

Parklets

Parklet design guide

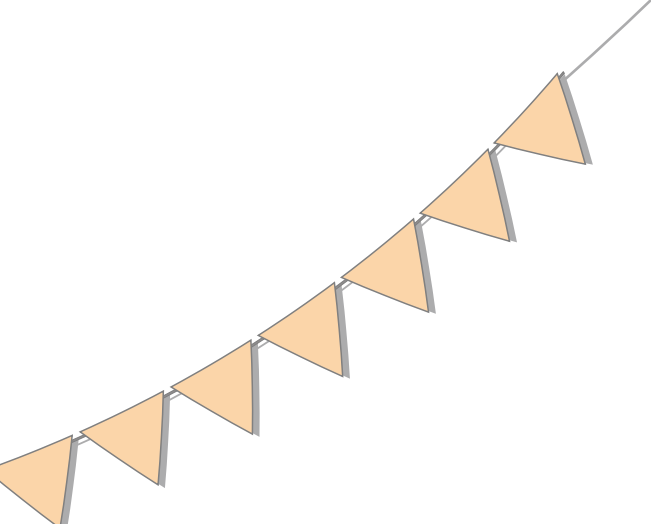
This guide sets out the requirements for businesses and communities to design and get approval for a parklet.



Absolutely Positively
Wellington City Council

Me Heke Ki Pōneke





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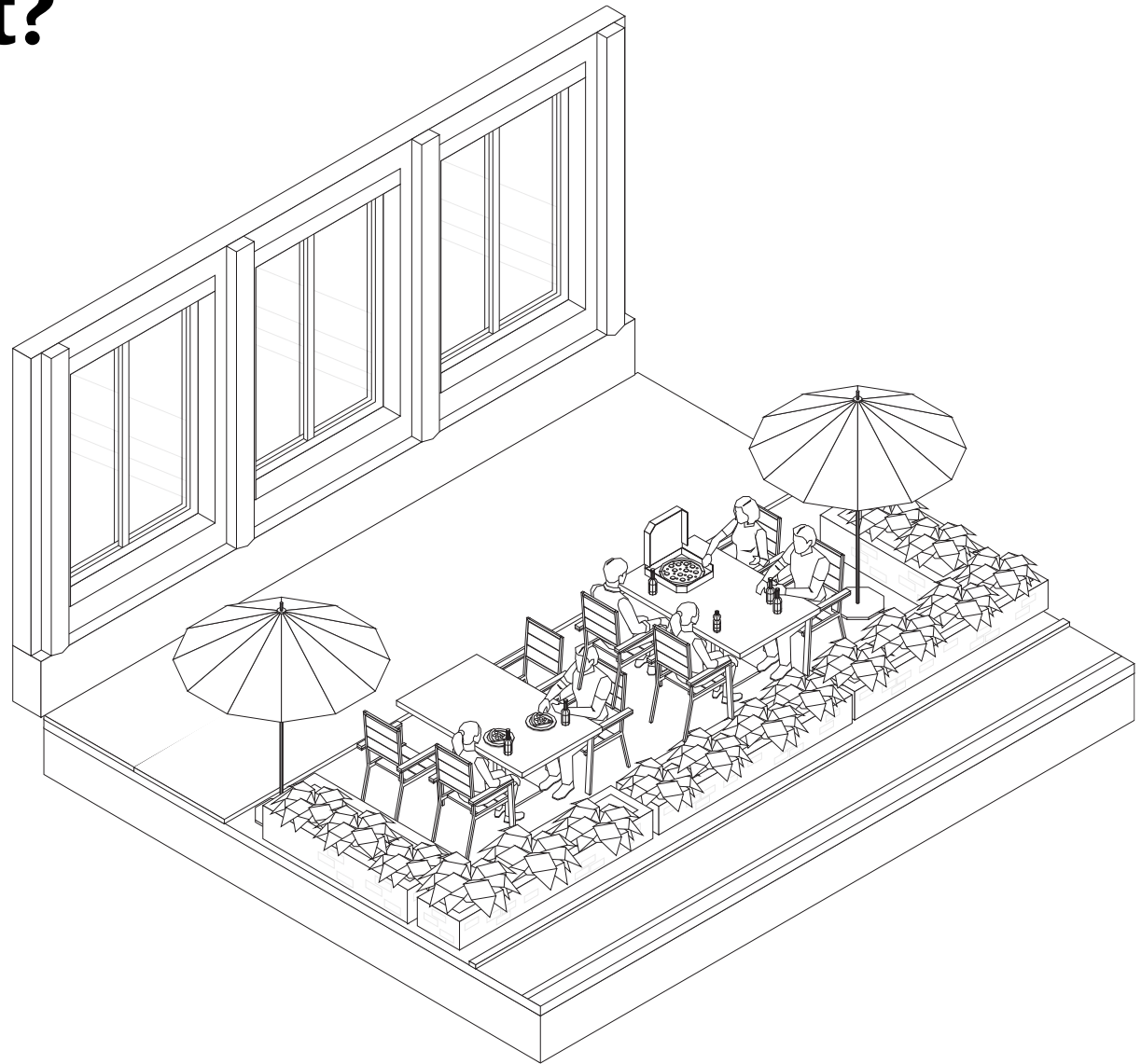
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What is a parklet?

Parklets are parking-space sized mini-parks, plazas, or outdoor dining areas that are constructed in spots that have previously been used for on-street car parking.

They can transform parking spaces into vibrant public spaces where people can sit, relax, and enjoy the city. They can be fun, unique, and creative and allow us to experience and re-imagine the potential of public space.

Parklets are generally low cost and relatively simple to construct, making them a great way to test different uses of the street.



Benefits of parklets

Our public places are important – we use them to socialise, play, and work. We want them to be lively, active, and safe for everyone to use, and we will need more of them as the population grows and more of us live in the central city.

Parklets help make streets vibrant and provide opportunities for people, businesses, and communities to use public space.

Wellington has limited public open space in the central city. Roads and footpaths are typically narrow with most of the space used for moving or parking vehicles. Parklets provide an easy way to use small sections of road for something different.

They are most useful where the street lacks public space, or the footpaths are too narrow to provide for anything other than people walking by. Businesses and organisations can use them for a variety of activities, including outdoor dining without compromising accessibility and people's ability to use the footpath.

