



## Al Fresco Revocable “R” Permit Plan Check

### Sidewalk Dining Plan Review Checklist

Revocable “R” Permit Application Reference #:

Restaurant Address:

Restaurant Name:

Applicant Name:

Phone:

Applicant Email:

Requested Number of Seats:

Does the Business have an Al Fresco Temporary Use Authorization? Yes No

City Plan Checker:

Email:

**To Applicants:** Please review carefully all the items listed below. By checking “OK”, you confirm the items have been reviewed/included in your submittal package. By checking “N/A”, you confirm that this item is not applicable to your application. Once completed, upload this checklist along with any other required documents in the “Attachments” section of the online R Permit application. Additional information regarding the issuance of Revocable “R” Permits can be found in BOE’s Development Services Procedures Manual under [02 - L.A. Al Fresco Sidewalk and On-Street Dining](#) as appropriate.

Required corrections to your submitted documents shall be noted within this plan check sheet under “Additional Corrections/Notes” within each section below and/or in the R Permit Application. Applicants are responsible for:

1. Addressing all “Additional Corrections/Notes” on this Plan Check Correction Sheet and providing a written response or reference to plans and details pursuant to the corrections
  - a. Location of revisions on the plans shall be identified as part of your responses. For questions related to the plan check corrections, Applicants should submit questions regarding sidewalk dining to the [BOE Customer Service Portal](#).
2. Applicants shall upload all new documents in the “Attachments” section of the R Permit Application along with an updated checklist.

Applicant must check “OK” or “N/A” for each item. City Staff to complete “OK” or “Incomplete”

Item		Applicant		City Staff Only	
		OK	N/A	OK	Incomplete (see corrections)
<b>I. GENERAL REQUIREMENTS</b>					
A.	Plans should include the following: <ol style="list-style-type: none"><li>1. Restaurant address</li><li>2. North arrow (preferably pointing upwards)</li><li>3. Proposed dining and seating area shall be designated with solid dark lines</li><li>4. Dimensions of existing buildings that border the dining area, sidewalks, property lines, street(s) with their names, alley(s), and easements.</li><li>5. Other items to be shown include sidewalk and parkway elements and distances between these elements, including any street lights, power poles, edges of tree wells, parking meters, above-ground utility structures, fire hydrants, utility box or valve covers, curb ramps, bus stops/shelters benches, bike racks, newsstands, etc.</li></ol>				

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<b>II. ACCESSIBILITY REVIEW</b>					
A.	<b>Minimum Accessible Seating</b> Where dining surfaces (tables, counters, etc) are provided for the consumption of food or drink, at least 5% of seating space and standing space at the dining surfaces (rounded up to the next whole number) shall comply with: <ol style="list-style-type: none"> <li>1. Accessible tables and routes must be dispersed amongst all different types of seating areas (i.e., private property (indoor/outdoor), sidewalk, and on-street) and experiences.               <ol style="list-style-type: none"> <li>a. Examples that may contribute to a different dining experience include lighting, shade, decor, vibe, heating, cooling, and the types of tables/seating provided.</li> </ol> </li> <li>2. Plan must identify where each accessible seat is located.</li> </ol> <p><i>Dining surfaces shall comply with <a href="#">§11B-226.1</a> and <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Dining Areas - Seating - 5% minimum Seating and Standing Spaces).</i></p>				
B.	<b>Accessible Routes</b> At least one accessible route shall connect between the accessible seating and accessible elements in the outdoor dining area and the accessible entrance of the restaurant. This accessible route must be a minimum of 48" on the sidewalk. <p><i>See <a href="#">§11B-206.2.2</a> and <a href="#">§11B-206.2.5</a>, <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Accessible Routes).</i></p>				
C.	<b>Doors and Gates</b> Doors and gates to and from outdoor dining areas are part of an accessible route. Manual doors and gates intended for user passage shall comply with <a href="#">California Building Code (CBC) Section 11B-404.2</a> or <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Accessible Routes - Doors and Gates), including: <ol style="list-style-type: none"> <li>1. A clear width of 32-inches minimum for door and gate openings.               <ol style="list-style-type: none"> <li>a. Clear openings with swinging doors or gates measured between the face of the door or gate and the stop, with the door or gate open 90 degrees.</li> <li>b. A clear opening of 36-inches minimum when the length of the opening is more than 24-inches deep.</li> </ol> </li> <li>2. No projections are allowed into the required clear opening width lower than 34-inches above the finish floor or ground. Projections into the clear opening width between 34-inches and 80-inches above the finish floor or ground such as handles, latches, pulls, and other parts of the door or gate shall not exceed 4-inches.</li> <li>3. Swinging doors or gates shall have maneuvering clearances complying with the table in the <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Accessible Routes - Doors and Gates).</li> <li>4. Handles, pulls and latches, locks and other operable parts on the door or gate shall comply with:               <ol style="list-style-type: none"> <li>a. Operable parts of such hardware shall be 34-inches minimum and 44-inches maximum above the finish floor or ground.</li> </ol> </li> </ol>				

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D.	<p><b>Aisle Clear Width</b></p> <p>Where seating is located at a table or counter and is adjacent to an aisle or aisle accessway, the measurement of required clear width of the aisle or aisle accessway shall be made to a line 19 inches away from and parallel to the edge of the table or counter.</p> <ol style="list-style-type: none"> <li>1. The 19-inch distance shall be measured perpendicular to the side of the table or counter.</li> <li>2. In the case of other side boundaries for aisles or aisle accessways, the clear width shall be measured to walls, edges of seating and tread edges.</li> </ol> <p>Exception: Where tables or counters are served by fixed seats, the width of the aisle or aisle accessway shall be measured from the back of the seat. (CBC Section 11B-305.6; CBC Section 11B-207; CBC Section 1009; CBC Section 1030.13.1)</p> <p><a href="#">§11B-403.5.1, LA Al Fresco Disabled Access Toolkit</a> (Accessible Routes - Width Clearances - Routes to and from Accessible Tables)</p>				
E.	<p><b>Clear Width at a Turn</b></p> <ol style="list-style-type: none"> <li>1. Where the accessible route makes a 180 degree turn around an element (such as a table) which is less than 48-inches wide, clear width shall be all the following: <ol style="list-style-type: none"> <li>a. 42-inches minimum approaching the turn</li> <li>b. 48-inches minimum at the turn</li> <li>c. 42-inches minimum leaving the turn</li> </ol> </li> <li>2. Where the clear width at the turn is 60 inches minimum, clear width shall be: <ol style="list-style-type: none"> <li>a. 36-inches minimum approaching the turn</li> <li>b. 36-inches minimum leaving the turn</li> </ol> </li> </ol> <p><a href="#">§11B-403.5.2, LA Al Fresco Disabled Access Toolkit</a> (Accessible Routes - Width Clearances - Clear Width at a Turn)</p>				
F.	<p><b>Clear Floor Space</b></p> <p>A 30-inch minimum by 48-inch minimum of clear floor space must be provided within the accessible seating area and must be shown on the plan. The Clear Floor Space must be oriented for a forward approach to the accessible dining surface. 19 minimum to 25 inches maximum of the 48-inch length of the Clear Floor Space shall be designated as the toe clearance and shall be located and shown under the accessible dining surface. Surfaces of a clear floor or ground space shall comply with:</p> <ol style="list-style-type: none"> <li>1. Changes in level, slopes exceeding 1:48, and detectable warnings shall not be permitted. This note must be made on the plan.</li> <li>2. Clear Floor Spaces shall not overlap with table legs, table pedestals, or bases.</li> </ol> <p>One full unobstructed side of the clear floor or ground space shall adjoin an accessible route or adjoin another clear floor or ground space. Clear floor or ground space may overlap an accessible route, unless specifically prohibited elsewhere in CBC Chapter 11B or other applicable codes.</p> <p>Clear floor space at dining surfaces shall comply with <a href="#">§11B-902.2</a> and <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Dining Areas - Seating - Clear Space)</p>				

