

OUTDOOR DINING PERMIT

Outdoor Dining regulations are applicable to all outdoor dining located on or adjacent to public sidewalks as well as privately-owned walkways in shopping centers. Outdoor dining may be permitted subject to the following standards:

- Review and permit required. The Development Review Committee reviews all requests for outdoor dining permits. If the outdoor dining also includes the service of alcoholic beverages, the request requires approval of a Conditional Use Permit which is review by the Planning Commission.
- Encroachment Permit Required. The Planning Division will issue an Encroachment Permit if the outdoor dining will be located on the City's right-of-way. Such permit shall be valid as long as approved liability insurance is kept current.
- Renewal Process. The required insurance shall be submitted to the City's Risk Manager as part of the yearly renewal. If the business has not operated the outdoor dining permit in compliance with the Monrovia Municipal Code or permit, the permit for the outdoor dining will be revoked.
- Location of Dining. The applicant shall submit a layout of the furniture showing distances to curb and obstructions such as trees, benches, etc. Outdoor dining shall not be allowed next to the curb where there are parallel parking spaces. Where the street parking spaces are angled, sufficient access from the parking to the sidewalk shall be provided, as determined by the Development Review Committee. Chairs and tables shall be arranged so as to be parallel to the sidewalk and face of the building, in order to prevent chairs from encroaching into the required pedestrian clearance area on the sidewalk. Outdoor dining shall not encroach upon the building frontage of an adjacent business.
- Minimum Clearance. A minimum pedestrian clearance of 48" shall be maintained in unobstructed sidewalk area. The Development Review Committee may require more based on the location of sidewalk obstructions and pedestrian traffic volumes.
- Indemnification Statement. Applicants for an outdoor business display permit must sign an Indemnification Statement holding the City harmless from any legal action resulting from placement of the display on the public sidewalk.
- Liability Insurance. Insurance in the amount determined by the City's Risk Manager shall be required naming the City as an additional insured.
- Quality and Design. Outdoor furniture (tables, chairs, delineation) must reflect an appropriate level of quality and design that contributes to the distinct identity of the downtown as an historic area as determined by the Development Review Committee to be appropriate.
- Removal. Outdoor furniture must be removed at the close of each business day and must be maintained in a clean and attractive condition.

(See document "Encroachment Permit Process" for steps to follow to obtain a permit).