Parklets help support and achieve the objectives in the Council's Parking Policy, the Trading and Events in Public Places Policy and the Economic Wellbeing Strategy.



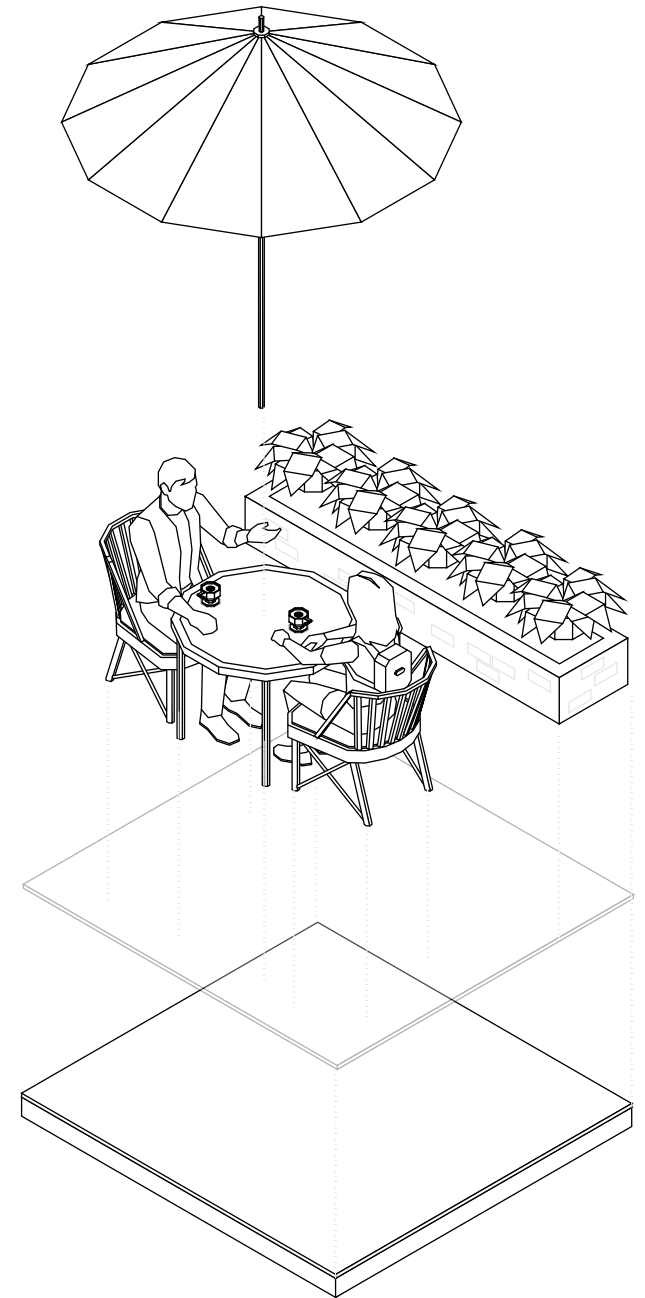
Get the design right

This guide outlines how to design and manage parklets. It will help you design a parklet that is safe to use and has good connections with the adjoining business or venue.

Done well, parklets can enhance the street and make it safer by:

- promoting passive surveillance and slowing vehicles
- improving pedestrian accessibility
- promoting social, cultural, and business interests
- making the street a more attractive place to spend time.

However, their location is important and requires careful consideration to reduce risks associated with moving vehicles. This includes providing solid protective barriers, creating a comfortable place for people to use, and ensuring clear sightlines between pedestrians and drivers.

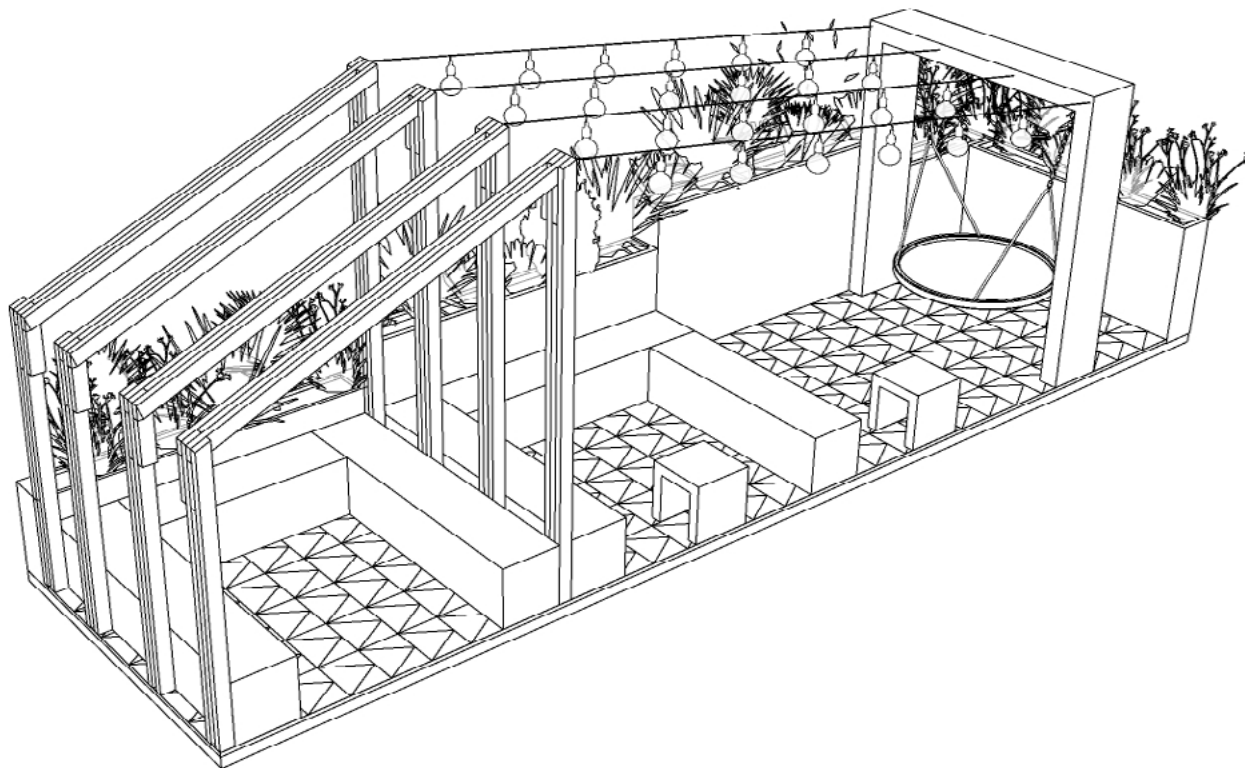


How good design makes a positive difference

The advice provided and requirements outlined in this guide will enable and support opportunities to use and trade in on-street parking spaces.

