



THE CITY

PLN MTA SFPW



APPLICANTS

YOU

PROPOSAL

6 weeks

A REQUEST FOR PARKLET PROPOSALS RELEASED

8 weeks

B PERFORM PUBLIC OUTREACH

C SUBMIT PARKLET PROPOSAL

PROPOSAL REVIEW & SELECTION

5 weeks

D **PLN** **MTA** **SFPW**
REVIEWS PROPOSALS

3 weeks

PROPOSAL SELECTED

E PAY INITIAL INTAKE FEES TO **SFPW**

F **PLN**
ISSUES PUBLIC NOTICE

10 days

! **OBJECTIONS?**
POTENTIAL PUBLIC HEARING
Several months

G DEVELOP PARKLET DESIGN

YOU

changes

PLN
WORKS WITH APPLICANT ON DESIGN PROPOSAL

I SUBMIT FINAL APPLICATION PACKAGE TO **SFPW**

J PAY FINAL PERMIT FEES TO **SFPW**

PERMIT ISSUED

H **PLN** **MTA** **SFPW**
REVIEWS FINAL DESIGN FOR APPROVAL

K **SFPW**
ISSUES PARKLET PERMIT

! SOMEONE APPEALS

L NOTIFY **MTA**
3 weeks before installation

NOTIFY **SFPW**
10 days before installation

P POST-CONSTRUCTION SITE INSPECTION BY **SFPW**
Within 48 hours after installation

MTA
REMOVES PARKING METERS, BIKE RACKS, LEGISLATE/ REPAINT CURBS

M PRE-INSTALLATION SITE INSPECTION BY **SFPW**

FABRICATION & INSTALLATION

Up to 6 months

PERMIT REVOKED

against

! SIGNIFICANT VIOLATIONS

! OBJECTIONS



PUBLIC HEARING

against
! APPLICANT APPEALS RULING

BOARD OF PERMIT APPEALS
HOLDS PUBLIC HEARING

supports

against

DPW HOLDS PUBLIC HEARING

supports

DESIGN DEVELOPMENT & PERMITTING

2-6 months, possible 6 month extension

PAVEMENT TO PARKS

PARKLET O'MATIC

A STEP-BY-STEP

PROCESS OF IMPLEMENTING

A PARKLET IN SAN FRANCISCO

PLN San Francisco Planning Department
MTA San Francisco Municipal Transportation Agency
SFPW San Francisco Public Works
YOU Project Sponsor

A Refer to the Process Overview section of the San Francisco Parklet Manual for more information on each step.



ENJOY PARKLET!

REMEMBER TO KEEP IT CLEAN.
WATER THE PLANTS &
RENEW PERMIT IN ONE YEAR.

