

For the Interim Period
UPDATED: 04-18-23

City of Santa Barbara PARKLET GUIDELINES

These guidelines have been updated to provide guidance for the “Interim Period” of outdoor operations.

This Interim Period is for the remaining term of the Emergency Economic Recovery Ordinance that expires on December 31, 2023.

What is a parklet?

A parklet is an innovative way to temporarily expand a business’ outdoor operating space on a public street. Built and maintained by neighboring businesses, parklets are outdoor business areas located within an existing parking lane adjacent to the curb and designed as an extension of the sidewalk. Please carefully review these Guidelines if you plan to expand onto the public right-of-way during this Interim Period. Before any new parklet is created, the business must submit the proposed design showing dimensions and materials for City approval. Contact Parking Operations at parkingops@SantaBarbaraCA.gov for pre-approval.

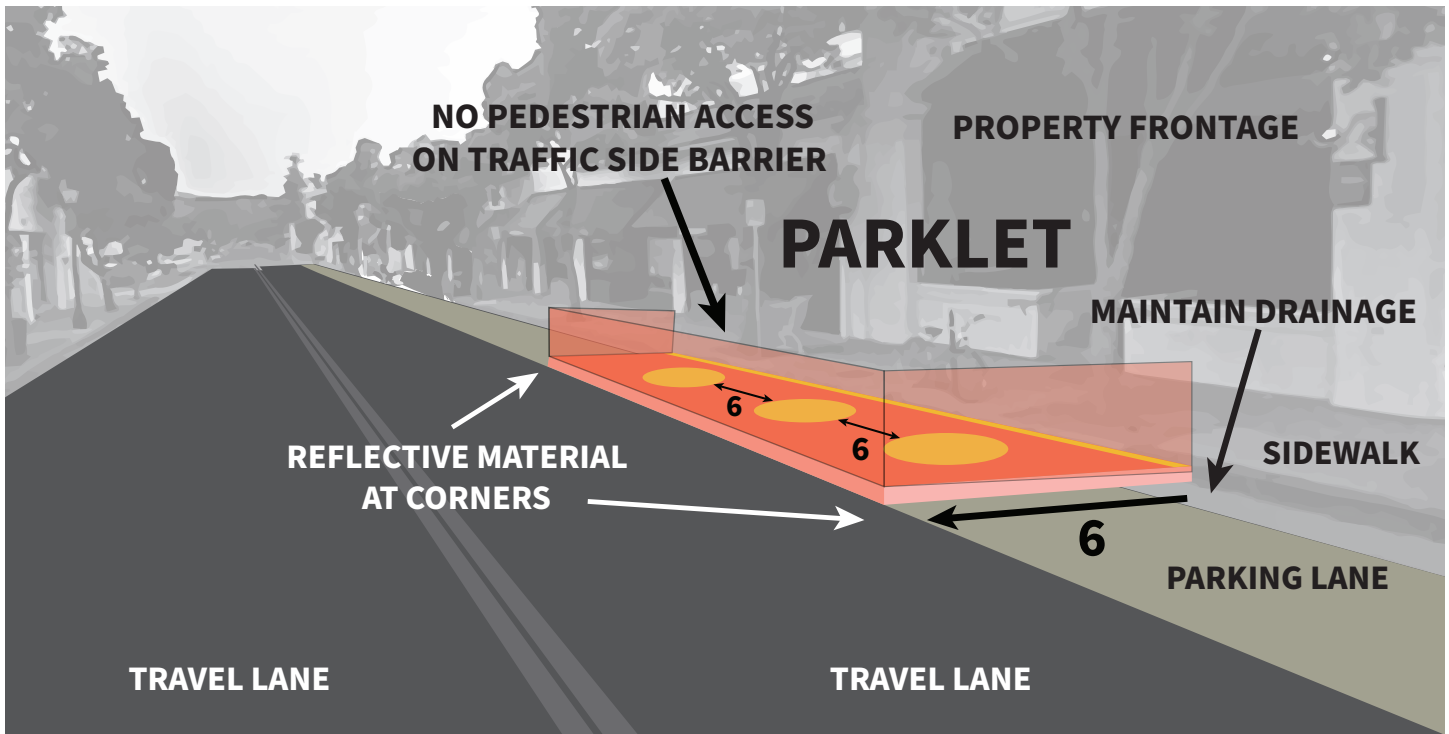


Site selection

Any business permitted to operate outdoors under State and local public health directives may create a parklet, provided the location meets the following criteria:

	ALLOWED	CONTACT CITY FOR GUIDANCE	PROHIBITED
Parking lane at least 7 feet wide	X		
Unrestricted (gray) parking zones	X		
Red (no parking) zones			X
Blue (disabled parking) zones		X	
Yellow (loading) zones		X	
White (passenger loading) zones		X	
Green (time-limited parking) zones	X		
Bike lanes			X
Travel lanes			X
Roadways with more than one travel lane per direction		X	
Roadway with speed limit ≤ 25 mph	X		
Roadway with speed limit > 25 mph		X	
Public parking lots		X	
Within 40 feet of a bus stop			X





Parklet specifications

SIZE

Parklets are a maximum of 6 feet wide from the edge of the curb and may extend the length of a business's property frontage. Please work closely with your neighbors if you plan to construct a parklet to avoid conflicts. Parklets may not exceed in width the frontage of your business.

CONFIGURATION

Each parklet must be surrounded on the three street-adjacent sides with a barrier to establish the boundaries of the parklet. The barrier on the traffic side should not allow pedestrians to pass through directly into traffic. Contact the City if your parklet is near a driveway or intersection so critical sight lines can be maintained. Parklets must have reflective materials at each corner, at a minimum, to ensure nighttime visibility.

For existing platforms, a **yellow reflective strip** should be placed along the edge of the parklet, where it meets the sidewalk, for conspicuity. Businesses are responsible for ensuring their parklets are accessible to disabled customers. **Please refer to the Parklet Accessibility Guidelines for additional details.** Businesses are responsible that their parklets and improvements are ADA compliant.

Parklets cannot obstruct public utilities or interfere with drainage or storm drains. All parklets must be designed and built outside of the gutter lines in order to accommodate storm flows. If a parklet is constructed on a platform, the platform must be entirely above the gutter.

Portable heaters and lighting are permitted, however, please ensure proper clearance to trees, awnings, and umbrellas to avoid fire hazards.

Heaters and lighting must be self-contained, with no wires or other trip hazards in the sidewalk. Lighting in planters or along the parklet barrier is preferred.

Overhead lighting elements are discouraged.

Parklets must be easily removed and may not cause any permanent changes or damage to the right-of-way; all fixtures must be temporary.

STORM FLOW

Large volumes of water may flow down some streets during rain events. These guidelines require businesses to maintain drainage along the street and gutter lines at all times.

Business owners are fully responsible for assuring that their existing platforms and other outdoor features are constructed and maintained in a manner that allows the free flow of water and does not result in flooding.

NOTE: Effective July 9, 2021, businesses are prohibited from placing dining or retail fixtures on sidewalk unless licenced.



WINTERIZATION

For winter, businesses may wish to modify parklets for the comfort of their guests.

Tents and canopies must be adequately roped, braced, and anchored to withstand the elements and avoid collapsing. Businesses must maintain required clearance from any heating equipment, candles, or flames to combustible materials.

Tents and heaters are subject to Fire Department inspection and approval. Any tent exceeding 700 square feet requires a permit before it is erected. Call 805-965-5254 to arrange for inspection or permitting. Please refer to the Guidelines for the Use of Tents, Canopies, or Shade Structures and Heating Elements in Temporary Parklets for additional details.

DESIGN AND MATERIALS

During the Interim Period, new parklet design must conform to the City's updated guidelines pertaining to aesthetics. Specific materials are now listed that may be used to create temporary parklets. Please see the Design Guidelines for additional detail. Some examples of approved materials:

APPROVED BARRIER MATERIALS

- Wrought Iron
- Vertical wood elements with a top railing
- Planters

PLATFORM SURFACES

Platforms must be constructed with wood. If no platform is constructed, surface materials should not be used.

PLANTERS

Plants are encouraged to screen parklets. Plants should be low-maintenance and drought tolerant. Approved planter materials include:

- Painted or stained wood (see approved colors)
- Natural concrete pots or planters
- Terracotta clay or plastic pots

COLORS

Wooden and iron elements must be painted or stained in approved colors. Umbrellas, banners, and flags must also use approved colors. For approved colors, refer to "Santa Barbara Colors: A Guide to Painting Buildings" at <https://www.santabarbaraca.gov/civicax/filebank/blobdload.aspx?BlobID=17318>

INSURANCE

All businesses that establish parklets in the public right-of-way must provide a Certificate of Insurance from their business insurance carrier naming the City as Additionally Insured. Insurance certificates must be emailed to

OutdoorDining@SantaBarbaraCA.gov.

PARKLETS ARE TEMPORARY

The City of Santa Barbara reserves the right to remove parklets and clear the right-of-way at its sole discretion. Please contact Sarah Clark at SClark@SantaBarbaraCA.gov for pre-approval of your parklet design. Once a parklet following the above guidelines is completed, take photos from different angles and send to OutdoorDining@SantaBarbaraCA.gov with the business address in the subject.

The novel coronavirus pandemic has caused unprecedented disruption in our community and created significant challenges for businesses required to close for indoor dining and reduce their services to take out and delivery for an extended period of time. As of June 15, 2021, City of Santa Barbara food service businesses can reopen at full capacity. The City invites businesses who wish to operate safely under public health restrictions to create temporary outdoor dining areas, known as parklets, in curbside, on-street parking spaces. Parklets provide food service businesses with additional outdoor seating capacity.

Construction of parklets is authorized under Emergency Economic Recovery Ordinance No. 5944, which expires on March 8, 2022. Upon expiration of the ordinance, parklets may no longer be necessary and may be discontinued. A business would then remove their parklet and restore the parking and sidewalk area to its original condition.

If you have questions or need additional guidance, please send an email to OutdoorDining@SantaBarbaraCA.gov. Checklist. These forms are required for all businesses, even if you have already been open and operating.

If you have questions or need additional guidance, please send an email to OutdoorDining@SantaBarbaraCA.gov.



WINTERIZATION GUIDELINES FOR OVERHEAD STRUCTURES AND HEATING ELEMENTS

The following requirements shall apply to the use of tents, canopies, or any form of overhead shade structures (herein referred as tents) within parklets:

- The operation of parklets under tents or other membrane structures is subject to the requirements of the California Code of Regulations, Title 19, Division 1 and Chapters 3 and 31 of the California Fire Code.
- All heaters and tents are subject to Fire Department inspection.
- Tents require a Fire Department permit if they exceed 700 square feet (call 805-965-5254 for permit).
- All tent material must be treated for flame resistance in accordance with an approved State Fire Marshal method or be of a fabric that is inherently flame resistant, regardless of whether a permit is needed.
- Tents must be adequately roped, braced, and anchored to withstand the elements and avoid collapsing.
- Staking of tents is prohibited in the public rights-of-way. Tethering or securing tents to trees is prohibited.
- A tent is required to have two means of egress if the occupant load exceeds 10.
- Seating arrangements in tents are subject to Covid-19 restrictions and the requirements of Chapter 10 of the Fire and Building Codes.
- Tents may need to be smaller to fit within the available flat area. It is not recommended to have a single tent cover both the sidewalk and lower street elevation.
- Smoking is prohibited under tents at all times. Santa Barbara is a **Smoke-Free City**.

Heating Elements

- Heating equipment subject to Section 3104 of the Fire Code and requires Fire Department approval.
- Gas heaters must adhere to the California Mechanical Code; heating equipment may not be located within 10 feet of the tent exit.
- Gas equipment shall be vented to the exterior. If such venting requires a flue, the pipe shall not be installed within 12 inches of the tent fabric.
- Electrical heaters shall be installed pursuant to the California Electrical Code.
- Clearance from any ignition source to any combustible material must be maintained in an approved manner.
- Candles may only be used in approved and stable candle holders on individual tables in dining establishments. Under no circumstances shall hand held candles be permitted.
- Open flame and charcoal cooking devices shall not be operated within 10 feet of a combustible surface.
- Portable or fixed outdoor fireplaces shall not be operated within 15 feet of a combustible surface.
- In the event strict compliance is not achievable, alternate means of compliance must be approved by the Fire Department and equal in effectiveness.

Securing Requirements

- All tent supports or legs must be weighted.
- Each tent leg must have a minimum of 40 pounds.
- Weights must be securely attached to tent roof and tent leg separately.
 - ▲ Ropes and straps should be high quality.
 - ▲ Bungee or rubber straps are prohibited.
- Weights must be on the ground and not dangling.
- Weights and lines must be clearly visible and must not pose a hazard.
- For maximum safety, tents should be secured as soon as they are put up, and brought down as soon as weight is removed.
Do not leave tents unsecured at any time.

Items that make acceptable weights:

- 5 gallon bucket full of sand or concrete
- Large tent weights (commercially available)
- Sandbags 40 pounds or heavier



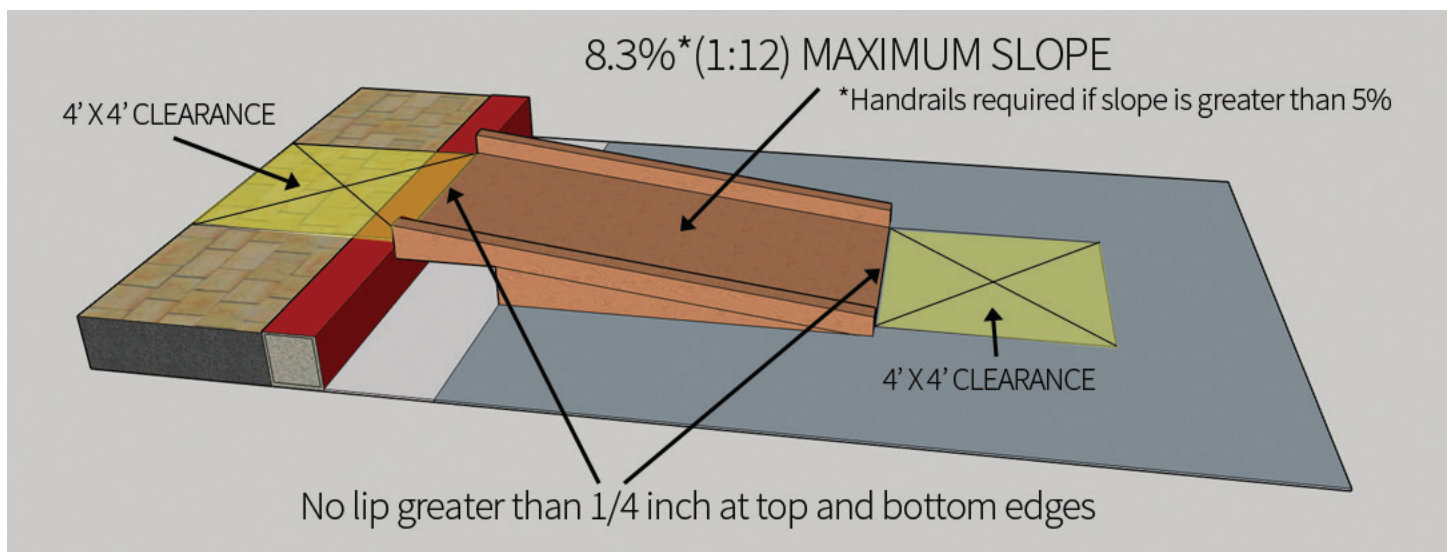
ACCESSIBILITY REQUIREMENTS

It is the responsibility of each business operator to provide outdoor dining in full compliance with accessibility requirements of the Americans with Disabilities Act (ADA) and the California Building Code (CBC). The requirements listed below were developed as part of the overall State Street requirements to assist restaurant operators with meeting these requirements. Nothing contained herein shall replace or diminish any of the requirements under the ADA or CBC. Businesses are encouraged to retain the services of a Certified Access Specialist (CASP) to assist in the design and configuration of their facilities.



