

Parklet Design Guidelines

Design Standards and Requirements

Supporting the Waverley Parklet Policy 2026

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1. Introduction

These Design Guidelines provide the minimum design requirements for businesses proposing to install a business-provided Parklet within the Waverley Local Government Area.

Parklets occupy public land and should be designed as an extension of the footpath, creating attractive, safe and accessible spaces that contribute positively to the public domain. Applicants are encouraged to engage a suitably qualified architect, landscape architect or designer to prepare their proposal. Well-designed applications are more likely to satisfy Council requirements and reduce the need for design amendments during assessment.

These guidelines should be read in conjunction with the **Waverley Parklet Policy 2026**.



2. Location and Siting

The location of a Parklet is critical to its safety and success. Each application will be assessed on its individual merits, taking into consideration traffic conditions, pedestrian movement, accessibility, surrounding land uses and existing infrastructure.

Parklets should generally be located on roads with speed limits of 50 km/h or less, within parallel parking spaces and in locations with high pedestrian activity. They should maintain appropriate setbacks from intersections, crossings, driveways and public infrastructure, while preserving safe sight lines for motorists, cyclists and pedestrians.

Final location suitability will be determined by Council as part of the assessment process.

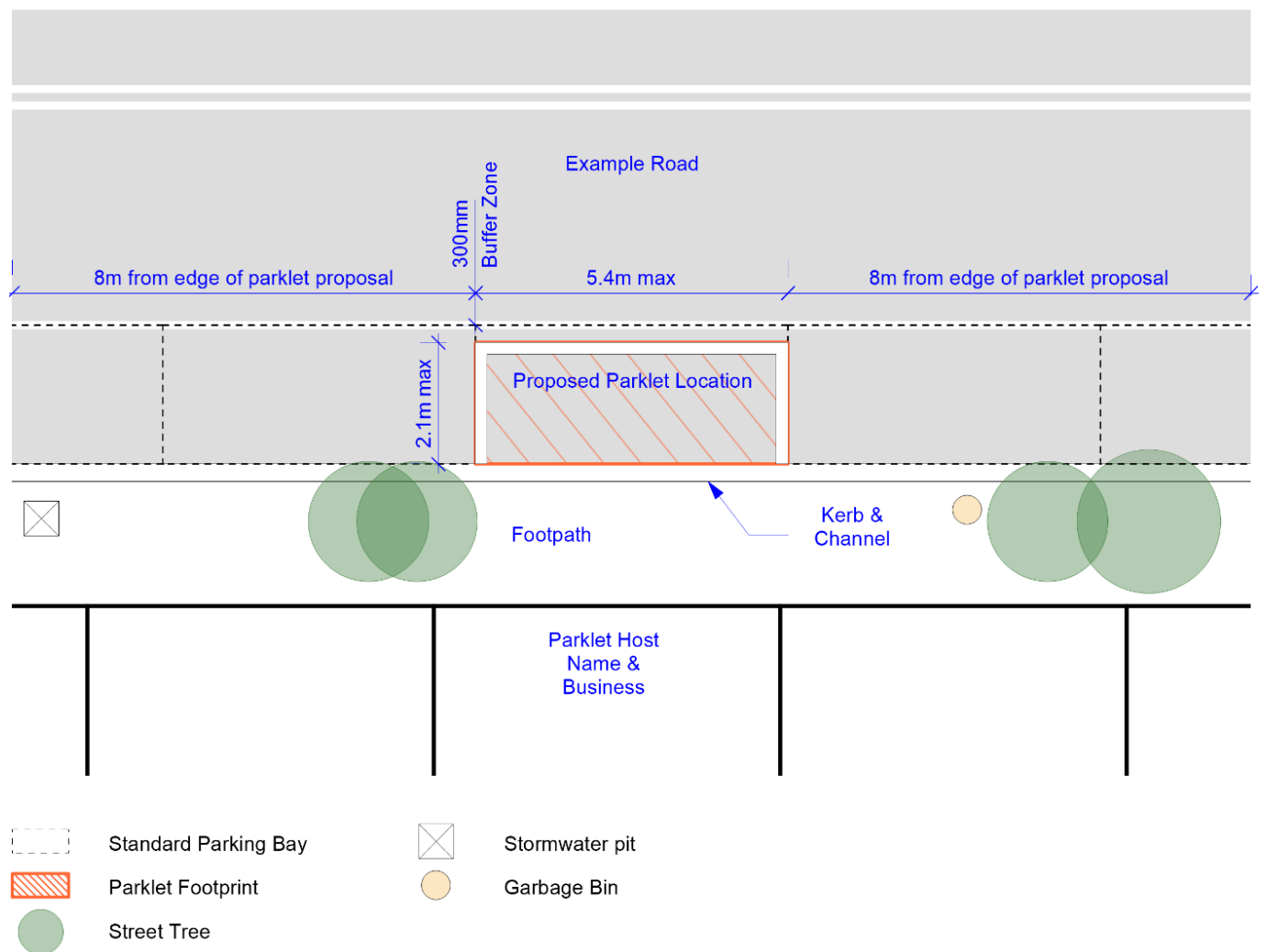
3. Site Plan Requirements

A detailed 1:100 site plan must accompany every Parklet application to demonstrate that the proposal can be safely accommodated within the road reserve.

The site plan should extend at least 8 metres beyond each end of the proposed Parklet and include adjoining buildings, property boundaries, footpath widths, kerb alignment, parking spaces, driveways, street trees, utility services, drainage pits, street furniture and the proposed Parklet footprint with dimensions.

Providing accurate site information assists Council in assessing proposals efficiently and identifying any conflicts with existing infrastructure.

