



**Outdoor Dining Program
Summary**
City of Glenwood Springs
101 W 8th Street
(970)384-6411

OUTDOOR DINING 2020 - PROGRAM OVERVIEW

This program is intended for all licensed retail food establishments (as defined by 6CCR 1010-2) and retail establishments that serve specialty foods and beverages (e.g. ice cream shops, coffee houses, bars/brew pubs). Mobile food vendors are not eligible for outdoor dining under this program.

Outdoor Dining Location

- Your dining area may be located directly in front of your restaurant, either attached to your building or detached from it, or in a nearby public plaza.
- Your dining area may also be located in the street. Commonly referred to as “parklets”, these seating areas will be allowed to occupy one or two of the on-street parking stalls immediately adjacent to your business. Parklets require that you design a barrier to separate your customers from vehicles, such as those shown below.
- Other ideas? We encourage you to share your ideas. We are in this together and are here to help.



General Guidelines

- Ensure that there is a minimum 6-foot wide walkway or path for pedestrians and to maintain social distancing.
- Locate your seating area so that it does not encroach into the public frontage of another property or business.
- Design your seating area so that the outer limits of your dining area can be detected by visually impaired pedestrians.

Tables, Chairs, Umbrellas

- Tables, chairs, umbrellas and other furnishing must be fully contained in your seating area and be sturdy enough to withstand weather and high winds.
- Furniture must not be roped, cabled or otherwise secured to trees, streetlights, street signs, hydrants or any other infrastructure, both during operating hours or at times when your restaurant is closed.



Barriers

- Your outdoor dining area must be defined in some manner. Consider a decorative fence, flowerpots and planters, and bollards.
- Barriers must be sturdy, stable and of sufficient weight so as not to tip or be upended in the wind.
- In no case can barriers be bolted or permanently adhered to the public sidewalk or street.
- Your outdoor dining area may not be used for storage.
- If your seating area is directly adjacent to and extends 3 feet or less from your building, no barrier is required.



Serving Alcohol:

- If you want to serve alcohol, you are required to barricade or fence your dining area. Your barrier must -
 - Be at least 30 inches tall;
 - Fully enclose the dining area;
 - Include one access point with a gate that swings outward.
- You will be required to amend your liquor license to include your outdoor dining area. For application information contact Ryan Muse City Clerk, at 970-384-6403.
- If your seating area is separated from your licensed premises the City will grant an easement which will allow your servers to cross the public sidewalk with alcoholic beverages.

Sanitation

- For the safety of all, clean and sanitize your tables, chairs and all high-touch areas.
- Your outdoor dining area must remain clear of litter at all times. No trash container shall be stored in the outdoor dining area when your restaurant is closed.
- City-owned and maintained trash containers must not be used for restaurant waste.

Application & Lease required

Use of sidewalks, plazas, alleys and other property owned or under the control of the City of Glenwood Springs requires -

- A completed application including inter-agency sign-off sheet;
- A scaled diagram of the lease area;
- Execution of a non-transferrable or non-assignable lease & indemnification agreement; and
- Evidence of liability insurance in the amount of \$1 million, with the City of Glenwood Springs named as an additional insured party.
- Rental and Administration Fee. Rental rate is \$1.75 per square foot of the proposed dining area. For example, if business proposes 300 square feet for outdoor dining space, they would be charged \$525 annually. Administration fee is \$75
- Note: In some cases, the Fire or Building Department may require inspection of your exhaust hood to ensure proper cleaning and ventilation.

Review Process

Outdoor seating applications are reviewed and approved by City staff. Please allow at least two weeks for city review. If you need to amend your liquor license, you will need to budget additional time for State of Colorado review.