The City and County of Denver created a temporary program to allow restaurants and bars to operate in outdoor settings adjacent to their businesses. Proposals could include expansion into designated outdoor areas such as adjacent parking lots, streets, and sidewalks.

This documentation provides information on Required and Decorative Safety Materials, and the guidelines to follow when deploying these products for your restaurant or bar expansion. The final pages also show example site plans to help visualize how you can setup the space and accompanying barrier requirements.

Barriers are broken down into two categories:

1. Decorative Safety Materials are generally appropriate for accommodations on sidewalks and above the curb.

2. Required Safety Materials are appropriate for use within a street to delineate expansions into parking lanes and are familiar traffic control items that automobile operators will recognize.

**Additional Information:**

**General Restaurant Expansion Program Information:**
Application Website and additional information can be found on Denvergov.org:

https://www.denvergov.org/content/denvergov/en/covid-19/support-services/business-assistance/temporary-outdoor-business-operations-.html

**Right of Way Street Occupancy Permit:**
For information concerning the Right of Way Street Occupancy Permit, visit Denvergov.org:


**Parking Meter Bagging Permit Information:**
Meter Bagging Permits must be applied for a minimum of 72-hour and can be found below:

https://prdwmq.etimspayments.com/pbw/include/denver/meterinput.jsp

**Full Roadway or Alley Closures:**
Full street or alley closures will be reviewed on a case by case basis.
Expansion into Sidewalk:

Businesses that expand into the sidewalk have a wide array of barriers that they can choose from to help delineate dining space and pedestrian walkways in the public right-of-way. Below are guidelines that should be followed:

- Decorative and Required Safety Materials are OK to use for this context.
- Decorative materials can be used alone in this context.
- 5 ft. clear walking paths must be clearly maintained
- Access to intersection accessible ramps, landing, and crossing areas must be maintained
- Use rope or chains to help further delineate boundaries
- Expansions can only be for applicant’s frontage space - additional documentation required if expansion extends beyond frontage space
- Access to other businesses, homes, and other public amenities must be preserved

### Decorative Safety Materials
These materials can be installed 1 ft inside the area created by the Required Safety Materials if placed in the roadway.

<table>
<thead>
<tr>
<th>Decorative Safety Materials</th>
<th>Planter Boxes &amp; Other Aesthetic Separation:</th>
<th>Decorative Fences or Railings:</th>
<th>Metal or Chain-Link Fence:</th>
<th>Outdoor Canopy:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>![Planter Box]</td>
<td>![Decorative Fence]</td>
<td>![Metal Fence]</td>
<td>![Outdoor Canopy]</td>
</tr>
<tr>
<td><img src="image" alt="Decorative Safety Material" /></td>
<td>- If in roadway, posted speed must be at or below 25 mph</td>
<td></td>
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</tr>
<tr>
<td><img src="image" alt="Required Safety Material" /></td>
<td>- If used in the roadway, this item must be 1 ft inside of a Required Safety Material.</td>
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<td><img src="image" alt="Metal Fence" /></td>
<td>- Use on the sidewalk, above the curb</td>
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<tr>
<td><img src="image" alt="Metal Fence" /></td>
<td>- If used in the roadway, this item must be 1 ft inside of a Required Safety Material.</td>
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</tr>
<tr>
<td><img src="image" alt="Outdoor Canopy" /></td>
<td>- Potential setback required depending on site triangles</td>
<td></td>
<td></td>
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<tr>
<td><img src="image" alt="Outdoor Canopy" /></td>
<td>- Footings must be secured with weights</td>
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</table>

Additional Permits:
- If 700 sq. ft. or larger (construction permit)
- 400+ sq. ft. requires flame rating information
Expansion into Parking Lane:

The requirements to expand into an on-street parking area are more strict than those for sidewalk expansions. The separation elements between the expansion area and the adjacent vehicular travel lane will vary based on the adjacent roadway characteristics. If the roadway has a speed limit that exceeds 24 mph, a higher level of safety devices are required. Below are guidelines that should be followed:

