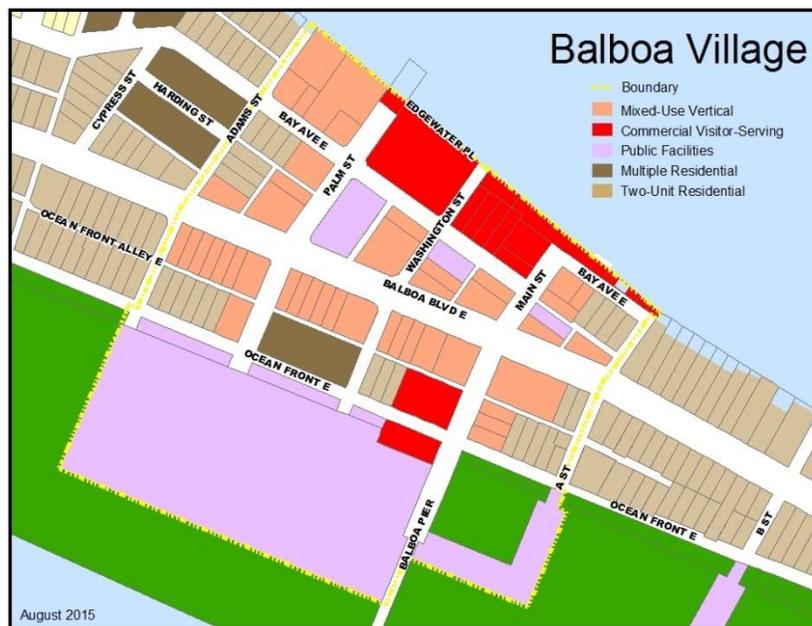




Balboa Village Outdoor Dining Pilot Program Information & Requirements

Eligibility Requirements

1. The property shall be located within a nonresidential zoning district within Balboa Village, which is defined as the area bounded by Adams Street to the west, A Street to the east, Newport Harbor to the north, and the Pacific Ocean to the south as shown below.



2. The use of the existing building or suite shall be an eating and drinking establishment.

Review Criteria

1. The outdoor dining area is limited to 25 percent of the interior net public area.
2. The outdoor dining shall not open earlier than the interior of the eating and drinking establishment and shall close by 11:00 p.m.

3. The outdoor dining shall be designed to minimize impacts to sensitive noise receptors (e.g., hospitals, schools, and residential uses).
4. The outdoor dining shall be designed to eliminate potential impacts related to glare, light, loitering, and noise.
5. Outdoor dining on public property shall comply with Chapter 13.18 (Use of Public Sidewalks for Outdoor Dining) and the standards of the Public Works Department, including, but not limited to, City Council Policy L-21 (Sidewalk Cafe Standards and Procedures).
6. Outdoor dining shall include appropriate barriers separating the outdoor dining areas and parking, pedestrian, and vehicular circulation areas. Pedestrian access shall not be impeded by the barriers. Barriers shall serve only to define the area and shall not constitute a permanent all-weather enclosure.
7. Physical elements (furniture, awnings, covers, umbrellas, etc.) shall be compatible with one another and with the overall character and design of the building.

Application Requirements

1. A completed Planning Permit Application for Other: BV Outdoor Dining
2. Description of the proposed outdoor dining area including, but not limited to:
 - Square footage
 - Number of seats
 - Hours of operation
 - Alcohol sales
 - Type of barrier
 - Physical elements (e.g., furniture, awnings, covers, umbrellas, etc.)
 - Private property or public right-of-way (see below)

For applications on public property, additional permits may be required by the Public Works Department, and shall be filed with the Public Works Director. No fee shall be required for a dining encroachment permit. Please call (949) 644-3311 for further information.

3. Fully dimensioned site plan showing the existing restaurant and detailing the proposed outdoor dining location as well as property lines and street names.

The zoning clearance application shall be filed with the Community Development Director together with all information and materials specified above. No fee shall be required for this application. Please contact Ben Zdeba prior to submittal for specific requirements at (949) 644-3253 or bzdeba@newportbeachca.gov.



Community Development Department Planning Permit Application

CITY OF NEWPORT BEACH

100 Civic Center Drive
Newport Beach, California 92660

949 644-3200

newportbeachca.gov/communitydevelopment

1. Check Permits Requested:

- | | | |
|--|--|---|
| <input type="checkbox"/> Approval-in-Concept - AIC # | <input type="checkbox"/> Limited Term Permit - | <input type="checkbox"/> Staff Approval |
| <input type="checkbox"/> Coastal Residential Development | <input type="checkbox"/> Seasonal <input type="checkbox"/> < 90 day <input type="checkbox"/> >90 days | <input type="checkbox"/> Tract Map |
| <input type="checkbox"/> Condominium Conversion | <input type="checkbox"/> Modification Permit | <input type="checkbox"/> Traffic Study |
| <input type="checkbox"/> Comprehensive Sign Program | <input type="checkbox"/> Off-Site Parking Agreement | <input type="checkbox"/> Use Permit - <input type="checkbox"/> Minor <input type="checkbox"/> Conditional |
| <input type="checkbox"/> Development Agreement | <input type="checkbox"/> Planned Community Development Plan | <input type="checkbox"/> Amendment to existing Use Permit |
| <input type="checkbox"/> Development Plan | <input type="checkbox"/> Planned Development Permit | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Lot Line Adjustment | <input type="checkbox"/> Site Development Review - <input type="checkbox"/> Major <input type="checkbox"/> Minor | <input type="checkbox"/> Amendment - <input type="checkbox"/> Code <input type="checkbox"/> PC <input type="checkbox"/> GP <input type="checkbox"/> LCP |
| <input type="checkbox"/> Lot Merger | <input type="checkbox"/> Parcel Map | <input type="checkbox"/> Other: |

2. Project Address(es)/Assessor's Parcel No(s)

3. Project Description and Justification (Attach additional sheets if necessary):

4. Company\ Applicant

Mailing Address

Suite/Unit

City

State

Zip

Phone

Fax

Email

5. Company\Contact

Mailing Address

Suite/Unit

City

State

Zip

Phone

Fax

Email

6. Owner Name

Mailing Address

Suite/Unit

City

State

Zip

Phone

Fax

Email

7. Property Owner's Affidavit*: (I) (We)

depose and say that (I am) (we are) the owner(s) of the property (ies) involved in this application. (I) (We) further certify, under penalty of perjury, that the foregoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of (my) (our) knowledge and belief.

Signature(s): _____

Title: _____

Date: _____

DD/MO/YEAR

Signature(s): _____

Title: _____

Date: _____

*May be signed by the lessee or by an authorized agent if written authorization from the owner of record is filed concurrently with the application. Please note, the owner(s)' signature for Parcel/Tract Map and Lot Line Adjustment Application must be notarized.



Site Plan



**City of Newport Beach
Balboa Village Outdoor Dining Pilot Program**

Expires December 31, 2016

Business: _____

Address: _____

Business Owner's Signature: