



Public Works

LOS ANGELES COUNTY

Los Angeles County Public Works

Temporary Outdoor Services Program

Guidelines for Hair Salons, Barbershops, and Personal Care
Establishments in Unincorporated LA County Communities

3-31-2021

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
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August 11, 2020

COVID-19 Temporary Outdoor Services Program

Sidewalk Services Guidelines For Hair Salons, Barbershops, and Personal Care Establishments Located in the 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 establishments from operating at full capacity. To counter these limitations, sidewalks can be repurposed to provide additional space for hair salons, barbershops, and personal care establishments.

This document outlines the eligibility criteria, applicant requirements, and application and review processes for business owners interested in obtaining a temporary, free permit to utilize public sidewalks for outdoor hair and personal care services during the COVID-19 emergency.

B. Eligibility Criteria

Applicants will be eligible for a temporary sidewalk services permit only if the applicant owns an establishment that is:

1. Located in an unincorporated County community.
2. Adjacent to a public sidewalk maintained by Public Works.

C. Applicant Requirements

In consideration of Public Works issuing a temporary sidewalk services permit, the applicant and its contractors must comply with the following conditions for the entire duration during which the temporary permit is valid:

1. Maintain a valid County business license for any massage establishments or health spas (if applicable).
2. Maintain valid licenses from the California Board of Barbering and Cosmetology for any barbering or cosmetology services proposed to be offered outdoors

3. Abide by the requirements of the local permitting agency and local, County, and/or State regulations or laws for any personal care services provided outdoors.
4. Maintain a minimum \$1,000,000 per occurrence and \$2,000,000 aggregate limit for Commercial General Liability insurance policy naming the County as an additional insured.
5. Agree to defend, indemnify, and hold harmless the County, its supervisors, elected officials, public officials, appointed officers, employees, agents, and volunteers as against, and in regard to, any demands, claims, actions, lawsuits, proceedings, averments, allegations, verdicts, judgments, settlements, orders, rulings, costs, expenses, and/or fees, including attorney's fees and expert witness fees, arising from injuries and/or damages allegedly caused by, or related to, the conduct of applicant, its employees or agents, including without limitation, negligent or tortious conduct, under this temporary permit and/or in breach or violation of this temporary permit which conduct may include without limitation, the placement, use, or maintenance of sidewalk furnishings, and equipment.
6. Ensure that only the following authorized sidewalk furnishings and equipment are placed on the sidewalk:
 - a. Tables or carts with a height of 48 inches or less.
 - b. Chairs and benches with a height of 48 inches or less.
 - c. Umbrellas or canopies that have a 7-foot minimum vertical clearance when open do not overhang the pedestrian access route and are in a stable base or weighted to prevent accidental or windblown tipping over.
 - d. Mirrors that are secured in a stable base to prevent accidental or windblown tipping over.
7. Maintain a minimum 5-foot-wide, clear path for pedestrian access at all times.
8. Ensure that authorized sidewalk furnishings and equipment on the public sidewalk are arranged along the business frontage only and in such a way to protect the health, safety, and general welfare of the public and do not interfere with other establishments. The placement of furnishings shall be consistent with the then current health officer's orders in effect.
9. Ensure electrical equipment and cords are kept clear from the pedestrian walkway and do not introduce tripping or electrocution hazards.
10. Ensure sidewalk remains free from any water or liquid product spillage.

11. Ensure that the placement of authorized sidewalk furnishings and equipment are not within 10-feet of any driveway, do not impede bus stops and loading zones, and are removed from the sidewalk during nonbusiness hours.
12. Ensure that authorized sidewalk furnishings and equipment are not attached to the sidewalk or damage the sidewalk in any way.
13. Ensure that sidewalk services only occur between the hours of 6 a.m. and 11 p.m.
14. Ensure that sidewalk services comply with the Los Angeles County Department of Public Health's Reopening Protocol for Hair Salons and Barbershops and Reopening Protocol for Personal Care Establishments.
15. Ensure that the provided temporary permit is displayed prominently at the front of the business.
16. Ensure compliance with all the then current Americans with Disabilities Act requirements.
17. Ensure that the sidewalk remains routinely free from any litter or hair clippings.
18. Expressly acknowledge that the County may revoke the temporary sidewalk services permit at any time, in the County's sole discretion, for any reason, including, without limitation, noncompliance, unsafe conditions, or discontinuation of the Covid-19 Temporary Outdoor Program.

