



Parklet Permit Renewal Application

STAFF USE ONLY	
Date Received:	_____
Date Complete:	_____
Date Approved:	_____
Permit Number:	_____
Staff:	_____

Disclaimer

While the City recognizes the potential for Parklets to enhance the public realm, the grant of a permit is a privilege and not a right. All Parklet permits are wholly of a temporary nature and can be revoked by the City of Tulsa at any time. All Parklets must be maintained within the confines of the approved drawings at all times. Further, the City will, and by law must, retain the right to deny, restrict, or revoke this privilege in any instance where the public benefit of said permit is in doubt. Franchisees or other right-of-way occupants reserve the right to request a permit revocation at any time based on their ability to adequately provide services. Parklet permit holders must comply with the terms and conditions of the permit, and must keep the right-of-way clean, safe for pedestrians, and clear of unauthorized obstructions. In the event that a Parklet does not meet the terms and conditions of the permit, the City of Tulsa may issue a Notice of Violation or may revoke the permit.

An encroachment (e.g., moving furniture into the Pedestrian Zone) placed upon or maintained within the public right of way or a public easement contrary to the terms of the Parklet Permit shall constitute a public nuisance. Permittees that have encroached upon a public right of way or public easement shall remove the violation or the City of Tulsa may revoke the permit. The encroachment shall not return to the public right of way or public easement unless or until the issue has been completely resolved either by appeal, amendment, or re-permitting.

All Parklets must comply with the Americans with Disabilities Act (ADA) and be accessible to all users, including people with physical disabilities, wheelchair users, and those with impaired vision. If Permittee fails to comply with these regulations, the City of Tulsa will issue a Notice of Violation or may revoke the permit.

The City of Tulsa will strive to give adequate notice when possible to permit holders (typically 30-days) in the event that the Parklet area must be removed from the right-of-way for an event, construction, or for any other reason. In an emergency, or any other instance, the City of Tulsa may immediately clear the Parklet to preserve public health and safety. If this should occur, the City of Tulsa will not be responsible for damages, including revenue losses.

In the event the City of Tulsa revokes the Parklet permit, the permit holder is responsible for coordinating and paying for removal of their Parklet within 24 hours of receiving a Notice of Removal.

A new permit is required if a business is sold and/or changes ownership. A permit amendment is needed if site conditions will change. If an Amendment Form was not submitted prior to making modifications, and/or the modifications are not in compliance with Parklet regulations or the original approved permit application, the permit will be revoked.

This form is for those renewing their Parklet Permit. Parklet Permits expire after March 31st of the same calendar year or the next year, whichever comes first. Permits may be renewed before March 31st for the next April 1st - March 31st permit year.

You must provide a current copy of the Certificate of Insurance and Endorsement and current copies of City/State Food Licenses (if applicable).

If the original proposed Parklet will change in any manner, please resubmit an Application Form or an Amendment Form in order to renew the Parklet Permit.

1. Contact Information

Applicant Name: _____

Phone: _____ Email: _____

Mailing Address: _____

City: _____ State: _____ ZIP: _____

2. Business Information

Legal Business Name: _____

Common Name (Doing Business As): _____

Business Phone: _____

Business Address: _____

City: _____ State: _____ ZIP: _____

3. Certification and Hold Harmless Agreement

I, on behalf of the applicant, certify that the information contained in this application and any other materials submitted in the course of my application for a Parklet Permit is true to the best of my knowledge.

The applicant agrees to indemnify and hold the City of Tulsa, its officers, agents and employees, and the adjacent property owners free and harmless from any claims for damages to persons or property including legal fees and costs of defending any actions or suits thereon, including any appeals therefrom, which may result from the granting of this permit, and the activities conducted pursuant to the Parklet Permit.

Applicant Signature: _____ Date: _____

For Internal Use Only

Date of Site Visit: _____

Parklet meets original approved site plan

Date Previous App Received: _____

Design Standards met

Date Previous App Complete: _____

Parklet conditions have not changed

Date Previous App Approved: _____

Current Certificate of Insurance and Endorsement

Previous Permit Number: _____