



CITY OF BETHLEHEM

BUREAU OF PLANNING AND ZONING

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

Phone: 610-865-7088

Fax: 610-865-7330

TDD: 610-865-7086

www.bethlehem-pa.gov

Parklet Preliminary Application

This is an application to obtain conceptual approval of a proposed Parklet. City staff will review the application to determine if the location is appropriate. This is not an application for a construction permit. Once the location has been approved, a full Parklet Application Package must be submitted to obtain a construction permit.

This Parklet Design will provide PUBLIC outdoor seating PRIVATE outdoor seating

Site Address: _____

Cross-Streets: _____

Applicant Contact Information: Check one: Owner Contractor Tenant

Contact Person: _____

Owner/Business Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ Email: _____

Site Information:

Proposed length of Parklet: _____ Length of establishment's storefront: _____

Are there metered spaces at the site? Yes No

If yes, applicant will be responsible for meter removal

Is the parklet intended to span more than one storefront? Yes No

If yes, Parklet Application Package must be signed by each sponsoring business

Are there any parking signs and regulations that will affect the proposed location (i.e., Loading Zone, two-hour parking, accessible parking)? Yes No

Required Submittal Documents:

11 X 17 dimensioned drawing showing the Parklet footprint in relation to the surrounding streetscape context. Show all signs, parking meters, utilities, sidewalks, driveways, manholes, ramps, scuppers or catch basins, landscape and bus stops.

Design elevations, plan views, sketches, or detailed described of proposed Parklet design.

An applicant may receive a clarification from the city of its interpretation or application of a statute, ordinance, code or authorized substantive policy statement.



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----- Staff Use Only -----

No fee for this Parklet Application, route application to _____, _____ or designee

Conceptual Parking Approval? Yes Yes, with Stipulations No

Stipulations for Final Parklet Design:

Reasons for Denial:

Staff Signature: _____

Print Staff Name: _____ Date: _____

Conceptual approval is valid for 180 Days from date approved.

If your Parklet has been conceptually approved, you may proceed with design and submittal of Parklet application, construction plans, and supporting documents to obtain a permit.