

NOTICE OF INTENT TO APPLY FOR TEMPORARY PARKLET USE

Dated: _____

Via *[select one]*:

- Email
- Personal Delivery
- Overnight Mail

To: _____ *[neighboring business name]*
 _____ *[neighboring business address]*
 _____ *[neighboring business address, cont'd]*
 _____ *[neighboring business email, if known]*

PLEASE TAKE NOTICE that the business known as _____
 _____ *[insert name]* located at _____
 _____ *[insert address]* intends to submit an application to the
 City of Santa Monica for the temporary use as a parklet of the public parking or loading
 space(s) that is/are located substantially in front of your business.

The City of Santa Monica’s emergency order authorizing the use of public parking or
 loading spaces as a parklet requires that an applicant obtain consent from the
 neighboring business(es) if the public parking or loading space proposed to be used as
 a parklet are substantially in front of the neighboring business(es).

I, _____, *[insert name of applicant]* have attempted to
 and been unable to obtain your consent to temporarily use as a parklet the public
 parking or loading space(s) substantially in front of your business. Therefore, I am
 required by the City’s emergency order to provide you with this notice and inform you
 that **you have 5 business days from the date of this notice to contact the City’s
 Economic Development Division at (310) 458-8906 or econdev@smgov.net
 regarding the proposed parklet and either indicate your consent or provide the
 reason why you will not consent to the proposed parklet.** The City will not act on
 my application until this 5 business day period has expired.

Applicant
 Signature: _____
 _____ *[applicant business name]*
 _____ *[applicant business address]*
 _____ *[applicant business address, cont'd]*
 _____ *[applicant business email]*