



LIMITED OUTDOOR SEATING – APPLICATION INFORMATION
[Hermosa Beach Municipal Code, Section 17.26.050\(B\)\(6\)](#)

The City of Hermosa Beach provides an administrative permit process to allow “limited outdoor seating” on private property, incidental and accessory to food establishments in C-1, C-2, C-3 zones, zones that allow C-3 uses, or SPA-11 zone.

Where the limited outdoor seating includes seating on both private property and the public right-of-way, the standards applicable to limited outdoor seating on the public right-of-way in [Section 12.16.090\(C\)](#) also govern on the private property and an Encroachment Permit from the Public Works Department is also required and will be coordinated with this permit. Please contact Hermosa Beach Public Works at (310)318-0214 or hbpublicworks@hermosabeach.gov for more information on Encroachment Permits. (Outdoor seating cannot be located on Pier Plaza or on the public sidewalk along Upper Pier Avenue (SPA-11)).

APPLICATION SUBMITTAL:

To apply for an Administrative Permit for limited outdoor seating on private property, submit the following information to the Community Development Department, 1315 Valley Drive, Hermosa Beach, CA 90254. Office hours are Monday – Thursday, 7:00 a.m. to 6:00 p.m. excluding holidays.

1. The Limited Outdoor Seating application and two (2) site plans showing sufficient detail to demonstrate compliance with the requirements of [Hermosa Beach Municipal Code, Section 17.26.050\(B\)\(6\)](#). Site plans should include the following:
 - All buildings and structures on the site
 - Off-street parking spaces, driving aisles, and driveways
 - Location and dimensions of the proposed layout & legend showing equipment used
 - A minimum 4' wide accessible pedestrian path of travel from the establishment to outdoor dining areas, sidewalks, and parking areas
 - Photos of the proposed site are desirable but not required.
2. See [Master Fee Schedule](#) for related fees to Administrative Use Permits.

APPLICATION REVIEW:

1. The application will be reviewed for compliance with Hermosa Beach Municipal Code Sections [17.26.050\(B\)\(6\)](#) and Chapter [17.55](#).
2. Application review may take up to 30 days after the filing of a complete application, at which time you will be notified whether the permit is approved, approved with conditions, or denied.
3. The time period for which the administrative permit applies shall not exceed 365 days (1 year) from date of approval.

APPEAL AND RE-APPLICATION:

1. The decision of the Community Development Director may be appealed to the Planning Commission within fifteen (15) days of staff action by filing a written appeal together with the appeal fee.



2. Notice of hearing will be given to the applicant at least ten (10) days prior to the hearing. The decision of the Planning Commission shall be final and conclusive.
3. After the denial of the permit is final, no application for the same administrative permit may be filed for at least six months unless the project has been revised to eliminate the reasons for denial. Said revision shall require a new application and payment of fees.

REVOCAION AND EXPIRATION:

1. The administrative permit may be revoked or modified with a 24-hour notice to the holder of the permit if any statute, law, regulation, or condition of the permit is not complied with or is being violated, and the event in progress shall conclude and any subsequent events under the permit shall not be conducted. The administrative permit may also be immediately revoked, and the event ordered concluded at any time during the course of the event by the Hermosa Beach Police Department upon a determination that the event is causing a violation of law or of any condition of approval or is causing a threat to public safety.
2. The administrative permit shall expire 1 year from the date of approval.



ADMINISTRATIVE PERMIT - LIMITED OUTDOOR SEATING
[Hermosa Beach Municipal Code, Section 17.26.050\(B\)\(6\)](#)

