# Outdoor Dining Program

## DESIGN GUIDELINES

2023

PBOT
PORTLAND BUREAU OF TRANSPORTATION

# Welcome to the Outdoor Dining Program

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# Introduction

**Portland is known for its vibrant dining scene, and our local restaurants and bars provide important economic, cultural, and community assets for our city.** To support the local restaurant industry, the Portland Bureau of Transportation (PBOT) has developed the Outdoor Dining Program and these Design Guidelines to allow Portland's restaurant and bar owners to continue to use the public right-of-way to expand their dining space through Sidewalk Cafés and Street Seats. This program is intended to bring clear and consistent guidance to the use of outdoor dining furnishings and structures in the right-of-way.

## History of Outdoor Dining in Portland

Portland was one of the first cities to pilot on-street dining. In 2020, when the COVID-19 pandemic brought new challenges to our city, PBOT expanded the popular outdoor café seating pilot program into a city-wide program that issued over 800 permits for things like fast stops, queuing, and sidewalk and street use permits. These Healthy Businesses Permits helped restaurants retain jobs and earn much-needed revenue during a time of crisis.

## Future of Outdoor Dining in Portland

In 2023, PBOT began the process of transitioning to a long-term, sustainable program based on the lessons learned from the initial pilot and pandemic-response programs. Having identified a need for clear, informative, consistent guidance for permit holders, PBOT has produced these Outdoor Dining Program guidelines.

## About the Guidelines

These guidelines ensure that all outdoor dining installations allow access for people with disabilities and emergency response, provide space for public transit operations and loading zones, and prevent street safety hazards. All installations permitted through the Outdoor Dining Program must meet ADA guidelines for accessibility. This program recognizes the importance of serving people with disabilities so that everyone in our community can benefit from these enhancements and seating options. By following these clear Design Guidelines, current and future permit holders can easily confirm compliance of their right-of-way outdoor seating and have clarity about permitted and non-permitted uses.

## Other Uses

This program is also open to retail or nonprofit applicants. For more information, contact **outdoordiningpdx@portlandoregon.gov**.

If you have questions about these guidelines, you can contact **outdoordiningpdx@portlandoregon.gov**.

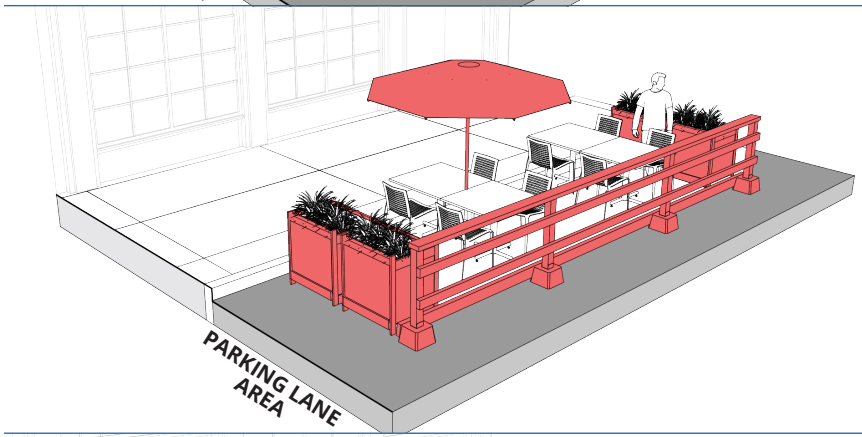
# Permit Types

**Universal Guidelines apply to both Sidewalk Café and Street Seat.** See Universal Guidelines on ***page 9***.

## Sidewalk Café Permits are for the sidewalk area only

See ***page 4*** for permit eligibility guidance and ***page 14*** for specific Sidewalk Café Design Guidelines.

The Sidewalk Café Permit allows permit holder to place furnishings within the sidewalk area adjacent to a business or organization. Sidewalks must be 8 feet wide or wider to qualify for a Sidewalk Café Permit.

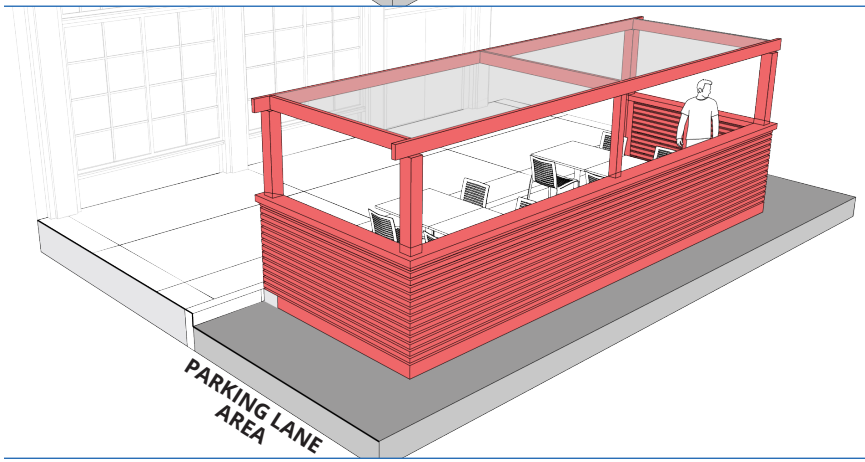



## Seasonal Street Seat Permits are for the parking lane area only

See ***page 4*** for permit eligibility guidance and ***page 16*** for specific Street Seat Design Guidelines.

The Seasonal Street Seat Permit allows the permit holder to place furnishings in parking spaces. This permit does not require a platform, and furnishings must be fully removed when not in season. Season dates are May 1 through October 31.

Street Seat installations may provide their accessible seating option on the sidewalk if they also have a Sidewalk Café Permit.




## Street Seat with Platform and Street Seat with Platform and Roof Permits are for the parking lane area only

See ***page 4*** for permit eligibility guidance and ***page 16*** for specific Street Seat Design Guidelines.

These year-round permits allow the permit holder to place furnishings and, in some cases, temporary structures in parking spaces.

# Permit Eligibility

## Am I eligible for a Sidewalk Café Permit?

| | |
|---|---|
| My sidewalk is **less than** 8 feet wide | **No, you are not eligible. Consider a Street Seat Permit.** |
| My sidewalk is **at least** 8 feet wide | **Yes, you are eligible.** |

## Am I eligible for a Street Seat Permit?

| | | |
|---|---|---|
| My site is in a travel lane | | **No, you are not eligible.** |
| My site is in a bike lane | | |
| My site is in a transit stop | | |
| My site is in a parking lane and | parking is prohibited at certain times of day | |
| | is reserved for disabled/wheelchair permits | |
| | is a truck loading zone | |
| | is a passenger or hotel loading zone | |
| My site is in a parking lane and | is a *Fast Stop* or 15-minute parking zone | **Contact PBOT staff at outdoordiningpdx@portlandoregon.gov for more information specific to your location.** |
| | is an emergency zone | |
| | the curb is painted yellow | |
| | the speed limit is 30mph or higher | |
| My site is within 50 feet of an intersection | | **Check intersection setback requirements on page 17 to confirm eligibility.** |
| My site is in a parking lane and does not have any of the special conditions listed on this page | | **Yes, you are eligible.** |

# Application Checklist

After you submit an application, a team member will get in touch with you to complete the permitting process. PBOT will support applicants as much as possible to make sure they meet the permit requirements.

This is what applying for an Outdoor Dining Permit looks like:

1. **Submit your application materials and pay your application fee.**
   Applicants must pay the application fee before the permit application will be reviewed. A permit technician will contact you for payment and you can pay online or in person. **Please do not send us a check.** In addition to filling out an application form, you will need to include in your application packet:
   a. Proof of insurance
   b. A property owner and/or neighbor consent form (Street Seat with Platform Permits only)
   c. A site plan and photos
   d. Detailed design drawings that are compliant with design guidelines and clearances. Additional information on how to prepare your documents is available on project website here: www.portland.gov/transportation/safestreetspdx/new-permanent-outdoor-dining-program.

2. **Be available for an inspection.**
   An in-person inspection of the proposed site will occur where we will determine your dining options and fees. You are not required to attend the site visit.

3. **Receive and review your application and site visit summary.**
   We will reach out with a summary and outdoor dining options.

4. **Pay your permit fee and complete the Rescue Plan reporting form.**
   After all other steps are completed, a team member will contact you for the final steps:
   a. **Pay your permit fee**, following the steps we send you. You will be able to pay online or in person. We do not accept mailed-in payments.
   b. **Complete the Rescue Plan reporting form.** The City of Portland is required to request demographic information from recipients of Rescue Plan-funded programs, services, and assistance for federal reporting on our use of these funds. In addition, we may use this information to help ensure that our services reach a broad cross section of the community. Your responses will be stored separately from your permit application and will not be used to evaluate your application.

5. **Receive your permit.**
   A copy of the permit must be clearly displayed and seen from the sidewalk.

## Application Materials Checklist

For more information on fees and application materials, you can visit: www.portland.gov/transportation/safestreetspdx/new-permanent-outdoor-dining-program.

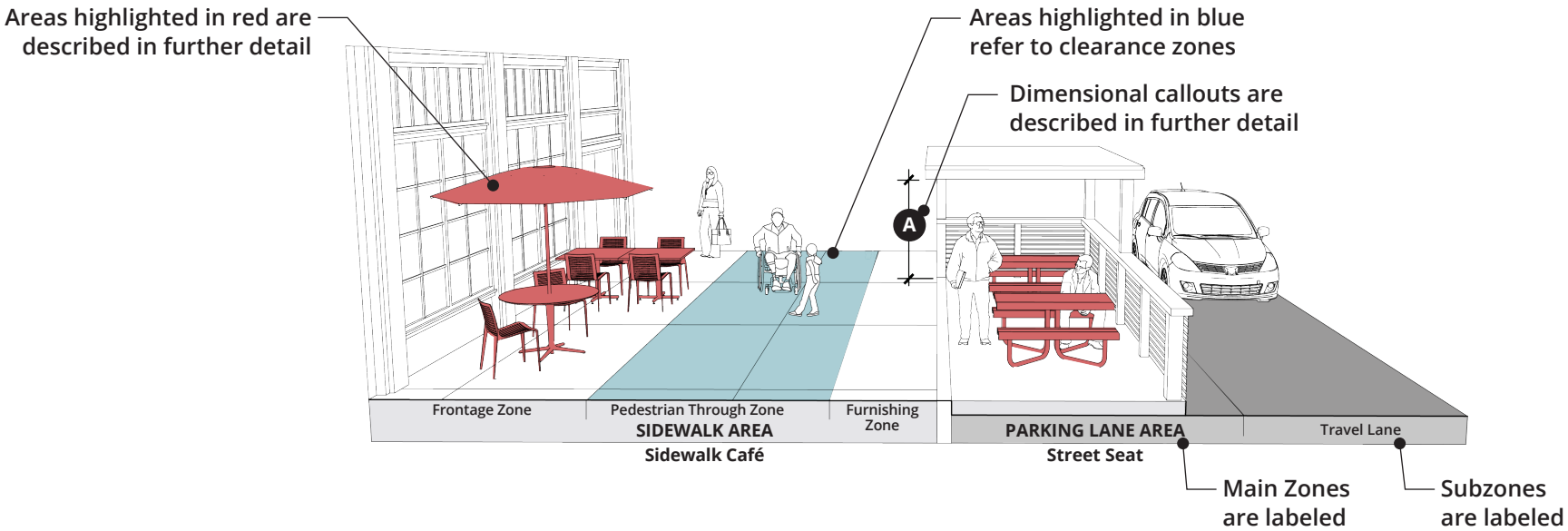
- ☐ **Design plans**
- ☐ **Detailed design drawings**
- ☐ **Site plan and photos**
- ☐ **Application fee payment**
- ☐ **Insurance documents**
- ☐ **Property owner consent form** (if applicable)
- ☐ **Neighbor consent form** (if applicable)
- ☐ **Rescue Plan reporting form**
- ☐ **Permit fee payment**

# Using the Design Guidelines

## PBOT Outdoor Dining Program Design Principles

**Accessible for all** **Design for maintenance** **Quality materials and finishes** **Easily removed**

Throughout the Design Guidelines, diagrams illustrate requirements and recommendations to obtain a Sidewalk Café or Street Seat Permit.