Diagram 1 – Site Plan Example



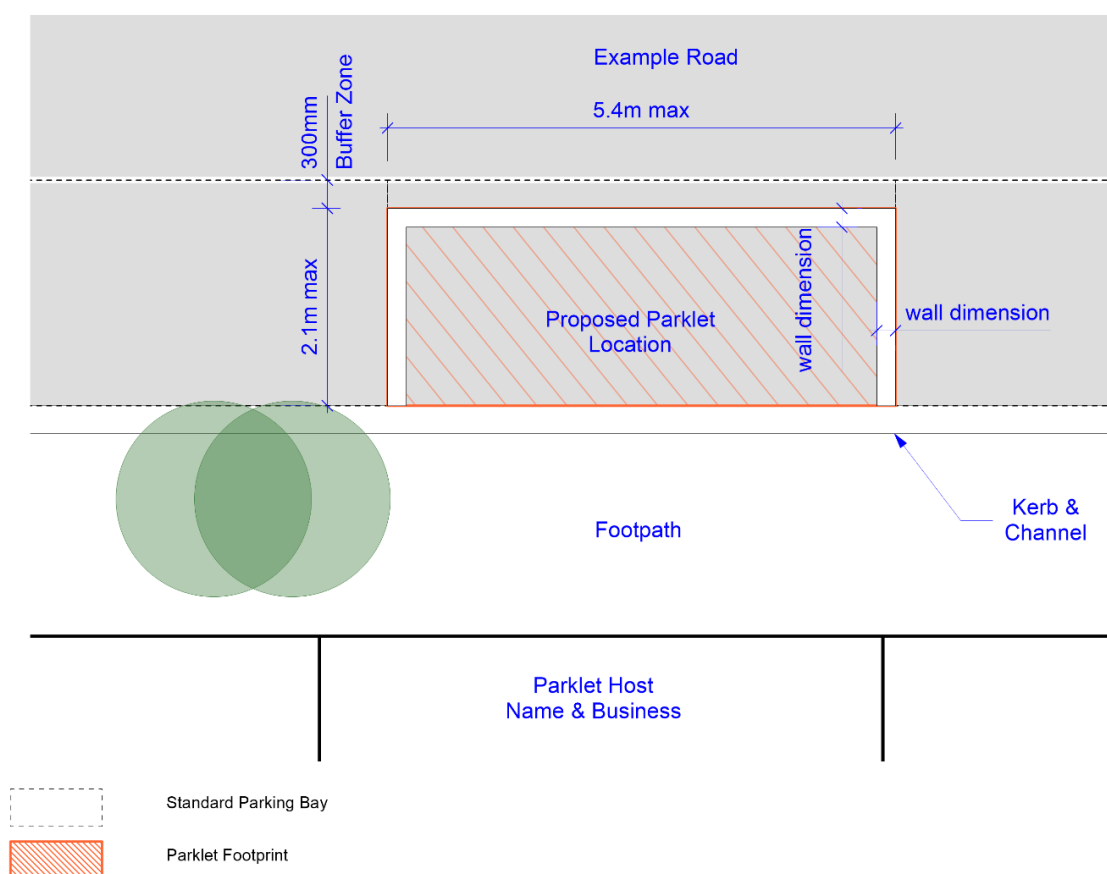
4. Overall Dimensions

Parklets should be designed to fit safely and wholly within a single on-street parking space and provide a 300mm edge buffer to the adjacent traffic lane. The parklet footprint must not extend beyond the approved parking bay or interfere with vehicle travel lanes, pedestrian movement or adjacent infrastructure.

Parklets to comply with the following dimensional requirements:

Requirement	Specification
Maximum width	2.1m
Maximum length	5.4m
Minimum Edge Buffer to adjacent traffic lane	300mm
Deck height	Flush with adjacent footpath
Maximum level difference with footpath	10mm
Minimum pedestrian clear path	As per Council requirements

Diagram 2 – Parklet Dimensions and Edge Buffer



5. Platform Design

The platform forms the structural base of the Parklet and supports all furniture, landscaping and other design elements. It should provide a stable, level and accessible surface that integrates seamlessly with the adjoining footpath.

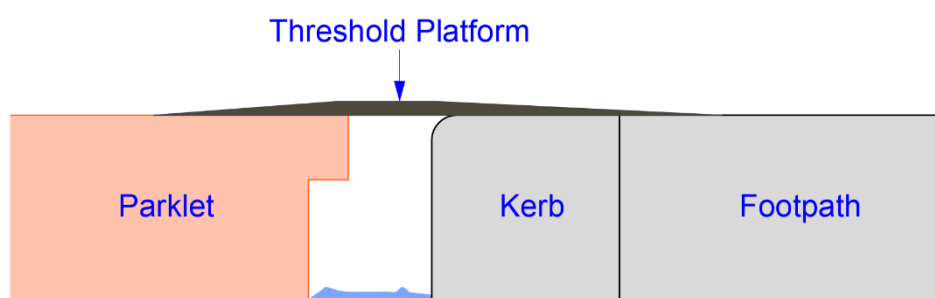
As Parklets are temporary structures, the platform should be designed for straightforward installation, relocation and removal without damaging Council assets. The structure should be self-supporting and capable of being removed in its entirety.

Platform designs should:

- sit flush with the adjoining footpath
- maintain a maximum 10 mm gap between the platform and kerb to provide a safe and accessible transition
- incorporate adjustable supports or levelling feet to accommodate variations in road crossfall and surface levels
- maintain sufficient clearance beneath the platform to allow stormwater to flow freely along the gutter and ensure drainage pits and grates remain unobstructed
- be structurally stable without relying on permanent fixings
