



SIDEWALK DINING APPLICATION



City of Redding
777 Cypress Avenue
Redding CA 96001
Telephone:
(530) 225-4020
FAX: (530) 225-4495

Reference:

Redding Municipal Code Section 13.25, Sidewalk Dining on Public Walkways

To apply for a permit, you will need to submit the following to the Permit Center:

- A completed application.
- A diagram of the area you wish to use for the sidewalk dining, with dimensions shown.
- A certificate of insurance and endorsement form.
- Application fee of \$50

After we receive your application, a field-check of your proposed sidewalk dining location will be done to determine the suitability of the operation at that site.

A Notice of Application is required to be posted on site for a minimum of five (5) days. If a written concern is submitted to the Development Services Department, a hearing before the Board of Administrative Review will be held to consider the application request.



If your application is approved, your permit will be sent to you and will include a diagram showing the approved operating area. **Please keep your sidewalk dining operations within the limits shown on the approved permit diagram.**

If you have questions or if we may be of assistance to you in the permit process, please feel free to phone our office at 225-4020.

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Sidewalk Dining Operation

Requirements and Responsibilities

The Redding Municipal Code Section 13.25, **Sidewalk Dining on Public Walkways**, defines sidewalk dining to mean serving food or beverages from a restaurant to patrons seated at tables located within the sidewalk area adjacent to the restaurant. *



Sidewalk Dining

- is allowed only in the Central Business District in Downtown Redding and where the sidewalk is at least **10 feet wide**
- must maintain at all times a **clear width of five feet** for pedestrian traffic
- must permit at least **three feet of clearance** from the face of any curb where parallel parking is permitted.
- are **not allowed** where there are bus loading or unloading areas
- requires a permit to operate. The permit fee is \$50 per year

The responsibilities of the sidewalk dining operator include:

- ▶ Maintaining the sidewalk and all things placed upon the sidewalk in a clean and attractive condition.
- ▶ Removing tables, planters, fences, carpet, etc., from the public sidewalk area at night and when not in use. No storage of materials on sidewalks is allowed.
- ▶ Provide at least one trash container for use by the dining patrons.
- ▶ No smoking by patrons or employees within the sidewalk dining area.
- ▶ If alcoholic beverages are served, you must comply with the State Alcoholic Beverage Control Board (ABC) requirements. Please contact ABC directly.
- ▶ Notifying the Director of Development Services when operation of the sidewalk dining begins.

* Please see Redding Municipal Code Section 13.25, *Sidewalk Dining on Public Walkways*, for a complete list of standard requirements. This can be provided to you by contacting the Permit Center at (530) 225-4020, or you may access the Municipal Code online at www.ci.redding.ca.us.

Application Instructions for Sidewalk Dining

First

- Determine that you have at least a 10-foot-wide sidewalk.
- Determine the proposed layout for your sidewalk dining area. Do not forget to consider all existing sidewalk obstructions such as sign, street lights, signal poles, bike racks (leave room for the bikes), bus zones, fire hydrants, planters or benches, street trees and tree wells, phone booths, mail boxes, newspaper racks, etc.

Then

1. Make a drawing of the proposed area to be used for sidewalk dining.

- Clearly identify the sidewalk obstructions.
- Label all doorways to the interior of the building.
- Provide accurate dimensions of the length and width of your dining area.

*It is not necessary to make this drawing to scale, but please **provide accurate dimensions**. Examples of drawings are shown on pages 5 and 6. This information will be used as the "exhibit" to show the area approved by the Director of Development Services for your sidewalk dining.*

2. Obtain a certificate of insurance from your agent. Information on insurance is included on page 7.
3. Complete the Planning Application form and have the property owner sign and complete where necessary. Get the Planning Application @ <http://www.ci.redding.ca.us/devserv/pdfs/planning/planapp.pdf>
4. Complete the Supplemental Application for Sidewalk Dining on page 4.
5. Submit Items 1, 2, 3, and 4 with the application fee of \$50 to:

**Development Services Department
Planning Division
City of Redding
777 Cypress Avenue
Redding, CA 96001**

If you have any questions or need further information, please call (530) 225-4020.



Supplemental Application for Sidewalk Dining Permit



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Redding CA 96001
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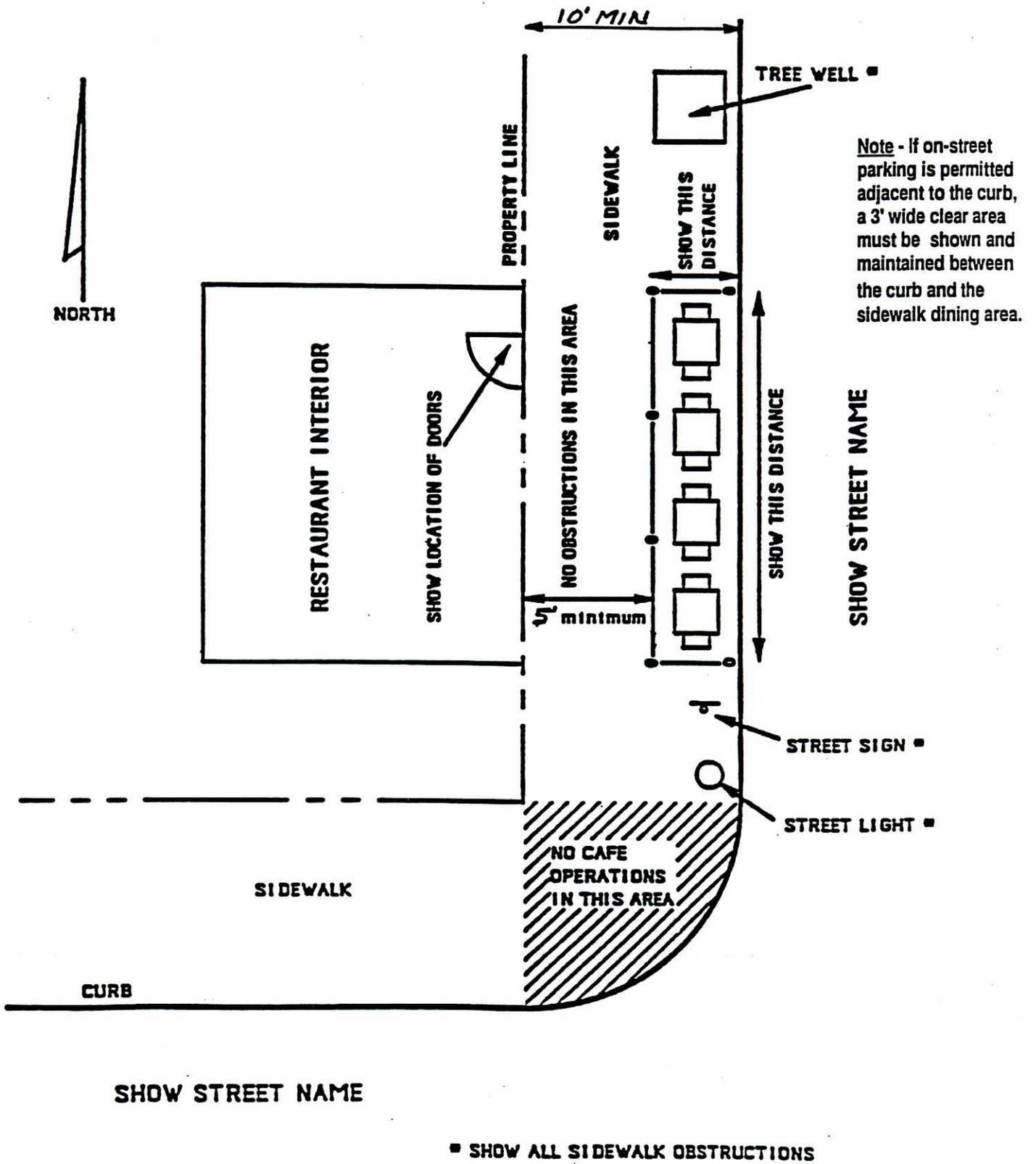
Application is hereby made for a revocable permit to operate **sidewalk dining** in accordance with Chapter 13.25 of the Municipal Code of the City of Redding.

Restaurant:			
Address:		Zip Code:	
Restaurant Owner:		Telephone Number:	
City Business License Number:	Expiration Date:	Will you sell alcoholic beverages? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Days and Hours the restaurant will operate:	Days	Hours	
<p>I shall hold the City of Redding, its officers, agents, and employees free and harmless from any claims for damages to persons or property, including legal fees and costs of defending any actions or suits thereon, including appeals therefrom, which may result from granting of this permit.</p>			
<p>_____</p> <p>APPLICANT'S SIGNATURE</p>		<p>_____</p> <p>DATE</p>	

