage. The parklet cannot impede the flow of curbside drainage. Designers are strongly encouraged to cover openings at either end of the parklet with screens to prevent debris buildup beneath the deck and in the gutter.

Street crown and curb height. Most San Francisco streets slope upward from the gutter towards the centerline of the street. The gutters are typically edged with a six-inch-high curb. This ensures that stormwater flows towards the curb and gutter during a rainstorm. The curb is intended to prevent water from jumping the curb and flooding adjacent buildings. Applicants and designers are strongly advised to take field measurements before beginning design to ensure the proposed platform solution will fit within the allotted space and satisfy all slope and accessibility requirements for the finished deck.

Figure 7. Threshold & Platform Surface

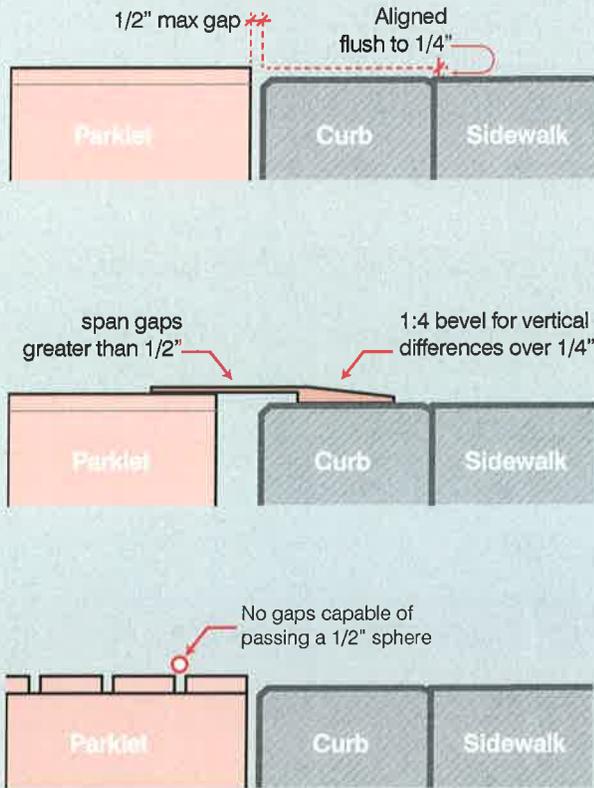
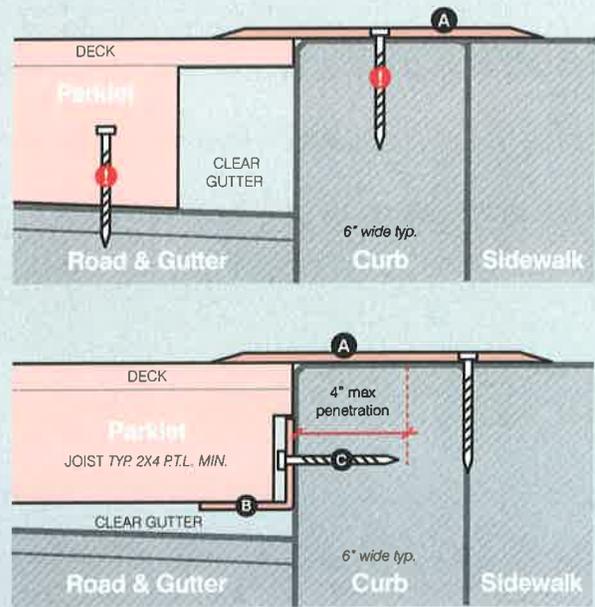


Figure 8. Bolting



- A** THRESHOLD BY INSTALLER
(typ. plate edge ground to 1:4 or fill material btw curb and parklet deck)
- B** STEEL ANGLE / CONNECTOR HARDWARE BY INSTALLER
- C** TAPCON SCREW.
Max. diameter 3/8". Min. spacing btw screws 24" on center. Max. curb penetration 4".
- !** UNACCEPTABLE PENETRATIONS