- not be bolted, anchored or otherwise permanently attached to the roadway, kerb or footpath.

Where there is a change in level between the footpath and platform, an accessible threshold or transition plate should be provided to maintain a continuous accessible path of travel.

Diagram 3 – Threshold Platform



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6. External Edges and Safety

The external edges of the Parklet include the areas where the structure interfaces with the roadway, adjacent parking spaces and the footpath. These areas should be designed to provide protection for users while maintaining an open, accessible and visually attractive addition to the streetscape.

Design all sides

Parklets should be designed as a complete structure with consideration given to all visible sides, including edges facing the roadway, footpath and adjacent properties as well as internal sides.

- Avoid blank walls and visually bulky elements.
- Use high-quality materials, colour, texture and planting to create visual interest.
- Ensure the Parklet contributes positively to the surrounding streetscape when viewed from all directions.

Extension of the footpath

Parklets should function as an extension of the pedestrian environment and provide an inviting and accessible space for the community.

- The interface between the footpath and Parklet should remain open and welcoming.
- Entry points should be clearly defined and allow convenient access for all users.
- Designs should avoid creating enclosed spaces or barriers that discourage public use.

Buffer space

A buffer area is required between the Parklet and surrounding traffic areas to improve safety and protect users.

- A **minimum 300 mm** buffer should be maintained from adjacent traffic lanes and parking areas.