- Required Safety Materials are mandatory for this context.
- Decorative Safety Materials such as fences or planters may be used in addition to Required Safety Materials as long as they do not obstruct the Required devices or create a safety issue.
- Spacing between Required Safety Materials cannot exceed 10 ft.
- Access to intersection accessible ramps, landing, and crossing areas must be maintained.
- Expansion cannot cause an adjacent vehicle travel lane to be less than 10 ft. wide, or 11 ft. wide if there is a bus route at your location.
- If Parking Meters are present, a Meter Bagging Permit is required. Loading/Unloading Zones cannot be obstructed. See page 1 for the link to apply for a Meter Bagging Permit.
- Access to other businesses, homes, and other public amenities must be preserved

<table>
<thead>
<tr>
<th>Required Safety Materials</th>
<th>Traffic Cone:</th>
<th>Traffic Barrel:</th>
<th>Concrete Jersey Barrier:</th>
<th>Plastic Jersey Barrier (Fill with Water)</th>
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<tr>
<td></td>
<td>Road speed at/below 25 mph</td>
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<td>Required for parking lane closures along streets:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Space between cones not greater than 10 ft.</td>
<td>Space between drums not greater than 10 ft.</td>
<td>• With Speed Limit of 30 mph</td>
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<td></td>
<td></td>
<td></td>
<td>• Downtown</td>
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**Downtown Area or 30 MPH Street Requirements:**

Barriers Downtown are required to be more significant to maintain the safety of patrons and employees in Downtown. Below are guidelines that should be followed:

- Concrete and Water-Filled Jersey Barriers are required for these expansions.
- Concrete and Water-Filled Jersey Barriers must be adjacent to the parking lane closure for the full length of the parking lane expansion.
- Decorative Safety Materials such as fences or planters may be used in addition to Required Safety Materials as long as they do not obstruct the Required Devices or create a safety issue. Decorative Safety Materials must be placed 1 ft. inside of the Required Safety Materials.
- Access to intersection accessible ramps, landing, and crossing areas must be maintained.
- Expansion cannot cause an adjacent vehicle travel lane to be less than 10 ft. wide, or 11 ft. wide if there is a bus route at your location.
- If Parking Meters are present, a Meter Bagging Permit is required. Loading/Unloading Zones cannot be obstructed. See information on page 1 to apply for a Meter Bagging Permit.
- Access to other businesses, homes, and other public amenities must be preserved.

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<tr>
<td><img src="image5" alt="Planter Boxes" /></td>
<td><img src="image6" alt="Decorative Fences" /></td>
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Optional Pre-Application Checklist:

The information and questions below are some of the topics DOTI will assess when reviewing your application. By reviewing the information below, you can proactively take steps to identify site constraints before applying to the program.

What is the width of the sidewalk? ________ feet

Where can I place tables and chairs while maintaining a 5’ clear path for pedestrians in the sidewalk area?

What is the width of the amenity zone? ________feet (Note: Sometimes called a tree lawn)

Is there parking adjacent to the sidewalk? Y / N

Can a parking lane closure provide enough amenity space without reducing travel lanes below 10 feet? Y / N

Will the parking lane closure affect ADA, car share, or loading zone spaces? Y / N

Are there ADA Accessible Ramps at the intersection corners?
  Truncated Domes? Y / N  Damaged? Y / N

If there is damage to the ADA Ramps, please call 3-1-1 so DOTI can repair.

Are any lane markings at risk of being covered by the closure? Y / N (Ex: Crosswalks)

Are any traffic signs or signals at risk of being obscured by the closure? Y / N

Is there any vegetation that could block the sight of a closure activity or obscure lighting in the evening or night? Y / N

Are any physical sight obstructions present? Y / N (Ex: Traffic Signal Cabinet)

Is there over-head lighting at this location to enhance visibility at dusk and at night? Y / N

Is there a manhole or utility cover in your desired area? Y / N

Notes:
Amenity Zone = area where trees, benches, poles, & bike racks are located on the sidewalk (size varies)
The City and County of Denver is allowing restaurants and bars to open temporary patios in the sidewalk to help facilitate outdoor operations. This graphic is intended to indicate minimum safety, mobility, and access standards for a temporary patio to be approved on the sidewalk.