They will also ensure parklets:

- create more interesting and attractive streets
- are safe for pedestrians, parklet users and motorists
- support businesses by creating more space for outdoor dining
- improve accessibility on footpaths by allowing outdoor dining furniture to be located off the footpath
- support social, cultural and recreational opportunities
- do not create any hazards for users or passersby.



Compliance considerations



The guide doesn't include information about structures, furniture, or trading on the footpath, or cover other Council approvals which may be required such as an alcohol licence, a building consent, or a resource consent.

You can get more information about these on our website:

Alcohol variation licence

[Applying for a variation to the conditions of your alcohol licence - Alcohol licences - Wellington City Council](#)

Building consent

[Applying for a building consent - Building and resource consents - Wellington City Council](#)

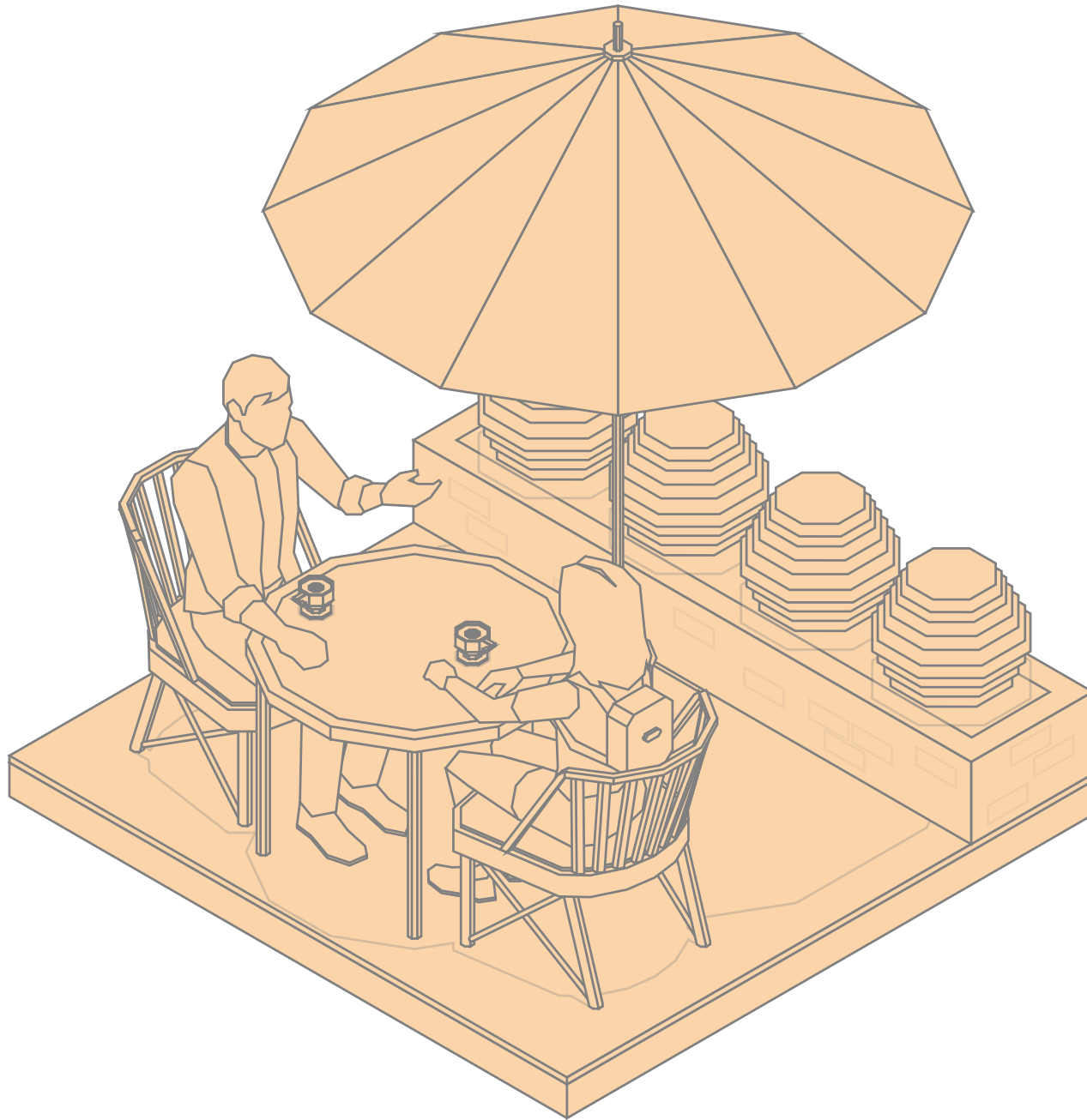
Resource consent

[Applying for a resource consent - Building and resource consents - Wellington City Council](#)

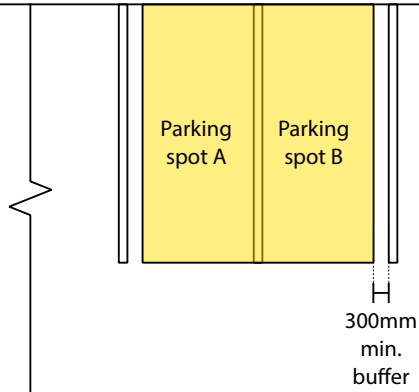
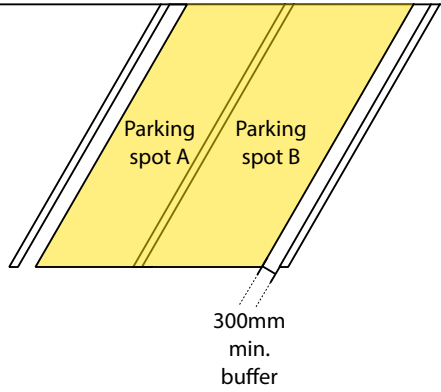


Design requirements

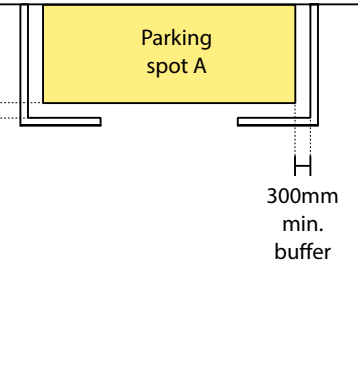
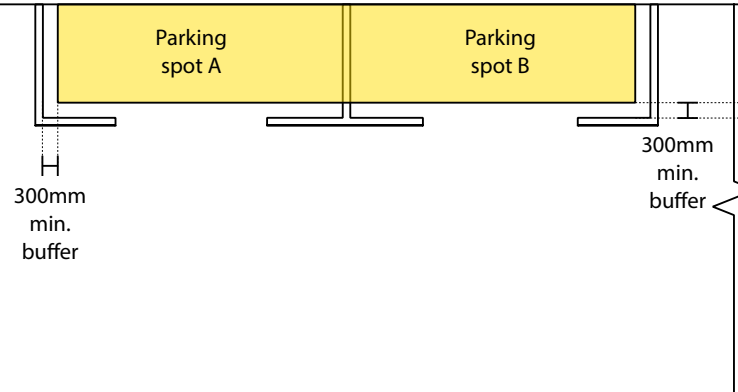
Proposed parklets need to meet the following design requirements.



Angled



Parallel



Location

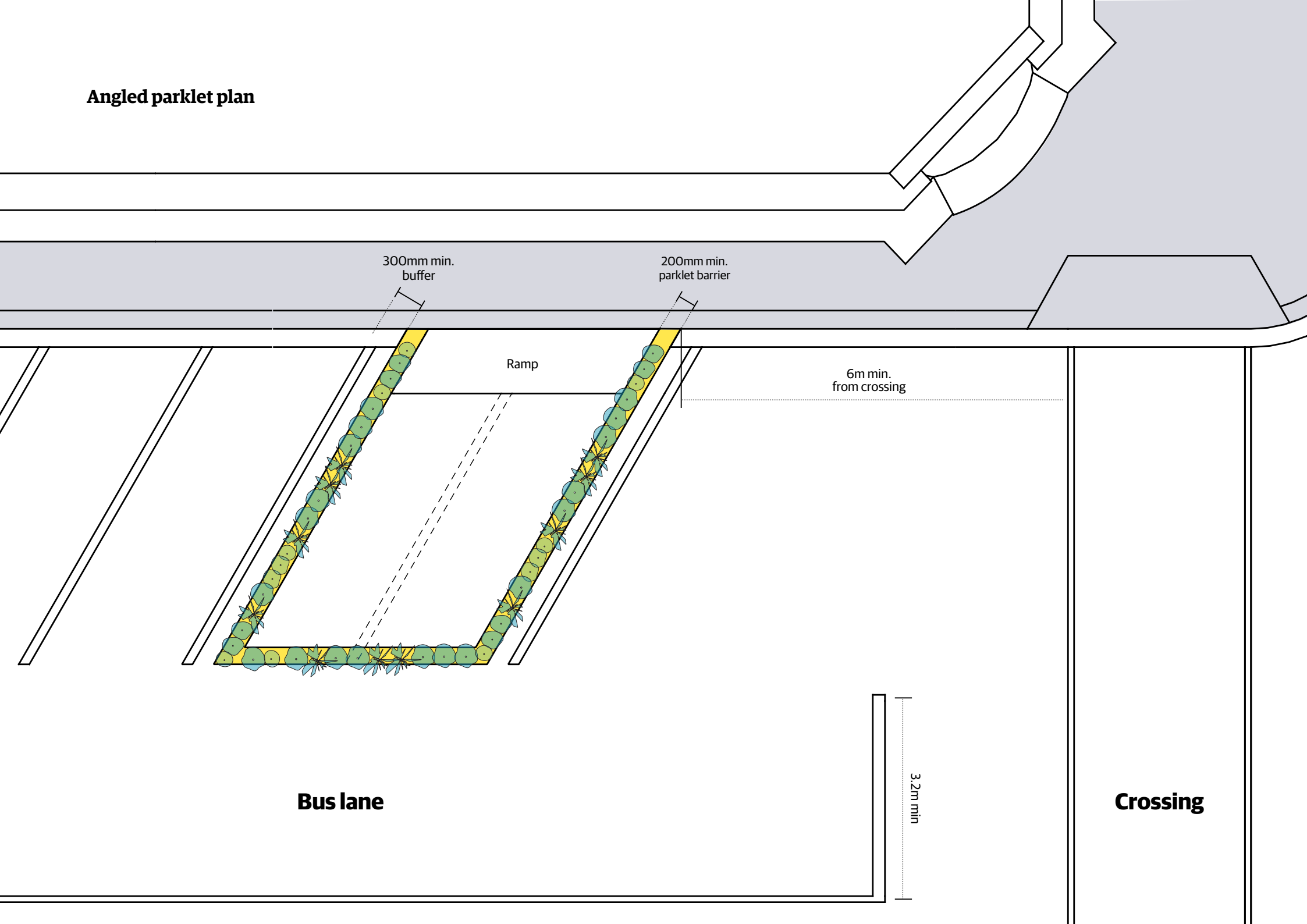
- Parklets used by a business must be close to and clearly visible from that business.
- Utility access panels, manhole covers, storm drains, or fire hydrant shut-off valves must be accessible at all times. Parklets should not be constructed over these unless easy access is provided or maintained.
- Parklets are not permitted in loading zones, taxi stands, bus stops and mobility parking spaces.
- You can apply for a maximum of two parallel car parks or four angle/perpendicular car parks.

Pedestrian safety and accessibility

- Parklets must:
 - maintain clear visual sightlines from the footpath and parklet to the street
 - not create any entrapment risk
 - be adequately lit if in use at night (if night-time use has been permitted)
 - be clear of the footpath and movement along it, and not cause any obstruction
 - ensure all walking surfaces are non-slip, free of trip hazards, and weather resilient.
- If the parklet is proposed on a hill and the road gradient exceeds 6 percent, a level platform must be provided so it is safe and accessible.
- Ramps to access the parklet must be at a slope of no more than 5 percent.
- Ensure people who use wheelchairs, pushchairs, prams etc can manoeuvre and use the parklet comfortably.



