

## EXHIBIT A: 2024 Outdoor Dining Program Guidelines

### Costs:

- All extended outdoor dining will be subject to the \$50 permitting fee to the Engineering Department.
- All fees are due in full by April 26.
- Businesses are responsible for any direct costs associated with utilizing a parklet.
- Cost to businesses will be \$250 per parking space plus the permitting fee for the 2024 season, payable to Parking Services. A two-space parklet will cost \$500 plus the permitting fee, 3 spaces will cost \$750 plus the permitting fee.
- Each participating business must submit a certificate of insurance to the Economic and Sustainable Development Department establishing proof of a comprehensive general liability policy naming the City of Bloomington as additional insured to the extent of at least \$500,000 bodily injury and \$100,000 property damage, which shall be in effect during the term of this authorization.
- Businesses that share a parklet may split the cost.

### Logistics:

- Eligibility:
  - Eligibility is limited to any food service establishment adjacent to metered parking in downtown Bloomington.
  - All participating businesses must agree to cease alcohol sales in parklets by midnight.
  - Eligible businesses must complete the application and payment process as outlined in this memo.
- Application process:
  - Application form will go live on the City's webpage on April 4, 2024.
  - Applications are due by April 15, 2024. Businesses may submit applications in advance of the deadline.
  - Fees are payable by check or card to Parking Services by April 26, 2024.
- Implementation:
  - The Parking Services division in the Department of Public Works will install and remove the orange jersey barriers at the beginning and end of the 2024 season.
  - City staff will fill the jersey barriers with water on the installation day. Participating businesses will be required to top off the barriers with water as needed, and the barriers must remain sufficiently full for safety purposes.
  - If the weather in April and early May 2024, is not conducive to outdoor dining, City staff may exercise discretion on the exact dates the parklets are installed.
  - If a parklet is removed, either by request of the business or by determination of City staff, it may not be reinstalled in the same calendar year. Any fees paid by the business will not be refunded
- Requirements for participating businesses:
  - Participating businesses are required to provide their own furniture, decorations, etc.
  - Participating businesses are required to invest in the beautification of parklet spaces through decor that meets safety standards (see Exhibit B)
  - Participating businesses must meet all requirements for their extended outdoor seating, including the Americans with Disabilities Act (ADA), Indiana Alcohol Tobacco Commission (ATC), Monroe County Health Department, safety, and insurance requirements.
  - Tents and heaters are not allowed for use in the Parklet Program.
  - Participating businesses must comply with Indiana Fire Code regulations.
  - Businesses must remove all seating, furniture, decorations, and any other property from the parklet before the end of the program on November 4, 2024, when the water-filled barriers are set to come down or face fines in accordance with Title 12 of the Bloomington Municipal Code.

## EXHIBIT B: Beautification Guidelines

Several options are available to parklet program participants for beautification. Examples of parklet beautification may include, but are not limited to, the adornment of art, accessibility alterations, or cosmetic improvements, all per guidelines listed in this “Exhibit B: Beautification Guidelines.” Given the potential costs for professional parklet beautification, it is crucial to employ cost-friendly and easy-to-implement solutions, as businesses will bear the costs.

### Beautification Options:

- Additional seating platforms
  - Outside of their uses associated with outdoor dining, parklet installations may include wooden or metal benches, platforms, ramps, or additional forms of seating to compensate for increased customer capacity and general community interactions.
- Adornment of art
  - Parklet program participants are encouraged to use a variety of art sources to beautify parklets.
    - E.g., collaboration with local artists and the utilization of murals
- Parklet greenery
- Additional lighting
- Further cosmetic and logistical improvements
  - More options for cosmetic improvements include the use of budget-friendly space dividers, outdoor rugs/flooring, temporary installations of menu/special boards, spaces dedicated for bike parking, and the inclusion of interactive features
- Businesses should work with City staff to determine appropriate beautification options for the parklets.