**☑ Required**

Conditions required for a permit are listed under the "Required" headline.

**Optional Features and Recommendations**

Conditions recommended for a permit or optional features are listed under this headline.

Glossary terms are underlined in dots and definitions can be found in Appendix A.

***Reference items are underlined, set in italics*** and direct to a different page within the Design Guidelines document or reference another source for more information. Such as ***See Appendix B for relevant permit links***.

# Use and Operations

To maintain safe, clean, and inviting Sidewalk Cafés and Street Seats, Outdoor Dining Program permit holders are responsible for following these use and operations guidelines:

**Outdoor dining areas must be removable**
Street Seats must be designed and installed in a way that allows easy removal if needed. In case of emergency, installations must be able to be removed within 48 hours.

**Smoking may be prohibited**
Per Oregon's Indoor Clean Air Act (ICAA), smoking is prohibited in enclosed areas that are open to the public, this includes Street Seats with roofs and wall coverings. *For more details, see Appendix B*.

**Amplified music may be prohibited**
A noise variance permit by the Portland Noise Program are generally required for amplified music. *For more details, see Appendix B*.

**Propane heating may be prohibited**
Propane heating use is controlled via permit by the Fire Bureau. Clearance and storage issues may preclude use in permitted areas. Refer to Portland Fire & Rescue Portable Propane Device Permit for more information. *For more details, see Appendix B*.

**No garbage storage**

**No locked spaces**

**No advertising or logos**

**No outdoor cooking**

**No loose particles, such as sand or loose stone**

**No tents or canopies**
No freestanding tents or canopies allowed on the sidewalk or in the street

**No motor vehicles or food trucks within permitted Street Seat areas**

**No bolting or anchoring to the street or sidewalk**

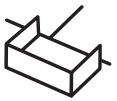
**Signs and city infrastructure are to be left as currently installed and cannot be obstructed, modified, adhered to, or moved**
Unless prior approval has been given by PBOT, you must not obstruct, move, or alter PBOT signs, parking meters, or other City of Portland infrastructure. All signs must be visible from the street.

Permit holder may request relocation of some city infrastructure (such as bike racks, Biketown stations, non-regulatory signs, etc.). PBOT may grant relocation on a case-by-case basis at the expense of the permit holder.

# Responsibilities and Maintenance

Outdoor Dining Program permit holders are responsible for keeping their Sidewalk Cafés and Street Seats well maintained and in good repair to ensure safety, accessibility, and cleanliness of these spaces. Permit holders must follow these maintenance procedures:

**Post your permit**
A copy of the permit must be posted in a window on the ground floor and facing the street.



**Obtain neighbor approval (if applicable)**
Neighbor approval required for installations extending 5 feet or more in front of an adjacent business.

**Maintain insurance**
Insurance must be kept in full force, in effect, and on file with the city at all times the Sidewalk Café or Street Seat Permit is valid. Review the most current insurance requirements and standards. *For more details, see Appendix B*.

**Remove graffiti**
Damaged or graffitied signs, devices, and installations must be cleaned or replaced.

**Clean debris, leaves, and litter**
You must keep the area surrounding your space clear of debris, leaves, and litter. This area is defined as 10 feet on either end of a Street Seat area and the entire width of the sidewalk for a Sidewalk Café. In the Street Seat area, you must rinse out and clean debris, leaves, and litter from the area around and under the platform at least once a week. If needed, you are responsible for all vector/pest control.

**Clear storm drains**
For Street Seat Permits, nearby storm drains and gutter line must be cleared of leaves and debris to prevent pools of water at permitted areas. As street sweeping and leaf pickup is difficult around the platforms, permit holders are responsible for storm drain clearance and retaining access to adjacent Green Street facilities.

## Permit Conditions

### Renewal
All permits are for temporary use of public space and must be renewed or removed by the permit expiration date.

### Removal
You may be required to temporarily or permanently remove or relocate installations for maintenance and construction activities, including emergency and utility work. In an after-hours emergency, installations may need to be moved by the City of Portland. While reasonable efforts will be made to contact you and avoid damage to the installation, the City of Portland is not responsible for any damages incurred due to the moving.

You are required to keep your space well maintained and in good repair. Permits may be revoked for failure to maintain the space.

You are responsible for removing all items, including structures, when any of the following occur:

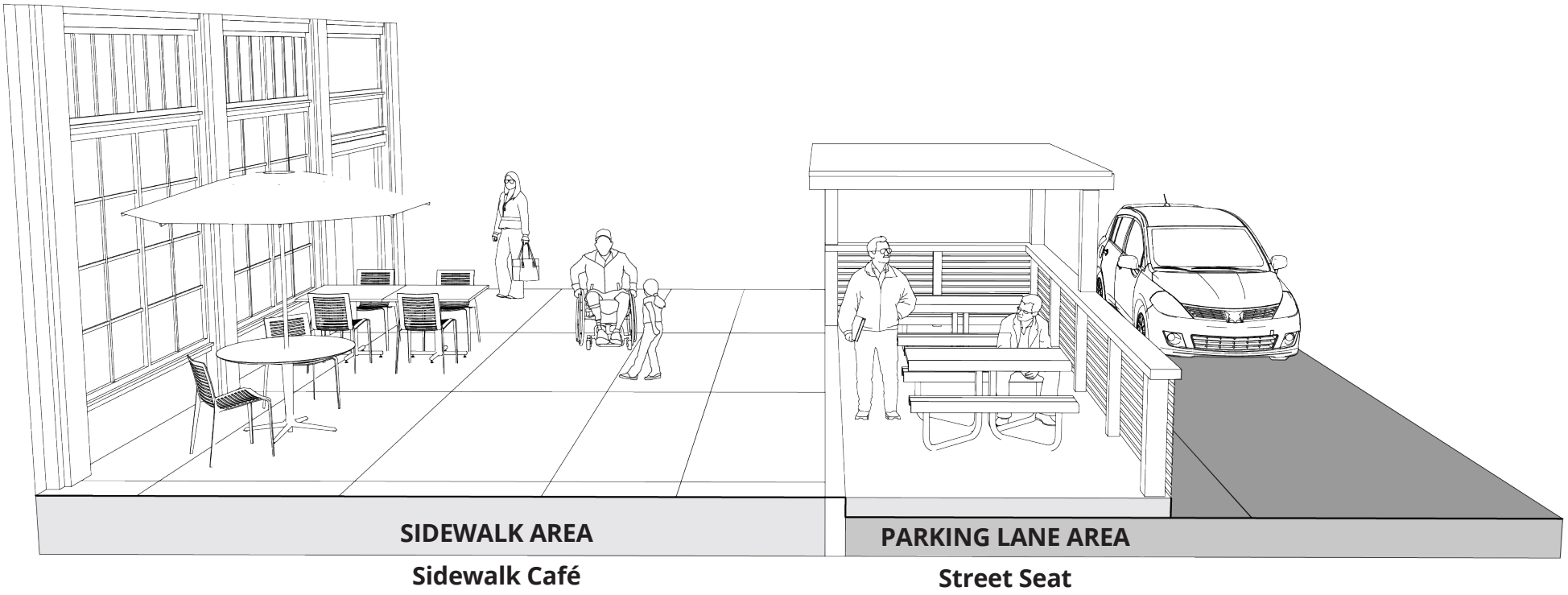
- The permit expires.
- You wish to end participation in the program.
- The permit is revoked.

You must notify PBOT if you are vacating the permitted area before your permit expires.

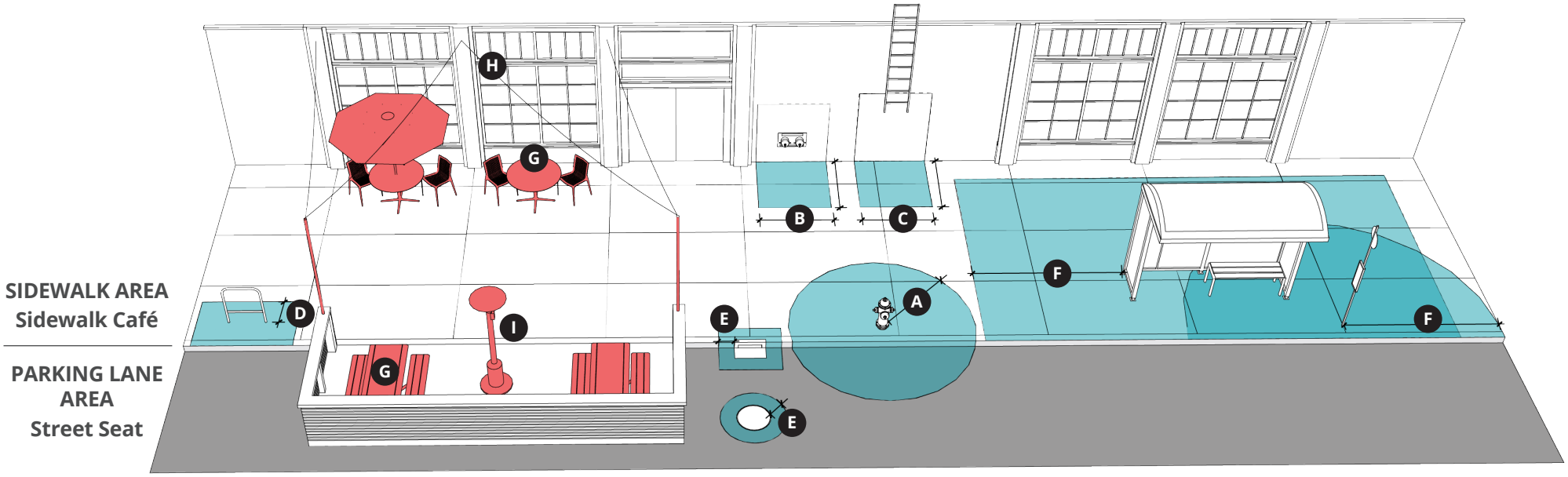
### Permits are not transferable
If your business changes ownership, you must remove your installation and notify PBOT, or the new owner must submit a new permit application within 10 business days.