Angled parklet plan



300mm min.
buffer

200mm min.
parklet barrier

Ramp

6m min.
from crossing

Bus lane

3.2m min

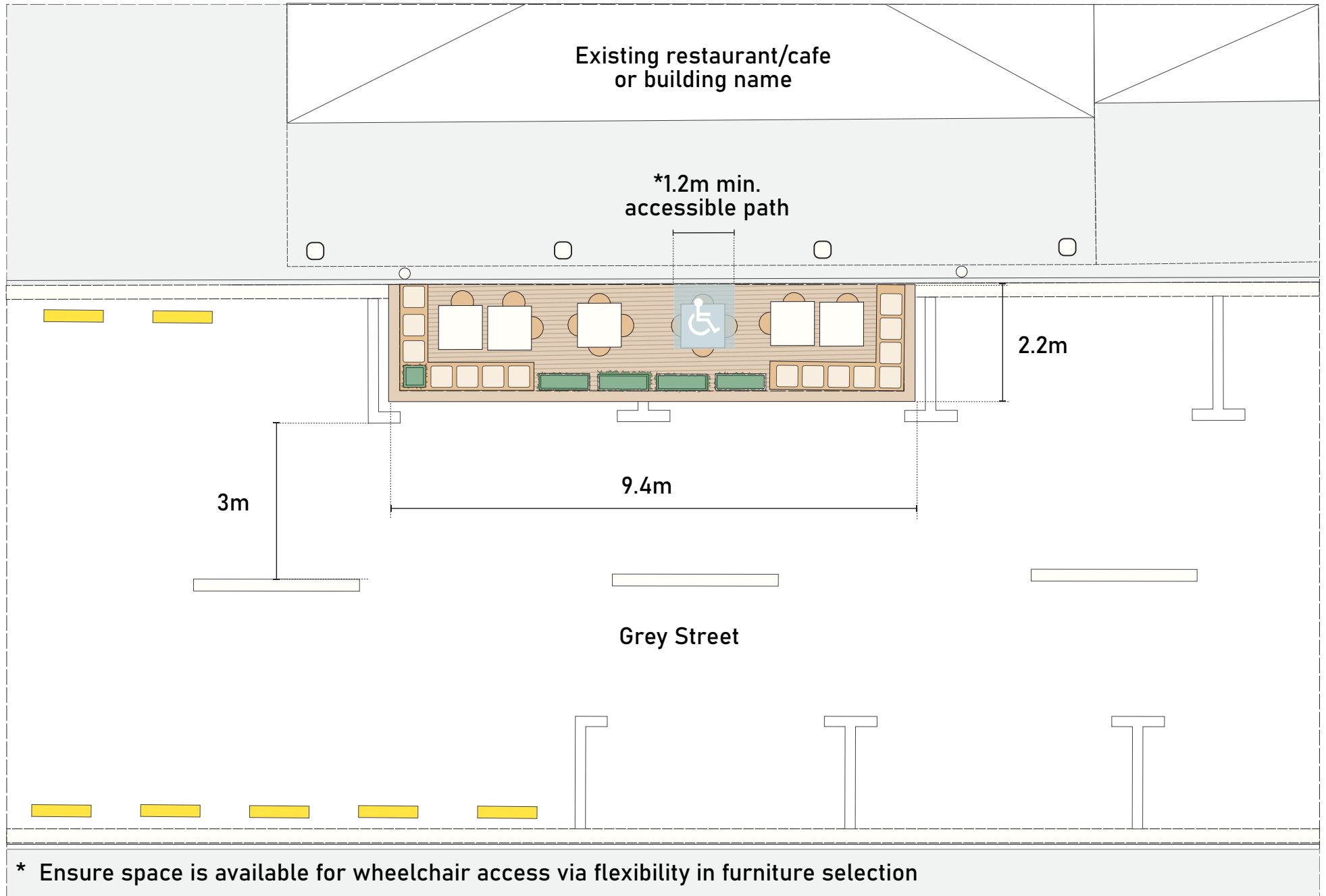
Crossing

Traffic safety

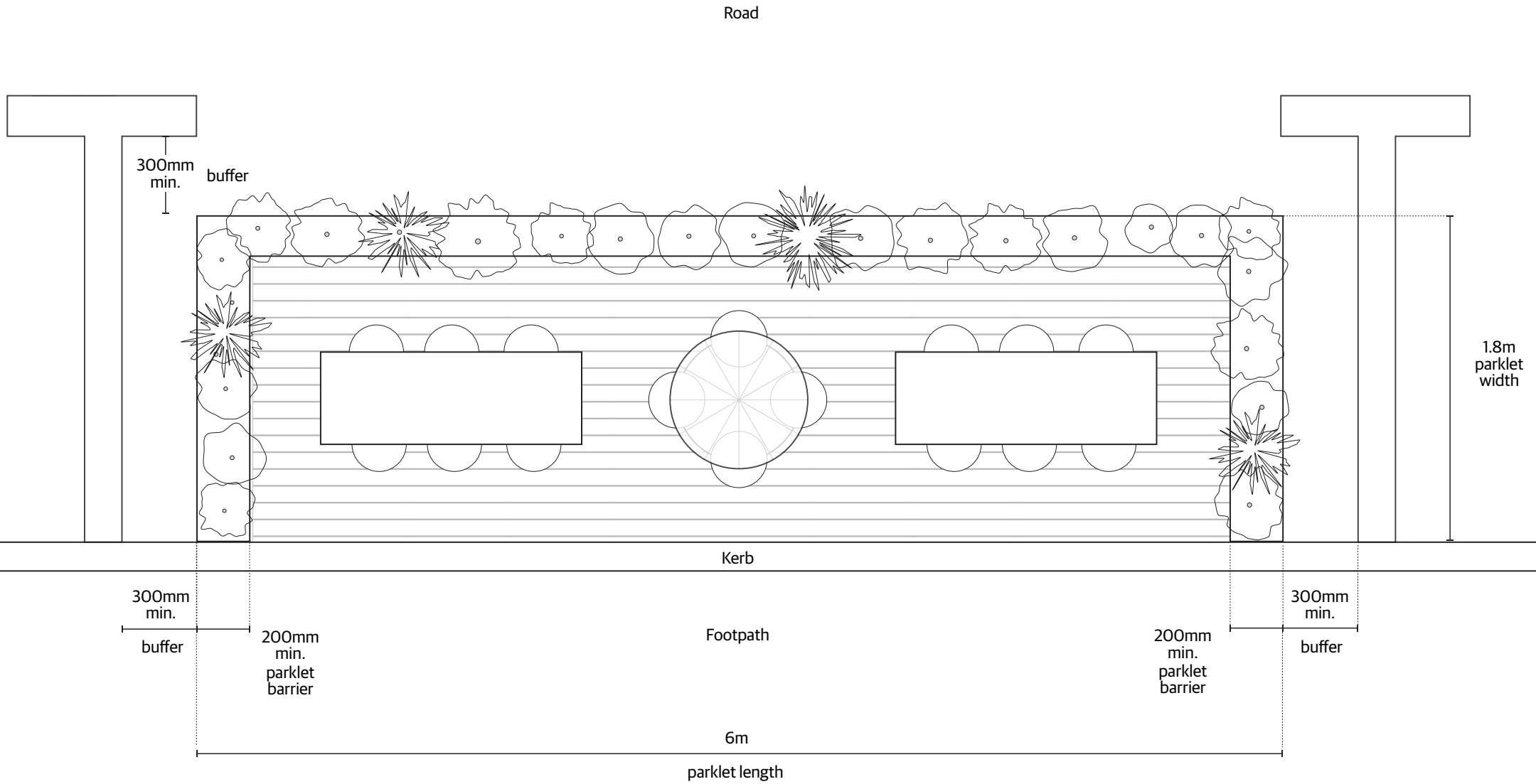
- Parklets must:
 - be located on streets with a speed limit of 40km/h or less
 - maintain adjacent traffic lane width of at least 3m
 - maintain at least 3.2m where the lane is used as a regular bus route
 - maintain sightlines near pedestrian and bike crossings, driveways, and intersecting roads by having a setback of at least:
 - 6m from an intersection or pedestrian crossing
 - 1.5m from vehicle exits.
- Parklets must be visible in the dark with reflective posts at both ends or reflective tape (RM6) on the outside corners of the parklet.



Site plan

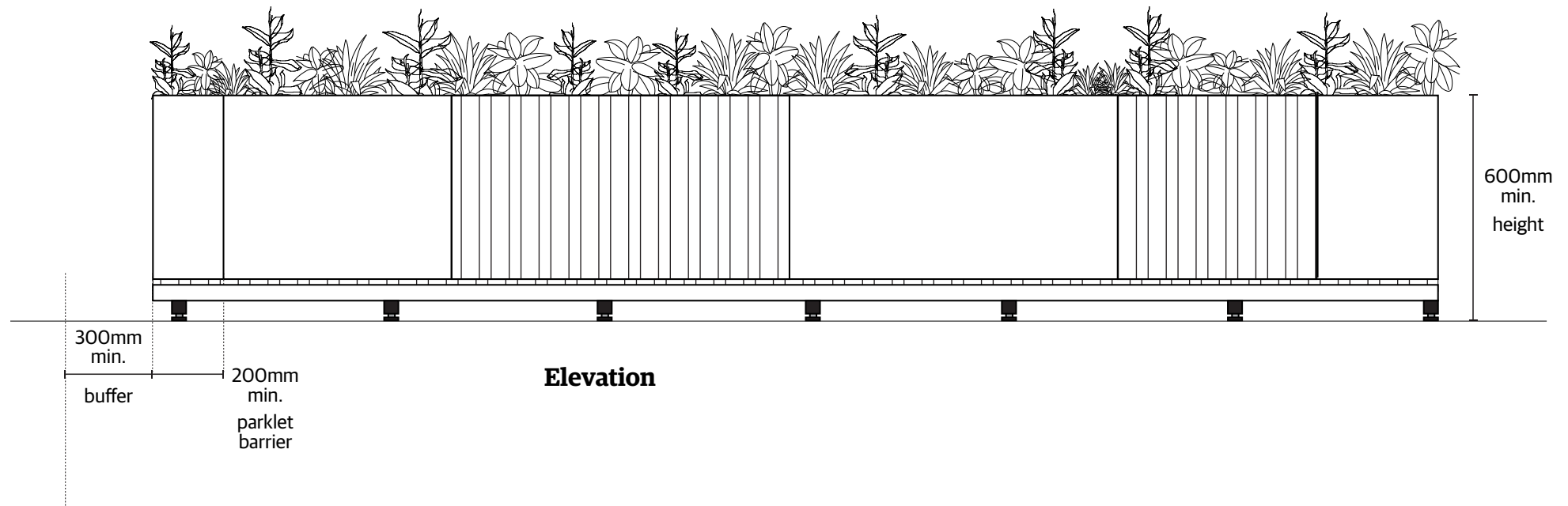


Parklet design plan



Barriers/walls

- The barrier must:
 - surround the parklet on all sides facing the road (including adjacent car parks and vehicle lanes). There may be some flexibility if access to bike parking is required as part of the parklet proposal.
 - be offset by at least 300mm from the road edgeline and any adjacent car park. This is measured from the inside of the road marking lines
- be at least 200mm thick
- be solid, stable, and sturdy to prevent lift, movement, or harm in high winds. For example, a weighted/secured fence or planter box
- not have gaps of more than 100mm that could allow informal crossing of the road
- have a height of at least 600mm and be no higher than 800mm
- not have any horizontal bars or beams that could pose a piercing hazard to vehicles.





Awnings and pergolas

- Overhead structures must:
 - have at least 2.1m vertical clearance from the parklet floor
 - be contained within the parklet footprint
 - maintain a visual connection between the street and the footpath and from within the parklet
 - not have any horizontal bars or beams that could pose a piercing hazard to vehicles.

Note: All awnings require building consent under the Building Act 2004. Pergolas do not require building consent unless they have a roof (eg cladding that covers the top of the structure).

Section

Vertical clearance
min. 2.1 m

Footpath

200mm min.
gutter

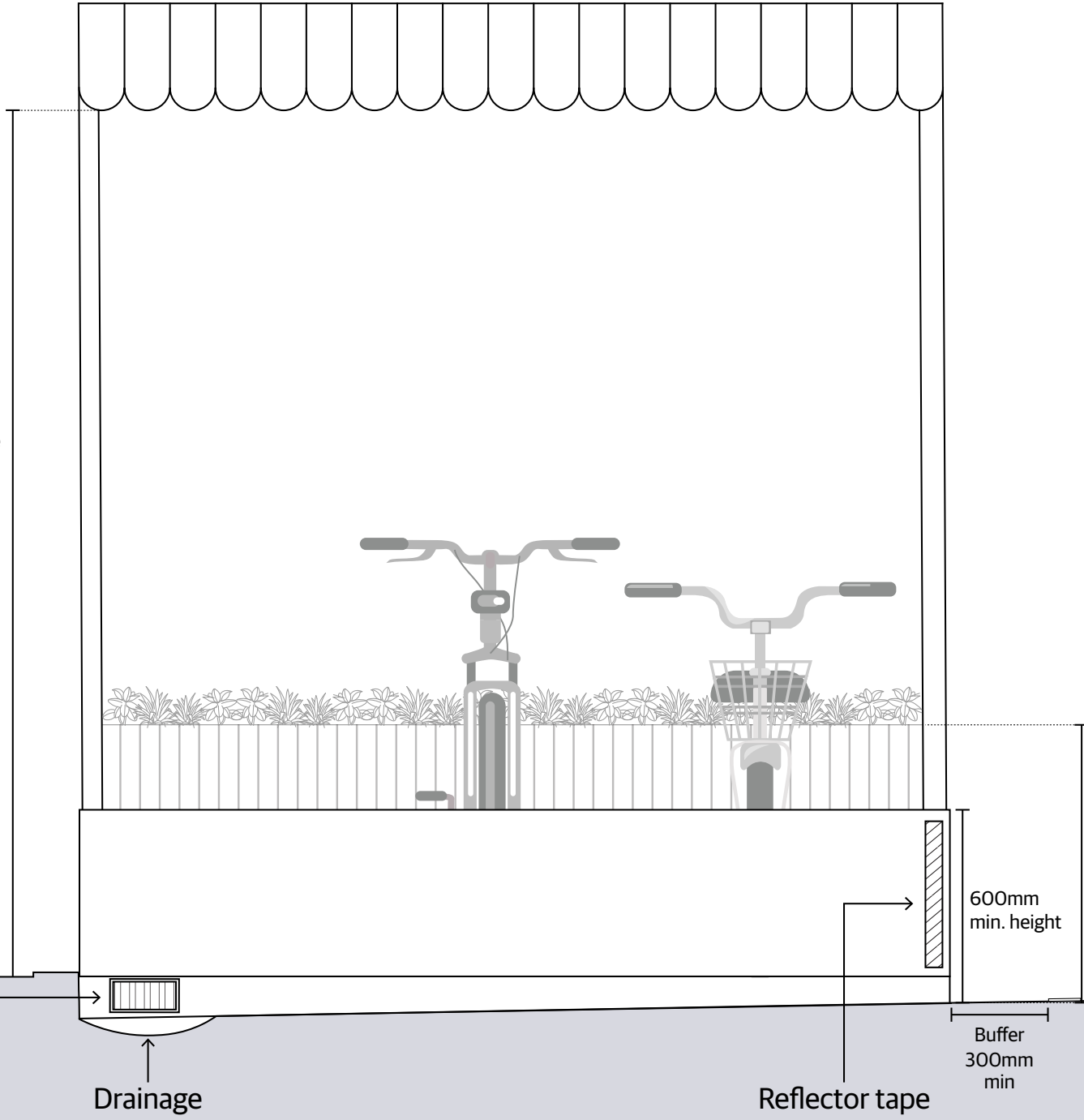
Drainage

Reflector tape

600mm
min. height

800mm
max. height

Buffer
300mm
min

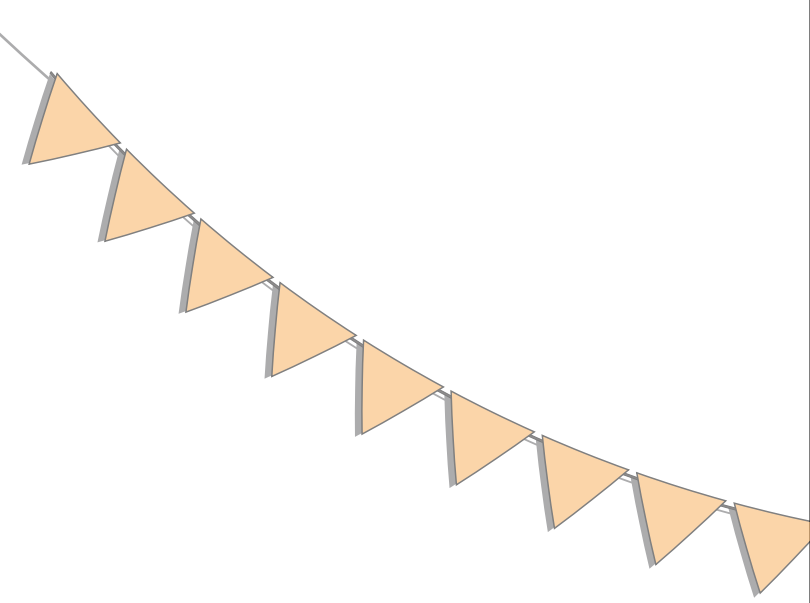


Power/electricity

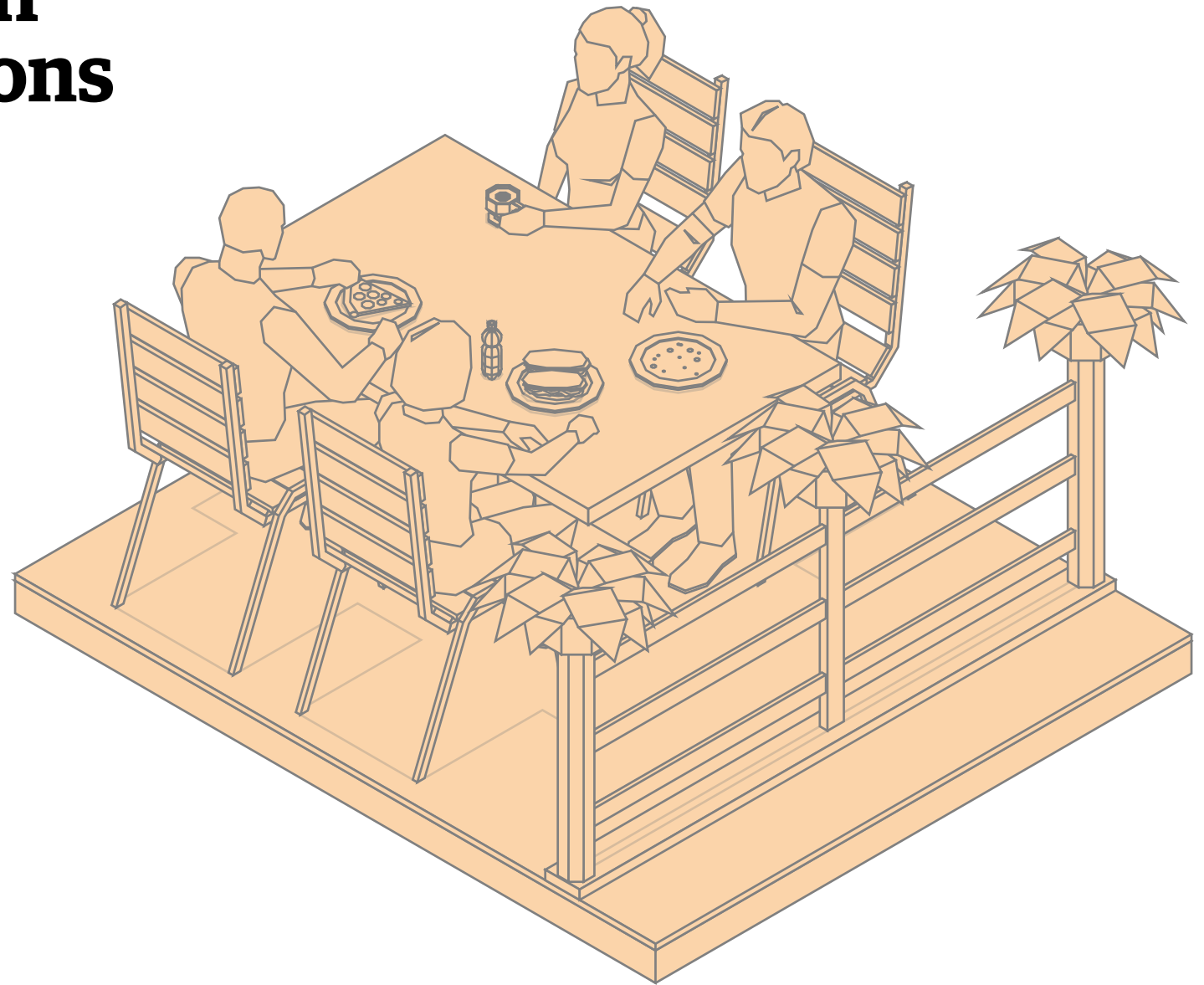
- Cables under footpath ramps are not acceptable.
- Heating devices are permitted but they must be secure and located out of reach or removed from the parklet outside of trading hours and stored away from the public area. The location of heating device(s) placement and how they're to be fixed in place will require approval.
- Only static lighting, if any, is acceptable. Lights should not be flashing, or conflict in colour with any nearby traffic or pedestrian lights.

General requirements

- All objects including plants, furniture and other design elements must be contained within the parklet perimeter and not obstruct the road or footpath.
- All objects such as furniture, umbrellas, and heaters must be taken in outside of business hours or secured in place.
- No branding or advertising is allowed on the parklet. The identity of the business should be reflected through design and the materials used in the parklet.
- Parklets must not affect stormwater flow or block drainage (ensure water can flow freely along the kerb and will not become blocked by debris).
- Must comply with any other Council policies, plans, consents, and bylaws.
- No objects are allowed to be fixed to the road or footpath surface or cause damage to the surfaces.
- Parklets must be easily removable.



Other design considerations





Accessible and safe

Parklets should be safe, friendly places for everyone and easily accessible to people of all ages and abilities. Consider the entry, the way people move through the area and space, and accessibility in your design.

- If including fixed seating, configure it to accommodate companion seating for a wheelchair user.
- Make the design easily distinguishable for people who are partially sighted or mobility impaired (eg use contrasting colours).
- Make the parklet surface level where possible.
- If parts of the parklet surface are not level, highlight any steps or ramps with coloured tape and/or paint to mitigate potential trip hazards.
