PARK(ing) Day

City of San Antonio Park(ing) Day Application

PARK(ing) Day – Friday, September 20, 2013
Together the Center City Development Office and Downtown Alliance/Centro Partnership seek creative folks to participate in the City of San Antonio’s 2013 PARK(ing) Day celebration, an international event in which metered parking spaces are transformed into engaging “parks” for one day of the year. Have a great idea for transforming a parking space into a park? Park(ing) Day is your chance to showcase it! Ideas from other cities are provided for your reference.

What is PARK(ing) Day? PARK(ing) Day is an annual open-source global event where residents, artists and activists collaborate to temporarily transform metered parking spaces into “PARK(ing)” spaces: temporary public places. The project began in 2005 when Rebar, a San Francisco art and design studio, converted a single metered parking space into a temporary public park in downtown San Francisco. Since 2005, PARK(ing) Day has evolved into a global movement, with organizations and individuals (operating independently of Rebar but following an established set of guidelines) creating new forms of temporary public space in urban contexts around the world.

The mission of PARK(ing) Day is to call attention to the need for more urban open space, to generate critical debate around how public space is created and allocated, and to improve the quality of urban human habitat … at least until the meter runs out!

Source: http://parkingday.org

DUE DATE FOR SPONSOR APPLICATIONS: Friday September 13, 2013
For more information, contact Megan Wright, megan.wright@sanantonio.gov or 210-207-8031
A **sponsor is**: A community group, organization, City department, or other business that “sponsors” a metered parking spot and is responsible for creating a small park in that space.

**What we provide for you:**

**Center City Development Office and Downtown Alliance/Centro Partnership**
- Secure all traffic-related permits and traffic control barriers for use of the parking space.
- Promote event through press releases, social media and respective websites.
- Create a PARK(ing) Day Map
- Provide panel of judges and present prizes at a small reception ceremony at the conclusion of the Park(ing) Day at the Little Patch Garden at 7pm.

**Sponsors are responsible for:**
- Sticking to the rough plan that they have outlined in their proposal, to decorate the space, and to “people-power” the space from 11AM-7PM on Friday, September 20th. Spots should have at least partial shade, an activity, and places for people to sit down.
- Setting up their space by 11AM (load-in starts at 9am) and cleaning up no later than 9PM (spaces officially close to the public at 7pm) so that once they leave, the space is as it was when they arrived. Loading and un-loading activity must not impede pedestrian or vehicle mobility.
- Abiding by the logo restrictions set forth by Rebar (for more information, please look to [www.parkingday.org](http://www.parkingday.org)).
- Abiding by the City of San Antonio restrictions set forth below.
- Additional promotion of event via your personal/business network, including social media (Facebook, Twitter, website, etc).

Once you have submitted your PARK(ing) Day application and have received your approval, gather your team who will help build your PARK, hang out in your PARK, and then eventually tear it down, and prepare materials you will need to make your PARK a reality. You will be responsible for funding the construction of your own PARK, so be creative in your design and use.

**Criteria for obtaining a parking space**
- Your display must be wholly contained within a parking space.
- You must provide a safety barrier (potted plants, bollards, fence, rope line, etc.) that separates the parking space from the travel lane and from abutting vehicle parking spaces. Traffic cones will also be in place for your safety.
- The roadway shall not be impacted (i.e. no drilling or nailing into the roadway).
- You complete the included application no later than August 30, 2013 and pay the $50 deposit to reserve your space.

**Allowable Activities**
The following items or activities are allowed:
- Sod material(over tarp) and potted plants
- Park-like activities
- Tables, chairs or benches
• Arts and crafts, games, or other cultural activities
• Art displays or easels
• Rugs, carpet, blankets or other similar surface material
• Freestanding umbrellas adjacent to curb
• Informative signage or displays

Restricted Activity (this is not an exhaustive list)
• No commercial activities are permitted (i.e. selling food, drink, etc.), although seated spaces for consumption of food/drink is permitted.
• No alcoholic beverages are permitted.
• No cooking, grilling, fires or flames are permitted within the parking space.
• The display or anything associated with the display may not extend out of the parking space (i.e. No electrical extension cords extending over the public sidewalk).
• Spots cannot be political in nature.
• No amplified sound
• No loose or uncovered material (like sand or gravel)
• No balloons, flashing lights, or other similar objects that may pose a distraction to motorists.