- **A.** Each set of tables & chairs must be at least 6 ft. apart
- **B.** Tables and chairs must be at least 6 ft. apart from all doors, light poles, and utility boxes
- **C.** Expansion must leave 5 - 8 ft. sidewalk clearance that DOES NOT include the amenity zone (TBD pending DOTI field review)
- **D.** Each business must have separate outdoor Patio Expansion Area

**Notes:**
- ft. = feet
- drawings not to scale
- Cannot block sidewalk space near curb ramps
- Amenity Zone = area where trees, benches, poles, & bike racks are located on the sidewalk (size varies)
- Patio Expansion Area = designated expansion zone
The City and County of Denver is allowing restaurants and bars to open temporary patios in street parking spaces to help facilitate outdoor operations. This graphic is intended to indicate minimum safety, mobility, and access standards for a temporary patio to be approved in street parking space.

- **A.** Each set of tables & chairs must be at least 6 ft. apart
- **B.** Travel lane must remain at least 10 ft.
- **C.** Traffic cones or other barrier should be placed no more than 10 ft. apart
- **D.** 1 ft. buffer zone around Patio Expansion Area
- **E.** Must allow at least 10 ft. from any fire hydrant
- **F.** Maintain ADA accessibility via temporary ADA ramp OR demonstrated access via existing corner curb ramp • designate ADA tables closest to access
- **G.** Optional decorative Safety Materials must be placed on interior of Patio Expansion Area

**Notes:**
- ft. = feet
- drawings not to scale
- Cannot block sidewalk space near curb ramps
- Amenity Zone = area where trees, benches, poles, & bike racks are located on the sidewalk (size varies)
- Patio Expansion Area = designated expansion zone
City and County of Denver
Certificate of Insurance

Please provide this sample certificate to your insurance agent or broker. Certificates must mirror this sample.

Note the Additional Insured special instructions below:

**ACORD: CERTIFICATE OF LIABILITY INSURANCE**

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Certificate Number</th>
<th>Policy Number</th>
</tr>
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<tbody>
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This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not constitute or create any contract between the issuing insurer(s) and the certificate holder.

Important: This form only contains the Additional Insured portion of the certificate. If your certificate is not dated, refer to the terms and conditions of the policy, which states the required endorsement.

Policy limits must be the same or greater than required in the contract. Qualifying language such as “subject to the terms and conditions of the policy” can not be added. Do not attach additional insured endorsements or policies.

Types of insurance required - CGL

<table>
<thead>
<tr>
<th>Coverage</th>
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Policy start date must be prior to the effective date of the permit.

Only additional insured in this box:

The City and County of Denver, its Elected and Appointed Officials, Employees and Volunteers are included as Additional Insured as Regards Commercial General Liability.

Minimum insurance requirements for temporary outdoor program: general liability policy covering bodily injury, including death, in the amount of one million dollars ($1,000,000.00) for any one (1) person and one million dollars ($1,000,000.00) for two (2) or more persons in any one (1) accident, and one million dollars ($1,000,000.00) coverage for injury to or destruction of property of others in any one (1) accident.

*The ‘description’ box must only “The City and County of Denver, its Elected and Appointed Officials, Employees and Volunteers are included as Additional Insured” with regards to CGL policies ONLY.

QUALIFYING LANGUAGE SUCH AS “SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY” CAN NOT BE ADDED. DO NOT ATTACH ADDITIONAL INSURED ENDORSEMENTS OR POLICIES.

If any additional language is added to this section, the certificate will be rejected.

Restaurant or Owner Legal Name

Verify correct address & contact information

The ‘description’ box must only “The City and County of Denver, its Elected and Appointed Officials, Employees and Volunteers are included as Additional Insured” with regards to CGL policies ONLY.