

[mm/dd/yyyy]

[FULL NAME OF PROPERTY OWNER/OCCUPANT]

[CURRENT ADDRESS OF PROPERTY OWNER/OCCUPANT]

[CURRENT CITY, STATE, ZIP OF PROPERTY OWNER/OCCUPANT]

[PHONE NUMBER AND/OR EMAIL ADDRESS OF PROPERTY OWNER/OCCUPANT]

City of Alexandria, VA:

I, [FULL NAME OF PROPERTY OWNER/OCCUPANT], the property owner and/or occupant of [ADDRESS OF PROPERTY TO BE FRONTED BY THE PROPOSED PARKLET] support [FULL NAME OF PARKLET HOST]'s request to operate a parklet in the parking lane in front of my property and/or business from this letter's date of signature until September 30, 202[#], pursuant to the City's Parklet Requirements and Outdoor Dining Design Guidelines.

By signing this letter, I understand and agree that:

- The Parklet Host must build, furnish, and operate the parklet per the City's Parklet Requirements and Outdoor Dining Design Guidelines
- The Parklet Host must operate the parklet during all hours that the business is in operation
- The Right of Way – Parklet Permit is issued on an annual cycle, ending on September 30 of every year. Every year, the Parklet Host will be required to submit the required documents, including an updated Letter of Support from any and all property owners and/or occupants of properties directly fronted by the parklet
- Property owners and/or occupants will always have the right to approach City staff if issues with the parklet arise
- If I vacate this property and the subsequent property owner/occupant does not support the parklet, the parklet shall not be shortened/removed until the following renewal period (i.e., October 1)

Sincerely,

[SIGNATURE OF PROPERTY OWNER/OCCUPANT]

[DATE OF SIGNATURE]