SHOP OUT DOORS LAKEWOOD





TEMPORARY OUTDOOR PERMIT PROGRAM

In response to the COVID-19 pandemic, the City of Lakewood is authorizing qualifying businesses to temporarily use privately - owned common areas, and parking spaces of the business premises for outdoor sales and services to increase business sales.

Submittal:

- ✓ Submit Temporary Outdoor Permit Application with property owner authorization.
- ✓ Submit a legible site plan of service/dining area layout.

Requirements:

- Outdoor service/dining area must observe shop's normal business hours of operation.
- ✓ A physical barrier must be provided to prevent vehicle intrusion.

- ✓ Possess a valid City of Lakewood business license as of date of application.
- Outdoor dining/service area must maintain ADA and Fire accessibility.
- Businesses shall comply with all State and LA County Public Health requirements.
- ✓ Restaurants with ABC License: ABC COVID-19 Temporary Catering Authorization License required for alcohol sales.



To apply electronically, please visit: www.lakewoodcity.org/TOP

If you would like more information, please reach out to:

Paul Kuykendall

David Barboza

562-866-9771, ext. 2344 • pkuykendall@lakewoodcity.org

562-866-9771, ext. 2341 • dbarboza@lakewoodcity.org



City of Lakewood TEMPORARY OUTDOOR PERMIT APPLICATION FORM PLEASE PRINT LEGIBLY

PROGRAM POLICY: The Temporary Outdoor Permit program allows Lakewood businesses to operate retail shopping, personal services, and sit-down dining in outdoor facilities in conformance with recent public health directives regarding COVID-19 social distancing requirements. Businesses may use outdoor areas such as parking spaces, sidewalks, and landscaped turf areas under certain conditions. All temporary business areas shall comply with all California COVID-19 Guidance.

BUSINESS NAME:	
BUSINESS ADDRESS:	
BUSINESS OWNER NAME:	ZIP CODE _PHONE: ()
BOSINESS OWNER NAME.	_FIIONE. ()
BUSINESS OWNER E-MAIL ADDRESS:	
Proposed outdoor business area to be used (check at least one box and the second secon	·
☐ Parking spaces (up to 30% of approved parking spaces may be used):	<u>If Applicable</u> Number of seats:
☐ Sidewalk/hardscape – dimensions or square feet:	Number of seats:
☐ Landscape (grass) – dimensions or square feet:	Number of seats:
☐ Other Common Area – describe and include number of seats:	
Proposed method of protecting outdoor business area (check at least one	e box):
☐ Water-filled traffic barriers ☐ Large landscape planters ☐ Not	
Other (describe)	

Outdoor Business Program Requirements:

- 1. Submit a site plan either electronically or in person to the Community Development Department showing the location of the Temporary Outdoor Permit (TOP). For more information, please contact the Planning Division at (562) 866-9771, ext. 2341.
- 2. The TOP site plan shall include:
 - a. All buildings and parking areas on the site.
 - b. The proposed outdoor business area (parking areas, common areas, sidewalks, etc.) with the proposed layout of the outdoor business area, including display areas, booths, tables, and seats, including dimensions and area (sq. ft.).
 - c. Location and type of outdoor business area protection (traffic barriers, planters, etc.).
 - d. Additional outdoor features (umbrellas, outdoor heaters, trashcans, banners, etc.).
- Approval of this application does not eliminate the need for other permits, licenses or required certificates.
- 4. All original conditions of approval continue to apply, including hours of operation, noise and lighting restrictions.
- 5. All ADA and emergency access/exiting requirements apply.
- 6. Smoking is prohibited in all temporary outdoor business areas.
- 7. The City of Lakewood may impose additional conditions of approval as necessary to reduce any identified problems.
- 8. The business operator shall keep the outdoor business area constantly clean and clear of any litter, trash, debris, and graffiti.
- 9. This is a temporary emergency measure and may be suspended or revoked at any time at the discretion of the City.
- 10. The business owner shall return the temporary outdoor business area to its original use within 72 hours of permit termination.

AUTHORIZATIONS

INDEMNIFICATION

The applicant, property owners and their successors-in-interest shall protect, defend, indemnify and hold harmless the City of Lakewood, its officers, employees, and agents from any claim, action, proceeding, liability and costs relating to or concerning the City's actions concerning this project, including (without limitation) any award of litigation expenses in favor of any person or entity who seeks to challenge the validity of any of the City's actions or decisions in connection with this project. The City shall have the sole right to choose its counsel, and the property owners and/or applicant(s) shall reimburse the City's expenses incurred in its defense of any lawsuit challenging the City's actions concerning this project.

Business Owner Signa	ture:		Date:	
Property Owner/Authorized Agent Signature:			Date:	
of this application and to the City to conduct	sently the legal owner of the certify that all of the informations is site visits necessary to inv	ation on the application is to estigate the proposed proje	Further, I acknowledge the filing rue and correct. I grant permission ect. I attest that my business has ederal regulation that relate to this	
Business Owner Signature:			_Date:	
Authorized Agent of t		ther sign the following ackr	Owner or a properly documented nowledgment or include a letter of	
which the reference b grant permission to th common areas for Tel	legal owner or authorized a business is located. Further ne above listed Business Ov	 I acknowledge the filing owner to use the aforementing described in this application 	the above-described property on if this application and certify that I oned parking spaces and/or other n. I grant permission to the City to	
Property Owner/Authorized Agent Signature:			Date:	
PROPERTY OWNER/	AUTHORIZED AGENT NAM	ИЕ :		
E-MAIL ADDRESS:			PHONE: ()	
PROPERTY OWNER	ADDRESS	CITY	ZIP CODE	
	OFFICIAL USE ONLY - DO	O NOT WRITE BELOW THIS	LINE	
PARKING SPACES: RESTAURANTS: Comments:	Total Approved for use: Total Approved seating:		ed for outdoor business: utdoor seating:	
APPROVED BY:		DATE:		