

**City of Carpinteria, California**



**DEPARTMENT OF PUBLIC WORKS**

**DOWNTOWN “T” OUTDOOR  
Encroachment Permit Application**

Tables/Chairs     Outdoor Displays     Umbrellas/Outdoor Furniture     Planters/Landscaping

Other: \_\_\_\_\_

Application Date: \_\_\_\_\_ Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Proprietor Name(s): \_\_\_\_\_ Contact Number: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Please provide a detailed description of all materials to be placed upon the City sidewalk in the table below. Applicant shall also provide images and diagrams noting the size and dimensions of all areas requested for use. Please use additional sheets if the space provided below is not large enough.

	Type of Material or Item	Location of Item	Dimensions	Number of Items
1				
2				
3				
4				

This application for permit to install tables and chairs or other materials, as part of an established restaurant, café or shop along Linden and or Carpinteria Avenue (Downtown "T") in the Public right-of-way at the following described location(s), is subject to the provisions as required by the City of Carpinteria, and any specified requirements of the City.

**Cleanup and Trash Removal Agreement**

Sidewalk areas adjacent to permitted tables must be kept clean and free of debris at all times. The City empties the street trash bins adjacent to downtown businesses multiple times a week. **The outdoor cafés are required to empty these trash bins whenever necessary to prevent over flow of trash and debris.** The street-side trash receptacles are provided by the City for public use and are not intended to serve outdoor cafés. **Outdoor dining facilities shall clear all food and related trash to trash receptacle within the business rather than the City trash bins located for public use.**

By obtaining an encroachment permit to use the City right-of-way, you are agreeing to monitor and clean these areas as necessary. City staff will monitor these encroachments and will issue administrative warnings if these areas are not kept clean. Repeated violations will result in the revocation of the permit and all fees will be forfeited. The provisions of the foregoing sentence shall not apply in any case where the easement for the facilities was in existence prior to the existence as such of the public right-of-way concerned herein. This includes the following:

1. I agree to maintain the City public right-of-way clean and free of all trash and litter.
2. I agree to clear tables of trash and/or dishes within 5 minutes of customers exiting the area.
3. I agree to maintain my café area with weekly steam clean/power or soapy water and brush to prevent the accumulation of sidewalk stains to the satisfaction of the City. If the permit holder should fail to remove the stains or debris, the City will do so at the expense of the permit holder/business owner.
4. I agree to remove/empty trash from nearby City trash receptacles as necessary to prevent over-flow regardless of whose trash it contains.
5. I agree to not block the public right of way with the tables and chairs and/or merchandise in compliance with CMC §12.08 *Street and Sidewalk Encroachments*. I will maintain the minimum pathway width outlined in this permit at all times.
6. I agree to use only umbrellas that do not contain any advertising, signs or prints.
7. I understand that failure to comply with these conditions may result in the termination of approval to use the public right-of-way, and that I will not be given a refund.
8. I understand that any materials placed within the City right may require a permit and I will contact the City prior to installation of any goods or materials in accordance to Municipal Code Chapter 12.

**Initial \_\_\_\_\_**

Additional Conditions:

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**Initial \_\_\_\_\_**

In consideration of the granting of this annual permit, it is agreed by the applicant that the City of Carpinteria and any officer and/or employee thereof shall be saved harmless by the applicant from any liability and/or responsibility for any accident, loss or damage to persons or property, happening or occurring as the proximate result of any of the action undertaken under the terms of this application and the permit or permits which may be granted in response thereto, and that all of said liabilities are hereby assumed by the applicant. It is further agreed that if any facilities placed in the right-of-way for which this application is granted and approved as a permit, shall become incompatible with future travel by the general public, then the applicant or its assigns or successors will, either remove such facilities in cases where such removal is necessary or in cases where the use thereof has been or is to be abandoned, or in other cases, applicant or its assigns or successors will relocate such facilities at a location designated by the City. **Initial \_\_\_\_\_**

By signing below, applicant agrees to the above terms and conditions.

Applicant Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Printed Name: \_\_\_\_\_

Business Owner Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Business Owner Printed Name: \_\_\_\_\_

**Applicant Checklist:**

- Completed permit application
- Standard Indemnification & Insurance Agreement with Additional Insured form.
- Copy of Certificate of Insurance naming the City of Carpinteria as an additional insured.
- Detailed site plan on 8 1/2" x 11" paper. All sidewalk obstructions shall be noted and detailed with dimensions shall be clearly shown. Site plan should show the required clear pathway for pedestrian access and any other requirement set forth by the City.
- Photo(s) of proposed area.
- Photo(s) or vendor specification of proposed furniture/other.
- Application Fee and Table Fee

**FEES: Table and Chair \$180.00 New / \$55.00 Renewal**

Date Paid: \_\_\_\_\_ Received By: \_\_\_\_\_

Amount Paid: \$ \_\_\_\_\_ Cash  Check

Check No.: \_\_\_\_\_ Receipt No.: \_\_\_\_\_

Permit Valid Through Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Community Development Department

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Public Works Director/Designee