# Universal Guidelines

Universal Guidelines apply to both Sidewalk Café and Street Seat areas.



# Universal Guidelines




## ☑ Required

**A Hydrants** 6 foot clearance

**B Fire department connections** 5 foot clearance

**C Fire escapes** 5 foot x 5 foot clearance

**D Bike racks** 2 foot clearance around any part of bike rack

**E Utility access points**
1 foot clearance to any underground or surface utility or stormwater facility access point, including utility poles, gas valves, manhole covers, waste-water systems, cisterns, vaults, and catch basins.

**F Transit**
10 foot buffer from all bus, MAX, or streetcar stop furnishings, including shelters, signs, benches, and art.

## Optional Features and Recommendations

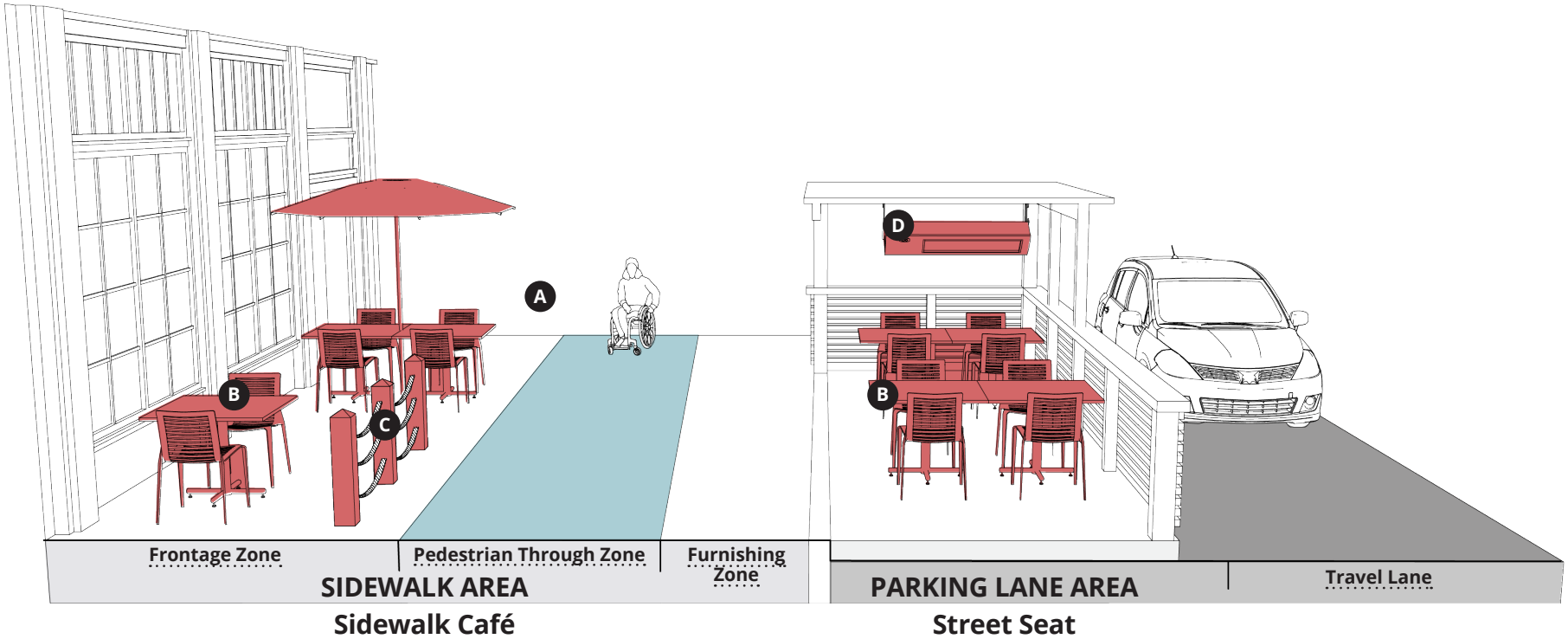
**G Furnishings**
If providing furnishings, such as umbrellas, benches, tables, and chairs, see requirements on *page 11*.

**H Lighting and electrical**
If providing, see requirements on *page 12*.

**I Heating**
If providing, see requirements on *page 11*.

**Roofs**
Only permitted in Street Seat installations, *see page 22*.

# Universal Guidelines Furnishings and Heating




## Furnishings

### A Umbrellas

Umbrellas must be weighted and not be adhered, attached, or anchored to the street or sidewalk. If umbrellas extend into the Pedestrian Through Zone, they must be 7 feet minimum above the sidewalk surface.

### B Seating

*See accessible seating guidelines on page 13*.

### C Rope barriers

Are allowed within permitted area, but may not be bolted to the sidewalk. They do not substitute for walls where required.

## Heating

All heaters must comply with all manufacturer use and clearance requirements.

### D Electric heaters

Must have an automatic shut-off that engages if the heater tips over.

### Propane heaters

Propane heating requires separate approval via Portland Fire & Rescue. *For more details, see Appendix B*. Use of propane heaters may be prohibited in some spaces. Propane heaters are prohibited in installations with roofs.

### Propane storage

Propane storage is absolutely prohibited in any area of the public sidewalk or street, regardless of permit. Per Portland Fire & Rescue, on-site storage of propane (Liquefied Petroleum Gas) is also prohibited indoors.

# Universal Guidelines Lighting and Electrical

### Lighting choices

Lighting is allowed but must not be distracting to people driving. Blinking lights and lights similar to traffic signals are prohibited.

### A Hanging string lights

Must hang minimum 10 feet above the sidewalk.

### B Electrical cord attachments

All electrical cords must be easily detachable at the face of the building. Cords must not be attached to any other non-outdoor dining infrastructure.

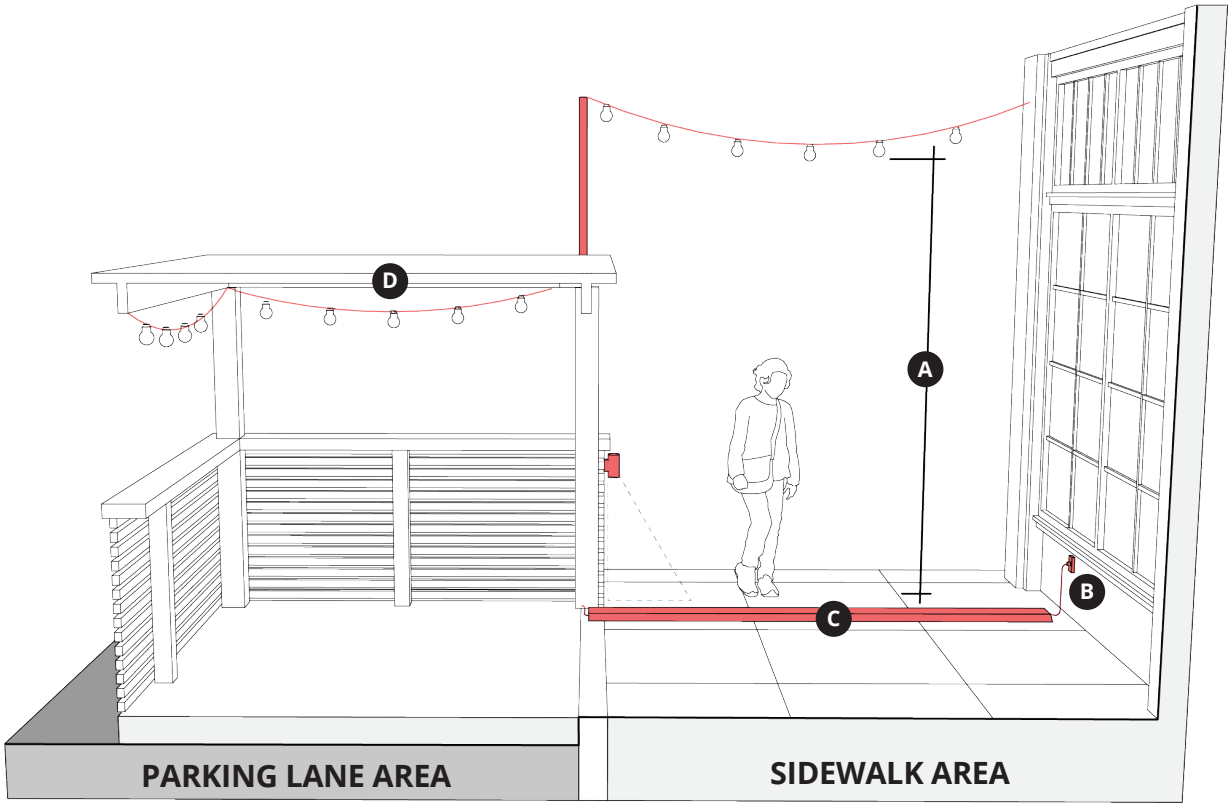
### C Ground cord ramps

ADA compliant cord protector ramps required for cords running across the sidewalk.

### D Additional safety lighting

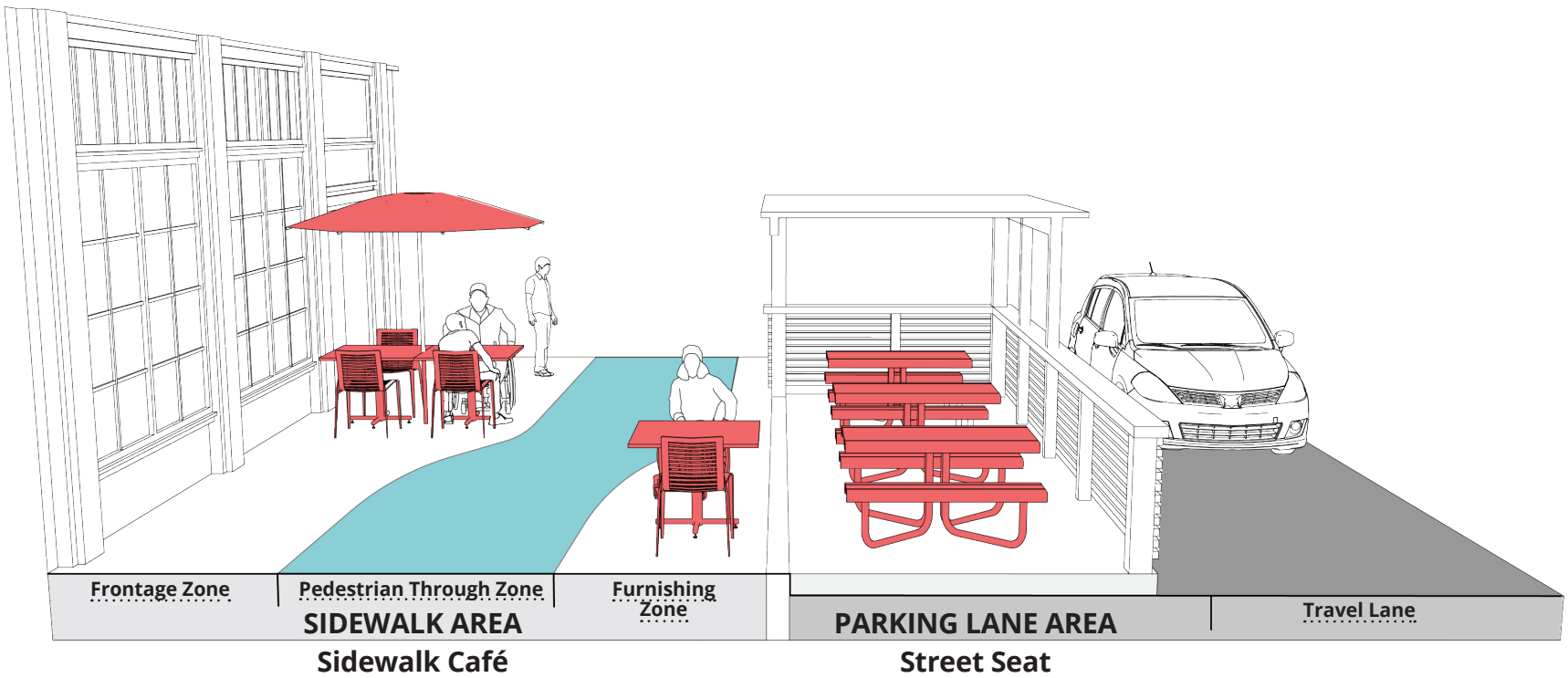
If roofs are observed to reduce visibility for pedestrians, additional lighting may be required.

Permanent electrical installations may be pursued through an electrical permit with the Bureau of Development Services.




Street Seat

# Universal Guidelines ADA Compliant Seating




## Seating

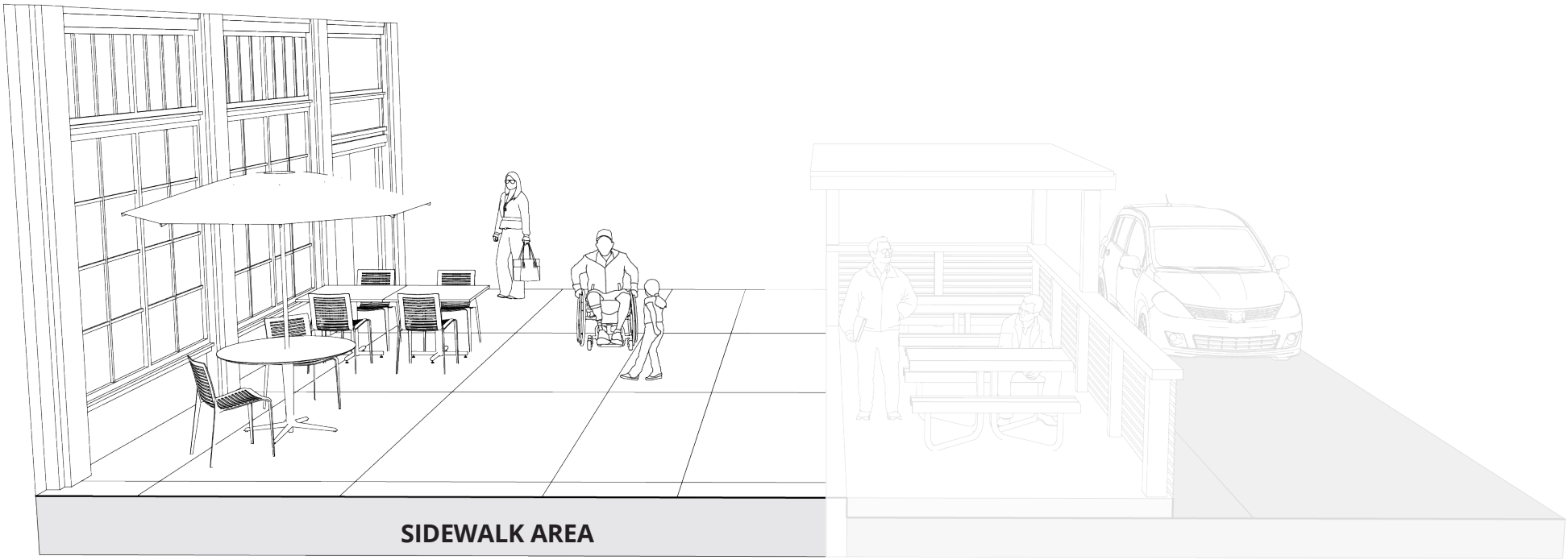
If providing tables, Federal law requires that at least one table or 5% of seating must accommodate people using mobility devices. Picnic tables with fixed benches are typically not accessible.

Seasonal Street Seat installations may provide their ADA compliant seating option on the sidewalk if they also have a Sidewalk Café Permit. Availability of this seating should be prioritized for people with disabilities.

Refer to ADA Title III addressing Public Accommodations and Commercial Facilities for more details on rules and regulations.

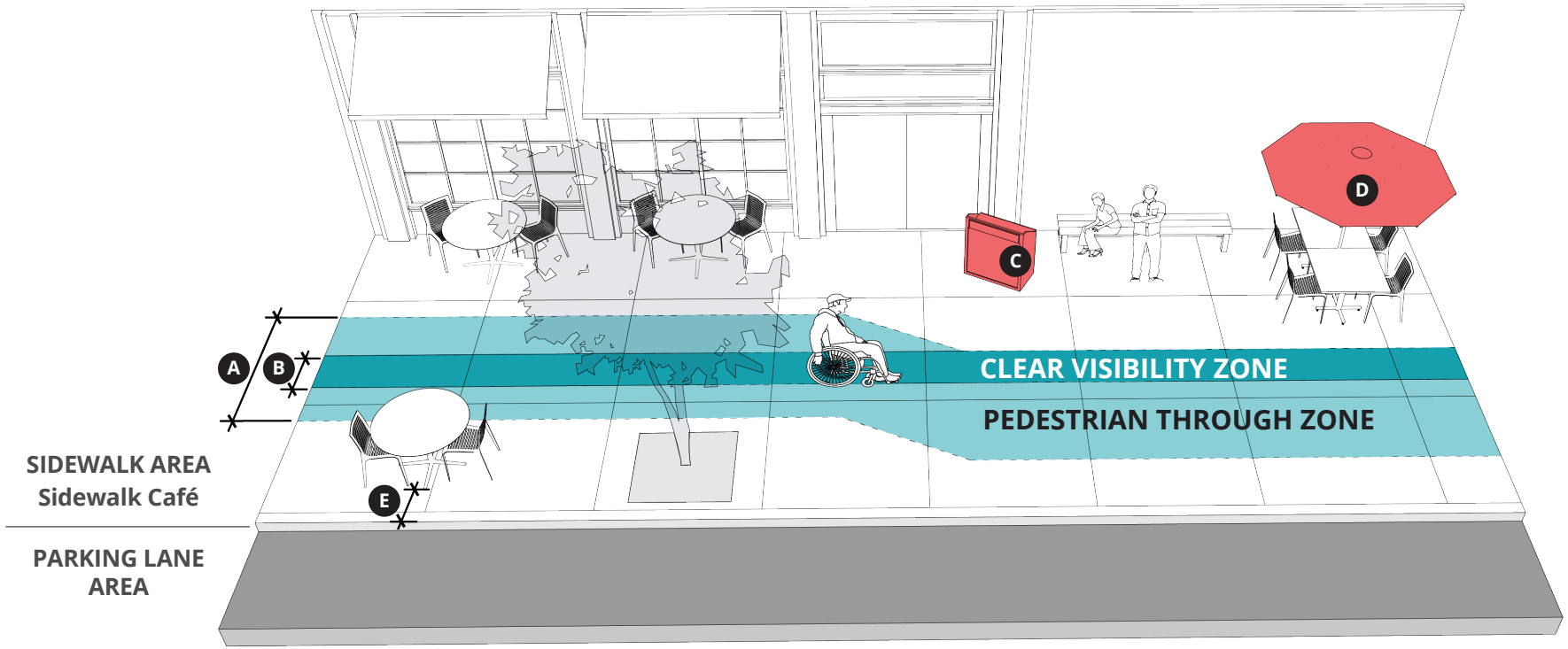
# Sidewalk Café Guidelines

Sidewalk Café Permits are for the sidewalk area only.
Sidewalk Café permittees must meet the Universal Guidelines, see page 10, and the guidelines in this chapter.




Sidewalk Café

# Sidewalk Café Guidelines




☑ **Required**

### A Pedestrian Through Zone

Minimum width of the Pedestrian Through Zone varies with sidewalk width:

- 8 to 10 feet wide sidewalk must have minimum 5 1/2 feet wide Pedestrian Through Zone
- Greater than 10 feet to less than 15 feet wide sidewalk must have a minimum 6 feet wide Pedestrian Through Zone
- 15 feet or more sidewalk width must have a minimum 8 feet wide Pedestrian Through Zone

**The Pedestrian Through Zone must be kept clear at all times, and cannot overlap with tree wells, pay stations, landscaped areas, or other sidewalk infrastructure.** Lines of waiting customers, tables, chairs, canopy legs, heaters, A-frame signs, and carts must not obstruct this zone.

### B Clear visibility zone

Straight and continuous 2 feet wide clearance required within the Pedestrian Through Zone.

### C Trays, carts, and bins

These items must not be kept on the sidewalk outside of operating hours.

### D Overhead structures

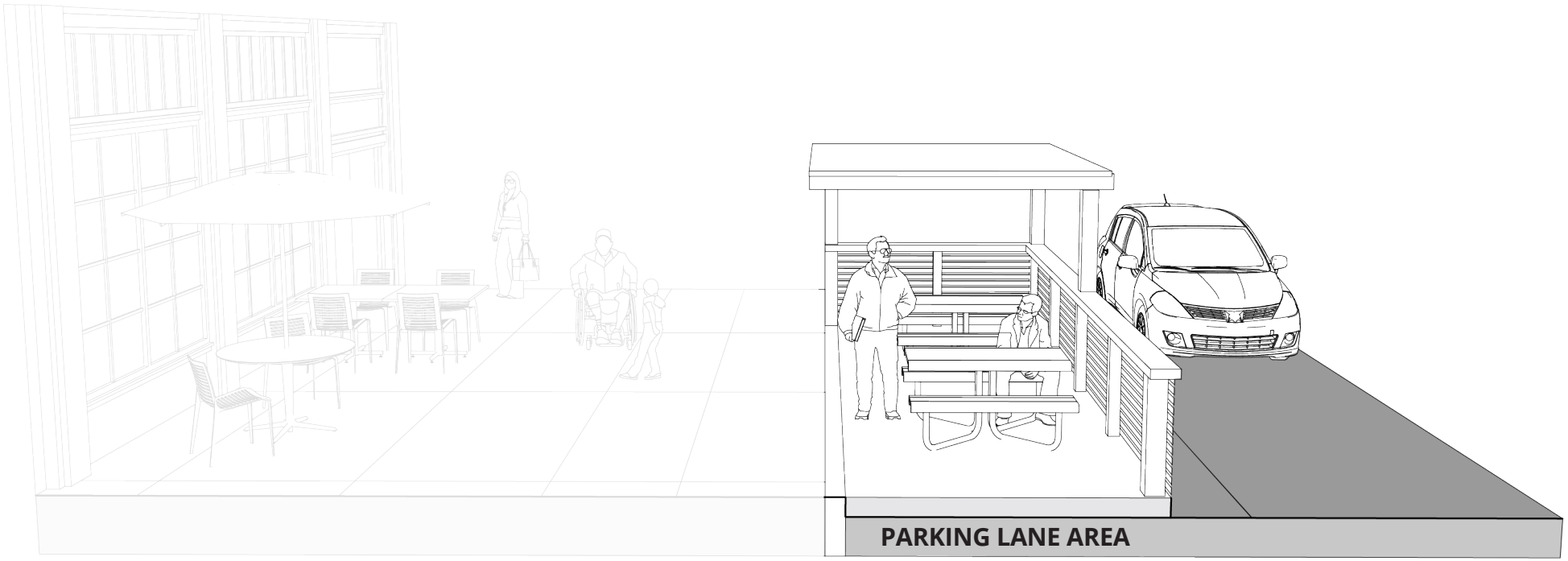
No tents, canopies, roofs, or other freestanding structures are permitted over the sidewalk. Awnings, attached to the building, are encouraged but must comply with awning permits under the Bureau of Development Services, ***see Appendix B***. ***See page 11 for umbrella requirements***.

### E Curbside seating

2 feet minimum clearance from curb to furnishings.

# Street Seat Guidelines

Street Seat Permits are for the parking lane area only.
Street Seat permittees must meet the Universal Guidelines, see page 10, and the guidelines in this chapter.




Street Seat

# Street Seat Intersection and Crosswalk Setbacks

For Street Seat Permits, setbacks that represent where seating installations are not allowed may apply and will vary depending on the permit type. Use these guidelines to determine the appropriate intersection and crosswalk setbacks. See the next page for driveway and Green Street facility setbacks.

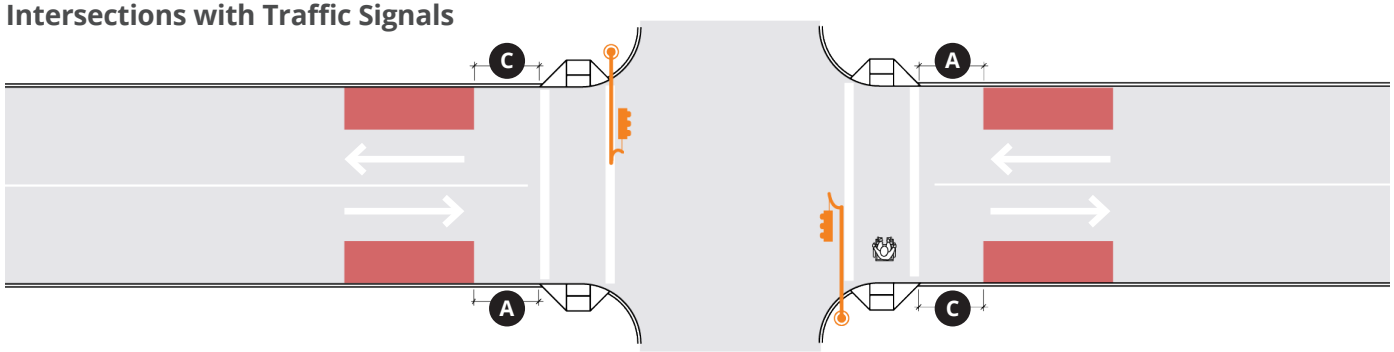
## Setback from crosswalk approaching an intersection

| | Traffic Signals | Stop Sign | Uncontrolled Intersection |
|---|---|---|---|
| **With Roof** | A 10 feet | B 50 feet | B 50 feet |
| **Without Roof** | A 10 feet | A 10 feet | A 10 feet |

## Setback from crosswalk leaving an intersection

C 10 feet minimum setback for all installation types.

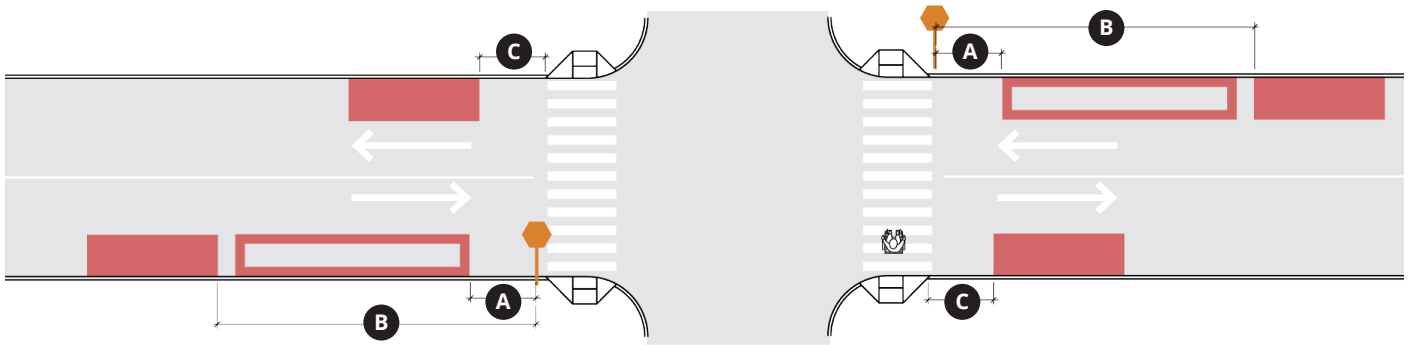
### Intersections with Traffic Signals




### Street Seat Installation Types

- With or without roof
- Without roof only

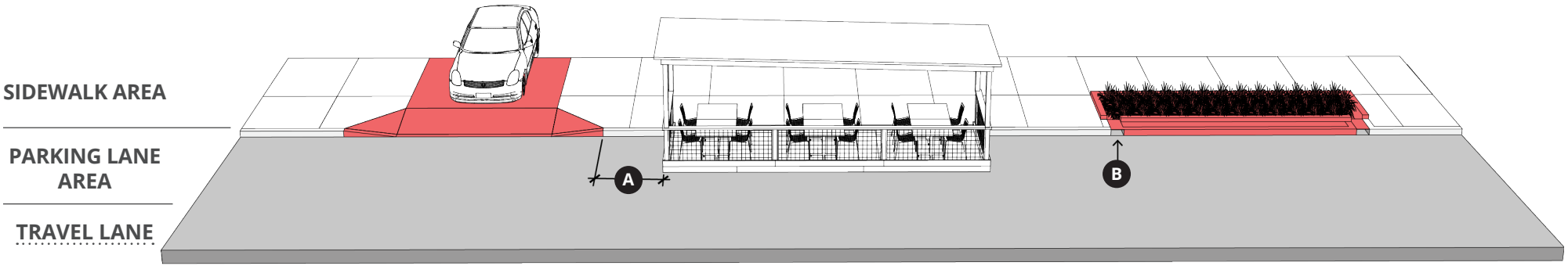
### Intersections with Stop Signs and Uncontrolled Intersections




Notes:
1. A "crosswalk" is anywhere the sidewalk meets the street, whether or not it is marked.

2. Visibility and height restrictions for approaches to non-signalized intersections are mandated by State (ORS 811.550) and City (16.20.130) code. These rules require that no objects or vehicles taller than 6 feet are placed within 50 feet of the intersection.

# Street Seat Driveway and Green Street Setbacks




## Setback from driveways

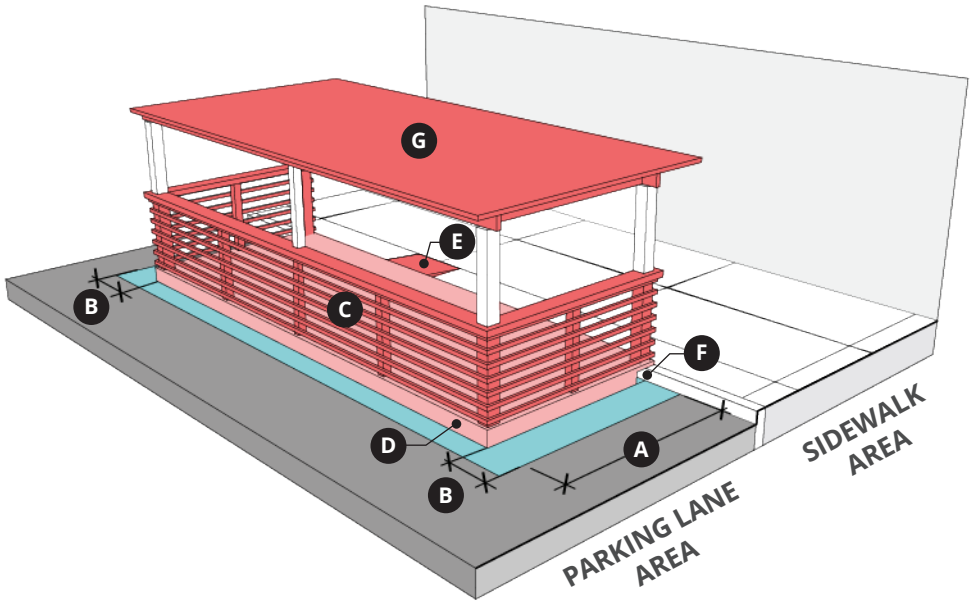
**A** 5 feet minimum setback from driveways and curb cuts on either side.