Where access to an outdoor business facility is not level, an access ramp must be provided. Ramps must comply with California Building Code Chapter 11B, summarized as follows:

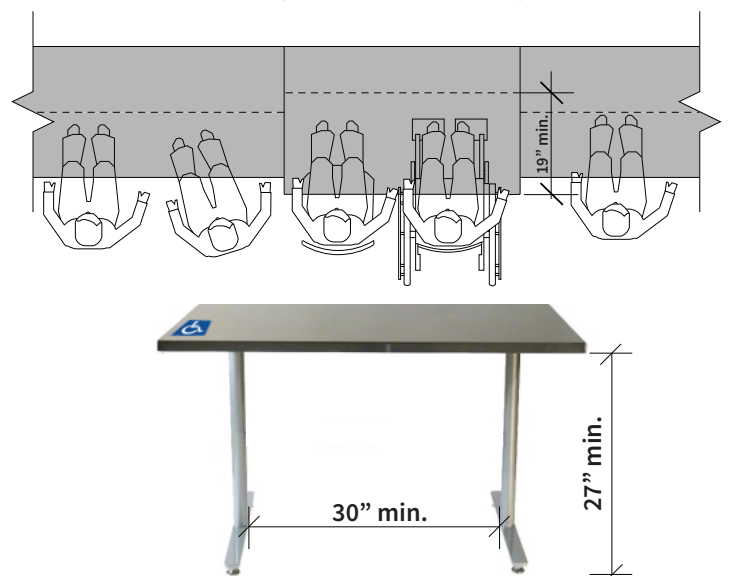
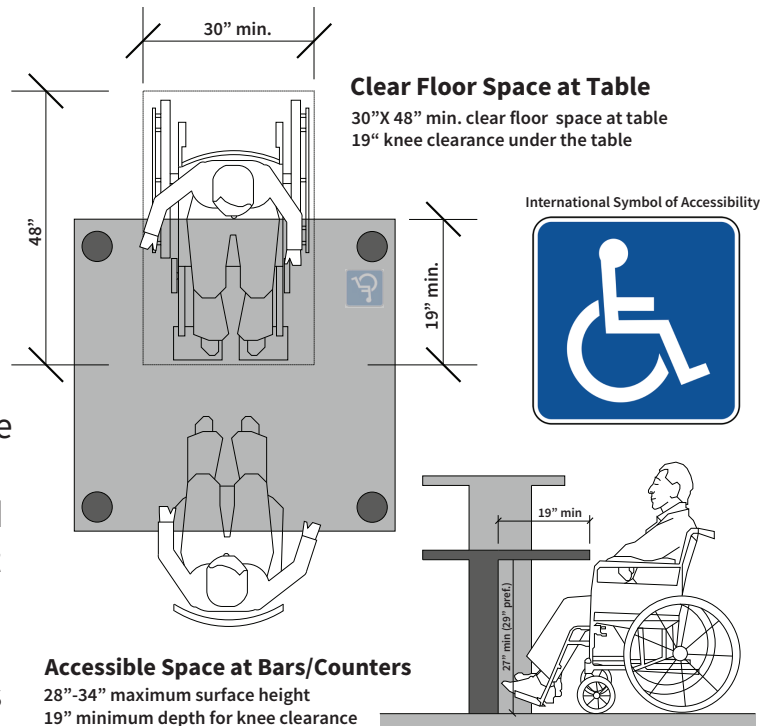
- ▶ Ramps must be at least 4 feet wide.
- ▶ 8.3% (1:12) maximum running slope (parallel to the direction of travel). If slope is greater than 5%, handrails must be provided on both sides of the ramp.
- ▶ 2% maximum cross slope (perpendicular to the direction of travel).
- ▶ Level landings at the top and bottom of the ramp measuring at least 4 feet by 4 feet.
- ▶ Accessible, unobstructed path of travel from the sidewalk pedestrian path to the ramp.
- ▶ Edge protection is required on each side of the ramp. A curb or barrier that prevents the passage of a 4-inch diameter sphere must be provided along both edges of the ramp. To prevent wheel entrapment, the edge protection must provide a continuous, uninterrupted barrier along the edge of the ramp.
- ▶ Ramp must be firm, stable, and slip-resistant.
- ▶ Ramp must be securely attached so that it does not move or shift during use.
- ▶ Ramp must not have abrupt vertical edges (“lips”) or variations over $\frac{1}{2}$ inch in height. Edges or changes in height between $\frac{1}{4}$ and $\frac{1}{2}$ inch must be beveled to provide a smooth transition.