Safety elements

Safety measures must be incorporated to ensure the Parklet is visible and protected from surrounding vehicle movements.

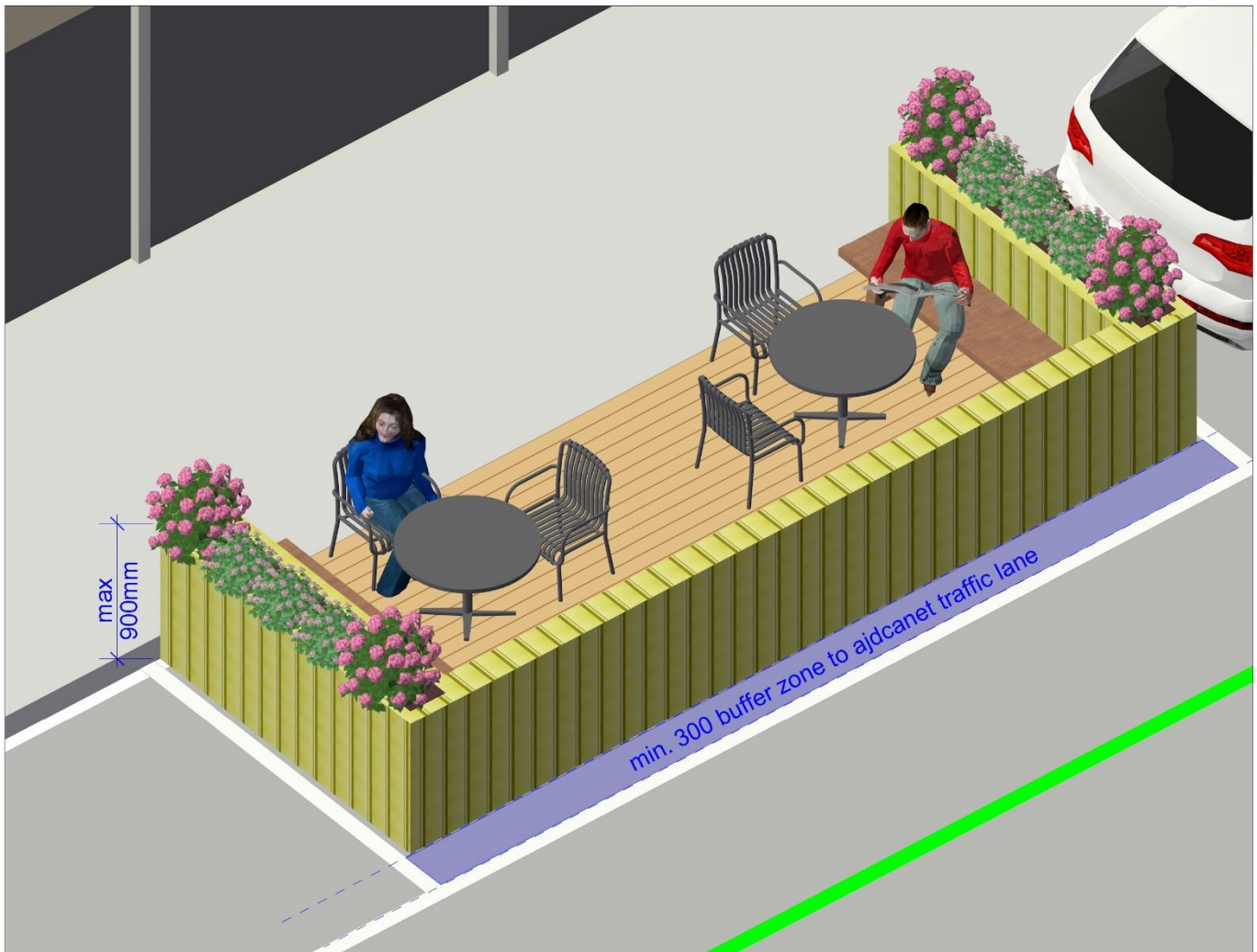
- Approved safety barriers, reflective elements and edge treatments must be provided where required by Council.
- Parklet edges adjacent to traffic areas should be clearly visible during both daytime and night-time conditions.
- Safety elements should be integrated into the overall design where possible.

