**Parklet Application Form**

*(This form can be either printed out or completed electronically by typing below. Be*

*sure to save the pdf if you complete it electronically.)*

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| --- | --- |
| **Applicant Name:** |  |
| **Email:** |  |
| **Telephone:** |  |
| **Proposed Parklet Location:** |  |

|  |  |
| --- | --- |
| **The space in which the proposed parklet would be located is** | |
| □ | Parking space |
| □ | Loading Bay |
| □ | Other (please describe) |

Please ensure that you have considered the following:

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| --- | --- |
| □ | The proposed site is in a busy public location and would provide public amenity. |
| □ | To the best of my knowledge, the proposed location would not block access to public utilities, hydrants, or driveways, bus stops, or cycle lanes. |
| □ | The proposed site is relatively level (i.e. no hills or steep inclines). |
| □ | I consider that the volumes of passing motor traffic are not high enough that noise and fumes would create an unpleasant environment for users of the parklet. |
| □ | The parklet would enjoy broad neighbourhood support. (While not required, you are invited to submit letters of support from adjoining businesses, the community, etc. in support of the parklet if you have them.) |
| □ | I understand that I (or my group) will be responsible for the day-to-day upkeep of the parklet and planting. |

**Any Further Information you wish to provide (optional)**

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|  |  |
| --- | --- |
| **Applicant Signature** |  |
| **Date** |  |

**Submit by e-mail or post before 5.00 pm on Friday 4 June 2021** to: [fergal\_gough@corkcity.ie](mailto:fergal_gough@corkcity.ie) Administrative Officer, Strategic and Economic Development Directorate, City Hall, Anglesea Street, Cork.

**Further Questions?** Email: [fergal\_gough@corkcity.ie](mailto:fergal_gough@corkcity.ie)

**Appendix 1: Parklet Partner Responsibilities.**

1. **Ensure that the parklet is a public space.**

Ensure that the parklet is free and open to all members of the public.

1. **Plant and maintain “pollinator friendly” planting.**

Both providing greening on the urban street and encouraging biodiversity are two key elements of the parklets project. Planting is to be maintained in the parklets at all times, and the majority (if not all) of this planting should be “pollinator friendly” as described in information available at <https://pollinators.ie/> The Parklet Partner will be responsible for planting, watering, and maintaining the plants.

1. **Keep the parklet clean.**

Parklet partners are responsible for:

* Day-to-day removal of litter/debris and general tidying of the parklet
* Surface cleaning of the parklet (brushing, etc.) as needed
* Regular removal of any litter/debris from under the parklet platform to ensure that storm water can run freely to the gully/drain
* Removing any minor graffiti and notifying/requesting assistance from Cork City Council in the case of any significant incidents
* Informing Cork City Council of any observed damage to the parklet that may need repair. (Cork City Council will be responsible for repairs to the parklet.)

1. **Insurances**

The Parklet Partner will maintain public liability insurance that indemnifies Cork City Council for a minimum of €6.5m against any third party claims that could arise in respect of the day-to-day maintenance or planting of the parklet as carried out by the partner (i.e. responsibilities outlined in Item 3 above).  Cork City Council, as owner of the parklet, will take on the remainder of the liability and the overall insurance of the parklet structure itself.

**Appendix 2: Information Note:**

**Cork City Council Seeking new “Parklet Partners” to Provide 6 New Parklets for Cork City**

Parklets convert a few on-street parking spaces into public open space and are a cost-effective way to create more vibrant streets, promote economic vitality, and provide an inviting green space for residents and passers-by to sit, relax, and interact.

Following the success of the recent Parklet Scheme in the City Centre, Cork City Council is looking to provide up to six new parklets in the greater metropolitan area. Areas eligible and particularly encouraged to apply include all suburbs of the City and the RAPID designated areas of Cork City.

**Who can apply?**

Business owners, institutions, neighbourhood organisations, and other community-based groups are eligible to apply to be a “Parklet Partner.”

**What will the parklet be like?**

The parklet will be similar to the current parklet on Douglas Street (shown above) and will incorporate seating and pollinator-friendly planting.

**Partner’s Responsibilities**

Cork City Council will fund and install the parklet. The Parklet Partner will be responsible for the day-to-day upkeep of the parklet and planting. The parklet can be used by customers if it is associated with a business, but it must be available for public use.

**Site Selection**

* Parklets are typically installed in on-street parking spaces, but other locations can be considered.
* The location must be in an area with high footfall where it will provide a public amenity.
* The preferred locations for parklet are those that would enjoy broad support from the street/neighbourhood and also serve shoppers and visitors.
* The site should provide a pleasant environment where someone would like to sit—for example, not in constant shade and not located in an area where the volume of passing motor traffic is so high that noise and fumes would create an unpleasant environment.
* The parklet cannot block access to public utilities, hydrants, or driveways, bus stops, or cycle lanes.
* The site itself needs to be relatively level (i.e. no steep hill or inclines).

**How long will the parklet be in place?**

Parklets will initially be in place for one year. After a year, they will be evaluated to consider whether they should be kept in place for another year, replaced with more permanent seating, or moved to a new location.

**How do I apply?**

Please complete and submit the Parklet Partner Application form by**5 pm on Friday 4 June 2021**.

The form is also available on-line at [www.corkcity.ie](http://www.corkcity.ie)

**Further Questions?**

Email: fergal\_gough[@corkcity.ie](mailto:xx@corkcity.ie)