- Having a platform base (ie decking) can reduce tripping hazards, improve accessibility for all and make your parklet feel like a natural extension to the footpath.
- Ensure any structures do not impact the amenity and function of the footpath.

Green and inviting

Parklets should be an engaging and aesthetically pleasing addition to the street. They are also an opportunity to help make the city greener by adding some plants.

- Planter boxes are commonly used as a green barrier between traffic and the parklet space.
- Think about the outside of the parklet and what can be done to make it look good.
- Consider permanent seating so it still feels welcoming after movable furniture is taken inside.
- Use native, robust, and drought-resistant plants that are easy to maintain.
- Large planter boxes can be better because they are less likely to be stolen.
- Consider alternative planting options like herbs, small fruit trees or vegetables.

Modular and movable

A modular design approach is recommended. This will ensure installation and removal of parklets will cause minimal disruption, help improve the longevity of the parklet, and mean it could potentially be shifted and reused somewhere else.

- Build the parklet off-site to make it faster and easier to install.
- Use multiple components to build your parklet barrier. This will provide adaptability in your design over the life of the parklet.
- Consider a fully mobile structure, such as something transportable with a trailer so your parklet can be moved easily.
- Incorporate movable furniture that can be interchanged as needed so the space can be used in different ways.
- We recommend adjustable feet for tables and chairs to adapt to varying levels.

Sustainable and durable

Parklets need to be durable, robust, and structurally sound. Where possible, try to make them sustainable, and consider how they might be recycled or reused in the future.

- Use materials that are easy to maintain, weather-resistant, and long-lasting.
- Use sustainably-sourced and produced materials where possible.
- Prioritise recycled, reclaimed and locally-sourced materials.
- Plastic of any kind, including plexi-glass, is strongly discouraged.
- Encourage active transport by incorporating seating and bicycle parking in your design.

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