

Park(ing) Day Guide

Step 1: Determine Location

- Successful Park(ing) Day locations are typically: near restaurants, business districts, areas with a lot of foot traffic, very visible to the public, streets with less traffic, streets with lower speed limits, etc
- Examples of Potential Street/Areas for Park(ing) Day Demonstrations
 - Cherokee Street
 - The Grove
 - Central West End (Euclid Ave)
 - Old North
 - South Grand Business District
 - Washington Ave (Downtown St. Louis)
- Avoid streets with high traffic and cars traveling at high speeds
 - Gravois, Grand, Kingshighway, Hampton, Chippewa, Natural Bridge, etc.

Step 2: Develop a Site Plan

- All Park(ing) Day applicants are required to develop a site plan, which is a basic drawing/design of your proposed Park(ing) Day parklet demonstration. The site plan will be submitted along with your online application [Click here to view an example!](#)
- **Your site plan should include:**
 - The width and depth of your parklet
 - The materials you will use for the parklet
 - The set-up and tear down time for the demonstration
 - A brief description of any potential activities you may possibly do
 - The Parking Zone and Space number you'll be using



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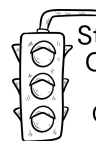
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Step 3: Fill Out Online Application

- If you are applying for a Park(ing) Day Parklet in a ***metered parking spot***, simply fill out the [Treasurer's Office Application](#)
- If you are applying for a Park(ing) Day Parklet in a ***parking spot without a meter***, you will need to fill out a [Board of Public Service \(BPS\) Blocking Right of Way Permit](#)

Step 4: Secure Materials & Demonstration Tips

- Below are a few guides and a short list of materials that are good for potential Park(ing) Day Parklet demonstrations
 - [Trailnet's Tactical Urbanism Materials](#)
 - [Tactical Urbanism Guide](#)
 - Old tires
 - Traffic Cones
 - Fake Grass
 - Patio/cafe tables
 - Pool noodles
 - Old shipping pallets
 - Planter boxes/wooden crates
 - Spray paint/chalk
 - Milk crates
 - Umbrellas
- **On the day before** Park(ing) Day participants will need to put a bag over their noted parking meter. This will keep people from parking their cars in your noted parking space.
- To ensure a successful demonstration, at least one person should be present in the parklet at all times
- If you are in need of assistance with your Site Plan or have any other questions, please reach out to bryce@trailnet.org



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