Visual connection

Parklets should maintain clear visibility between the street, footpath and surrounding businesses.

- Solid or non-transparent edge elements should generally **not exceed 900 mm** in height.
- Designs should avoid creating hidden areas or obstructing sight lines for pedestrians, cyclists and motorists.
- Planting and landscaping should be selected and located to maintain visibility and avoid creating maintenance or safety issues.

Diagram 4 – Safety Elements



7. Furniture and Landscape Elements

Furniture should create a comfortable and functional public space while remaining durable and suitable for outdoor use. A combination of fixed and movable seating is encouraged to provide flexibility for different users.

Landscaping should form an integral part of the Parklet design by improving visual amenity and softening the interface with the roadway. Plant species should be hardy, low-maintenance and suitable for Waverley's coastal conditions. Species that are likely to create excessive leaf litter, attract pests, obstruct visibility or become overgrown should be avoided. Planting should be maintained in a healthy condition and replaced where necessary to ensure the Parklet remains safe, attractive and visually consistent with the surrounding streetscape.

8. Accessibility

Parklets should provide an inclusive and welcoming space that can be accessed and enjoyed by people of all abilities. The design should consider how people approach, enter and move through the Parklet, including people using mobility aids, prams or other assistive devices.

Accessible entry and movement

Parklets should:

- Provide at least one clear and unobstructed entry point with a minimum clear width of 900 mm.
- Provide a continuous accessible path of travel between the footpath and the usable areas of the Parklet.
- Avoid steps, level changes or obstacles that restrict access wherever possible.
- Ensure entry points and circulation areas remain clear of furniture, planting or other elements that may obstruct movement.

Accessible seating and amenities

Where seating, tables or other amenities are provided, the design should include options that support a range of users.

- Provide accessible seating areas where fixed seating is incorporated.
- Allow sufficient space for wheelchair users and people with mobility devices to enter, turn and comfortably use the Parklet.
- Where tables or counters are provided, at least one element should allow for wheelchair access.

Ramps and level changes

Where level differences between the footpath and Parklet cannot be avoided:

- Accessible transition treatments or ramps should be incorporated into the design.
- Changes in level should be safe, stable and clearly identifiable.
- Ramps and transition areas should not obstruct pedestrian movement or reduce the usable area of the Parklet.

Accessibility should be considered as an integral part of the Parklet design process rather than being added as a secondary element.

Roof Elements

A roof element to provide some shade and rain protection is permitted as long as:

- it is well integrated into the design
- does not extend beyond the footprint of the parklet
- it is lightweight and constructed of lightweight materials – solid, heavy or concrete roof structures not permitted
- has no sides or drop down blinds, which are not permitted.

9. Materials and Finishes

Materials should be durable, low maintenance and capable of withstanding Waverley's coastal environment. Applicants are encouraged to select materials that are visually appealing, weather resistant and environmentally responsible. The chosen materials and ailments will be assessed by team.

Walking surfaces should be slip resistant, while structural elements and fixings should be corrosion resistant and suitable for outdoor conditions. Materials should be selected to maintain an attractive appearance over time and allow individual components to be repaired or replaced where required.