## Setback from Green Street facilities

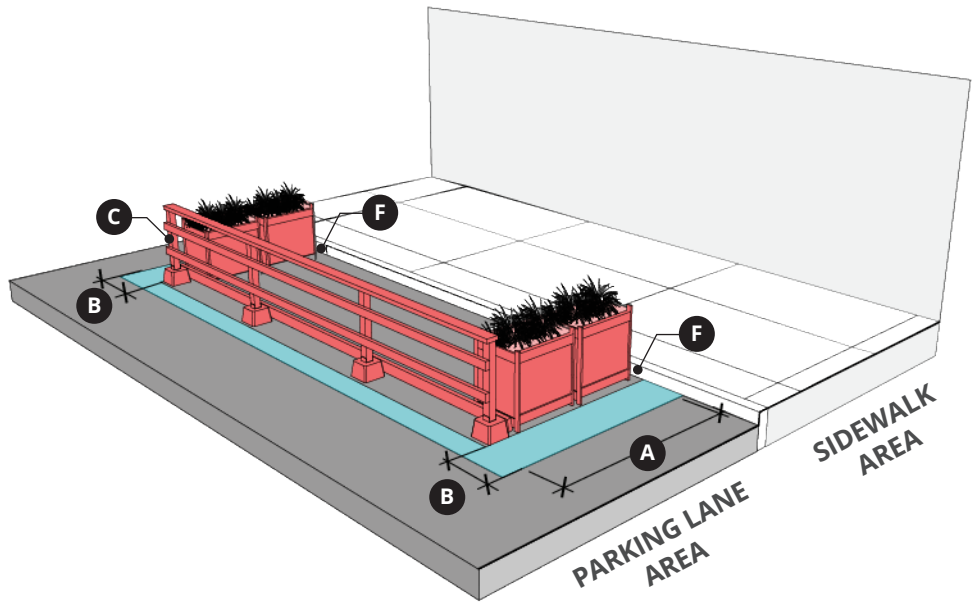
**B** Maintain access to stormwater planter inlets.

# Street Seat Year-Round and Seasonal Guidelines

## Year-Round Installation




## Seasonal Installation




### Required

**A Width**

7 feet from curb face. Additional 1 foot granted for traffic control devices only (cones, candle stick delineators, wave delineators).

**B Clearance dimensions**

2 feet clearance at each end of the installation.

**C Walls and fences**

Required for all Street Seat permits to separate people using a permitted area from vehicular traffic. *See requirements on page 21*.

**D Platforms**

Required for year-round installations. **Platforms are not required for seasonal installations.** *If providing, see requirements on page 20*.

**E Ramps**

May be required for some platform installations. *See requirements and specifications on page 23*.

**F Stormwater**

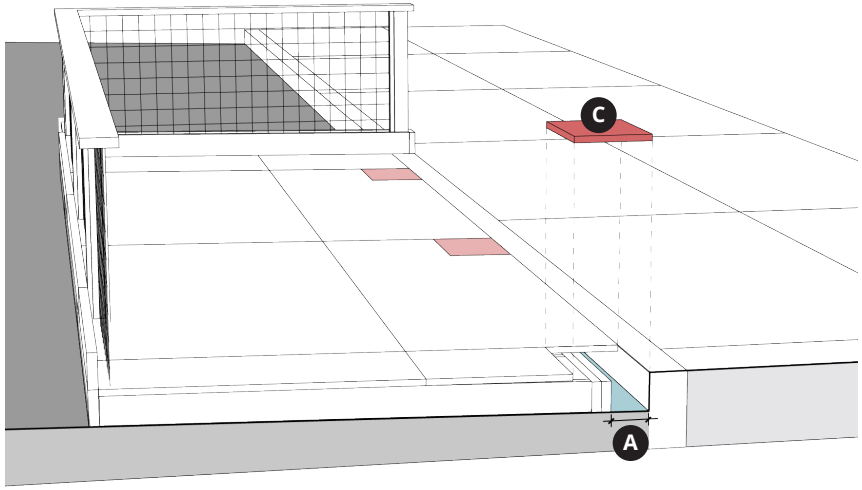
A clear area 6 inches wide by curb height must be maintained along the curb gutter line for water to flow. No part of the installation may obstruct the flow of water along the gutter.

### Optional Features and Recommendations

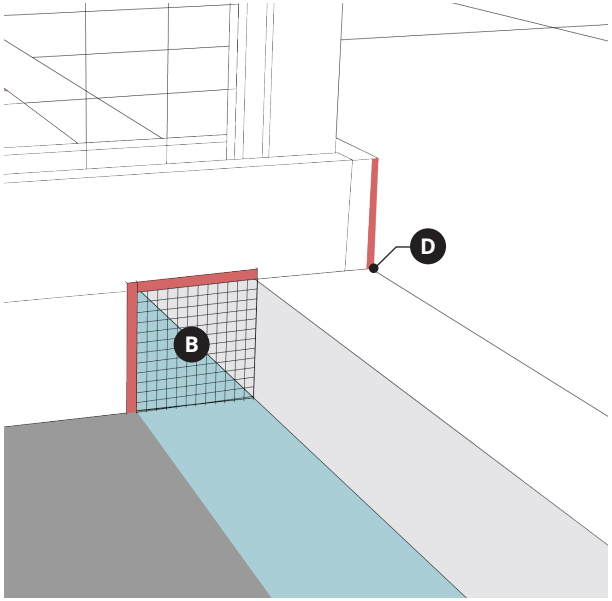
**Roofs**

G If providing roofs, *see requirements on page 22*.

# Street Seat Platforms




PARKING LANE AREA




### Surfacing

Platform surfacing must be stable, firm, and slip-resistant.

### Stormwater drainage

**A** A clear area 6 inches wide by curb height must be maintained to allow the flow of water along the gutter for the length of the installation.

**B** A wire mesh with ½ to 1 inch openings must be installed at both ends of the platform to prevent leaves and large debris from washing under the platform, but allowing the flow of water.

**C** Platform surface must be able to be removed for periodic cleanout of the gutter under the platform.

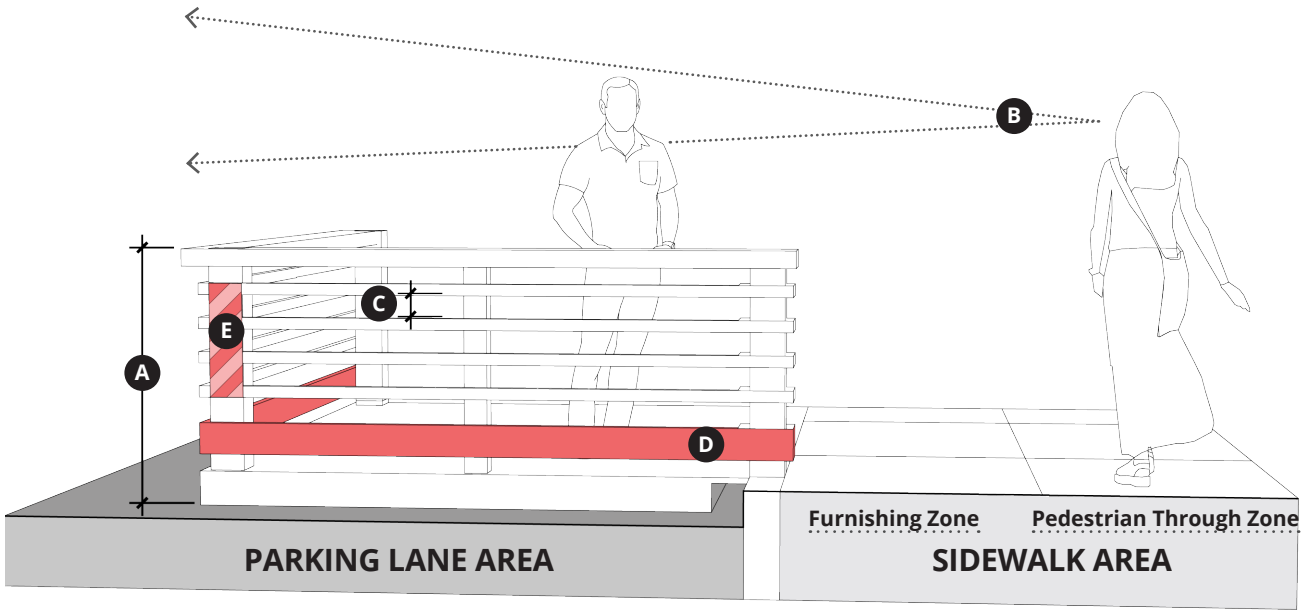
### Platform at curb

Platforms should be flush with the curb and as accessible from the sidewalk as possible with no horizontal gaps greater than 1/2 inch and no height difference greater than 1/2 inch. Height differences between 1/4 inch and 1/2 inch shall be beveled with a slope no steeper than 1:2 (50%).

**D** Platform structures may overlap the curb but not extend past the back edge.

If your platform has more than 1/2 inch height difference from the sidewalk, provide a ramp. *See ramp requirements on page 23*.

# Street Seat Walls and Fences




### A Wall height

The top of the wall or fence must be 30 inches high measured from the platform surface and 36 inches high measured from the road surface. Maximum wall heights may not exceed 42 inches high measured from the road surface.

### B Sightlines

Clear sightlines into and through the space must be maintained. When standing on the sidewalk, an adult of average height should be able to see through the installation out into the street.

### C Openings

Any openings between slats, meshes, or other fence materials must be less than 4 inches or greater than 9 inches.

### D Toe-rails

To keep objects from falling off the platform into the street, a toe-rail must be provided along the bottom of the fence or wall. Include a toe-rail with a maximum gap of 2 inches from the floor, and the rail's top edge 6 inches minimum from the floor.

### Overlapping furnishing zone

Installation may project 2 feet into sidewalk furnishing zone. It must not interfere with trees, signs, poles, and other utilities, and it must not project into the Pedestrian Through Zone.