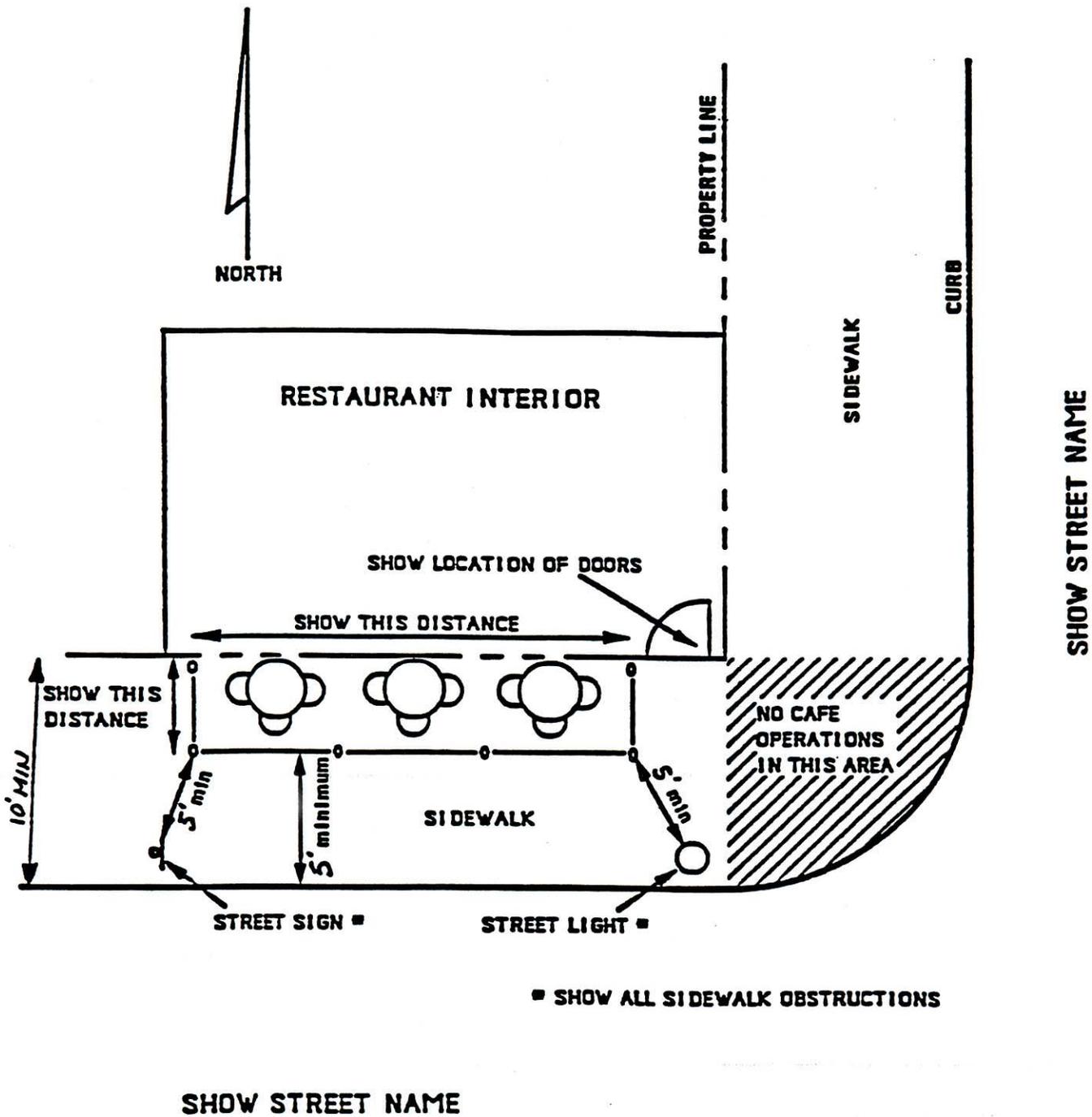
FOR OFFICE USE ONLY

Approved by:			
Date:		Fee:	

EXAMPLE 1 - SIDEWALK DINING AREA SKETCH



EXAMPLE 2 - SIDEWALK DINING AREA SKETCH



General Liability Insurance Requirements

The City of Redding requires the lessee to provide liability insurance which is primary to the City's own insurance. The City also requires you to name the City as an additional insured. As an additional insured, the City is protected under your insurance policy for any lawsuit related to this permit which involves both you and the City.

The liability insurance must provide coverage for not less than

- \$200,000 for personal injury to each person,
- \$1,000,000 liquor liability
- \$1,000,000/\$2,000,000 aggregate for each occurrence, and
- \$1,000,000 for each occurrence involving property damage **OR**
- a single-limit policy of not less than \$1,000,000 covering all claims per occurrence.

These limits of insurance are subject to statutory changes as to maximum limits of liability imposed on municipalities of the State of California during the term of the permit.

The permittee must maintain continuous, uninterrupted coverage for the duration of the permit. If the insurance is canceled or terminated prior to expiration of the permit, the permittee must provide a new policy with the same terms.

The permittee must maintain on file with the City's Risk Management Division:

- a certificate of insurance, certifying the coverage required **and**
- the Insurance Services Organization (ISO) form CG 20 37 10 01 endorsement for additional insured stating insured's insurance is primary over the City's.

The adequacy of the insurance will be subject to the approval of the Risk Management Division. Please use the following checklist to review the certificate of insurance before submitting the certificate to Risk Management.

Checklist for Certificate of Insurance:

- Agent's name and address are indicated.
- Insured's name and address are indicated (insured must be the same entity as the permittee).
- Policy number is indicated.
- Policy period is current (effective/expiration dates).
- Minimum coverage of \$1,000,000/\$2,000,000 aggregate for each occurrence is indicated.
- Thirty-day notice of cancellation is indicated.
- The City is listed as the certificate holder.
- The certificate has been signed by the insurance agent.
- The policy is written on an occurrence basis.
- Additional insured: required. The permittee can name the City as an additional insured by attaching an endorsement to the certificate of insurance of Insurance Services Organization (ISO) form CG 20 37 10 01.