

3. Layout of Outdoor Dining Areas

Outdoor Dining On-Street Parking Spaces

1. Use of the on-street parking spaces shall be limited to the striped dimensions of the parking stall areas and shall not encroach into the through travel lane.
2. Restaurants using these areas will need to provide their own furniture for use of by the patrons and will be responsible for securing their furniture when not in use.
3. Outdoor Dining areas at corners cannot extend beyond the space occupied by a standard parked car.
4. Do not eliminate or obstruct existing, on-street disabled parking.
5. Allow adequate spacing next to remaining parking stalls for opening of vehicle doors.
6. Restaurants may expand their space to include areas fronting adjacent storefronts if they get a signed letter granting permission from the owner of the adjacent storefront.
7. **This Permit does not allow for placing tables and chairs on the sidewalks. Consult with the Planning Department regarding the use on sidewalks.**

Outdoor Dining On Private Property

1. Arrangements for outdoor dining must be worked out with the property owner for each location. The City would not be a party to discussions or arrangements concerning the leasing or use of outdoor space on private property.
2. The following specific conditions apply to these areas:
 - a. Restaurants must have the permission of the property owner in order to use the parking space areas.
 - b. The parking lots must still comply with all ADA standards, including ADA paths of travel and adequate provision of handicapped parking spaces pursuant to California Building Code Section 11B.
 - c. Restaurants that are providing alcohol service must meet all requirements of the Alcoholic Beverage Control Board and any other federal, state, or local laws and regulations governing the sale and consumption of alcoholic beverages.
 - d. Maintain access to emergency utilities such as fire hydrants, fire hose connections for sprinkler systems, and entrances and exits of all buildings shall not be obstructed at any time by barriers or seating.
 - e. Consideration should be given to maintaining adequate parking supply on-site to prevent spillover parking in adjacent residential areas.
 - f. Driveway entrances and exits shall always remain unobstructed.
 - g. Temporary outdoor lighting in compliance with California Green Building Code Light Pollution standards is allowed. Lighting shall be turned off whenever the restaurant is closed and/or the outdoor dining area is not in use.
 - h. All items installed to support outdoor dining shall be temporary in nature and removed at such the time the City so orders. Upon removal of these items, the site shall be restored to its previous condition within 48 hours.
 - i. Restaurant patrons shall have access to the restroom(s) affiliated with the subject restaurant.

RESTAURANTS MUST ADHERE TO SOCIAL DISTANCING PROTOCOLS PER SAN MATEO COUNTY ORDER NO. C19-5F.



South San Francisco

Temporary Outdoor Dining Program



1. **When applying for a Permit, provide proof of liability insurance and indemnification of the City as well as a diagram showing placement of tables and chairs.**
2. **Restaurants that want to place tables and chairs in front of adjacent storefronts will need the permission of the property and business owner.**
3. **If a restaurant wishes to serve alcoholic beverages as part of outdoor dining, a permit is required from the California Department of Alcoholic Beverage Control (<https://www.abc.ca.gov/>).**
4. **Restaurants are responsible for providing, setting up and taking down tables and chairs on sidewalks or parking spaces.**
5. **Only tables and chairs are allowed in the designated areas for dining.**
6. **Restaurants must keep dining areas clean and adhere to Social Distancing Protocols per San Mateo County Order No. c19-5F.**

NEW STATE HOTLINE FOR COVID-19

The Governor announced the creation of a statewide hotline — **833-544-2374** — in coordination with the non-profit local 2-1-1 systems, so that Californians have a one-stop shop to answer their questions and get assistance during this crisis.

1. Applications & Submittals

NO PERMIT SHALL BE ISSUED UNLESS PROOF OF ADEQUATE INSURANCE, AS DETERMINED BY THE CITY, IS PROVIDED BY THE RESTAURANT.

1. Applicants must file a Temporary Outdoor Dining Permit for review by the City.

- a. The City reserves the right to determine on a case-by-case basis the suitability and appropriateness of the public property (sidewalk or parking area) requested by the restaurant for outdoor dining.
- b. Available right-of-way or parking spaces to be used for outdoor dining shall be identified based on the availability of the space fronting the business and may not include areas fronting adjacent businesses without consent
- c. Encroachment Permit Fees \$325 (per Adopted Master Fee Schedule 2019-2020) may be waived to reduce cost-associated barriers for business/restaurant participation.

2. Participation in the Temporary Outdoor Dining Program is limited to 45 days, with the option to review and extend for another 45 days, but no more than 90 days total.

3. Applicants must comply with [San Mateo County Outdoor Dining Safety Requirements](#), including on-site posting of health information for employees and patrons.
4. Supplemental Information required by the San Mateo County Health Department must be submitted to the City.

5. Restaurants/businesses that serve alcohol may continue to serve alcohol in the outdoor dining area, as long as specific requirements are met:

- a. An applicant/operator with a current Alcohol and Beverage (ABC) license and approval may only serve alcohol within an approved area as reviewed by ABC.
- b. In the event that ABC requires layout modifications to the approved, the applicant shall submit revised layout to the City for review and approval.
- c. The applicant/operator is responsible for obtaining and conforming to ABC requirements and file any other necessary applications to continue serving alcohol.
- d. A copy of the current ABC license shall be submitted to the City. In order to retain the Temporary Outdoor Dining Permit and serve in the sidewalk café area, the operator shall maintain the license.

TABLES, HEATERS, UMBRELLAS, AND PERSONAL BELONGINGS CANNOT ENCROACH INTO THE TRAFFIC OR PEDESTRIAN LANES (SIDEWALKS)

For Information about the Outdoor Dining Program, contact the Planning Division at (650) 829-6620 or SSFplanning@ssf.net

6. Restaurants operate at their own risk and shall defend and indemnify the City for all activity that occurs in the outdoor dining area.

- a. Applicants must identify the City of South San Francisco as an additional insured party and provide a copy of the insurance certificate.
- b. As required by the City's Temporary Outdoor Dining Permit, applicants shall procure and maintain during the term of the Permit the following policies of insurance:
 - i) Workers Compensation and Employers' Liability Insurance in the statutory coverage.
 - ii) Commercial General Liability Insurance: In an amount not less than ONE MILLION DOLLARS (\$1,000,000)

2. Operations & Maintenance

1. Hours of operation for outdoor dining uses shall not exceed the normal hours of operation for the corresponding restaurant or business for which the outdoor use is granted.

2. Furniture used for outdoor dining shall not be secured to lampposts, streetlights, trees or any other public street furniture.
3. All approved furniture used for outdoor dining shall be properly maintained and cleaned regularly and be placed to allow pedestrians to move safely in the sidewalk at all times.
4. The applicant/operator shall comply with all applicable Fire and Building codes at all times.

5. Maintain ADA required access and clearances at all times:

- a. Other cities provided specialized benches and/or tables where one side can be used by people in wheelchairs or mobility devices and ADA required table heights are maintained.
- b. The applicant/operator shall ensure safety and stability of all equipment used for outdoor dining.
- c. Temporary fixtures such as tables, seating, umbrellas, heating lamps, planters, platforms or flooring to achieve ADA compliance, and any approved physical barriers to mark the seating area are the only items permitted in the public right-of-way.

6. The applicant/operator shall be responsible for the proper maintenance of the outdoor dining area at all times, including properly disposing of all trash generated by the operation.

- a. The applicant/operator shall be held responsible for emptying and cleaning all trash receptacles within the operating area.

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