

**EXHIBIT D (HAIR SALONS/BARBERSHOPS/PERSONAL CARE SERVICES)
TEMPORARY OUTDOOR EXPANSION PERMIT
DESIGN AND OPERATIONAL STANDARDS**

I. INTRODUCTION

- A. The Temporary Outdoor Expansion Design and Operational Standards are adopted pursuant to Urgency Ordinance 20-1106U and further amended through Urgency Ordinance 20-1110U in order to establish specific design and operational criteria for temporary outdoor expansion on private areas.
- B. Hair salons, barbershops, and personal care services may establish an outdoor working area on private property adjacent to or directly accessible from the facility, including private parking stalls, or other private areas, where patrons may engage in physical activity.
- C. These standards and procedures regulate the design and operation of temporary outdoor expansion areas associated with hair salons, barbershops and personal care services. However, they do not provide information on all the government agency requirements for starting a new personal care service or expanding an existing one. Business owners must secure the appropriate licenses and permits from the City of West Hollywood Planning and Development Services Department and Public Works Department.
- D. Personal care services include, esthetician, skin care and cosmetology services; electrology; nail salons; body art professionals, tattoo parlors, microblading and permanent make-up; and piercing shops; and massage therapy (in non-healthcare setting)
- E. Approved Temporary Outdoor Expansion Permits may be effective only for the duration of the Urgency Ordinance 20-1106U as amended through Urgency Ordinance 20-1110U.
- F. These regulations apply to hair salons, barbershops, and personal care services, operating outdoors on private property.

II. APPLICATION PROCEDURE

- A. An application for a Temporary Outdoor Expansion Permit shall be obtained from and submitted to the Planning and Development Services Department.

- B. Temporary signage may be included as part of the outdoor working area.

III. OUTDOOR WORKING AREA

- A. Any outdoor working area must have the same ventilation and airflow as the outdoors. Outdoor shaded areas can be configured to block wind but cannot be enclosed or partially enclosed on more than one side in a way that otherwise restricts normal airflow.
- B. The outdoor working area shall be permitted only on private property, including, parking areas or other private property located near or in close proximity to the business. If the business has on-site parking, the private parking may be used as the outdoor fitness area. Parking does not need to be added or replaced.
- C. The final location and configuration of the outdoor working area may be subject to approval by the Director of the Planning and Development Services Department, who shall consider public safety issues and maintenance of minimum clearances to comply with ADA requirements and the safety and convenience of pedestrians and customers.

IV. DESIGN STANDARDS

- A. All structures, barriers and/or equipment shall be temporary in nature. Items need to be removed each evening,
- B. No additional parking shall be required for outdoor fitness areas.

V. STANDARDS OF OPERATION

- A. Hair Salons and Barbershops must follow the County of Los Angeles Department of Public Health, Order of the Health Officer Reopening Protocol for Hair Salons and Barbershops: Appendix H.
- B. Personal care services must follow the County of Los Angeles Department of Public Health, Order of the Health Office Reopening Protocol for Personal Care Services: Appendix R.

- C. Hair salons, barbershops and personal care services shall keep the outdoor working area clear of litter, debris, trash, etc. Trash receptacles shall be provided in the outdoor working area.
- D. At the end of each business day, establishments are required to clean (sweep and wash) the area in and around the outdoor working 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.
- E. Temporary outdoor lighting is not permitted before sunrise or after sunset.
- F. The allowable hours of operation are 8:00 a.m. to 10:00 p. m., per the City's Noise Ordinance (WHMC 9.08.050). Restricted hours may be applied if the fitness area is located immediately adjacent to residential uses.
- G. Outdoor amplification of music is not permitted. Use of an outdoor microphone or megaphone is not permitted.

VI. ENFORCEMENT OF REVOCABLE PERMIT

- A. Notice of violation of the outdoor design standards or standards of operation shall be made in writing to the Permittee or manager or other business representative by any Code Enforcement Officer, Sherriff Department Official, or Fire Department Official of the City. The Permittee or manager or other business representative shall immediately cure the violation upon receipt of notice. If the violation is not cured within thirty (30) minutes after issuance of the notice to the Permittee or manager or other business representative, unless otherwise specified, the Director may suspend or revoke the Temporary Outdoor Expansion Permit. Permittee or other business representative may otherwise be subject to administrative citations failing to comply with the notice of violation.
- B. In the case of non-compliance with conditions of approval, substantial difficulties resulting from the Temporary Outdoor Expansion Permit issuance, or other unforeseen problems with the Temporary Outdoor Expansion Permit, the Planning and Development Services Director has the right to reevaluate the permit or its conditions of approval; and, if the Temporary Outdoor Expansion Permit has created impacts to the neighborhood or area surrounding the gym or fitness facility, or Sherriff or Code Enforcement problems, the Temporary Permit may be revoked.

- C. This is a revocable permit that is intended to allow business expansion for social distancing in a manner that does not cause disturbances to surrounding properties. In the case where the activity is endangering, jeopardizing, or otherwise constituting a menace to the public convenience, health, interest, safety, or the general welfare of persons residing or working in the vicinity of the proposed use, the Director of Planning and Development Services may revoke the Temporary Outdoor Expansion Permit.