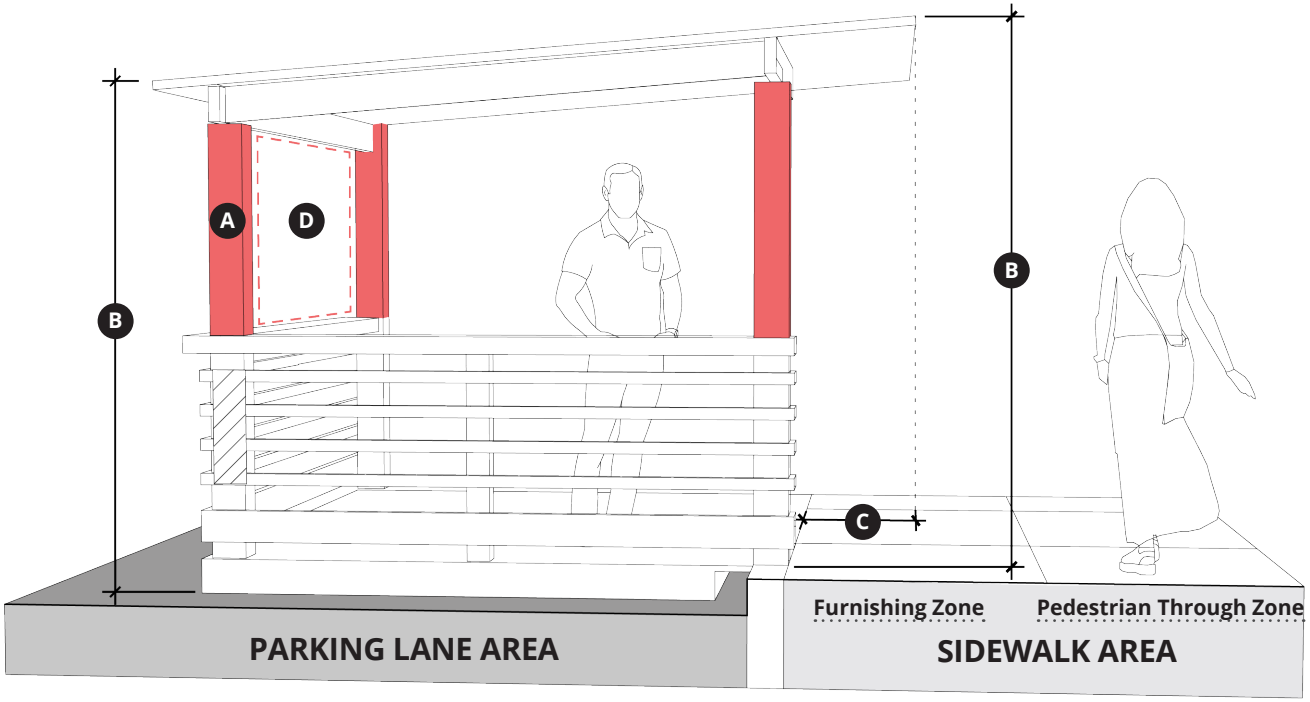
### E Reflective tape

The corners of the installation must be marked with yellow high intensity retro-reflective tape or reflectors. Reflectivity must be a minimum of 12 inches in vertical length and cannot be in the shape of any symbol. Any diagonal stripes on traffic control devices or reflective tape must slope downward at an angle of 45 degrees in the direction people driving or biking are to pass.

**Used when vehicular traffic passes on the left**

**Used when vehicular traffic passes on the right**

# Street Seat Roofs




### A Visual obstructions

No fixed objects may obscure the view between the street and the adjacent sidewalk above 42 inches from the surface of the street, except supports for roofs.

### B Roof heights

The top of roofs must be 8 feet minimum above road grade and 10 feet maximum above sidewalk grade, except posts or attachment points needed to support lights or cords crossing the sidewalk. Locations with overhead power lines will need to be reviewed for roof placement.

### C Overlapping furnishing zone

Installation may project 2 feet into sidewalk furnishing zone. It must not interfere with trees, signs, poles, and other utilities, and it must not project into the Pedestrian Through Zone.

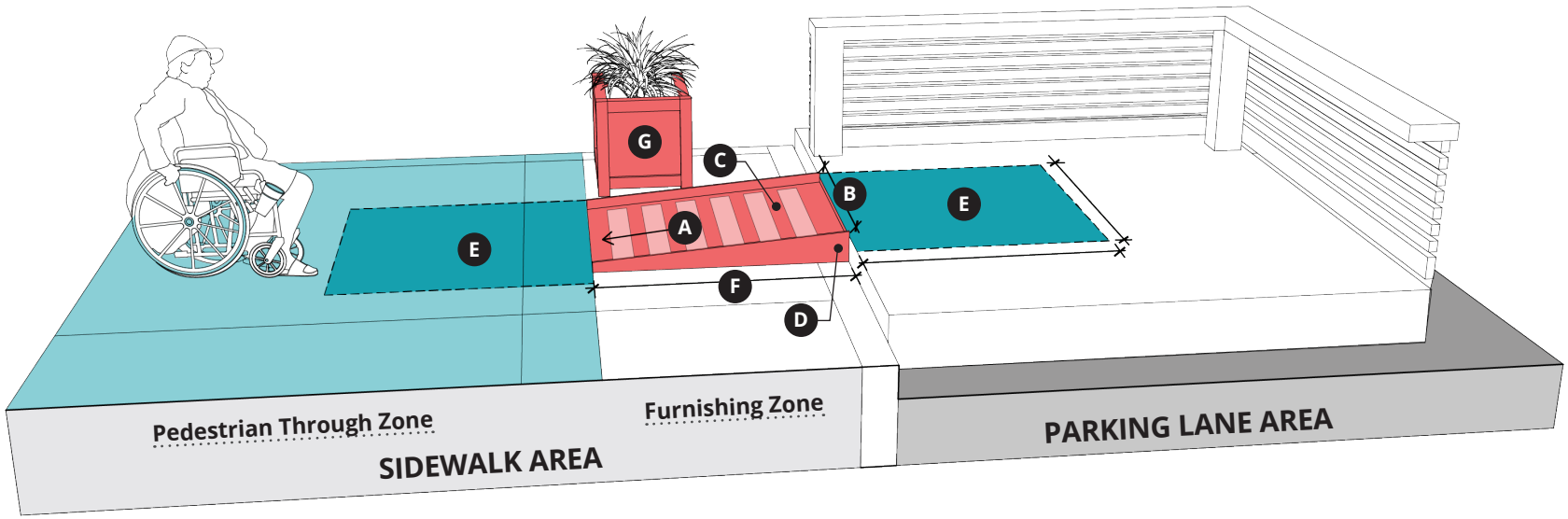
### D Side coverings

No side coverings between the wall and roof are allowed unless made of fully transparent sheathing.

### No tents or canopies

Freestanding tents and canopies are prohibited in all Sidewalk Café and Street Seat areas.

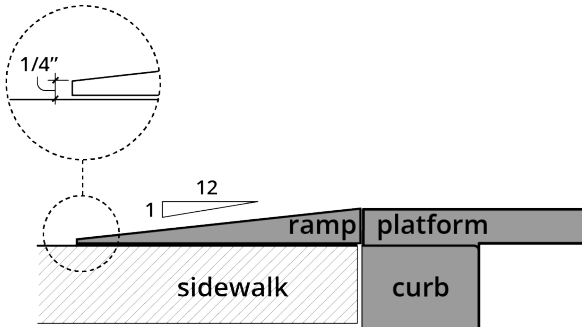
# Street Seat Ramps




## ☑ Requirements

Ramps must comply with current Americans with Disabilities Act (ADA) Standards. Where the vertical separation between the platform deck and sidewalk is more than 1/2 inch, at least one ramp is required for access.

The edge of the ramp meeting the sidewalk must not exceed 1/4 inch vertical or 1/2 inch beveled at 1:2 (50%) slope.




**A Slope** 1:12 maximum
For more information on measuring slope, *see Appendix B*.

**B Width** 36 inch minimum

**C Surfacing** Slip-resistant surfacing required

**D Height** 6 inch maximum rise for ramps

**E Landing dimensions**
48 inch x 48 inch clear area at top and bottom of ramp. Landing may overlap with Pedestrian Through Zone.

**F Overlapping furnishing zone**
Ramps may extend up to 4 feet onto sidewalk, but not into the Pedestrian Through Zone. Where the furnishing zone is not paved, the ramp may extend to the edge of the paved sidewalk. If it does not, a hard, stable surfacing must be installed between the bottom of the ramp and the paved sidewalk.

**G Safety elements**
Ramps on the sidewalk must include a 32–42 inch tall vertical element, such as a planter, on both sides at the edge of the ramp to avoid tripping hazards.

# Assistance

**For questions and assistance regarding the PBOT Outdoor Dining Program and permitting process, please contact:**

outdoordiningpdx@portlandoregon.gov

503-823-4000
Monday–Friday, 7 a.m.–8 p.m.
(excluding federal holidays)
Translation services available

# Appendix A: Glossary

### Crosswalk
Any crosswalks either “marked” or “unmarked”. A “marked crosswalk” is any portion of a roadway at an intersection or elsewhere that is distinctly indicated for pedestrian crossing by lines or other markings on the surface of the roadway. An “unmarked crosswalk” is the imagined extension of a sidewalk or shoulder across a street at an intersection. An unmarked crosswalk exists at all intersections unless specifically closed with signage and a barrier.

### Frontage zone
A linear portion of the Sidewalk Corridor, adjacent to the edge of the right-of-way (or property line).

### Furnishing zone
The furnishing zone is the area between the Pedestrian Through Zone and the curb. It buffers pedestrians from the adjacent roadway and is where sidewalk infrastructure such as street trees, driveway approaches, signal poles, utility poles, streetlights, controller boxes, stormwater management, bicycle parking, hydrants, signs, parking meters, driveway aprons, grates, and street furniture such as benches are typically located. This is also the area where people exit from parked cars on the street.

### Installation
All the furnishings, structures, and traffic control devices used for business operations related to the permit.

### Pedestrian Through Zone
A continuous, paved area of the sidewalk intended for pedestrian travel and kept clear to allow for safe pedestrian passage. The Pedestrian Through Zone should be entirely free of above-ground permanent and temporary objects in order to provide an obstruction-free, continuous corridor for people to travel. The Pedestrian Through Zone is called the Pedestrian Through Zone (PTZ) in PBOT planning documents and the Clear Pedestrian Zone in Portland City Code 17.25, which covers Sidewalk Cafés.

### Permitted area
The portion of sidewalk, on-street parking, or other street space designated on a permit for use by the permittee. The permitted area includes any area reserved in the permit conditions or design guidelines for traffic control devices or to provide a buffer between adjacent permits.

### Slip-resistant
A surface that has been treated or constructed so as to significantly reduce the chance of a patron slipping. Waterproof anti-slip tape may be added to ramps or other surfaces where there is a concern.

### Stormwater planter inlet
A gap in the curb that allows water from the gutter to flow in or out of a stormwater planter behind the curb.

### Structure
A freestanding platform, enclosure, or overhead covering, or any combination of those, installed by the permit holder or applicant in a permitted area or any other part of the public sidewalk or street.

### Travel lane
A portion of the roadway dedicated to the movement of vehicles.

### Uncontrolled intersection
An intersection with no stop signs, stoplights, or other traffic controls.

## Overhead Coverings

### Awning
A roof-like structure of fabric or similar non-rigid material attached to a rigid frame that is supported completely or partially by either an exterior building wall or wall exterior to an individual tenant space. (Definition from Portland City Code 32.22.020.D)

### Canopy
A freestanding, roof-like structure or shelter without sidewalls or drops, constructed of fabric or pliable material supported in any manner except by air or the contents it protects. Note: Fire Code considers these tents.

### Rigid roof
A roof or overhead covering that does not meet the definitions of awning, tent, or canopy, i.e., that is not covered by a membrane, fabric, or similar non-rigid material.

### Tent
A structure, enclosure, or shelter with sidewalls or drops, constructed of fabric or pliable material supported in any manner.

# Appendix B: Relevant Permit Links

## Associated permits and requirements from other agencies

The Outdoor Dining Program permits are for the use of the right-of-way and shall not exempt the permittee from obtaining any license or permit as required by City Code, Rule, or Ordinance for any act to be performed under this permit, nor shall this permit waive the provisions of any City Code, Rule, Ordinance, or the City Charter except as stated on permit.