Vertical clearance (distance to any overhead element, including lighting and umbrellas) must be a minimum of 80 inches. If clearance is less than 80 inches, guards or handrails are required.

For beverage and dining establishments, **at least 5% of the seating spaces and 5% of the standing spaces shall be accessible.** Accessible spaces must meet the following requirements:

- ▶ The table or counter surface must be between 28 and 34 inches high.
- ▶ The space between the floor and the bottom of the table or counter must be at least 27 inches high.
- ▶ Knee clearance must extend at least 19 inches under the table or counter. Knee clearance is measured from the edge of the table or counter to the outside edge of any obstruction under the table or counter, including table legs and bases. Pedestal-style tables are not accessible.
- ▶ Table or counter legs, bases, or supports must be at least 30 inches apart, as measured from the narrowest point.
- ▶ Each seat must have at least 30 inches by 48 inches of clear floor area and must be at least 4 feet from the nearest obstruction.
- ▶ The International Symbol of Accessibility must be displayed at the table(s).
- ▶ An accessible path of travel at least 44 inches wide must be maintained to the accessible table(s).
- ▶ Accessible dining tables and surfaces must be dispersed throughout the space.

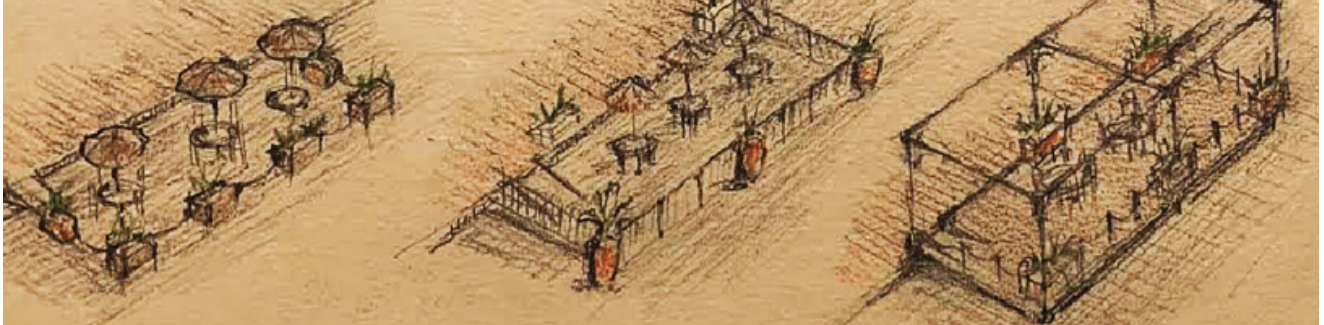


AESTHETIC DESIGN GUIDELINES

The following design guidelines were prepared in cooperation with the Santa Barbara Chapter of the American Institute of Architects and members of the Historic Landmarks Commission. These guidelines are intended to improve the design and aesthetics of parklets while the City develops more permanent regulations and standards for operations in the public right-of-way. The design principles that inform these guidelines are intended to:

- ☑ Create order.
- ☑ Simplify parklet design and eliminate visual clutter.
- ☑ Provide for flexible designs that are modular and movable for many conditions and configurations.
- ☑ Provide a simple, coordinated palette for colors, materials, and plants.
- ☑ Encourage simple outdoor patio furniture.
- ☑ Encourage use of low-maintenance plants.
- ☑ Encourage collaboration with neighbors to create the best aesthetic.
- ☑ Encourage well-placed, beautiful, well-designed signage.
- ☑ Encourage the use of color and art.

