



APPLICATION FOR TEMPORARY OUTDOOR DINING PERMIT

RESTAURANT BUSINESS INFORMATION

Applicant: _____

Restaurant Name: _____

Business Mailing Address: _____

Maximum Dining Occupancy (prior to COVID-19): _____

Square Footage of Dining Occupancy (prior to COVID-19):

Indoor: _____ Outdoor (if applicable): _____

Days of Proposed Outdoor Dining: _____ Hours of Proposed Outdoor Dining: _____

- *The combined allowable indoor occupancy of the restaurant permitted by the most recent County Order, and the occupancy of the proposed outdoor dining area, shall not exceed the original maximum occupancy of the restaurant prior to COVID-19.*
- *The allowable square footage of the proposed temporary outdoor dining area shall not exceed 25% of the combined indoor and outdoor (if applicable) dining area prior to COVID-19, unless it can be shown additional square footage is needed to achieve 100% of original maximum occupancy prior to COVID-19 to maintain social distancing requirements as established by the County Public Health Officer.*

CONTACT INFORMATION

Primary Contact Name: _____

Phone #: _____ Email Address: _____

PROPERTY OWNER/LANDLORD INFORMATION

Name: _____

Address: _____

Phone #: _____ Email Address: _____

(CITY USE ONLY)

Approved by _____
Print Name Signature Date

Expiration Date: September 30, 2020

TODP No. 20-COV-_____



**TEMPORARY OUTDOOR DINING PERMIT
CONSENT STATEMENT**

A Consent statement is required for a Temporary Outdoor Dining Permit application when:

1. The proposed outdoor dining area is on property not owned by the applicant; or
2. The proposed outdoor dining area encroaches into an adjacent business's operational area, as defined by the extension of its property lines.

I, _____, the legal property owner/manager at _____,
(Print Name) (Business Address)

Agoura Hills, CA, hereby acknowledge, consent to and support the use of the area proposed in the Temporary Outdoor Dining Area Permit application.

I, _____, hereby declare that I am the legal business owner/operator
(Print Name)

or property owner at _____, Agoura Hills, CA, and am authorized
(Business Address)

to pursue said Temporary Outdoor Dining Area Permit and agree to comply with all conditions stated in any approval document of the City.

Signature of Property Owner Date

Signature of Applicant Date

SUBMITTAL REQUIREMENTS CHECKLIST

*A completed application package shall include **ALL** of the following items. Incomplete application packages will not be accepted nor reviewed.*

- Completed Application Form
- Completed Consent Statement
- Completed Indemnification Form
- An 8½ x 11” site plan, drawn to scale, showing:
 - Measurements of the existing tenant frontage length and location of the proposed outdoor dining area, including whether the proposed area extends beyond the existing frontage length of the restaurant.
 - Details pertaining to temporary fencing, enclosures, quantity and locations of proposed tables and chairs, or other structural improvements, used for the outdoor dining area shall be shown.
 - Number and location of parking spaces being impacted
 - All entrances and exits into the proposed area, path of travel, ingress and egress points, etc.
 - All existing improvements (street lights, trees, fire hydrants, or other infrastructure) that may limit clearance for pedestrian access; and distance between the requested encroachment area and any existing improvements within the immediate area.
 - Location of any proposed temporary shade structures, heaters, electrical cords, lighting, etc.
- If applicable, copy of necessary permit(s) as required by the California State Department of Alcohol and Beverage Control (ABC). Information on ABC’s Regulatory Reliefs and required permit(s) can be found at:
<https://www.abc.ca.gov/law-and-policy/coronavirus19/>.
- Copy of Completed Reopening Protocol for Restaurants prepared by the Los Angeles County Public Health Department. The protocols can be found at
<http://publichealth.lacounty.gov/media/Coronavirus/>.

CRITERIA

For restaurants to qualify for a no-fee Temporary Outdoor Dining Permit, the applicant and applicant's proposed outdoor dining area must meet the following criteria:

- Comply with physical distancing requirements as required by the Los Angeles County Public Health Department
- Not block or enclose any required exits.
- Not cover or block any accessible parking spaces without relocation to an area approved by the Building Official of the City.
- Maintain Americans with Disabilities Act (ADA) accessibility.
- Be an area under control of the restaurant or an area where authorization has been obtained (such as from the property owner/landlord).
- Comply with all applicable Governor's Orders.
- Comply with the Los Angeles County Health Officer Orders.
- Comply with all Los Angeles County Environmental Health regulations.
- Comply with any relevant Department of Alcoholic and Beverage Control (ABC) regulations.
- Comply with all applicable Federal, State and local laws, ordinances, codes, regulations and requirements.
- Provide adequate parking to the satisfaction of the Community Development Director or his/her designee.
- Provide adequate onsite vehicle circulation to the satisfaction of the Public Works Director.
- Agree to comply with all Temporary Outdoor Dining Permit requirements and related conditions of approval.

GROUND FOR DENIAL-REVOCATION

If adverse impacts cannot be prevented, the Community Development Director, or his/her designee shall deny the temporary outdoor dining permit application. If a restaurant fails to comply with the terms and conditions of an approved temporary outdoor dining permit, the Community Development Director, or his/her designee, may revoke the permit.

DURATION

Upon approval, a temporary outdoor dining permit shall be valid until September 30, 2020.

APPEALS

Decisions of the Community Development Director or his/her designee may be appealed to the City Manager. The decision of the City Manager shall be final.

HOW TO SUBMIT

For questions or submittal of the Temporary Outdoor Dining Permit application, please email questions or completed application package to Dawn Robinson at drobinson@ci.agoura-hills.ca.us or call (818) 597-7337.