Participating Agencies
Department of Transportation and Infrastructure (DOTI)
Denver Fire Department (DFD)
Department of Excise and License (EXL)
Department of Community Planning and Development (CPD)
Human Rights and Community Partnerships (HRCP)
Department of Parks and Recreation (DPR)
Denver Department of Public Health and Environment (DDPHE)
Outdoor Places Program Administrator

Images in this Document
Photos in this document are shown for illustrative purposes only. Many images are of outdoor places permitted under a Denver emergency program where few design requirements were in place. As such, some outdoor place images may not comply with all aspects of these Program Requirements. Captions are utilized under photos to draw attention to the element of importance where possible. No outdoor place element or condition shown within an image in this document shall be construed as automatically allowable under the Outdoor Places Program.
Table of Contents

5 Introduction
9 Below Curb Design Standards
10 Intent and Objectives
12 Parklet Types
14 Design Standards
34 Structures

39 Review Process
40 Required Reviews and Permits

45 Appendix: Other Requirements
Example patios during temporary program
Introduction

The Outdoor Places Program creates flexible options for outdoor patios in the Right-of-Way and on private property that enhance Denver's public realm and quality of life for all. An "Outdoor Place" maximizes user safety and is thoughtfully integrated with the other outdoor activities, amenities and infrastructure that surround it. This document provides requirements for an outdoor place permitted under the Denver's Outdoor Places Program. The Outdoor Places Program supersedes the Temporary Outdoor Expansion (TOE) and Tables, Chairs and Railings (TCR) programs.

Outdoor Places Program Intent

Patios and outdoor dining present significant potential to enhance Denver’s public realm and quality of life. When located and designed thoughtfully, an outdoor patio can add vibrancy to the city, provide visual interest to the streetscape and enhance walkability and mobility for all. Patios provide diverse dining experiences for residents and visitors to Denver and support small businesses. With nearly 300 days of sunshine annually, outdoor places are a viable and enjoyable option in Denver year-round. The outdoor places program operates under a revocable permit and requires an annual review.

Outdoor Places Patio Types

The Patio Types addressed in the Outdoor Places Program include:

- **Above Curb** patios are located fully in the public Right-of-Way within the Streetscape area between the street curb and private property line. Above Curb patios are not located within the street and do not occupy on-street parking or vehicle travel lanes. If any portion of a patio extends into the street, on-street parking, vehicle lanes or private property, it is NOT considered Above Curb.

- **Below Curb** parklets are located fully in the public Right-of-Way and where some portion is located within the street, in on-street parking, or in vehicle travel lanes. Patios that contain elements in both above and below the curb are considered Below Curb.

- **Private Property** patios are located completely on private property.

- **Right-of-Way/Private Property** patios are located partially within the Right-of-Way and partially on private property.
Definitions

**Above Curb Outdoor Place:** a patio within the Streetscape area between the street (Flow Line or curb) and private property line

**Amenity Zone:** for the purposes of an Above Curb patio, an area within the Right-of-Way, near the curb/Flow Line and not contiguous to the private property line

**Below Curb Outdoor Place:** a parklet in an area fully in the Right-of-Way and where any portion is within the street, including in on-street parking and/or vehicle travel lanes

**Building Frontage:** for the purposes of an Above Curb patio, an area within the Right-of-Way and contiguous to private property

**Delineated:** framed by vertical elements on 3-4 sides with limited openings for ingress/egress

**Delineating Element:** a vertical element that defines the perimeter of a permitted patio. Examples include railings, planters, and movable wall elements

**Delineating Element (Barrier):** Delineating Element that has solid vertical surfaces. A rectangular planter is an example of a Barrier

**Delineating Element (Railing):** A Delineating Element that is mostly transparent and is typically composed of a mix of vertical and horizontal components. A low metal fence is an example of a Railing

**Delineating Element (Fixed):** physically attached or anchored to the Right-of-Way surface with bolts

**Delineating Element (Stationary):** not physically attached to the Right-of-Way surface, is movable by 1-2 people without specialized equipment, and is either lockable or heavy enough to avoid being tipped or blown over

**Detached Structure:** a Detached Structure shall be disconnected without contact from any other Structure by an uninterrupted vertical separation from below grade to sky

