

Self assessment

Do I need a parklet permit?

You need a parklet permission if you intend to place furniture or objects in an on-street car parking space outside your shop front temporarily.

You don't need one:

- to place objects within private property – you just need the property owner's permission
- to permanently place furniture or objects on part of the street. You'll need to apply for an encroachment licence to do that
- to place furniture or objects on part of the footpath. You'll need to apply for a pavement permission to do that.

Sandwich boards can't be considered as part of a parklet application. These are licensed separately.

Self assessment questions

Is the car parking space or spaces I'm interested in using suitable for a parklet?

Your proposed parklet will only be considered if:

- Site is at least a metre from vehicle exits
- Site is not a loading zone, taxi stop or accessible parking spot
- Site is on a street with speed limits of 40kph or less
- Site is not within 6m of an intersection
- Site is not adjacent to bus lanes less than 3.2m wide
- Site is not on cycle lane
- Site is not adjacent to traffic lanes less than 3m wide
- There will be a clear sightline from the business to the parklet
- Site is not constructed over city utilities or they are easily accessible

Will my parklet limit accessibility?

Your proposed parklet will only be considered if:

- All furniture/objects etc are within the parklet
- There's a clear pedestrian route along the footpath. That means a minimum of width of 1.8m for streets in the city centre and 3m on key pedestrian streets (such as Lambton Quay, Willis Street, Manners Street, Dixon Street, Courtenay Place and Cuba Street)
- There's footpath access for all people to and around properties at all times, with particular attention to disabled people
- There are appropriate barriers between the parklet and the road to maintain a buffer between the parklet and the moving traffic

Will the parklet I'm proposing have a negative impact on safety or how safe people feel?

Your proposed parklet will only be considered if you:

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- Will manage the location and patrons to maintain the general safety of the area

 - Avoid contributing to an overcrowded environment (for instance Courtenay Place at night), as this can lead to injury or anti-social behaviour

 - Respond promptly and with empathy/collaboration in the event of any any complaints or concerns about the use of the parklet, outdoor furniture or activities happening in it.
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Is the parklet I'm proposing going to be attractive?

Your proposed parklet will only be considered if you:

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- Provide high-quality, safe, and aesthetically pleasing furniture and fittings

 - Repair or replace any damaged furniture and fittings

 - Keep all furniture, fixtures and fittings associated with the shop clean and looking good.
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