



City of

HUNTINGTON PARK california

COMMUNITY DEVELOPMENT DEPARTMENT

6550 MILES AVENUE

HUNTINGTON PARK, CA 90255

TEL: (323) 584-6210 FAX: (323) 584-6244

SIDEWALK DINING APPROVAL APPLICATION AND GUIDELINES

(Temporary suspension of fees expire October 16, 2012.)

Applications for Sidewalk Dining Approval are processed by the Planning Division within the Community Development Department. A sidewalk dining approval is necessary for any eating establishment proposing a dining/seating area on the public (City owned) sidewalk within the Downtown Specific Plan (DTSP) Zone.

I. APPLICATION PROCEDURES

1. Submit two (2) sets of plan drawings as outlined below.
2. Submit a Sidewalk Dining Approval Application (attached).
3. Letter of Authorization from the owner of the property.

II. PLAN REQUIREMENTS

A layout plan should be submitted and shall include the following items (see sample plan attached):

1. Property line boundaries.
2. All existing and proposed structures and uses.
3. Adjacent public improvements (street furniture, light poles, hydrants, etc.)
4. Landscaping (trees, shrubs, lawns, ground cover, etc.)
5. Special areas (walkways, entrances, etc.)
6. Full dimensions.
7. North arrow.
8. Size and location of tables and chairs, pottery, trash receptacles and fencing barriers on the sidewalk.

III. DEVELOPMENT STANDARDS

- A. All outdoor sidewalk dining areas are subject to inspection at any time; refusal to allow inspection will result in the automatic closure of the subject outdoor sidewalk dining area.
- B. Maintain a minimum width of at least five feet (5') of undiverted and unobstructed area of public walkway.
- C. The business shall maintain the sidewalk area and promptly remove trash and debris from within and adjacent to the sidewalk dining area.
- D. The sidewalk dining area shall not extend beyond the boundaries of the abutting property.
If written approval is obtained from an adjacent property owner, then the sidewalk dining area may extend beyond the adjoining property's storefront up to twenty-five (25%) percent of the subject site width.
- E. The maximum height of any object to be placed upon the sidewalk, with the exception of table umbrellas with properly weighted anchors, shall be four feet (4') and all such objects shall be entirely portable.
- F. The sidewalk dining area shall not exceed eight feet (8') in width.
- G. The tables used for the sidewalk dining area shall not exceed thirty inches (30") in diameter.
- H. Use, occupation and obstruction of the public walkway which is allowed under this article may be temporarily suspended, without prior notice or hearing, when, in the discretion of the Director, the Police Chief, or the Fire Chief, any such use, occupation or obstruction may interfere with public safety efforts or programs, street improvement activities, construction activities, cleaning efforts or other similar activities or with the health, welfare or safety of the citizens of the City.

- I. All objects used in conjunction with the sidewalk dining area shall be removed from the public right-of-way during closed business hours, except as otherwise approved by the Director.
- J. The sidewalk dining area shall be kept in a good state of repair and maintained in a clean, safe and sanitary condition.
- K. There shall be no alteration or modification to the surface of the public walkway.
- L. The sidewalk dining area may not be located within twenty feet (20') of an intersection (measured to the prolongation of the near curb of the intersecting street) nor within ten feet (10') of a driveway or alley (measured to the near end of the fully depressed portion of an apron-type driveway or to the prolongation of the near curb of the driveway).
- M. The sidewalk dining area shall be located in a manner which will not interfere with the visibility, vehicular or pedestrian mobility or access to City or public utility facilities. The determination of whether a sidewalk dining area or any part thereof interferes shall be made by the Director.
- N. The Director may, in his or her sole discretion, place additional conditions upon the applicant, on a case-by-case basis, in order to ensure the protection of the public rights-of-way and the rights of all adjoining property owners, and for the health, safety and welfare of the public.
- O. Sidewalk dining areas and obstructions shall conform to all other applicable City and other governmental requirements including, without limitation, zoning and design review, except as otherwise provided herein.
- P. **Smoking and/or the consumption of alcoholic beverages is NOT allowed anywhere within the outdoor sidewalk dining area.**

IV. LIABILITY INSURANCE

The City shall require as a condition to the issuance of a sidewalk dining approval the filing of a Certificate of Liability insurance evidencing coverage for bodily injury and property damage liability in an amount and form subject to the approval of the City Clerk (see attached).

