



## CITY *of* CALABASAS

### **Requirements for Temporary Outdoor Dining Areas June 2, 2020**

1. Prior to creating an outdoor seating area, the business owner shall submit to the Community Development Department a completed and signed Temporary Use Permit application form accompanied by photos and a dimensioned diagram of the outdoor seating area. The diagram should clearly indicate the numbers of tables and chairs, and provisions for access, fencing, screening and shade, as applicable. This can be done using the City's online portal or via email. The submission must have sufficient detail to allow staff to understand and determine the viability of the seating layout and the location on the site.
2. The outdoor seating area shall be contiguous to the current occupied restaurant space.
3. The combination of outdoor seats and indoor seats planned for use under the new state guidelines shall not exceed the previously allowed maximum occupancy limits. All indoor and outdoor space shall meet the Los Angeles County Department of Public Health requirements for social distancing.
4. Off-street parking spaces may be used for dining tables, but physical barriers or separations, such as bollards or planter boxes, must be used to protect customers from vehicle traffic.
5. If the business owner is not also the property owner, then property owner approval shall be provided in addition to the business owner's approval.
6. If any portion of the outdoor seating area extends into property or space that is owned, occupied or otherwise used by an adjacent business, approval by the adjacent business owner and property owner shall be provided.
7. Outdoor tables and chairs must be placed on private property and shall not occupy any portion of a public right-of-way unless such occupation is expressly authorized under a separate ROW Encroachment Permit. Tables, chairs, planters and barriers shall not block or restrict required means of access to or from any building and must comply with Building, Fire, Health, State and Federal codes and requirements as may be applicable. All landscaped areas shall be fully restored upon removal of the outdoor dining area or expiration of the Temporary Use Permit.

8. The outdoor seating area shall be maintained free of trash and other debris.
9. Alcohol sales, service and consumption outdoors shall be accomplished in compliance with the rules and regulations of the California Department of Alcoholic Beverage Control.