D. Application Process

To be considered for a temporary sidewalk services permit, the applicant must submit an online application to Public Works through the County's Electronic Permitting and Inspections portal, EPIC-LA.

1. Cost. There is no cost to apply or participate.
2. Application submission materials. Applicants shall provide the following during the application process:
 - a. Signed acknowledgment agreeing to the applicant requirements described in Section B.
 - b. Description of the sidewalk encroachments (e.g., canopy, mirror, chairs, etc.).
 - c. Sketch of the proposed sidewalk services layout depicting:
 - i. Dimensions of building frontage and proposed services area.

- ii. Width of the sidewalk.
- iii. 5-foot obstruction-free pedestrian path along the property frontage during and outside business hours.
- iv. Any above ground obstructions.
- v. Furnishings and equipment, including location and configuration when stored outside of business hours if different from service layout.
- d. Evidence of Commercial General Liability insurance with a minimum \$1,000,000 per occurrence and \$2,000,000 aggregate limit, naming the County as an additional insured.
- e. A valid County business license for any massage establishments or health spas (if applicable).
- f. A copy of the business's valid licenses from the California Board of Barbering and Cosmetology for any barbering or cosmetology services proposed to be offered outdoors.

E. Review Process

Upon receipt of a completed application, Public Works will ensure that the applicant has provided all required documentation and that the location for which the applicant is applying meets the minimum eligibility criteria.

1. Temporary Permit Certificate. All eligible applicants that submit a complete application will be issued a temporary permit that includes project conditions that must be abided by and a certificate for display at the establishment. The certificate will include a permit number and contact information for the general public to report concerns.

F. Implementation Process

Once a permittee is issued the temporary permit described in Section E.1, the permittee may proceed with temporary sidewalk services pursuant to the requirements outlined in Section C. The permittee shall have the sole responsibility to arrange the authorized sidewalk furnishings and equipment in accordance with the sketch provided at the time of application. Should an alternate layout be necessary or desired, the permittee shall submit a new sketch to Public Works.

G. Temporary Permit Expiration, Revocation, Notification, and Impoundment

1. Temporary Permit Expiration. The temporary sidewalk services permit shall automatically expire on June 30, 2021.

Public Works may choose to extend this date, depending on, among other things, the health officer's orders that are in effect at the time of expiration.

2. Revocation. Public Works reserves the right to revoke the temporary permit before its expiration date, at any time, for any reason, including, without limitation, noncompliance, unsafe conditions, or discontinuation of the Program.
3. Notification. Public Works will notify the permittee of the temporary permit revocation by the preferred method of contact noted on the application. Upon notification of revocation, the permittee shall immediately cease the use of the public right-of-way for sidewalk services purposes and remove all sidewalk furnishings and equipment from the public right-of-way.
4. Impoundment. If the permittee fails to cease the use of the public right-of-way upon notification of revocation as described in Section G.3, Public Works may, in its sole discretion, impound the sidewalk furnishings and equipment. Furthermore, Public Works may, in its sole discretion, impound such furnishings and equipment without any advance notice to the permittee if the furnishings and equipment constitute an immediate threat to the health, safety, or welfare of the public. Public Works shall not be held responsible for damages to furnishings and equipment upon impoundment and may impose an impound fee to the permittee.

H. Enforcement

The following contact information will be on the Temporary Sidewalk Services Permit Certificate that must be prominently displayed at the establishment for the public to view. If a concern is reported, the responsible County department will investigate.

- General Program Information:
Public Works, Land Development Division, at (626) 458-3129.
- Pedestrian route access:
Public Works, Land Development Division, at (626) 458-3129.
- Health Officer protocols, including social (physical) distancing:
Public Health, Environmental Health Division, at (888) 700-9995.
- Noise:
Public Health, Environmental Health Division, at (888) 700-9995.

- Sanitary:
State Board of Barbering and Cosmetology at
<https://www.barbercosmo.ca.gov/enforcement/complaint>

I. Evaluation

Business operators will be provided with a survey inviting feedback on the Program. The County will utilize feedback from business operators to inform future Public Works programs.

J. Additional Information

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

K. Guideline Updates

This guideline is intended to be a living document and periodic updates may be made at 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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