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G.	<b>Dining Surface Height</b> 1. Tops of dining surfaces shall be 28-inches minimum and 34-inches maximum above the finish floor or ground. 2. Table specifications, shop drawing, details, and/or material sheets must be noted on the plan to sufficiently demonstrate details.  <i>Heights of dining surfaces shall comply with <a href="#">§11B-902.3</a> and <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Dining Areas - Seating - Dining Surface Height)</i>				
H.	<b>Knee Clearance</b> Space under a dining surface between 9-inches and 27-inches above the finish floor or ground shall be considered knee clearance and shall comply with: 1. Knee clearance shall extend 25-inches maximum under a dining surface at 9-inches above the finish floor or ground. 2. At the required accessible dining surfaces, knee clearance shall extend a minimum of 19-inches deep at 27-inches above the finish floor or ground. 3. Knee clearance shall be a minimum of 30-inches wide. 4. Table specifications, shop drawing, details, and/or material sheets must be noted on the plan to sufficiently demonstrate details.  <i>Knee clearance shall comply with <a href="#">§11B-306</a> and <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Dining Areas - Seating Knee Clearance)</i>				
I.	<b>Toe Clearance</b> Space under a dining surface between the finished floor/ground to 9-inches above the finished floor, shall be considered toe clearance and shall comply with: 1. 25-inch maximum extension under the accessible dining surface. 2. 19-inch minimum extension under the accessible dining surface. 3. Space extending greater than 6-inches beyond the available knee clearance at 9-inches above the finish floor/ground shall not be considered toe clearance. 4. 30-inch minimum width. 5. Table specifications, shop drawing, details, and/or material sheets must be noted on the plan to sufficiently demonstrate details.  <i>Toe clearance shall be provided complying with <a href="#">§11B-306</a> and <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Dining Areas - Seating - Toe Clearance).</i>				
J.	<b>Dining Surfaces Exceeding 34-inches in Height</b> Where food or drink is served for consumption at a counter exceeding 34-inches in height, a minimum length of 60-inches must be accessible in compliance with <a href="#">§11B-226.3</a> and <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Dining Areas - Seating - Dining Surfaces Exceeding 34-inches in Height). Knee and Toe Clearances must also be applied (Items H and I).				
K.	<b>Access to Dining Amenities/Services</b> Self-service shelves and dispensing devices for tableware, dishware, condiments, food, and beverages shall comply with <a href="#">§11B-308</a> , <a href="#">§11B-904.5.1</a> , <a href="#">LA Al Fresco Disabled Access Toolkit</a> (Dining Areas - Access to Dining Amenities/Services). These items shall be located within accessible reach ranges, including: 1. Where a forward reach is unobstructed, the high forward reach shall be 48-inches maximum and the low forward reach shall be 15-inches minimum above the finish floor/ground.				

