



## City of South El Monte Temporary Outdoor Dining & Operation Conditions and Guidelines

### Instructions

In response to economic hardship and capacity limitations due to COVID-19, the City of South El Monte is authorizing (subject to permit conditions) the temporary expansion of outdoor dining and salon or barber operations on private and public property. To obtain a permit, please submit a completed application with all materials as described in the Guidelines.

The Temporary Outdoor Dining & Operations Permit is designed to be a low-cost alternative to help reestablish businesses' customer base by accommodating business expansion to achieve social distancing. Normal encroachment permit/temporary use permit fees will be waived for the Temporary Outdoor Dining & Operations Permit.

To utilize the parking lot or the sidewalk for outdoor dining or operations, please obtain a Temporary Outdoor Dining & Operation Permit application by visiting <https://www.cityofsouthelmonte.org/DocumentCenter/View/1135/Temporary-Outdoor-Dining-and-Operations-Permit-Application-PDF>, and submit the completed application to City Hall physically or by mail:

City of South El Monte  
Community Development  
Attn: Ian McAleese  
1415 Santa Anita Avenue  
South El Monte, CA 91733

Or by email to:  
Ian McAleese at [imcaleese@soelmonte.org](mailto:imcaleese@soelmonte.org)

Once your application is approved, your Temporary Outdoor Dining & Operations permit will be in effect until such a time as social distancing restrictions are lifted by the Los Angeles County Department of Public Health, more restrictions are placed which would not allow for continued outdoor operations, or the City ends the program.

### **SUBMITTAL REQUIREMENTS – CHECKLIST**

\_\_\_\_ Completed Permit Application: To utilize public property for outdoor dining, or for applicants who wish to use a private parking lot or sidewalk to further their operations, please submit the attached Temporary Outdoor Dining & Operation Permit Application.

\_\_\_\_ Site Plan: Please provide the following legible, accurately drawn/scaled exhibits:

- i. Existing site plan or recent google map image (staff to inspect for accuracy);

- ii. Proposed site plan showing the layout of all furniture, canopies, plants and other items proposed for the parking lot or public right-of-way, including all existing features within the abutting right-of-way including trees, sign posts, street lights, traffic signals, parking meters, landscape planters, drive way, etc. and indicate number of tables, salon/barber chairs and/or canopies to be used.
- iii. Photos of existing parking lot/outdoor area.

\_\_\_\_ Operational Plan: services provided (in conjunction with existing CUP), service hours, and set-up/clean-up hours (operations may not begin before 8:00 a.m. and must cease by 10:00 p.m.).

\_\_\_\_ Evidence of acceptable insurance if operating on the sidewalk (*Coverage must include \$1M per occurrence and \$2M aggregate*)

\_\_\_\_ For restaurants serving alcohol: a copy of existing or modified Alcohol Beverage Control (ABC) license.

## GUIDELINES & PROCEDURES

### Permit Requirements

To assist restaurants, barber shops, and salons with the loss of indoor capacity due to COVID-19, the City of South El Monte launched the Outdoor Dining & Operation Program. Businesses may expand their operations and dining service area to the sidewalk and/or parking lots, while adhering to public safety and physical distancing requirements. This program only applies to businesses identified by the State of California as “lower risk businesses.” For more information, visit the website at [www.covid19.ca.gov](http://www.covid19.ca.gov).

To promote public safety, applicants must adhere to the Reopening Protocol and Outdoor Dining Requirements as detailed by the County of Los Angeles, including, but not limited to:

- Post signage to remind people about requirements related to cloth face coverings, social/physical distancing, and staying home when sick or exhibiting symptoms of illness.
- Take all measures necessary to ensure six-foot social distancing is maintained. including but not limited to designating staff to help monitor social/physical distancing practices during busy times.
- Reservations will be highly encouraged.
- Face coverings shall be worn by all staff.
- For restaurants:
  - Patrons are required to wear cloth face coverings when they are not seated at their tables.
  - Outdoor seating and curbside pick-up are prioritized.

For the detailed protocol visit: <http://publichealth.lacounty.gov/media/coronavirus/> or for a list of specific industry reopening protocols visit <https://covid19.lacounty.gov/recovery/>

\*\*\*Please be aware that each business is expected to adhere to reopening protocols and social distancing measures by ensuring six feet of space between all patrons and pedestrians. For specific

questions relative to your proposed set-up, feel free to contact the Los Angeles County Health Department El Monte office at (562) 813-3346.