Examples of appropriate enclosure design



AESTHETIC DESIGN GUIDELINES (CONTINUED)

Barrier Materials

- Black iron.
- Dark-stained or painted vertical wood elements with a top rail or cap. See below for approved colors.
- Planters. Use unique, hearty, low-maintenance, drought-tolerant plants.
- Thick connecting ropes attached to wood or metal posts.

Platform Surfaces

- Platforms must be constructed with wood painted or stained in a dark, approved color.
- Platforms may not be constructed in the gutter.
- If no platform is constructed, surface materials should not be used.



Furniture

Outdoor dining areas should use simple patio furniture designs. Plastic or vinyl furniture is prohibited.

Lighting

Where lighting is used, it should be placed at a low level - in plantings or along barrier fencing. Overhead lighting is discouraged. All lighting should be white.

Fabric Elements

Use of umbrellas, banners, and flags is encouraged. Fabrics should be approved colors only (see below).

Discouraged

The following design elements are discouraged:

- ✗ Pop-up tents
- ✗ Overhead elements
- ✗ Outdoor carpeting or faux lawn products
- ✗ Lattice (wood or plastic)
- ✗ Plastic or vinyl fences, trellis, or furniture
- ✗ Picket fencing
- ✗ Hinged metal pet enclosures
- ✗ Excessive decoration
- ✗ Platforms
- ✗ Fixed enclosures
- ✗ Overhead elements

Examples of discouraged design elements that are no longer appropriate



AESTHETIC DESIGN GUIDELINES (CONTINUED)

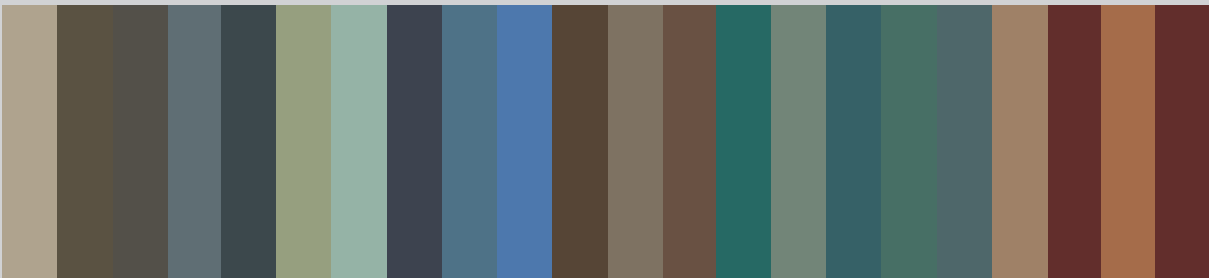
Colors

Wooden and iron elements must be painted or stained in approved colors. Umbrellas, banners, and flags must also use approved colors. For approved colors, refer to “Santa Barbara Colors: A Guide to Painting Buildings” at <https://www.santabarbaraca.gov/civicax/filebank/blobdload.aspx?BlobID=17318>

IRON COLORS



TRIM & DETAILS



AWNINGS & UMBRELLAS



To further assist you in matching the colors in the guide to colors at your chosen paint store or manufacturer, the Planning Division has available to the public a color-matching digital scanning tool that allows users to match colors in the SB Color Guide to the paint manufacturer of their choice. Visit the Planning Counter at 630 Garden Street to view and scan the color selections in the guide. The app will accurately match those scanned colors to paint manufacturers and detail the color name and number needed when ordering paint. The color tool is maintained by the Urban Historian and requests to use it may be made by contacting the Urban Historian directly at 805-564-5470 x4557 to set up an appointment.

