



2020 Temporary Parklet Application

APPLICANT NAME:

MAILING ADDRESS:

PHONE:

E-MAIL:

ORGANIZATION/BUSINESS NAME:

PROPERTY OWNER NAME:

MAILING ADDRESS:

PHONE:

E-MAIL:

PROPOSED LOCATION:

[Nearest street address]

TYPE OF PARKLET PROPOSED:

- Street Parklet [2 parking spaces maximum] or
- Sidewalk Parklet [Must allow 5-foot minimum passageway on sidewalk]

DESCRIPTION OF PROPOSED PARKLET:

[Include a basic sketch]

HOW WILL HAVING A PARKLET HELP YOUR BUSINESS:

PARKLET PROVISIONS

City Council has enacted a temporary parklet ordinance for the purpose of providing additional business expansion opportunities during the 2020 COVID-19 pandemic.

This temporary ordinance is in place through October 25, 2020.

- Existing parklets as of the effective date of this amendment may remain in place and have one year of their permitted time extended.
- All parklets must comply with [guidelines issued by the Vermont Agency of Commerce and Community Development in conjunction with the Vermont Agency of Transportation](#).
- Businesses may share parklets if permitted by their business type.
- Business use of parklets must comply with any licensing requirements associated with their particular business.
- Smoking is prohibited in all parklets.
- June applications will be accepted immediately. Subsequent new permit applications will be accepted between the 1st and the 15th of each month with decisions made no later than the last day of that same month. All permits issued will continue until October 25th.
- Permit applications will generally be approved if they meet all conditions. Reasons for denial may include pre-existence of another parklet in a particular parking space, a public safety conflict, an ADA conflict, or the need to reserve spaces as outlined below.
- No application fee will be assessed.

Street Parklets

- New parklets may be approved in public parking spaces on Main Street (from Barre St. to School St.), State Street (from Main St. to Taylor St.) and Langdon Street. Parklets outside of the designated area will be considered on a case by case basis.
- The Manager is authorized to reserve spaces, if needed, to preserve public safety, accessibility, deliveries and curbside pick up.
- Street Parklets will be limited to two parking spaces per business. Parking spaces must be proximate (within two parking spaces) to the main business location.
- The parklet owner, including those referenced in (a), may be assessed a monthly fee equal to any foregone parking revenue for the space. During the time when parking fees are not being assessed, the business will pay no fee for the space.

Sidewalk Parklets

- Businesses may establish parklets on city sidewalks but must maintain a minimum consistent five foot open width for public use of the sidewalk. If such width is not attainable, use of the sidewalk is prohibited.

**Submit your application to the City Manager's Office email: jlamb@montpelier-vt.org
Mail in application: 39 Main Street, Montpelier, VT 05602**