



DEVELOPMENT SERVICES
ENGINEERING DIVISION

PARKLET REVIEW FORM

PROPERTY OWNER: _____

CAFÉ NAME: _____

CAFÉ ADDRESS: _____

REVIEWED BY: _____ DATE: _____ LOG #: _____

YES / NO / N/A

- Parklet must provide a minimum unobstructed sidewalk width of 5 feet or as specified in applicable zoning, whichever is greater.
- Parklet must comply with visibility triangle requirements.
- Parklet may not obstruct emergency vehicle access to the building.
- Parklets must be located on streets with a permanent parking lane.
- Umbrellas or any other amenity may not extend over vehicular travel ways or parking and must maintain a minimum vertical clearance of 7 feet over pedestrian travel way.
- Adjacent roadway must have a posted speed limit of 35 MPH or less.
- Application must include sketches or photographs of proposed location.
- Application must demonstrate support from adjacent property owners.
- Parklets must maintain at least five feet of clearance to utility including stormwater drainage, electrical poles, underground utility access, electrical transformer vaults.
- Parklets must maintain at least 60 feet of clearance from any DART bus stop.
- Parklets must maintain at least 20 feet from any fire hydrant.
- Parklets must maintain at least 45 feet from any intersection.
- Parklets should have a flush transition at the sidewalk and curb to permit easy access and avoid tripping hazards.
- Parklets must be buffered using a wheel stop at a desired distance of 4 feet from the parklet to ensure visibility to moving traffic and parking cars.
- Parklets should have vertical elements that make them visible to traffic, such as flexible posts or bollards, without obstructing driver views.
- Parklets should include an open guardrail no higher than 3 feet.
- Chain and bollard fencing pose a hazard to visually impaired pedestrians. Fencing must be detectable by cane.
- Tables, chairs, plantings and other furnishings must be removable.

DECISION: Approved, no objection Approved, subject to conditions (see comments) Denied

COMMENTS: _____

SIGNATURE: _____ DATE: _____