



CITY OF CITRUS HEIGHTS

Temporary Outdoor Program



**TEMPORARY
OUTDOOR PROGRAM
GUIDELINES AND PROCEDURES
UPDATED JULY 2020
PROGRAM PERIOD JUNE – DECEMBER 2020**

Preface

On March 4, 2020 Governor Newsom issued a State of Emergency as a result of the threat of COVID-19, and on March 12, 2020, through Executive Order N-25-20, he directed all residents to heed any orders and guidance of state and local public health officials. Subsequently, on March 19, 2020, Governor Newsom issued Executive Order N-33-20 directing all residents to heed the State Public Health Officer's Stay-at-Home order which requires all residents to stay at home except for work in critical infrastructure sectors or otherwise to facilitate authorized necessary activities.

On April 14th, the State presented the Pandemic Roadmap, a four-stage plan for modifying the Stay-at-Home order. Stage 2 of the roadmap began to allow the opening of certain businesses. The Order included limiting indoor operations for certain sectors and encouraged the use of outdoor spaces.

To support the Public Health Orders and provide impacted business the opportunity to use their outdoor space, the city of Citrus Heights has established criteria to allow businesses to utilize their outdoor space.

Program Overview

This program has been established to ensure businesses have the greatest ability to operate successfully through the recovery process.

Businesses with access to private sidewalks or private parking may utilize these areas for activities in accordance with guidelines published by the Sacramento County Department of Public Health <https://www.saccounty.net/COVID-19/Pages/default.aspx>.

With property owner consent, up to 50% of private parking spaces counted for required parking may be used for business operations when the lot is immediately adjacent to the parent property. The outdoor area proposed for the converted use must comply with public safety standards for emergency rescue, building access, and physical distancing requirements. Additionally, no parking for disabled persons may be repurposed business operations unless the site has an overabundance of disabled parking and receives approval from the city's Building Official.

Landscaping and required buffer areas for the off-site parking spaces, shall not be used for operations including parking and outdoor seating.

To participate in the program, the business must have a valid Citrus Heights General Business License. Businesses with a valid Use Permit may participate in the program but must receive approval from the Planning Division prior to modifying operations.

For questions regarding this program, please contact the Planning Division at (916) 727-4740 or by email planning@citrusheights.net.

Property Owner Approval

Businesses should consult with the property owner in advance of utilizing outdoor space. The use of the outdoor space shall be authorized by the property owner and be in compliance with owner's requirements.

General Requirements

While no permit from the City of Citrus Heights is required to utilize these temporary guidelines, the use of the outdoor space shall meet the requirements listed below.

Outdoor activities shall:

1. Maintain the minimum accessibility requirements of the Americans with Disability Act (ADA).
2. Provide adequate pedestrian flow with a clearly marked, unobstructed, and durable pedestrian right-of-way, also known as a "pedestrian path" that meets required accessibility standards, of no less than six (6) feet.
 - The minimum distance of the pedestrian path shall be measured from the boundary of the dining area to the nearest obstruction i.e., tables, chairs, bus stop shelters, newsstands, existing planters, or similar.
 - No tables, chairs, umbrellas or other fixtures shall be permitted within six (6) feet of a pedestrian crosswalk.
3. Maintain unobstructed access to fire lanes, fire hydrants, fire hose connections for sprinkler systems, and entrances and exits of all building.
 - There shall be a minimum of forty (40) inches in distance separating the edge of a table or chair to a fire department connection.

Operation and appearance

1. Outdoor area shall be aesthetically compatible with surrounding area.
2. Patron safety shall be considered when designing outdoor spaces and set-up within travel lanes or shall be prohibited.
3. Appropriate lighting of the sidewalk dining space is required if operating outside of daytime hours.
4. Use of removable barriers (planters, fencing, etc.) to define the dining space is permissible but should not be permanently affixed in such a manner that the site could not be restored to its original condition. At no time shall any barriers be within the public rights-of-way.
5. No heating, cooking or open flames are permitted in the sidewalk dining area. However, space heaters are permitted provided that they are an outdoor approved type, are located in accordance with the manufacturer's recommendations, and are located at least two (2) feet from the edge of any umbrella canvas, any foliage, or any other flammable object or material.
6. No food preparation, plastic food displays, food storage, or refrigeration apparatus shall be allowed on the public right-of-way.
7. Umbrellas shall be no less than six (6) feet, eight (8) inches (eighty (80) inches) above the ground.
8. Outdoor activities shall comply with the city's noise regulations (CHMC Chapter 34).

9. The city has the right to disallow certain outdoor activities if the activity is found to be a violation of any city code or ordinance or the site is not suitable for the type of activity and the outdoor operation is detrimental to the public interest, health, safety, or welfare. Businesses/operators which hold a professional license with the State of California (cosmetology, cardroom, etc.), must comply with their specific regulatory requirements.

Use of Tents, Shade Structures or Umbrellas

1. The following requirements shall apply to use of tents, umbrellas or shade structures:
 - Size limited to no larger than 400 square feet.
 - A property may have more than one tent but each tent must be separated by a minimum distance of 12 feet.
 - No part of structure shall encroach into the public rights-of-way or designated path of travel.
 - All legs must be weighted to a minimum of 40lbs and meet the following:
 - Weights must be securely attached to canopy roof and canopy leg separately.
 - Ropes and straps should be high quality.
 - Bungee or rubber straps are prohibited.
 - Weights must be on the ground and not dangling.
 - Weights and lines must not pose a hazard and be clearly visible.
 - Items that make acceptable weights:
 - 5-gallon bucket full of water, sand, or concrete
 - 4" PVC pipe at least 36" long filled with concrete
 - Large commercially available tent weights
 - Sandbags or salt bags 40lbs or heavier

Operation Hours

Businesses operating outdoors shall comply with the following operational hours:

- Friday through Saturday – close by 11:00 PM
- Sunday through Thursday – close by 10:00 PM

Alcoholic Beverages

Restaurants and food establishments licensed by the State of California will be permitted to sell and allow on-premise consumption of alcoholic beverages within expanded dining areas on private property, on immediately adjacent sidewalks, within parklets and dining areas that have been closed to traffic by the City of Citrus Heights. Establishments that serve alcoholic beverages in the outdoor dining area shall provide a physical barrier that meets the requirements of the Alcoholic Beverage Control Board. The applicant is responsible for managing these barriers and removing them when necessary.

Authorized Business Activities

This program allows utilization of outdoor space for many types of businesses including, restaurants, retailers, hair salons, barber shops, entertainment, places of worship, and other similar activities.

Other Agency Approval

Prior to implementing this program at your business location, please contact the following agencies for information regarding any necessary permits:

Sacramento Metropolitan Fire District: (916) 859-4330

Sacramento Area Sewer District: (916) 876-6100 permitservcies@sacsewer.com

Program Period

Unless extended by the City of Citrus Heights, this program will terminate on December 31, 2020. Businesses desiring to continue with outdoor dining beyond December 31, 2020, will be required to obtain the required permits from the city of Citrus Heights and servicing agencies.

At the conclusion of the program, the outdoor space shall be restored to its original condition.

Program Revisions

The city may amend this Program as needed for clarification and compliance to Public Health Orders.