



# Neighbor Acknowledgement Form for Parklets

PUBLIC WORKS

[pwecips@cityofpaloalto.org](mailto:pwecips@cityofpaloalto.org) – 650.329.2295 or 650.329.2496 x. 8

## FOR PERMIT APPLICANT TO FILL OUT:

Business Name	
Business Physical Address	
Contact Name	
Contact Phone and Email	
Adjacent property Business Name or Address	Number of parking spaces in front of the adjacent business or property you are seeking to use

## FOR NEIGHBORING TENANT TO FILL OUT:

The business listed above is seeking your consent to use the on-street parking spaces in front of your business for a parklet with a structure (e.g., roof, sidewalls) or other on-street use. By signing below, I understand and agree to the following:

1. I am the **Ground Floor Tenant** at the business listed below. This property is adjacent to the Applicant’s business listed above.
2. I **consent** to allow the Applicant, located at the address listed above, to occupy the number of parking space(s) listed above in the parking lane fronting my business. I understand that the Applicant’s occupancy will be consistent with an encroachment or parklet permit in accordance with the Palo Alto Municipal Code and corresponding regulations.
3. I **acknowledge** that I am not prohibited by any lease or rental agreement from granting this consent to this neighboring business.
4. **This consent** is for the permittee’s upcoming permit cycle, which will last until the end of March 31, 2025. I acknowledge that any enforcement action against a permittee for revoked neighbor consent may be suspended until the time of the permit expiration.

Signature	Print Name	Date
Title		
Business Name		
Business Address		
Contact Phone and Email		

**PLEASE EMAIL THIS COMPLETED FORM TO: [pwecips@cityofpaloalto.org](mailto:pwecips@cityofpaloalto.org)**