



Business Service-Area Expansion Pre-Application

Update 7/15/2020

Name of Business: _____ Type of Business: _____

Address: _____ Assessor's Parcel Number: _____

Contact Name: _____ Title: _____

Phone: _____ Email: _____

I certify that I am authorized by this business to make decisions with regard to operational details like those outlined in this document. Signature: _____

Property Owners Name and Address: _____

Property Owner Phone: _____ Email: _____

Property Owner Acknowledgment

The undersigned is the owner of the real property on which Applicant's Property and business are currently located. I consent to Applicant conducting the Business Service Expansion opportunities they have identified below.

_____ Dated: _____

Name:

Title:

What areas do you propose to expand in to?

- Sidewalk (Public or Private) – In order to expand into a sidewalk you need to ensure the safe passage of pedestrian traffic with either an 8' wide walkway around the tables and chairs **or** a barrier between the pedestrians walking by and the patrons seated outside and 4' clearance for ADA passage.
 - Sidewalk can accommodate tables and chairs and still maintain 8' safe pedestrian pathway
 - Sidewalk isn't wide enough, however I propose to use an impermeable barrier to create a safe pathway for pedestrians.
- Parking Spaces (Public or Private) – Use of private parking spaces requires property owner's consent. Use of public parking spaces requires an encroachment permit approved by the Public Works Department. Parking spaces are proposed for these uses (on or more):
 - Take-out pickup
 - Expanded seating
 - Sidewalk extension for safe pedestrian passage
- City owned barricades are requested for use of parallel parking spaces on City streets (available on a limited basis)

- Outdoor Patio- Patio space located on private property requires property owner consent.
- Nearby Alley/Courtyard/Alcove - Requires property owner consent. If proposed as a pedestrian thoroughfare, all tables and chairs must allow for an 8' safe passage walkway for pedestrian traffic.
- Neighbor Property - Requires property owner consent.
- Street Use (public) – Public street closures require an encroachment permit approved by the Public Works Department and City Manager and in some cases City Council approval.
- Plaza Seating Area - Requires a Plaza Use Permit_Covid 19 to be completed and approved and is an option when other accommodations are not available or occupancy is severely limited.
- Other: _____

Please explain the specific location of the spaces you proposing to utilize:

What elements of your operation would be expanded into this area(s): (eg: seating, retail goods, etc.)

Do you plan to make changes to any of the following?

- Parking
- Signage
- Hours
- Alcoholic Beverage Service Area
- Standard Levels of Noise

NOTE: For businesses who serve alcohol, please note any expansion outside of your existing establishment will require ABC 218_Covid 19 and a ABC 253 forms to be completed and approved by the ABC. In some cases, the ABC will require additional conditions with their approvals of facility expansions.

For expansion on to public property the City requires Certificate of Insurance to be on file prior to use. Specific language is available on each of the forms and depends on the type of usage.

Other Notes/Comments:

Please submit completed form to: planning@sonomacity.org