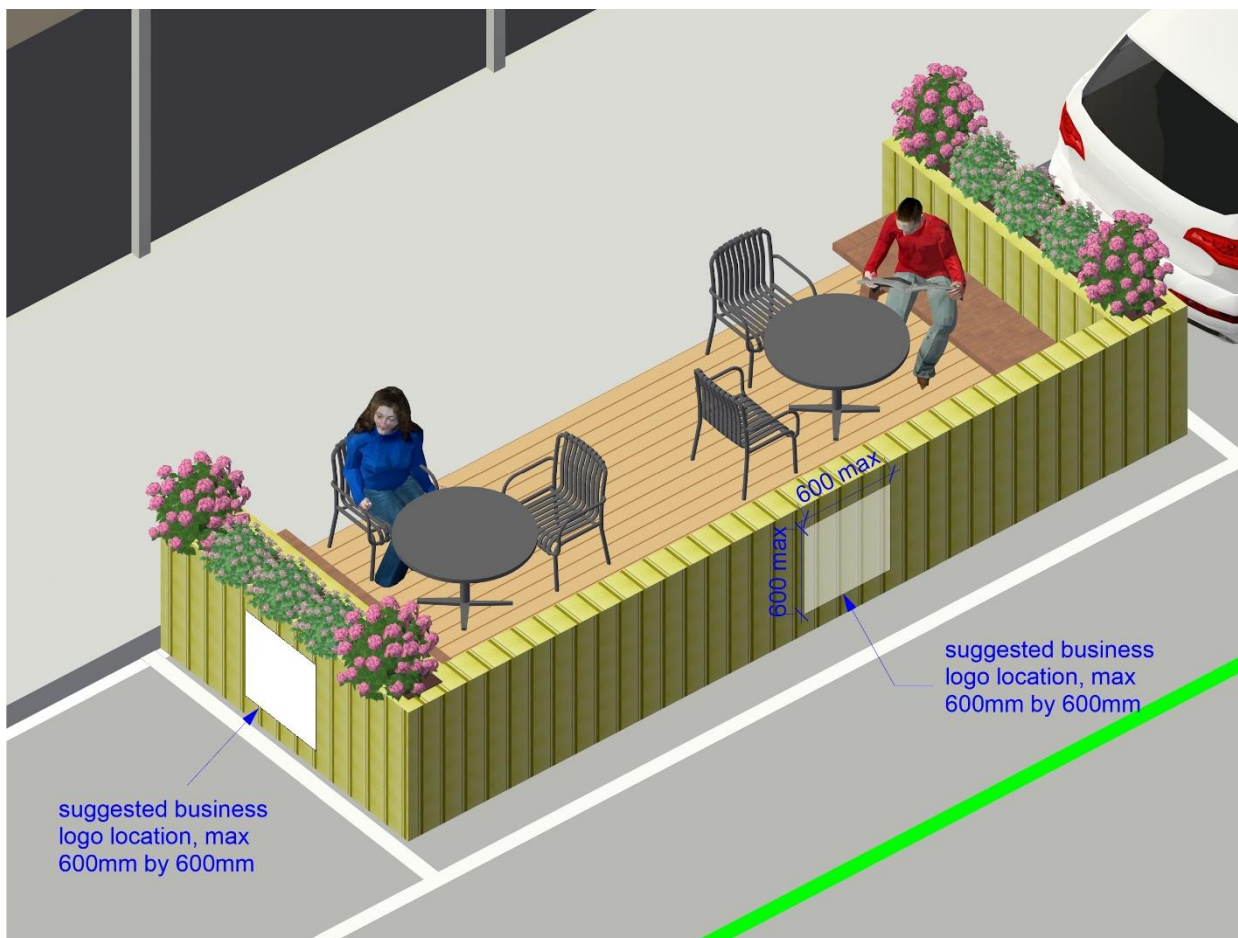
Following materials are not recommended:

- Non-marine-grade plywood
- Untreated pine. (Hardwoods such as Spotted Gum) preferred
- Polystyrene and polystyrene composite materials

10. Signage and Branding

Business-provided Parklets may incorporate business logos and branding, provided these form part of the approved design and do not dominate the public character of the space. Third-party advertising is not permitted. Logo to fit within 600 by 600mm square.

Diagram 5 – Logo Dimensions



11. Drainage

Design shall:

- maintain gutter flow
- not block stormwater
- allow maintenance access

No permanent fixing into drainage assets.

12. Prohibited Elements

The following are not permitted:

- televisions
- amplified speakers
- open flames
- portable generators
- storage
- refrigeration equipment
- commercial display racks
- shade sails spanning road reserve; removeable umbrellas
- fencing that encloses the Parklet from the footpath side
- third-party advertising
- smoking infrastructure

13. Documentation Requirements

Applications shall include:

- Site Plan (1:100)
- Dimensioned Floor Plan minimum 1:20
- Elevations 1:20
- Sections 1:20
- Details of proposed signage (can be incorporated into elevation)
- Axonometric View
- Structural Details 1:5 or as required.
- Material Schedule
- Furniture Schedule
- Planting Schedule
- Accessibility Details
- Traffic Management (where required)
- Engineering Certification (where required)
- Construction Method Statement

14. Example Designs

Example A

Council Fabricated Parklet



Example B

Concrete Barrier Parklet



Example C

Business Constructed Parklet