### **Program Locations**

Businesses may obtain a temporary, no-fee permit to expand operations into:

- Public sidewalks provided ADA and pedestrian access, public safety, and public health and ABC licensing requirements can be satisfied.
- Private sidewalks and/or parking lots provided staff and patron safety can be ensured.

### **Temporary Expansion**

Restaurants, barber shops, and salons with access to private sidewalks or private parking lots may utilize these areas for dining in accordance with guidelines published by California Department of Public Health: <https://files.covid19.ca.gov/pdf/guidance-outdoor-restaurants.pdf> (Restaurants)  
<https://files.covid19.ca.gov/pdf/guidance-outdoor-hair-salons--en.pdf> (Hair Salons and Barbershops)  
<https://files.covid19.ca.gov/pdf/guidance-outdoor-personal-care--en.pdf> (Personal Care)

An outdoor operating business must comply with the following requirements:

1. All chairs, tables, fences, planters, barriers, and related furnishings and equipment, collectively, the "Outdoor Furniture and Equipment," must be placed within the outdoor operation facility area. All furniture and equipment (including umbrellas, canopies and outdoor heaters) cannot encroach into the required unobstructed pedestrian path.
2. No sidewalk dining furniture and equipment placed in the public right-of-way may be fastened to the sidewalk, and it must not cause any damage to the sidewalk.
3. No furniture and/or other items except umbrellas, canopies, or outdoor heaters may exceed 42 inches in height when located on the sidewalk.
4. Before beginning outdoor operations, notice must be given to Fire Department. Fire Department approval is required prior to any outdoor operations for outdoor heaters and temporary shade structures measuring larger than 10 feet by 10 feet in an outdoor operating facility.
5. Health Department approval is required for all outdoor dining facilities.
6. Open umbrellas require a minimum vertical clearance of seven (7) feet, and they cannot extend outside of the area approved for sidewalk dining.
7. All reopening protocols released by the County of Los Angeles Department of Public Health must be adhered to at all times while operating:  
[http://www.publichealth.lacounty.gov/media/Coronavirus/docs/protocols/Reopening\\_Restaurants.pdf](http://www.publichealth.lacounty.gov/media/Coronavirus/docs/protocols/Reopening_Restaurants.pdf) (Restaurants)  
[http://www.publichealth.lacounty.gov/media/Coronavirus/docs/protocols/Reopening\\_HairSalons\\_Barbershops.pdf](http://www.publichealth.lacounty.gov/media/Coronavirus/docs/protocols/Reopening_HairSalons_Barbershops.pdf) (Hair Salons and Barbershops)  
[http://www.publichealth.lacounty.gov/media/Coronavirus/docs/protocols/Reopening\\_Personal\\_Care.pdf](http://www.publichealth.lacounty.gov/media/Coronavirus/docs/protocols/Reopening_Personal_Care.pdf) (Personal Care)

Alcoholic Beverages may be served within the expanded service area if the business has a current State ABC license:

- a. All signs required by ABC shall be prominently posted in outdoor dining facilities.
- b. The perimeter of an outdoor dining facility approved for alcoholic beverage service must have removable physical barriers to prevent the unrestricted movement of people to and from the outdoor dining area except through the approved entrance/exit.
- c. Applicant must coordinate directly with ABC, and adhere to all required ABC requirements, including notifying the City of South El Monte should their existing ABC license be modified. A copy of the business' ABC license is required as part of this application.

### **Permit Revocation**

Temporary Outdoor Dining & Operation Permits are licenses to use City property and do not bestow or vest a permanent property right; these permits are revocable or subject to modification. The City reserves the right, in its sole and absolute discretion, to modify or revoke a permit, and to remove a sidewalk operation space that, (i) obstructs or causes congestion to pedestrians and by so doing creates a danger to the health, safety, or general welfare of the public, (ii) where the City requires the removal for redevelopment or improvements of the street or sidewalk, or for utility repairs, or (iii) where a business violates the requirements of these Guidelines or State or local laws, regulations, ordinances or orders. Any costs incurred by the City for removal or storage of sidewalk tables, chairs, and other equipment as a consequence of permit revocation shall be the responsibility of the business, and shall be promptly paid to the City upon request for reimbursement. The City is not responsible for any damages or loss of equipment removed pursuant to this subsection.

### **Questions**

Inquiries regarding application requirements should be directed to the City's Community Development Department at (626) 579-6540 or by email to Ian McAleese at [imcaleese@soelmonte.org](mailto:imcaleese@soelmonte.org). Once your permit is approved, be sure to continue to check the protocol and guideline links since they are constantly being updated with new orders issued by the governor and the County Health Officer.