### ADA and Accessibility

*Requirements for public accommodations*

*ADA Title III – Public Accommodations and Commercial Facilities*

For instructions on measuring slope, refer to *Northwest ADA Center's Oregon 2010 ADA Standards Checklist*.

### Bureau of Development Services

*Awning Permits*

*Liquor Licensing Program*, which often must be expanded for outdoor service

*Noise Program and Noise Code Variance Permit*

*Portable and temporary signs*

### Bureau of Planning and Sustainability

*Business district or association location map*

### Bureau of Transportation

*Fast stop 5-Minute Parking Zones information*

*Insurance information*

*Pedestrian Design Guide*

### Portland Fire & Rescue Fire Marshal Office

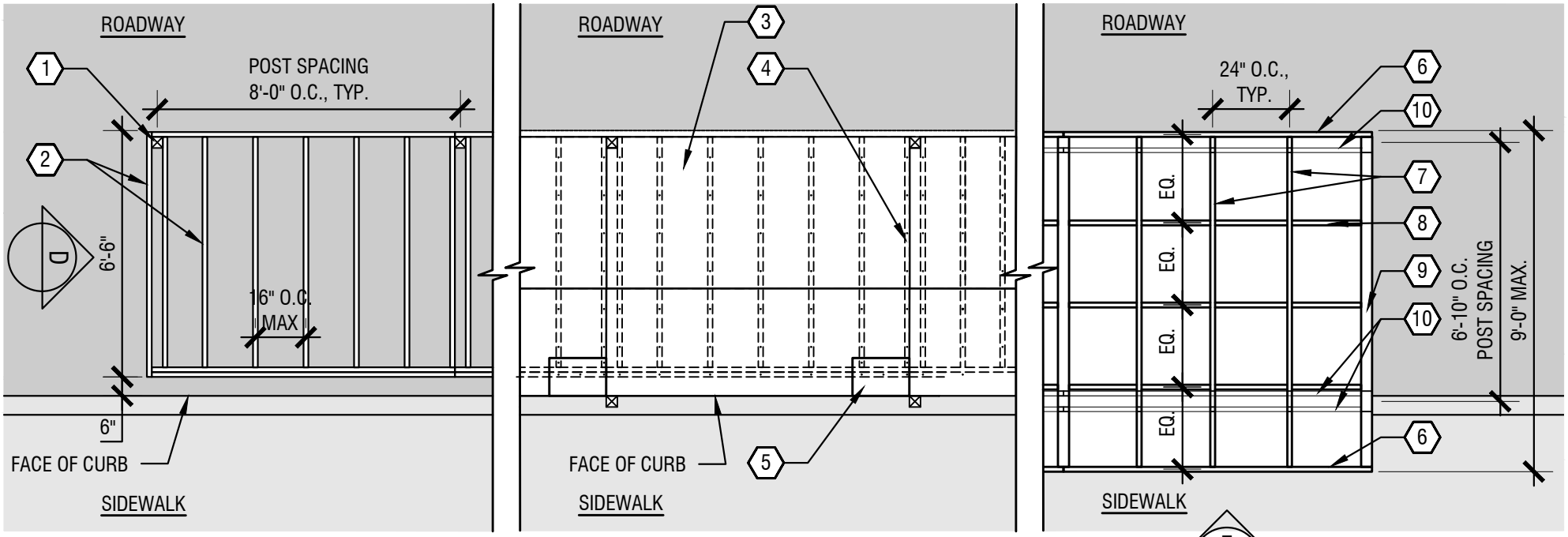
*Portable Propane Device Permit*

Email questions to: *firemarshal@portlandoregon.gov*

### Smoking Guidelines

*Oregon's Indoor Clean Air Act (ICAA)*

# Appendix C: Compliant Design Sample




A PLATFORM FRAMING PLAN
SCALE: 1/4"= 1'-0"

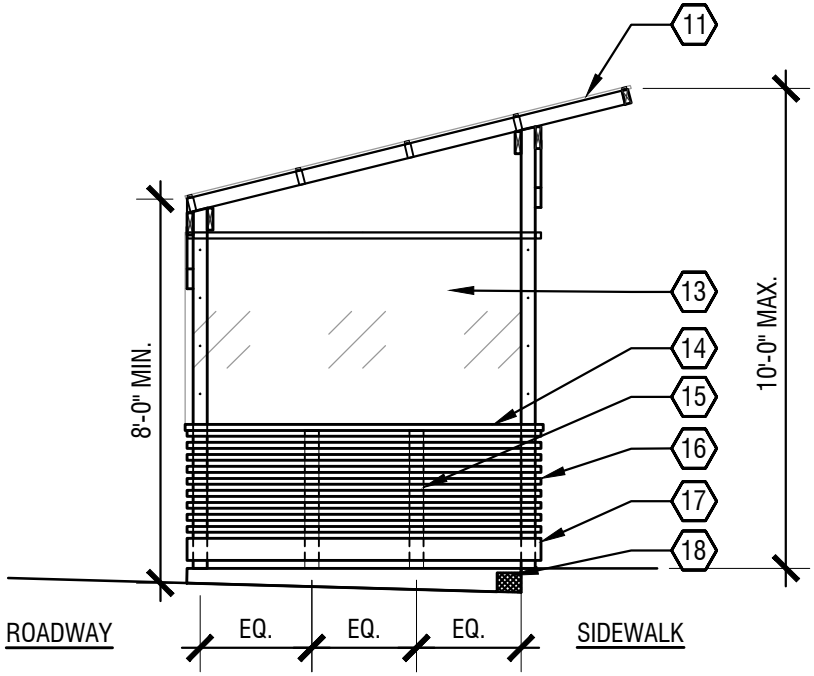
B PLATFORM FLOORING PLAN
SCALE: 1/4"= 1'-0"

C ROOF FRAMING PLAN
SCALE: 1/4"= 1'-0"

MATERIAL LEGEND

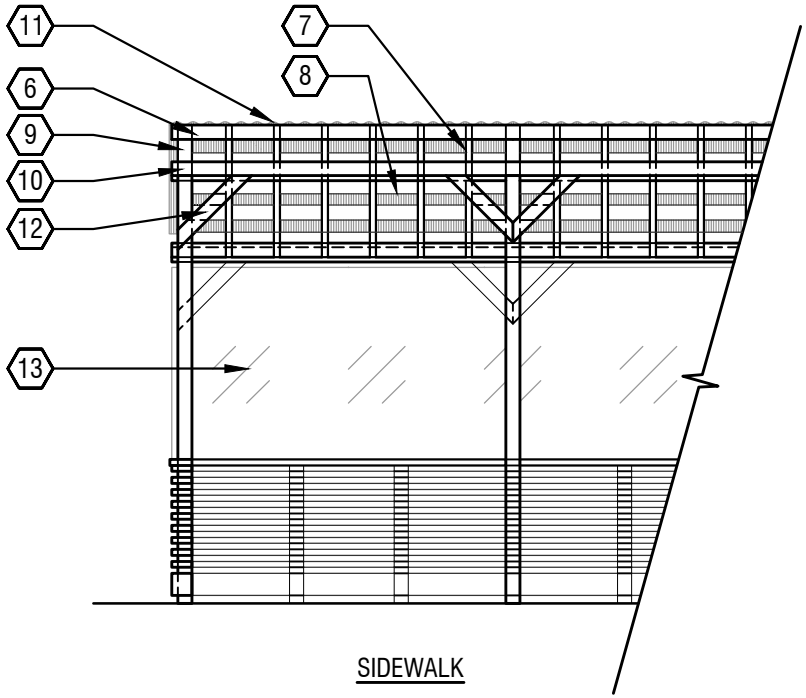
1. POSTS: 4X4 PRESSURE TREATED TIMBER
2. PLATFORM FRAME: 2X6 PRESSURE TREATED TIMBER, CUT LENGTHWISE TO FIT SLOPE
3. PLATFORM FLOORING: 1" THICK 4X8 MARINE PLYWOOD, CUT TO FIT
4. FASTEN DECKING TO FRAME WITH EXTERIOR DECK SCREWS
5. GUTTER CLEANOUT: 12"x18" REMOVABLE PANEL EVERY 8FT, FASTEN TO PLATFORM FRAME
6. FACEBOARD: 2X4 TIMBER FASTENED TO ENDS OF RAFTERS
7. RAFTERS: 2X4 TIMBER SECURED TO BEAMS
8. ROOF BLOCKING: 2X4 TIMBER, CUT TO FIT BETWEEN RAFTERS
9. RAFTER: 4X4 TIMBER SECURED TO TOP OF POSTS WITH POST CAP BRACKET
10. BEAMS: 2X6 TIMBERS FASTENED TO FACE OF POSTS (BELOW)

# Appendix C: Compliant Design Sample cont.




D STRUCTURE - SIDE ELEVATION

SCALE: 1/4"= 1'-0"




E STRUCTURE - FRONT ELEVATION

SCALE: 1/4"= 1'-0"

MATERIAL LEGEND

- 11 ROOF: 26X12 POLYCARBONATE CORRUGATED ROOFING PANEL, CUT TO FIT, INSTALLED PER MANUFACTURERS INSTRUCTIONS
- 12 POST BRACING: 2X4 TIMBER ANGLE CUT AND MECHANICALLY SECURED TO POST AND CROSS BEAM
- 13 SIDE COVERING: 16 GA. MIN. MARINE GRADE CLEAR VINYL SHEET -OR- 1/8" UV-RESISTANT CLEAR ACRYLIC SHEET
- 14 WALL TOP RAIL: 2X6 CEDAR TIMBER CUT TO FIT AT POSTS
- 15 WALL SUPPORT: 2X4 CEDAR TIMBER
- 16 WALL SLATS: 2X2 CEDAR TIMBER, SPACED 4" O.C., TYP.
- 17 TOE RAIL: 2X6 CEDAR TIMBER, MAX. 2" ABOVE PLATFORM SURFACE
- 18 GUTTER SCREEN: 1/2" GALV. WIRE MESH COVERING GUTTER OPENING SECURED WITH LATH SCREWS
- 6 FACEBOARD: 2X4 TIMBER FASTENED TO ENDS OF RAFTERS
- 7 RAFTERS: 2X4 TIMBER SECURED TO BEAMS
- 8 ROOF BLOCKING: 2X4 TIMBER, CUT TO FIT BETWEEN RAFTERS
- 9 RAFTER: 4X4 TIMBER SECURED TO TOP OF POSTS WITH POST CAP BRACKET
- 10 BEAMS: 2X6 TIMBERS FASTENED TO FACE OF POSTS

# Acknowledgements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To review and download supporting documents, please visit www.portland.gov/transportation/safestreetspdx/new-permanent-outdoor-dining-program.

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