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	<ol style="list-style-type: none"> <li>2. Where a high forward reach is over an obstruction, the clear floor space shall extend beneath the element for a distance of not less than the required reach depth over the obstruction.</li> <li>3. The high forward reach shall be 48-inches maximum where the reach depth is 20-inches maximum.</li> <li>4. Where the reach depth exceeds 20-inches, the high forward reach shall be 44-inches maximum and the reach depth shall be 25-inches maximum.</li> <li>5. Where a clear floor/ground space allows a parallel approach to an element and the side reach is unobstructed, the high side reach shall be 48-inches maximum and the low side reach shall be 15-inches minimum above the finish floor/ground. <ol style="list-style-type: none"> <li>a. Exception: An obstruction shall be permitted between the clear floor/ground space and the element where the depth of the obstruction is 10-inches maximum.</li> </ol> </li> <li>6. Where a clear floor/ground space allows a parallel approach to an element and the high side reach is over an obstruction, the height of the obstruction shall be 34-inches maximum and the depth of the obstruction shall be 24-inches maximum.</li> <li>7. The high side reach shall be 48-inches maximum for a reach depth of 10-inches maximum.</li> <li>8. Where the reach depth exceeds 10-inches, the high side reach shall be 46-inches maximum for a reach depth of 24-inches maximum.</li> </ol>				
L.	<b>Turning Space</b> <ol style="list-style-type: none"> <li>1. Surfaces: Changes in level, slopes exceeding 1:48, and detectable warnings shall not be permitted for floor or ground surfaces of a turning space. (<a href="#">CBC Section 11B-304.2</a>)</li> <li>2. Size: Turning spaces shall be either compliant circular turning spaces or T-Shaped spaces. (<a href="#">CBC Section 11B-304.3</a>) <ol style="list-style-type: none"> <li>a. Circular turning spaces shall be a space of 60 inches diameter minimum and may include knee and toe clearance complying with CBC Section 11B-306 Knee and Toe Clearance. (<a href="#">CBC Section 11B-304.3.1</a>)</li> <li>b. T-Shaped turning spaces shall be a T-shaped space within a 60 inch square minimum with arms and base 36 inches wide minimum. Each arm of the T shall be clear of obstructions 12 inches minimum in each direction and the base shall be clear of obstructions 24 inches minimum. The space shall be permitted to include knee and toe clearance complying with CBC Section 11B-306 only at the end of either the base or one arm. (<a href="#">CBC Section 11B-304.3.2</a>, <a href="#">CBC Figure 11B-304.3.2</a>)</li> </ol> </li> </ol>				
M.	<b>Alcoves – Forward Approach</b> Where a clear floor or ground space is located in an alcove or otherwise confined on all or part of three sides, additional maneuvering clearance shall be provided for forward approach. Alcoves shall be 36 inches wide minimum where the depth exceeds 24 inches. ( <a href="#">CBC Section 11B-305.7.1</a> ; <a href="#">CBC Figure 11B-305.7.1</a> )				

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N.	<b>Alcoves – Parallel Approach</b> Where a clear floor or ground space is located in an alcove or otherwise confined on all or part of three sides, additional maneuvering clearance shall be provided for parallel approach. Alcoves shall be 60 inches wide minimum where the depth exceeds 15 inches. ( <a href="#">CBC Section 11B-305.7.2</a> ; <a href="#">CBC Figure 11B-305.7.2</a> )				
O.	<b>Protruding Objects</b> Objects mounted on walls, partitions, columns, and other elements along circulation paths can pose hazards unless their projection is limited. Those with leading edges that are within cane sweep (27" high maximum) or that provide minimum headroom clearance (80" minimum) do not pose hazards and can protrude any amount. 1. Objects with leading edges more than 27-inches high and not more than 80-inches high above the finish floor or ground are permitted to protrude no more than 4-inches maximum horizontally into the circulation path. <a href="#">§11B-307.2, LA Al Fresco Disabled Access Toolkit (Dining Areas - Protruding Objects)</a> .				
P.	<b>Vertical Clearances</b> The entire dining area and all circulation routes to and through this area shall have a minimum vertical clearance of 7-feet. This shall be noted on the plan. This also includes shade canopies (umbrellas, tents, shade sails) which must have a minimum of 7-feet of vertical clearance between the floor of the dining area and the bottom of the shade canopy. <a href="#">LA Al Fresco Disabled Access Toolkit (Accessible Routes - Vertical Clearances)</a> .				
Q.	<b>Electrical Cords</b> Any use of lighting must be noted on the plan and cord locations shall be shown. Surface cords with or without cord covers are NOT allowed to cross circulation paths. <a href="#">LA Al Fresco Disabled Access Toolkit (Accessible Routes - Uplifts)</a> .				
R.	<b>Additional Corrections/Notes</b>				
<b>III. SIDEWALK DINING REVIEW (BOE)</b>					
A.	<b>BOE Al Fresco Sidewalk Policy Acknowledgement:</b> Applicant has reviewed and understands the terms and conditions of <a href="#">BOE's Al Fresco Sidewalk Dining Requirements and conditions</a> .				
B.	<b>Public Access Route (PAR):</b> 1. A 5-foot clear space between encroachments (tables and chairs) and obstructions, such as power poles, street lights, parking meters and trees shall be maintained as the PAR provided there are passing areas which are 5-foot by 5-foot at 200-foot intervals. ( <a href="#">R-Permit 02-L.A. Al Fresco Sidewalk and On-Street Dining, 8. Minimum Clearances</a> ) a. When approved, the PAR may be reduced to 4-feet by installing a fixed railing (Al Fresco Transition Authority participants would be required to apply for a modified R-Permit and A Permit) i. Fixed railings or barriers (30-inch minimum/42-inch maximum in height) shall be required if the clear space				

