PARK(ing) DAY
Columbia, MO
Friday, September 19, 2014

PARK(ing) Day is an annual, worldwide event where artists, organizations and businesses transform metered parking spots into temporary public spaces for people to congregate! GetAbout Columbia in partnership with Columbia Parks and Recreation would like to encourage Columbians to participate in this global event by designing and creating a parklet!

HOW CAN I PARTICIPATE?
The best way to participate in PARK(ing) Day is to design and create a parklet or mini pocket-park on a metered or unmetered parking space. You don’t need to be an artist, builder or have any special training. You’re limited only by your imagination! Parkingday.org has a plethora of resources to help like-minded people connect and get started in creating a “place” from a “space” on a city retail block or in their neighborhood.

1. Choose a location—either a parking space with a meter or without! Make sure you have appropriate approval.
2. Full day use (8 a.m.—6 p.m.) of a City of Columbia metered space requires completion of the attached parking utility meter application. Meter cost is $8 per meter, per day (mail payment and application to the City of Columbia).
3. Create a design (keep it simple and inexpensive) and gather resources. Build and promote your participation in PARK(ing) Day. Let us know you plan to participate and we will help promote.
4. This is a non-commercial event. Sales or promotion of goods or services is prohibited. All spaces must remain open to the public.

WHAT IF I DON’T WANT TO BUILD A PARKLET?
1. Plan a PARK(ing) Day tour! Encourage your employees or members to go for a walk or have a meeting in a parklet!
2. Donate materials or services to your favorite organization’s parklet. Parks and Rec staff can help you make those connections.

WHAT IS A PARKLET?
A parklet repurposes part of the street into a space for people. Parklets are intended as aesthetic enhancements to the streetscape, providing an economical solution to the need for increased public open space. They provide amenities like seating, planting, bike parking and art.

PLASTIC COVERS
(Only for situations known to be less than 48 hours)

General Information:
1. There is a charge of eight dollars ($8.00) for a single meter cover or sixteen dollars ($16.00) for a double meter cover per day (Sundays and municipal holidays excluded). There is a one-day minimum charge on all covers issued. All charges must be paid when covers are issued.
2. Plastic covers must be tied on. Money will not be refunded if the meter cover is lost or stolen. You must report it immediately to the Public Works Department at 573-874-7250 to obtain replacement cover(s).
3. Plastic covers will be marked with the company’s name and date(s) to be used.
4. Covers need to be attached to meters at least four (4) hours in advance for Public Works to enforce. Please contact Parking Enforcement at 573-874-7674 to advise when covers are in place. Please leave a voice mail message.
5. Parking is enforced from 8:00 AM through 6:00 PM (Monday - Saturday) except for City recognized Holidays.

APPLICATION FOR PARKING METER COVERS
(Please apply a minimum of 24 hours before covers are needed.)

Name of Applicant ___________________________ Date ___________________________
Address ___________________________ Telephone ___________________________

Dates covers will be in use ___________________________ Number of spaces requested ___________________________

These plastic covers are available for the convenience of the customer. There is no deposit; they must be paid for in advance. They are to be used ONLY in situations where the rental period is positively known to be less than 48 hours. They are not to be used for any construction project.

THE FOLLOWING INFORMATION IS REQUIRED
COVERS WILL NOT BE APPROVED WITHOUT THIS INFORMATION

PLEASE SPECIFY EXACT LOCATION REQUIRED & WHY THE SPECIFIED SPACE(S) MUST BE RESERVED FOR SOLE USE BY APPLICANT (i.e. concert bus parking, off-loading students from school buses, etc.):

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

METER NUMBERS: ________________________________________________________________

I have read and understand the policies stated above:

Signed: ___________________________
Printed: ___________________________

______________________________________________________________________________

______________________________________________________________________________

OFFICE USE

Amount Charged $ ___________________________ Cash or Check # ___________________________ Issued by: ___________________________

Date & Time Cover(s) Issued: ___________________________ Date(s) To Be Used: ___________________________