

San Clemente Parklets

Self-Certification Checklist

**Note: Parklets may not be constructed until a Limited Term Parking Relief Agreement has been executed by the City. Parklets may not begin operation/use until the business owner and contractor have completed this self-certification.*

Site Plan

- ☐ **1. (Either)** This parklet is using a standardized plan.
 - ☐ **a.** The parklet has a 4' buffer zone between edge of deck and outer edge of parking area.
 - ☐ **b.** The parklet deck is a minimum of 2-feet off center of parking stripes to allow for egress from vehicles that park in adjacent stalls.
- ☐ **2. (Or)** This parklet is **not** using a standardized plan (includes all private property parklets).
 - ☐ **a.** There is a 20' backup distance between the parklet edge and nearby parking stalls; no vehicles may be parked in this space.
 - ☐ **b.** If a tent is used, the business has shown proof of permit from OCFA.
 - ☐ **c.** No more than 50% of parking (max 5 stalls) are used for dining.
- ☐ **3.** This parklet is 10' away from any intersection, street corner, alley, or driveway.*
- ☐ **4.** This parklet is 5' away from storm drain inlets or cleanouts.*
- ☐ **5.** This parklet is 5' away from a fire hydrant and/or any related emergency equipment.*
- ☐ **6.** This parklet is 5' away from any natural gas or electric utility facility.*
- ☐ **7.** This parklet does not obstruct any ADA parking spaces.*
- ☐ **8. * IF NO for any of numbers 3-8:** has the location has been approved by the City Engineer or designee?

Accessibility

- ☐ **1.** There is a 5' path of travel free and clear adjacent to the outdoor dining area.
- ☐ **2.** At least one wheelchair accessible seating space is provided.
- ☐ **3.** Openings in floor or deck surfaces are less than 1/2" in size.

Design

- ☐ 1. The parklet has a 3-sided, 42" tall wooden railing. Railings are slatted (not solid). There are no railing or wall elements taller than 42".
- ☐ 2. There are no more than 3 umbrellas and two portable propane heaters on the parklet (public property only). Umbrellas and heaters are 8' tall or less and do not overhang the sidewalk or driving aisle.
- ☐ 3. Lighting is solar powered.
- ☐ 4. There are no cords or wires crossing the sidewalk.
- ☐ 5. Parklet sign is 4 square feet or less, under 7' in height, and cannot overhang the sidewalk. Banners and plastic signs are not permitted.

Operations [Operator Initial below]

Business owner/operator has acknowledges the following:

- ☐ a. Food and beverage service is permitted between 7:00 a.m. and 9:00 p.m. Sunday through Thursday; and between 7:00 a.m. and 10:00 p.m. Friday through Saturday and the day prior to a City Holiday. Decks must close by 10 p.m. _____
- ☐ b. The business is responsible for separately obtaining any required ABC approvals, such as the Temporary Catering Authorization. _____
- ☐ c. Smoking or vaping shall not be permitted within the outdoor dining areas approved by this program. _____
- ☐ d. Outdoor cooking and food preparation within the outdoor dining area is prohibited. _____
- ☐ e. Live entertainment, including but not limited to live music and performances, is not permitted within the outdoor dining area and must be requested separately via a Special Events Permit or Special Activities Permit. _____
- ☐ f. The Parklet's required liability insurance is current. _____
- ☐ g. A maximum of 24 chairs are permitted on the parklets. _____

Note: The City reserves the right to suspend any Parklet operations that are not compliant with the above operational standards._____

Operator Name: _____ **Signature:** _____

Contractor/Builder: _____ **Signature:** _____

Date completed: _____