



# *Public Works*

LOS ANGELES COUNTY

Los Angeles County Public Works

## Temporary Outdoor Dining Program

Food Pick-up Zone Guidelines for Restaurants in Unincorporated  
LA County Communities

6-23-2021

**Record of Revisions**

Number	Description of Revision	Revision Effective Date
1	Extended program expiration date from September 30, 2020, to December 31, 2020	10-1-2020
2	Extended program expiration date from December 31, 2020, to March 31, 2021	1-4-2021
3	Extended program expiration date from March 31, 2021 to June 30, 2021	3-31-2021
4	Extended program expiration date from June 30, 2021 to December 31, 2021	6-23-2021

June 23, 2021

## **COVID-19 Temporary Outdoor Dining Program**

### **Food Pick-up Zone Guidelines for Restaurants Located in Unincorporated Los Angeles County**

#### **A. Purpose**

As Los Angeles County moves toward recovery during the COVID-19 emergency, social (physical) distancing measures aimed at curtailing the spread of the virus prevent restaurants from operating at full capacity. Many restaurants have transitioned a significant portion of their business to takeout operations that have increased the demand for short-term parking.

To provide adequate parking turnover for restaurants in the unincorporated communities during the County's local emergency for COVID-19, Public Works is providing a streamlined process for restaurant operators to request a temporary 15-minute time limit parking zone designation or other suitable time limits to meet the operational need of the restaurant. The Director of Public Works is authorized to implement temporary parking restrictions under the Los Angeles County Code Section 15.64.140.

Public Works currently reviews requests from residents and business owners for modifications to on-street parking restrictions as part of its regular course of business. This current process requires a field investigation, supporting petition from the requester, and adoption of regulations by the Board that can typically take 4 to 6 months for implementation. This time frame may not be reasonable for restaurants adapting to the health officer's orders related to COVID-19.

Therefore, this document outlines the process for restaurant operators interested in requesting a temporary 15-minute time limit parking zone designation. This service is available at no cost to the applicant. Once a request is made and accepted, Public Works will install signs to designate approved parking zones.

#### **B. Eligibility Criteria**

Locations that meet the following criteria are eligible for consideration for a temporary designation as a 15-minute time limit parking zone (between 8 a.m. and 8 p.m.), or other suitable time limits to meet the operational need of the restaurant:

1. Within an unincorporated County community, along a roadway maintained by the County.

2. Located in a commercial area or business district.
3. Located at least 15 feet from a fire hydrant.
4. Not currently marked or signed as a passenger or commercial loading zone, No Stopping Anytime, or an accessible parking zone.

### **C. Applicant Requirements**

Participants in the Program must meet the following requirements:

1. Inform Public Works if the signs designating the time limit parking zone have been removed, defaced, or destroyed.
2. Expressly acknowledge that patrons of other businesses may utilize the time-limit parking zone.
3. Expressly acknowledge that the County may revoke the time-limit parking designation, without hearing, in its sole discretion, for any reason, at any time. A restaurant operator desiring to keep the time limit parking zone beyond the scheduled end date as noted in Section G, should contact Public Works – Traffic Safety and Mobility Division for review and approval at (626) 300-4708.

### **D. Application Process**

A restaurant operator must submit an online application to Public Works at <https://pw.lacounty.gov/outdoor-dining>. Applicants without access to a computer may call (626) 300-4708 for assistance.

1. Cost: There is no cost to apply.
2. Application submission materials: Applicants shall provide the following to Public Works:
  - a. Address of the restaurant requesting the Food Pick-up Zones
  - b. Daily business hours of the restaurant
  - c. Photo of the proposed time limit parking area
  - d. Close-up photos of existing parking signs within the proposed parking area (if any)
  - e. Acknowledgment agreeing to the Applicant Requirements described in Section C

If the requested parking zone is in front of another business, the applicant must submit written support from that business. This written support may be in the form of a letter or e-mail.

## **E. Review Process**

Upon receipt of a completed application, Public Works will ensure that the applicant provided all required documentation and that the applicant's location meets the minimum eligibility criteria. Public Works may suggest an alternative site for the time limit parking zone, inform an applicant that they do not meet the requirements, or deny the application.

## **F. Implementation Process**

Upon approval, Public Works will install the temporary parking designation and the Sheriff's Department Parking Enforcement will be notified.

## **G. Temporary Designation, Expiration, and Notification**

The time limit parking designation is scheduled to end on December 31, 2021, and the signs will be removed. The County may choose, in its sole discretion, to extend this date based on the health officer's orders that are in effect at the time of expiration. Additionally, the County may remove or modify the temporary parking designation before its scheduled end date for any reason. The County will notify the applicant of the change in parking restrictions through their preferred method of contact noted on their application.

A restaurant desiring to keep the time limit parking zone beyond the scheduled end date should contact Public Works – Traffic Safety and Mobility Division for review and approval at (626) 300-4708.

## **H. Enforcement**

Upon receipt of a concern, the responsible County department will be assigned to investigate.

- General Program Information  
Public Works, Transportation Planning and Programs Division, (626) 458-3901
- Parking Questions  
Public Works, Traffic Safety and Mobility Division, (626) 300-4708
- Parking Violations  
Restaurants should contact their local Los Angeles County Sheriff's Station for parking enforcement. The contact information is available on the Sheriff's Department website at <https://lasd.org/stations/>.

**I. Evaluation**

Restaurant operators will be provided a survey inviting feedback on the Temporary Outdoor Dining Program. The County will utilize feedback from restaurant operators to inform future Public Works programs.

**J. Additional Information**

Additional information regarding temporary sidewalk dining, including frequently asked questions, visit <https://pw.lacounty.gov/outdoor-dining>.

**K. Guideline Updates**

This guideline is intended to be a living document, and periodic updates may be made at the Public Works' sole discretion. Participants will be notified by e-mail of any changes to the Program that may affect their use of the County road right-of-way.

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