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	<p>between the sidewalk dining area to the curb or other fixed amenities is less than 5-feet.</p> <p>ii. Non-fixed rails may also be allowed when the clearance is 5-feet or more, subject to BOE approval.</p> <p>b. New applicants would apply for an R-Permit and A-Permit.</p> <p><a href="#">LA Al Fresco Disabled Access Toolkit</a> (Accessible Routes - Width Clearances - Sidewalk Pedestrian Access Route (PAR))</p>				
C.	<p><b>Visibility Triangle:</b></p> <p>1. No encroachments are within the visibility triangle as described in <a href="#">LAMC 62.200</a>.</p>				
D.	<p><b>Unallowable Encroachments:</b></p> <p>1. No encroachments shall obstruct the PAR fronting a loading zone whether it be pedestrian, bus, disabled access, or cargo, including any entrance, exit, driveway or loading dock on the adjacent property.</p> <p>2. No encroachments shall be allowed within a 24-inch clearance from the curb face in the amenity zone</p> <p>3. Encroachments shall have a minimum clearance of 60-inches from a fire hydrant</p> <p>4. Encroachments shall provide a minimum of 48- inches clear space to a streetlight pole, traffic signal pole, or other utility pole</p>				
E.	<p><b>Umbrellas</b></p> <p>Umbrellas approved by BOE personnel shall be mounted in a stable base to prevent accidental or wind-blown tipping over. Show umbrella placement with dimension. Provide previous BOE approval.</p>				
F.	<p><b>Heaters</b></p> <p>1. Electric and propane heaters are allowed to be used in the public right-of-way. A permit from LADBS or LAFD is not required for heater use so long as restaurants observe the below code and safety requirements:</p> <p>a. Electric Heaters (Cord Connected):</p> <p>i. Electric heaters must be a certified piece of equipment and the authorized L.A. Al Fresco authority holders must follow manufacturer listed specifications for use of the heater</p> <p>ii. Electric heaters that are listed and certified by a recognized testing laboratory are allowed underneath umbrellas, awnings, canopies, and roofs. Please note, electric heaters must be used in accordance with their listings. A product's listing and certification can be verified by reviewing the label adhered to the product itself</p> <p>iii. Electric heaters must be plugged into a properly installed outlet. Code requirements do not allow electrical heaters to be powered by an extension cord. Therefore, electric heaters work best in outdoor dining areas that sit directly adjacent to a building.</p> <p>iv. Cords should be covered by ADA compliant cord protection ramps in order to mitigate trip hazards shall not cross the circulation paths.</p> <p>v. It is recommended that electric heaters be placed at least 5 feet from combustible materials and must be situated at least one foot from fencing</p> <p>b. Open Flame and Propane Heaters (Stand-Alone):</p>				

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	i. Stand-alone open-flame and propane heaters should not be placed beneath any type of cover including umbrellas, awnings, canopies, roofs, etc. ii. Stand-alone open flame and propane heaters should be placed at least 5 feet from buildings, exits, tents, and any combustibles (including fencing materials).				
G.	<b>Additional Corrections/Notes:</b>				
<b>IV. LANDSCAPING REVIEW (BSS)</b>					
A.	<b>Planters and vegetation</b> 1. Legend of planting/vegetation materials must be noted on the plan 2. Planter material and dimensions must be noted on the plan 3. Drainage capture devices (plant liners, drainage plates, etc.) must be shown or noted on plans including associated details/specifications Water can't drain to the street 4. Shall contain the following note, "Al Fresco Sidewalk Dining vegetation shall be hand watered in perpetuity by the sidewalk dining permit holder" a. Plant palette shall not include noxious plants and plants with exposed, rigid spines and thorns				
B.	<b>Irrigation</b> (accepted on a case-by-case basis) Irrigation from a quick coupler may be accepted. Location, layout and detail must be included with the plan (additional notes may be required).				
C.	<b>Additional Corrections/Notes</b>				