DESIGN ELEMENT

Figure 9. Drainage

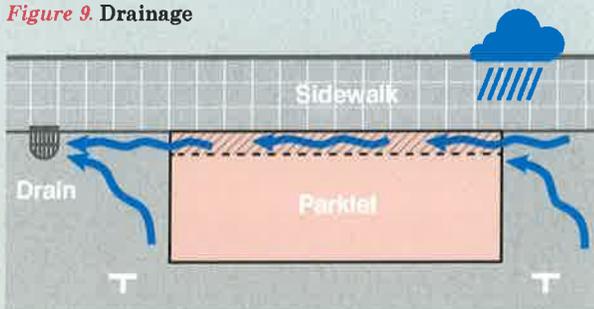
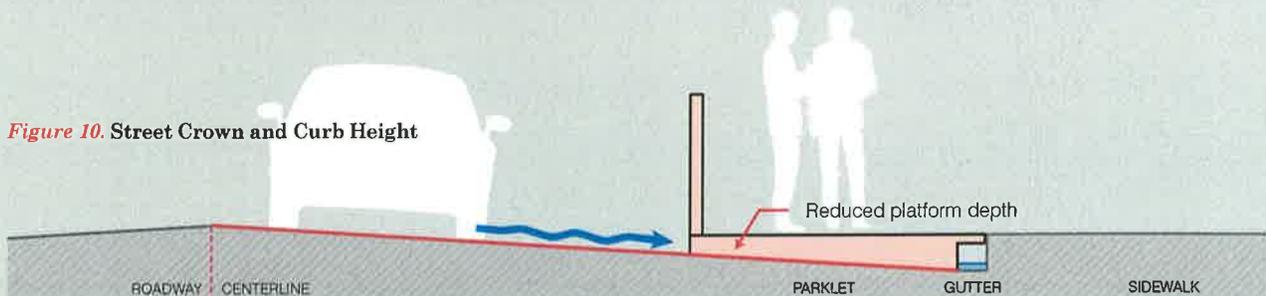
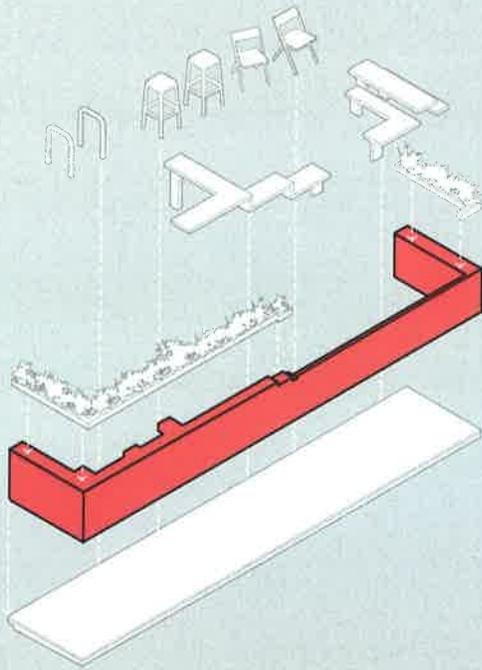


Figure 10. Street Crown and Curb Height





THE PARKLET ENCLOSURE

Buffer the edges. Depending on the location, the parklet should have an edge as a buffer from the street. This can take the form of planters, railing, cabling, or some other appropriate enclosure. The height and scale of the buffer required will vary depending on local context. For example, on some low-traffic streets, a continuous edge may not be required. If cable railing is used, spacing between cables cannot exceed 5 inches. For more information see Design for Accessibility later in this chapter.

Maintain a visual connection to the street. Designs should allow pedestrians on either side of the street see into the parklet. Continuous opaque walls above forty-two inches that block views into the parklet from the surrounding streetscape are highly discouraged.

Avoid overhead elements that span the sidewalk. Overhead elements that span the sidewalk and connect the parklet to the adjacent building façade are strongly discouraged. Such proposals may be considered on a case-by-case basis, and will require a minimum vertical clearance of 80 inches above grade.

Extend the sidewalk. Parklets should be designed as an extension of the sidewalk, with multiple points of entry along the curbside edge.

Consider the back of the parklet. While not visible from the sidewalk, the outside of the parklet enclosure is highly visible from across the street. Large blank walls can be an invitation for tagging. This can be mitigated by adding visual interest like pattern, color, modulation or planting.

Figure 11. Edge Buffers

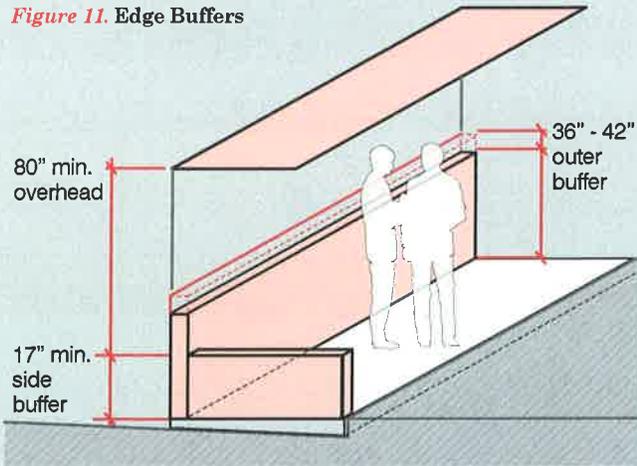
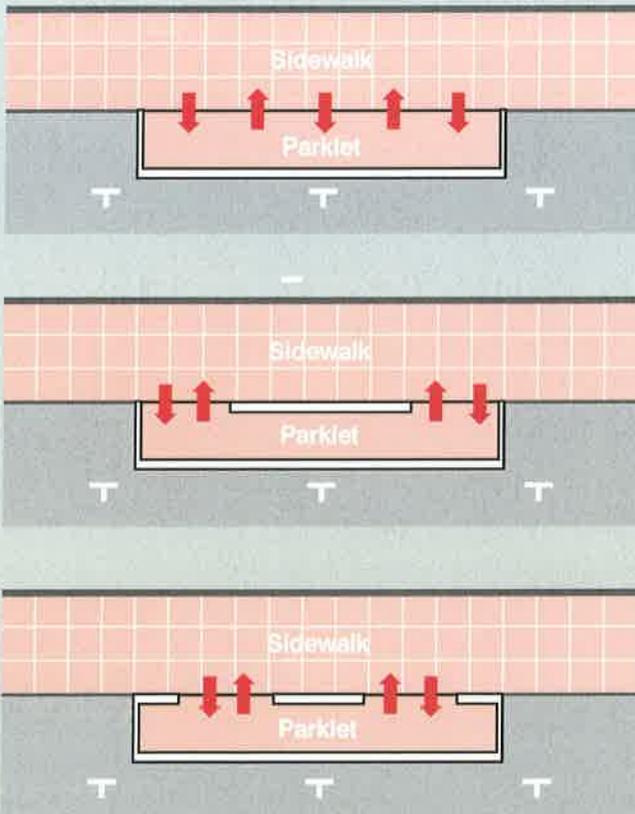
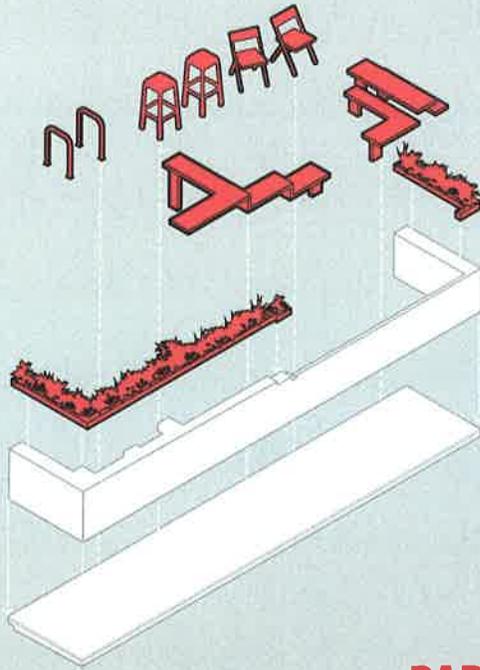


Figure 12. Extend the Sidewalk



DESIGN ELEMENT



Integrate amenities into the parklet structure. Parklets should include some permanent seating integrated into the parklet structure. This ensures that the parklet still feels welcome after moveable furniture like tables and seating are taken inside at night.

