

TEMPORARY OUTDOOR DINING PERMIT APPLICATION

City of West Hollywood

Application Type: Outdoor Dining Outdoor Retail

SEC I: Business Information

Address: _____
 Business Name: _____
 Property Owner Name: _____
 Property Owner Phone Number: _____

SEC II: Applicant Information

Name: _____
 Address: _____
 City: _____ State & Zip: _____
 Phone: _____ Email: _____

SEC III: Outdoor Dining/Retail Design Standards and Operations

What is the proposed square footage of the outdoor area? _____
 Will the outdoor area be located in any of the off-street parking spaces? Yes No
 If yes, how many off-street parking spaces will be occupied? _____
 Will the outdoor area be located in any public parking spaces? Yes No
 If yes, how many off-street private parking spaces will be occupied? _____
 Will alcohol be served in the outdoor area? Yes No (If yes Section IV is required)
 Regular Business Hours of Operations: _____
 Proposed Hours of Operations for the outdoor area: _____

SEC IV: Alcohol Services (For ABC Establishments only)

What type of ABC License does the existing establishment have? _____
 Will the outdoor area provide a temporary barrier? Yes No
 If yes, please provide the proposed material: _____

SEC V: Certification

Under the penalty of perjury, I hereby certify that all the information contained herein is true and correct and I am a duly authorized representative of the above listed business. I further certify that I have read the attached conditions of approval, understand them and accept them. I will maintain the premises in compliance with these conditions and all other applicable rules and regulations. Failure to do so may result in revocation of this permit.

Applicant Print Name _____

Applicant Signature _____

THIS BOX IS FOR CITY USE ONLY

Date Received: _____ Zone: _____
 Encroachment Required? Yes No Encroachment Approved? Yes No
 Police Review Required? Yes No Police Review Approved? Yes No

APPROVED BY: _____
 Hany Demitri, P.E., T.E.
 City Engineer

DATE: _____

This approval is subject to the attached conditions of approval and shall expire upon the expiration of Executive Order 20-1106U and the Los Angeles County Health Department approval of the business reopening at capacity levels established prior to the emergency order.

Conditions of Approval

The following conditions of approval shall apply to outdoor dining and shall be complied with at all times:

1. Business owners/management shall be responsible for operating and maintaining the outdoor dining area and shall not delegate or assign that responsibility. Outdoor dining areas shall be continuously supervised by management to ensure social distancing guidelines are being met.
2. Alcohol served in the outdoor dining areas shall only be served to customers in conjunction with a food order.
3. Business owners/management shall keep the outdoor dining area clear of litter. Restaurant management shall keep the outdoor dining area free of food scraps, and soiled dishes and utensils at all times. Trash receptacles shall be provided in outdoor dining areas.
4. At the end of each business day, establishments are required to clean (sweep and wash) the area in and around the outdoor dining area and remove the debris to a closed receptacle. No debris shall be swept, washed, or blown into the sidewalk, gutter or street in conformance with the City's storm water quality regulations.
5. Upon expiration of the of the Temporary Outdoor Dining/Retail Permit, the Permittee shall immediately remove the barriers around the outdoor dining area, return the sidewalk to its original condition, and remove all personal property, furnishings, displays and equipment from the sidewalk. Any personal property remaining on the premises shall be removed pursuant to the laws of the State of California.
6. The hours of operation are limited to the hours set forth in the approved Temporary Outdoor Dining/Retail Permit, but in no case shall the hours of operation exceed the business's normal operation hours or be open after 10:00 p.m.
7. The applicant is responsible for complying with and obtaining all necessary approval(s) from the Department of Alcoholic Beverage Control (ABC).
8. The applicant is responsible for complying with and obtaining all necessary approval(s) from the Health Department.
9. Applicant is responsible for complying with all of the requirements set forth in the Los Angeles County Public Health orders at all times. This shall include compliance with all protocols set forth by the Health Department for reopening of eating establishments.
10. Applicant is responsible for obtaining property owner authorization for operation of the outdoor dining.
11. If the outdoor dining extends beyond the frontage of the business's tenant space, thus being located in front of an adjacent business, the applicant shall provide written authorization from said adjacent business. Should the authorization be revoked, the applicant shall remove all tables and chairs from the frontage of the adjacent business.
12. The City of West Hollywood reserves the right to revoke this permit at any time should the Public Works Director find that the business is operating in a manner that violates any of these conditions of approval. Should the permit be revoked, the Permittee shall immediately remove the barriers around the outdoor dining area, return the sidewalk to its original condition, and remove all personal property, furnishings, displays and equipment from the sidewalk. Any personal property remaining on the premises shall be removed pursuant to the laws of the State of California.
13. No tables or chairs shall be placed directly on top of manhole covers or utility vaults. A minimum of 6 feet clearance must be maintained between the tables/chairs and said utilities.
14. Applicant shall enter into a covenant with the City of West Hollywood assuming all liability resulting from expanding the dining area onto the public Right-of-Way.