For further information, please contact Erica Frausto at the Community Development Department by calling (323) 584-6282, between 7:00 a.m. and 5:30 p.m., Monday through Thursday.



CITY OF HUNTINGTON PARK
 Community Development Dept. • Planning Division
 6550 Miles Avenue, Huntington Park, CA 90255
 Tel. (323) 584-6210 • planning@huntingtonpark.org

SIDEWALK DINING APPROVAL APPLICATION

FOR OFFICE USE ONLY

Date Filed: _____ File No.: _____ Fee/Receipt No.: _____ Initials: _____

PROPERTY ADDRESS: _____

BUSINESS OWNER'S INFORMATION

Business Name: _____

Business Owner: _____

Mailing Address: _____

Phone 1: _____ Phone 2: _____ Fax: _____

PROPERTY OWNER'S INFORMATION

Property Owner: _____

Mailing Address: _____

Phone 1: _____ Phone 2: _____ Fax: _____

TYPE OF USE (Check as Appropriate):

Restaurant Coffee Shop Donut Shop Ice Cream/Yogurt Shop Bakery Snack Shop

Other (Describe): _____

DESCRIPTION OF USE:

Square Footage of Use: _____

Hours of Operation: _____

CERTIFICATE AND AFFIDAVIT OF APPLICANT: I/We certify that all statements made on this application are true and complete to the best of my knowledge. I/We understand that any false statements may result in denial of the requested approval or revocation of any issued approval. I/We further certify that I am, or have permission by, the property owner to conduct the proposed request applied for herein.

 Signature of Applicant

 Date



City of
HUNTINGTON PARK california
COMMUNITY DEVELOPMENT DEPARTMENT

6550 MILES AVENUE
HUNTINGTON PARK, CA 90255
TEL: (323) 584-6210 FAX: (323) 584-6244

SIDEWALK DINING PERMIT CHECKLIST

PERMIT NO. _____

The Community Development Department requires proof of approval from the following departments/agencies that are checked:

- Los Angeles County Fire Department
Fire Prevention Division
Inspector Hours: 7:00 a.m. - 10:00 a.m.
3161 E. Imperial Hwy.
Lynwood, CA 90255
(310) 603-5258

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature: X _____		

- Los Angeles County Health Department
Environmental Health Specialist
245 S. Fetterly Ave., Room 2014
Los Angeles, CA 90022
(323) 780-2272

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature X _____		

- State Dept. of Alcoholic Beverage Control
Duty Investigator
3530 Wilshire Blvd., Suite 1110
Los Angeles, CA 90010
(213) 736-2005

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature: X _____		

- Huntington Park Police Department
Watch Commander
6542 Miles Avenue
Huntington Park, CA 90255
(323) 584-6254

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature X _____		

SIDEWALK DINING PERMIT CHECKLIST – PERMIT NO. _____

Huntington Park Office of the City Clerk
City Clerk
6550 Miles Avenue, Room 148
Huntington Park, CA 90255
(323) 584-6230

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature X _____		

Huntington Park Planning Division
Director of Community Development
6550 Miles Avenue, Room 145
Huntington Park, CA 90255
(323) 584-6251

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature X _____		

Huntington Park Revenue Collections Div.
Revenue Collections Supervisor
6550 Miles Avenue, Room 127
Huntington Park, CA 90255
(323) 584-6237

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature X _____		

Huntington Park Building Division
Plan Review Engineer
6550 Miles Avenue, Room 145
Huntington Park, CA 90255
(323) 584-6315

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature X _____		

Huntington Park Engineering Division
City Engineer
6550 Miles Avenue, Room 145
Huntington Park, CA 90255
(323) 584-6253

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature X _____		

Huntington Park Public Works Dept.
Director of Public Works
6900 Bissell St.
Huntington Park, CA 90255
(323) 584-6320

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		

Signature X _____		