



Planning Division
32400 Paseo Adelanto
San Juan Capistrano, CA 92675
(949) 493-1171
www.sanjuancapistrano.org

APPLICATION FOR TEMPORARY OUTDOOR OPERATIONS PERMIT

Please submit this completed form to the Planning Division at planningdept@sanjuancapistrano.org.

Business Owner Name: _____

Business Name: _____ Business Phone: _____

Business Address: _____ Business Email: _____

Property Owner (if other than Business Owner): _____

Property Owner Address: _____

For Dining Uses: Current Number of Seats (Pre COVID-19): Interior ____ Exterior ____

 Temporary Change in the Number of Seats: Interior ____ Exterior ____

Description of Proposed Temporary Outdoor Dining or Curbside/Storefront Pickup: Please describe the temporary setup. Please provide the square footage of the area; number of parking spaces to be used (if any); proposed days and hours of operation; and associated equipment, furniture, materials, etc. (attach additional sheet if necessary):

Please sketch the location of the proposed temporary outdoor dining or curbside/storefront pickup area (or attach a marked-up site plan or photo). Please identify any adjacent businesses, sidewalks, driveways and parking areas. For outdoor dining, please identify the location of all tables and chairs.

(PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM)

Please initial after each required acknowledgement below.

1. The approval granted hereby is based upon emergency conditions and is intended to be temporary in nature and approved for an initial period of 90 days and is subject to revocation and/or modification at the sole discretion of the City. The permit could be renewed administratively for additional 90-day increments as needed. _____
2. The City reserves the right to perform a more detailed review of each Temporary Outdoor Operations Permit once the requested temporary use is in operation, and the Applicant expressly acknowledges that different or additional conditions may be imposed based on the City's subsequent review, including the possibility of the permit being modified or revoked by the City. _____
3. No vested rights are created by this approval, and any rights conveyed, by virtue of their nature as temporary emergency measures, may be revoked at any time by the City. _____
4. As the emergency situation evolves, the City may need to terminate this temporary approval in order to comply with new emergency orders from the State or County. _____
5. The Applicant expressly acknowledges that this approval merely permits operating conditions to occur that might otherwise be contrary to the City's Municipal Code or other regulations or contrary to entitlements otherwise applicable to the Applicant. It does not relieve the Applicant from complying with State, County or Federal Orders or guidelines applicable to the COVID 19 emergency, nor does it relieve Applicant of its obligations to comply with other State or Federal laws or regulations. _____
6. Temporary outdoor uses located on the sidewalk and/or in the Public Right-of-Way shall not obstruct pedestrian traffic, ADA access, and emergency egress/exits. A 4-foot unobstructed sidewalk clearance for pedestrians shall be maintained at all times from any appurtenance used as part of the temporary outdoor use and a 2-foot clearance shall be maintained from the face of curb to any such appurtenance. _____
7. The area designated for the temporary outdoor use and operation shall be kept free from debris and provide social distancing for patrons. Outdoor dining areas shall not be cleaned and/or washed off with water to avoid runoff into any drainage system or storm drain. _____
8. The Applicant shall be responsible for the security and maintenance of the temporary outdoor use and associated equipment, furniture, materials, etc. shall be removed after business hours and located out of the Public Right-of-Way in a secure location. _____
9. Live entertainment shall be prohibited, unless authorized under a separate City permit. _____
10. The Applicant shall defend, indemnify and hold harmless the City, its officials, agents and employees for any claims arising out of or relating to the issuance of the Temporary Outdoor Operating Permit. _____
11. If the temporary outdoor use is located within the public right-of-way or on any city owned/leased property, the Applicant shall maintain insurance as required by the City's Risk Manager and City Attorney. _____

Applicant Name (print) _____ **Date:** _____

Applicant Signature _____ **Date:** _____

Property Owner Authorization/Signature _____ **Date:** _____

STAFF USE ONLY			
Building & Safety Division	Approved By: _____	Date: _____	
	Additional Conditions of Approval	Yes _____	No _____
Orange County Fire Authority	Approved By: _____	Date: _____	
	Additional Conditions of Approval	Yes _____	No _____
Planning Division	Approved By: _____	Date: _____	
	Additional Conditions of Approval	Yes _____	No _____
Public Works Engineering Division	Approved By: _____	Date: _____	
	Additional Conditions of Approval	Yes _____	No _____
<i>Additional Conditions of Approval shall be provided on a separate sheet.</i>			
Permit Issuance Date: _____ Permit Expiration Date: _____			