Traffic Control Barrier:
A traffic control barrier is required to delineate the traffic lane and adjacent parking space(s) from the approved event parking space. The barrier will consist of 28” tall orange traffic cones. These will be provided for you. Everything must be kept within footprint of parking space.
Application for San Antonio’s 2013: PARK(ing) Day

Submit the $50 registration fee and the following application to Megan Wright in the Center City Development Office. 100 W. Houston, Frost Bank Tower, Suite 1900. The registration fee is refundable and contingent on the entire area being cleaned up after the event.

Lead Organizer
Name: __________________________ _______________________________
Address: __________________________________________________________
Phone: __________________________ _______________________________
Email: _____________________________________________________________

Organization: ______________________________________________________

Title of PARK(ing) Spot (theme of space): ________________________________

Preferred Locations (please prioritize 2 of the 20 available locations):
1) ________________________________________________________________
2) ________________________________________________________________

Detailed description and/or sketch of spot:

I, ________________________, agree to follow the above rules for participating in PARK(ing) Day San Antonio on Friday, September 20th 2013. I, or my group, will set up our pop-up park, occupy the park during the entire time the park is set up and break down and clean up the site at the end of the day. I take full responsibility for my pop-up park and will not hold liable any organizing party for activities or events that take place in the pop-up park.

Signed: __________________________ Date: __________________________
IDEAS and TIPS for a successful PARK(ing) Day

Some tips from other PARK(ing) Days
Make a Plan and Gather Supplies: Planning a successful PARK(ing) spot takes nothing more than a bit of creativity and teamwork. While most anything’s game, there are a few characteristics of winning PARK(ing) spots that you should consider:

A place to sit. This is crucial! Without a place to sit, no one (even you) is going to want to hang around for long. But no need to fear if you don’t care for chairs - items such as hay bales, milk cartons, and park benches have been used to great effect!

Shade. Is your spot located in the shade? If not, you may want to think about providing some with an umbrella or other sun-blocking surface. It can get pretty hot down there where the cars live!

Protection from traffic. Most people aren't comfortable enough to lay right down and read a book a few inches from moving traffic. Think about how you're going to separate your area from traffic; benches, cones, theater partitions, and hay bales have all worked in the past. Child-oriented spots in particular need to keep the kiddies contained, for the safety of the kids and the peace of mind of all parents involved.

An asphalt alternative. Asphalt is no fun: it's hard, dirty and uninviting. Here's some ways that past organizers have covered up what the City laid down:
  - Recycled and natural materials. Interesting platforms and soft surfaces can provide an intriguing and comfortable ground cover.
  - Felt. Felt is soft, colorful, inexpensive and easy to work with and find.

A theme. Not a requirement by any means, but if you want your spot to have a little flair and aren't sure what to do, it can help to pick an overarching theme. Past successes include "Fall Harvest", "Gymnastics", and "Bike Parking."

An activity. People attract people - give them a reason to stop. Having activities in your space will keep it lively and interesting to passers by. Previous park builders played music and games, served tea and smoothies, made art projects, served food, promoted various political or environmental causes, and even used their PARK(ing) spot as an open air office.

Ideas for PARK(ing) Day Parks from other cities:
  - public park
  - open poetry reading
  - free head & neck massage
  - solar panel demo
  - ecology center
  - urban farming display
  - hammock park
  - interactive sculpture
  - outdoor classroom
  - fingerpainting studio
  - public kiddie pool
  - free bike repair shop
  - a croquet tournament
  - public dog park
  - chess tournament
  - lawn bowling course
  - art gallery
  - pirates’ cove
  - dinner party
  - public reading room
  - public picnic area
  - Shakespeare in the park
  - lemonade stands
  - book swaps
  - hula hoop lessons