



City of Pittsburg

Community Development Department – Planning Division

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CITY OF PITTSBURG

OUTDOOR DINING PERMIT

Guidelines / Submittal Requirements

The purpose of permitting outdoor dining on either public or private property is to give restaurant patrons the opportunity to dine outdoors, bring increased pedestrian activity to a streetscape, and create visual interest on the street, a courtyard, or public plaza. An active streetscape with people leisurely sitting or strolling about, particularly within the Old Town Pittsburg revitalization areas, is not only beneficial to the subject business, but the surrounding businesses as well. Further, outdoor dining provides restaurant owners with additional seating during seasonal increases in business.

Parking: Because outdoor dining is intended for seasonal use and because of the street character it helps create, the City of Pittsburg does not require business owners to provide additional parking for the outdoor dining areas within the Pedestrian Commercial (CP) District or within public rights-of-way/easements.

Policies:

- Outdoor dining is an amenity that restaurant owners can offer their patrons, weather permitting.
- Outdoor dining areas shall be open to adjacent streets, courtyards, or public plazas. Diners shall be visible to people passing by while views of the public shall be available to the diners.
- Outdoor dining is an ancillary use when approved in conjunction with an eating and drinking establishment. The amount of square footage for allocated outdoor sitting space should not extend beyond the sidewalk area abutting the leased building space of the business.
- Tables and chairs, along with any other movable fixtures that are part of the outdoor dining area, should be moved indoors at the close of every business day to discourage the general public from loitering after hours.
- If outdoor dining is proposed within a City right-of-way (ROW) or on a public easement, then an encroachment agreement and permit is required in addition to the outdoor dining permit. Development standards and submittal requirements for an encroachment agreement/permit are available at the City of Pittsburg's Engineering Department.

Approval Process: Applications will be reviewed by the City Planner for content and consistency. Once the application is determined complete and consistent with performance standards/regulations, the business owner will receive an "Outdoor Dining Permit" (issued by the Planning Department). The permit must be maintained at the business site and be available for review and inspection by City staff upon request.

If the dining is proposed within a public ROW and an encroachment agreement/permit is required, then both the outdoor dining permit and encroachment agreement/permit will be issued together (you will not receive one without the other).

Performance Standards:	
1.	Businesses in 'Old Town' (as defined on page 4 of the Old Town Design Guidelines) shall conform to the "Outdoor Spaces" standards on page 20 of the Old Town Design Guidelines.
2.	Outdoor furniture shall be attractive and made of high quality, durable materials.
3.	Outdoor furniture and fixtures shall be kept in good working and aesthetic condition at all times.
4.	Tables and chairs must be removed and stored indoors during non-business hours.
5.	Outdoor dining areas shall be maintained in a clean condition at all times. The business operator, in conjunction with the property owner of the subject property, shall be responsible for keeping the exterior area adjoining the subject tenant space clear of litter and debris.
6.	The applicant shall be required to provide at least one outdoor trash receptacle and recycling container when the outdoor seating area is in use, with the design and location to be approved by the Planning Department. The receptacles shall be regularly emptied and shall not be allowed to overflow.
7.	No alcoholic beverages shall be served or consumed outdoors, unless correct permitting for the business is maintained through the Alcoholic Beverage Control (ABC).

Submittal Requirements:

1. A completed administrative planning application form for an Outdoor Dining Permit.
2. A detailed and **accurately dimensioned** site plan (8 ½ x 11), identifying:
 - Proposed location of the outdoor seating including the number of proposed tables and any other fixtures such as: chairs, umbrellas, railings, planters, heaters, trash and recycle receptacles, and/or menu board.
 - Location of the curb, adjacent buildings and parking racks, bicycles stalls, light poles, street trees, and any other relevant features of the site.
3. A photograph or rendering of the proposed outdoor dining area submitted in a hardcopy, or in an electronic copy via CD or e-mail.
4. A photograph or vendor specification of proposed furniture and proposed barriers/railings.
5. Applicable fees of \$325.00 for issuance of the Outdoor Dining Permit.
6. Engineering Department receipt of submitted required Engineering fees, Encroachment Agreement, and Permit (with accompanying proof of insurance) for outdoor dining permits within the public right-of-way (ROW). (You will not receive an outdoor dining permit for a proposal within the public ROW without an approved encroachment agreement/permit.)