SITE ADDRESS:		PERMIT NO. ASSIGNED BY STAFF:	
		LOD# _____	
BUSINESS NAME:			
Mailing Address:			
Phone:		Email:	
Property or Business Owner, or City Business License Holder:			
Mailing Address:			
Phone:		Email:	
Is the outdoor seating area entirely on private property?	Will any portion be located on the sidewalk?	How many seats are proposed and what equipment/ furnishings will be used?	How large is the total area?
CERTIFICATION: I am the: ____ Property Owner, ____ Business Owner, or ____ City Business License Holder of the business or use on the site where the event(s) will be conducted.			
SIGNATURE: _____		DATE: _____	
PRINT NAME: _____			
Hermosa Beach Municipal Code, Section 17.26.050(B)(6) and Chapter 17.55 as Applicable			
<ol style="list-style-type: none"> 1. Zoning: Property must be zoned C-1, C-2, C-3 or zones that allow C-3 zones, or SPA-11 zone. (Outdoor seating cannot be located on Pier Plaza or on the public sidewalk along Upper Pier Avenue (SPA-11)). 2. Hours & Break Areas: Outdoor seating shall be incidental and accessory to food establishments for patrons of the food establishment to consume food or beverages purchased during the hours that food or beverages are offered for sale, but not to exceed 7:00 a.m. to 11:00 p.m. in the C-3 zone and zones that allow C-3 uses, or 7:00 a.m. to 10:00 p.m. in the C-1 and C-2 zones where this use is permitted. Employee break areas physically separated and restricted from public use are regulated by Section 17.26.050(B)(3). Food establishments include snack shops, restaurants, food and beverage markets, supermarkets, bakeries, or similar establishments that offer food or beverages, as determined by the Community Development Director. 3. Seating Limits: The outdoor seating area shall not contain more than one (1) seat per fifteen (15) square feet of area. Additional parking is not required. The outdoor seating area shall be located proximate to the business providing the seating, such as adjacent to the building, within courtyards, or on balconies or decks, excluding any roof deck. Outdoor seating areas shall not 			



be arranged so as to create food courts. Outdoor seating areas shall not reduce, be located within, or damage any required landscaped area.

4. **Entertainment:** No entertainment, music, speakers, televisions, or audio or visual media of any type, whether amplified or unamplified, shall be provided within the outdoor seating area or situated so as to be clearly visible to the outdoor seating area.
5. **Access:** The location and use of the outdoor seating area shall not obstruct the movement of pedestrians, goods, or vehicles; required parking spaces; driveways or parking aisles; entrances; legal signs; utilities or other improvements. A minimum four (4) foot wide pedestrian path shall be maintained, unless otherwise required by law. When located adjacent to parking spaces, driveways or parking lot aisles, a physical barrier such as curb or railing shall be provided.
6. **Safety:** All furnishings and barriers shall be maintained free of appendages or conditions that pose a hazard to pedestrians and vehicles.
7. **Cleanliness:** All furnishings shall be maintained in good condition at all times. The area shall be supplied adequate solid waste management containers and maintained in a neat and clean manner, free of litter and graffiti, at all times.
8. **Lighting:** Any lighting provided for the use shall be extinguished no later than 11:00 p.m. in the C-3 zone and zones that allow C-3 uses, or 7:00 a.m. to 10:00 p.m. in the C-1 and C-2 zones where this use is permitted, and shall be high-efficiency, the minimum intensity necessary, fully shielded (full cutoff) and down cast (emitting no light above the horizontal plane of the fixture), not create glare or spill beyond the property lines, and the lamp bulb shall not be directly visible from within any residential unit.
9. **Water Use:** The use of water for cleaning the area shall conform to [Chapter 8.56](#) Water Conservation and Drought Management Plan and shall be minimized and any runoff generated shall drain to the sewer system only and shall under no circumstances drain to the stormwater system.
10. **Noise:** Noise emanating from the property shall be within the limitations prescribed by [Chapter 8.24](#) and shall not create a nuisance to surrounding residential neighborhoods, and/or commercial establishments. The outdoor seating area shall not adversely affect the welfare of the residents or commercial establishments nearby.
11. **Compliance:** The design and use of the outdoor seating area shall conform to all building, fire, zoning, health and safety and other requirements of the Municipal Code and all other requirements of law.

OTHER CONDITIONS OF APPROVAL



Any deviation from the above standards shall require a conditional use permit in compliance with Hermosa Beach Municipal Code, [Chapter 17.40](#).

The permit shall lapse, and be of no force and effect, and a new administrative permit shall be required for outdoor seating whenever there is a change in food establishment ownership, change in the nature or scope of the business, the permitted food establishment does not operate for a period of more than six (6) months, or the Community Development Director determines, based on substantial evidence, that the food establishment operation no longer meets the standards set forth in [17.26.050\(B\)\(6\)\(b\)](#).

PERMIT FOR LIMITED OUTDOOR SEATING

THE PERMIT IS ISSUED FOR AN OUTDOOR SEATING AREA SHOWN ON THE ATTACHED SITE PLAN, SUBJECT TO THE FOLLOWING CONDITIONS. THE APPLICABLE ZONE IS

I HAVE READ THE FOREGOING CONDITIONS, UNDERSTAND THEM AND ACCEPT THEM. I WILL MAINTAIN THE PREMISES IN COMPLIANCE WITH THESE CONDITIONS. FAILURE TO DO SO MAY RESULT IN REVOCATION OF THIS PERMIT.

PRINT NAME:

PERMITEE SIGNATURE:

Date

ISSUED BY:

Planner

Date