



Temporary Outdoor Business (COVID-19) Registration & Review Form

Community and Economic
Development Department
567 El Camino Real
San Bruno CA, 94066
Phone: 650-616-7074

For official use only

Date submitted:		Approval Date:	
Other Required Approvals:			
<input type="checkbox"/>	Community & Economic Development Inspection Scheduling	<input type="checkbox"/>	Parks & Recreation Approval (If Applicable)
<input type="checkbox"/>	Encroachment Permit (If Applicable)	<input type="checkbox"/>	Fire Marshall Approval (If Applicable)

Project Address: _____ **APN:** _____

Requirements for Temporary Outdoor Business Operations

Pursuant to Executive Order No. 20-02, the City of San Bruno will allow the temporary use of outdoor areas for business activities consistent with the current San Mateo County Health Order and the COVID-19 Industry Guidance issued by the State of California. Business owners must submit a completed form to register their outdoor business activities with the City of San Bruno. No fee will be charged for registration, and two-day approval will be possible for most forms. Please submit completed forms to Community and Economic Development Department and staff will contact the applicant if additional information is needed.

*** All outdoor businesses require a complimentary inspection. Contact the Community and Economic Development Department at (650) 616-7074 to schedule the inspection prior to commencing outdoor operations.**

Business Information:

Business Address:	Business Name:
Business Owner's Name:	Business Owner's Phone # and email:
Business License #:	Business Hours of Operation:
Property Owner Name:	Property Owner Phone #:

Proposed Temporary Business Information

Project Type	<input type="checkbox"/> Personal Service <input type="checkbox"/> Gym/Fitness <input type="checkbox"/> Place of Worship <input type="checkbox"/> Cardroom <input type="checkbox"/> Restaurant <input type="checkbox"/> Other	Use (If Labeled Other):
Total Square Footage of Indoor Business:	Total Square Footage of Outdoor Business:	
Number of Employees per shift:	Total Number of Seating (If Seating is Provided):	
Total Number of Tables (If Tables are Provided):	Outdoor ABC License: <input type="checkbox"/> Yes <input type="checkbox"/> No	

In the box below, please describe your proposed outdoor seating/business area and how operations will be consistent with the Outdoor Business Guidelines attached to Executive Order No. 20-02. Attach a separate sheet, if needed. (Provide as much detail as possible & attach a sketch or drawing of the proposed outdoor business setup.

Check "yes" or "no" to the following questions to determine if additional review is required.		
1. <u>Location</u> . Is the proposed outdoor business located adjacent to the existing business?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. <u>Public Right of Way</u> : Is the proposed outdoor business proposing to convert street parking spaces into an outdoor business area or use the existing public right of way for their business? If "yes", then an encroachment permit will be required.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3. <u>City Parks & Recreation</u> : Is the proposed outdoor business proposing to use space within a city park or space run by San Bruno Parks and Recreation? If "yes", then authorization is needed from the Recreation Department in accordance with current regulations and fees.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4. <u>Tents & Temporary Structures</u> . Would the proposed outdoor business use any tents, temporary shelters, or coverings? If "yes", then review and approval by the San Bruno Fire Marshall in accordance with current regulations and fees is required.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. <u>Community & Economic Development Inspections</u> . Would the proposed outdoor business include any electrical or construction? Please note, some construction might require a separate building permit which will be determined upon inspection.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6. <u>Authorization</u> : Has the property owner authorized the business to setup outside? If "no", staff cannot approve the registration form without property owner authorization.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

By signing below, I hereby certify the following:

- The information provided on this form is true and correct.
- I have read and agree to comply with the applicable City of San Bruno Outdoor Business Guidelines.
- I certify that the Property Owner listed above has reviewed my plans and granted permission to create or expand a temporary outdoor business operation area on the subject property.
- I acknowledge that the current provision for outdoor business operations is temporary and will remain in effect only until the County Health Officer lifts or modifies the SIP, or as directed by the Director of the EOC.
- I understand the City may inspect the outdoor business area at any time to enforce compliance with the above provisions. The City may require the outdoor business area to be closed if it is detrimental to public health, safety or general welfare.
- OUTDOOR DINING ONLY. I understand that alcohol may be sold to patrons in conjunction with a meal, but it may not be sold independently. Bar areas shall remain closed to customers. The California Department of Alcoholic Beverage Control (ABC) has additional information at: <https://www.abc.ca.gov/abc-218-cv19-instructions/>. NO OTHER OUTDOOR BUSINESS OPERATIONS SHALL BE ALLOWED TO SERVE ALCOHOL OUTSIDE.

Business Manager/Owner Signature: _____

Date: _____