PARKLET AMENITIES



Diversity of form leads to diversity of use. A diversity of form helps to ensure that your parklet design will be accessible and comfortable for a wide variety of users. The creative integration of seating and tabletop elements into a parklet structure can take many forms including traditional eating, railings designed for leaning, narrow benches, single-seat benches, and seating steps.



Movable elements. If you choose to use movable tables, chairs and benches, they must be different from the furniture that you may currently use 1) inside your business and/or 2) on the sidewalk as part of your Café Tables and Chairs Permit.



Planting. Integrated planting is strongly encouraged. Native plants, plants that provide habitat, and drought-tolerant plants are encouraged.



Lighting. Lighting elements are strongly encouraged, but electrical connections to buildings will require a separate electrical permit. Applicants interested in lighting should consider solar-powered lighting to avoid the time and expense involved in running electricity from an adjacent building.



Incorporating bicycle parking. Integrated bicycle parking is strongly encouraged. Bicycle parking can be incorporated into the parklet proposal in the following ways:

- Custom bicycle racks integral to the parklet structure.
- On the parklet platform. Applicants may wish to install bicycle racks on top of the parklet platform.
- On-street (adjacent to the parklet). The MTA can design and install the bicycle corral adjacent to a parklet under a separate application process. If you plan on incorporating an MTA bicycle corral into your parklet design, you should leave a minimum of 15 feet of roadway space adjacent to the parklet for the bicycle corral.



DESIGN FOR ACCESSIBILITY

Accessible Path of Travel. An accessible route must connect the sidewalk to the Parklet Entry, Deck Surface, Wheelchair Turning Space and Wheelchair Resting Space.

The Accessible Path must be a minimum of 48 inches wide on the sidewalk and not pass over tree wells. Once on the parklet's Deck Surface, the Parklet Path must be a minimum of 36 inches wide.

Accessible Entry. The Accessible Entry is where the Accessible Path crosses the threshold from the sidewalk to the Deck Surface. An ideal Parklet Entry should be located in an unobstructed area where there is the least amount of running slope along the sidewalk and curb.

Accessible Deck Surface.

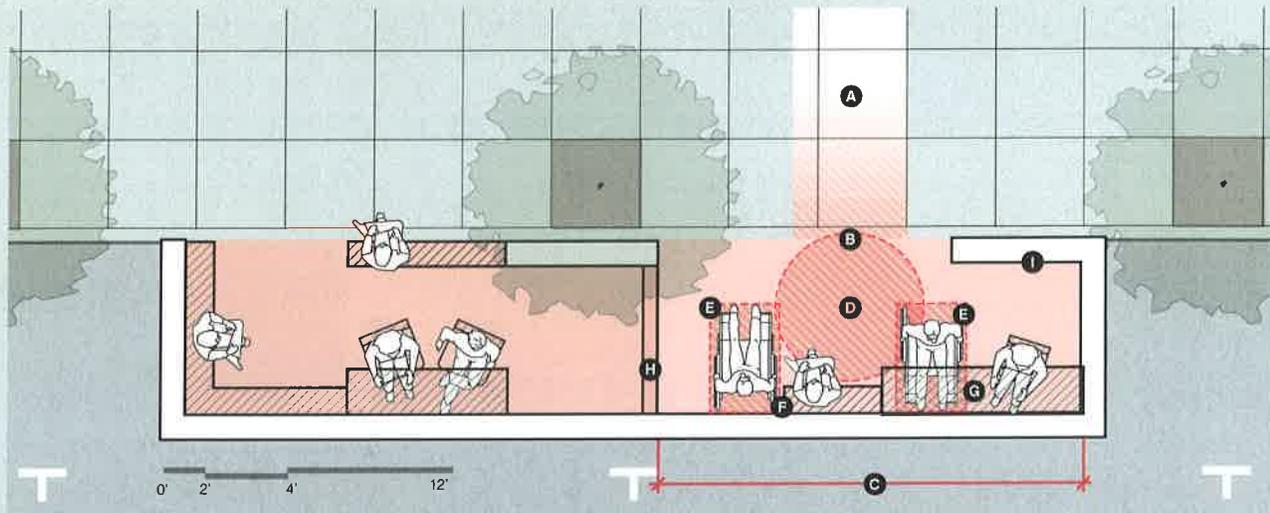
The portion of the parklet deck connected by the Accessible Path of Travel to the Wheelchair Turning Space and Wheelchair Resting Space must be level. The Accessible Deck Surface maximum cross slope (perpendicular to the sidewalk or curb) cannot exceed 1:48 (2%). The Accessible Deck Surface maximum running slope (parallel to the curb) cannot exceed 1:48 (2%).

For other Deck Surfaces, the running slope may not exceed 1:20 (5%). The Deck Surface shall all be on one level unless the change in level is served by a ramp, additional Parklet Entries, or otherwise permitted on a case by case basis.

When stairs or ramps are permitted, they must meet all building code requirements for rise, run, width, handrails, and contrasting stair striping for the visually impaired.

Wheelchair Turning Space. A Wheelchair Turning Space allows for wheelchair users to make a 360 degree turn. This clear area shall be located entirely within the Parklet, with a 12-inch maximum acceptable overlap on the curb and sidewalk.

Wheelchair Resting Space. A Wheelchair Resting Space has a 30 by 48-inch clear floor area. The Wheelchair Resting Space is permitted to overlap the Wheelchair Turning Space by 24 inches maximum in any orientation.



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|------------------------------------|---------------------------------------|--|
| A ACCESSIBLE PATH OF TRAVEL | D WHEELCHAIR TURNING SPACE | G EQUIVALENT FACILITIES |
| B ACCESSIBLE ENTRY | E WHEELCHAIR RESTING SPACE | H STEP BETWEEN TERRACES |
| C ACCESSIBLE DECK SURFACE | F WHEELCHAIR COMPANION SEATING | I BUFFERED EDGE WHERE CURB DROPS AWAY |

Wheelchair User Companion

Seating. If fixed seating is part of parklet design, it should be configured to accommodate companion seating for a wheelchair user. The Wheelchair Resting Space should permit shoulder-to-shoulder alignment adjacent to one side of the fixed seat.

Equivalent Facilities. Where tables, counters, or drink rails are provided, at least one of each feature should be wheelchair accessible.

The top surface height of wheelchair accessible tables, counters and or drink rails should be 28 inches to 34 inches above the Deck Surface. Wheelchair accessible tables, counters, and drink rails shall be approachable

from the front and provide an unobstructed knee clearance that is at least 27 inches high, 30 inches wide and 19 inches deep. When movable tables are provided in lieu of fixed, at least one of the movable tables must also be accessible.

Where drink rails are provided, a 60 inch long portion of a drink rail shall have 36 inch wide and level space adjacent to it for a side-approach by a wheelchair user.

Terraced or Multi-Level Parklets.

For parklets proposed on streets with grades that exceed 5%, a terraced parklet with two or more habitable decks is acceptable. At least one of these terraces must be wheelchair accessible and provide equivalent seating, tables, and

countertop facilities to those found in other habitable terraces.

Wheelchair Accessible Entry. The accessible terrace will require a wheelchair accessible entry from the sidewalk. The wheelchair accessible entry may be achieved with a structure on the sidewalk within the sidewalk furnishing zone that provides transition between the sidewalk and parklet deck.

Ramps, Steps, and Stairs.

Communication between terrace levels may be achieved with a ramp with a running slope not to exceed (1:20) 5%; steps or stairs. Any step or stair will require a warning strip at the nose of the step and handrails per California Building Code.



SUSTAINABLE DESIGN & CONSTRUCTION

Parklets are intended to be aesthetic improvements to the streetscape. We ask that you design them with this in mind, ensuring that the materials you use are high quality, durable, and beautiful.

Locally sourced materials. Sourcing locally produced materials for your parklet supports our local economy and reduces the imbedded carbon footprint of the final structure by reducing transportation costs.

Recycled and reclaimed materials. Choosing recycled and reclaimed materials for your parklet can reduce construction costs and keeps materials out of landfills.

Low emission materials. Choosing paints, stains, glues, and other materials that emit zero or low levels of volatile organic compounds (VOCs) helps improve air quality as well as the health of the people who are constructing your parklet.

Avoid plastic. Plastic of any kind, including plexiglass, is strongly discouraged.

Materials that are easy to maintain. Have a strategy for removing graffiti, and replacing or repairing damaged parklet features such as plants, railings, or other elements. Whereas some materials may cost more initially, they may ultimately save money in maintenance costs. For example, aluminum costs roughly three times as much as steel but when tagged, it can simply be cleaned with acetone. Project sponsors are ultimately responsible for making sure that their parklet is kept clean and in good repair.

Sustainable timber products. By City and County of San Francisco Code, parklets may not use tropical hardwood or virgin redwood. This includes FSC-certified wood products.

No pressure treated wood or plywood. Pressure treated lumber or plywood wood are not allowed in places where they will be visible.



CONSIDER THE RAINFORESTS!

NO TROPICAL HARDWOOD IN THE
CONSTRUCTION OF YOUR PARKLET.

DESIGN DRAWINGS

Parklet designers are strongly advised to communicate with SF Planning during the design development phase. Your assigned planner can help flag potential design issues early on, and foresee concerns that Public Works and MTA may raise later in the process. This reduces the likelihood that you will have to revise the design drawings, potentially saving time and expense.

At the end of the design process, you will need to submit a complete design drawing set. This is a collection of drawings that explain how your parklet will look, what materials it will be made of, and how it will be assembled. The City prefers *pdf* documents in tabloid (17 x 11 inch) format.

The City expects the parklet to be constructed with the materials and forms depicted in the final design drawing set. Substitute materials must be of equal quality to the original material proposed. If you are unsure if the replacement material meets this threshold, contact SF Planning.

1. Parklet Location and Context Plan. This drawing shows the proposed parklet footprint in relation to the surrounding streetscape context. It should include:

- Your building, adjacent properties (include addresses) and their building entrances.
- Existing sidewalk width(s).
- Existing curb cuts and/or driveways.
- Adjacent bicycle lane or auto traffic lane.
- Existing parking spaces with dimensions.
- Existing parking meters, with numbers of all meters to be removed (these numbers are generally posted on the meter facing the street, and are formatted as follows: XXX-XXXXX).

- Other existing sidewalk features near the proposed parklet area (fire hydrants, streetlights, utility access panels, bicycle racks, etc.).
- Existing utilities in the street, on the sidewalk, covered by or adjacent to the proposed parklet.
- All colored curb zones (red, yellow, green, white, blue).
- Existing street trees and tree pits.
- Proposed parklet footprint and dimensions, including setback dimensions (48 inches from adjacent parking spaces and 12 inches from adjacent bicycle or auto traffic lane).

2. Accessibility Plan: The drawing extents should include the entire length of the parklet site including the clear buffer areas at both ends; and the fronting sidewalk and building facades:

- Spot elevations on the sidewalk and street.
- Path of Travel onto parklet, connecting the
- Wheelchair turnaround space and
- Wheelchair resting area.

3. Detail Site Plan. The drawing extents should include the entire length of the parklet site including the clear buffer areas at both ends; and the fronting sidewalk and building facades:

- Various elements included in the design.
- Different materials to be used in the design.
- Plant types and/or species to be used.
- Dimensions of parklet and parklet elements (including buffer areas).

4. Elevations from all sides. These side-view drawings of your proposed design should include:

- Various elements included in the design.
- Different materials to be used in the design.
- Dimensions of parklet, parklet elements and buffer areas.

5. Sections. These are “cut-through” drawings of your parklet design that articulate complex design elements; such as how accessibility is provided.

6. Construction Details. These drawings show how your parklet will be assembled or constructed. They should include:

- A detail of the curb / gutter / parklet threshold
- A detail showing how you will maintain positive drainage flow along the curb line. You should also articulate how you will access the drainage channel if it gets blocked

7. Renderings and Perspectives (optional).



INTERAGENCY REVIEW AND APPROVAL

SF Planning will coordinate with MTA and Public Works for final review of the design drawings. Please note that MTA and Public Works may require additional modifications to your design, or ask for clarifications to your final drawing set. Adhering to *Parklet Design & Construction Guidelines, Accessibility Elements for Parklets*, and including all of the required information in your final construction document package will minimize the chance that your design will require revisions.