**Drip Line:** all the ground (area) under the outermost edge of a tree's canopy or branch spread

**Downtown:** Area bounded by Speer Boulevard, Park Ave, Broadway and I-25

**Enclosure:** A patio fully or partially closed in on any of the sides and above the railing by fixed or removable material such as fabric, plastic, wood, or glass to separate the patio area from being fully open to the ROW

**Flow Line:** At vertical curbs, Flow Line is defined as the base of the curb. For sloped curbs, Flow Line is defined as the base of the slope. If no curb exists, Flow Line is defined as the edge of the pavement

**Gutter Pan:** drainage system installed at the edge of the road, next to the curb, to collect and channel rainwater away from the roadway, preventing water accumulation and facilitating proper drainage

**Micromobility:** Micromobility refers to small, lightweight vehicles like electric scooters, bicycles, and skateboards used for short urban trips, offering convenient transportation options

**Outdoor Places Program:** the program by which privately operated and maintained patios are reviewed and permitted in the city

**Outdoor Places Program Administrator:** the individual that serves as the primary point of contact for the Outdoor Places Program and coordinates interagency review processes

**Parklet:** a Below Curb Outdoor Place and collective elements permitted under the Outdoor Places Program

*Parklet may be used interchangeably with Patio for Outdoor Places that are in the Below Curb location

**Parking Setback:** the required space between a parklet and curbside parking space

**Permittee:** Owner or entity that receives a permit to operate and maintain a patio under the Outdoor Places Program

**Open To PAR:** a patio that includes Delineating Elements on two or more sides, but the side abutting the PAR is not Delineated

**Open:** does not integrate Delineating Elements

**Patio:** the area and collective elements permitted under the Outdoor Places Program

**Pedestrian Access Route (PAR):** a continuous, unobstructed path of travel for pedestrians connecting accessible elements and spaces in the Right-of-Way. At an Above Curb location, the PAR provides a free and clear path along a block

**Private Property Outdoor Place:** a patio in an area that is privately owned and NOT in the public Right-of-Way. Private property outdoor place typically falls under the Outdoor Gathering Area use type in the Denver Zoning Code
Right-of-Way/Private Property Outdoor Place: a patio located partially within the Right-of-Way and partially on private property

Right-of-Way: Land that is dedicated by the City and County of Denver for Public ROW, as part of the system of thoroughfares of the municipality including streets, alleys, sidewalks, bike paths, and other public ways, for the purpose of maintaining public accessibility and constructing, operating, and managing public facilities and utilities

Site Development Plan: A specific development plan for a zone lot, use, or building, specifying how the entire site will be developed including, but not limited to, building envelopes, uses, densities, open space, parking/circulation, access, drainage, building area, landscaping, and signs

Street Tree: A tree placed consistent with DRMC Chapter 57 - Vegetation in the ROW. Street Trees are under the regulation of the Office of the City Forester, but by ordinance their maintenance is the responsibility of the adjacent property owner

Structure: A structure encompasses anything constructed or assembled that requires a fixed position on the ground or attachment to a stationary support. This includes buildings, edifices, or any crafted creation composed of interconnected components assembled in a deliberate manner.

Sidewalk: A paved path provided for use by pedestrians

Sight Triangle: Specified areas along intersections or alleys approach legs and across their included corners that are clear of obstructions that might block a driver’s view of potentially conflicting vehicles or pedestrians

Zone Lot: The land designated as the building site for a structure; also, the land area occupied by a use or a structure. Such land area may be designated as a zone lot only by the owner or owners thereof, or by the Zoning Administrator as authorized by the Denver Zoning Code

Acronyms

Acronyms are used throughout this document to reference relevant standards and guidelines or to refer to departments and agencies within the city. Some commonly used acronyms include:

ADA - Americans with Disabilities Act
ADAAG - Americans with Disabilities Act Accessibility Guidelines
AASHTO - American Association of State & Highway Transportation Officials
CCD - City and County of Denver
CPD - Community Planning and Development
DDPHE - Denver Department of Public Health and Environment
DFD - Denver Fire Department
DOTI - Department of Transportation & Infrastructure
DPR - Department of Parks and Recreation
DRMC - Denver Revised Municipal Code
EXL - Department of Excise and License
HRCP - Agency of Human Rights and Community Partnerships
OCF - Office of the City Forester
PA - Program Administrator
PROWAG – Public Right-of-Way Accessibility Guidelines
ROW - Right-of-Way
A Below Curb “Outdoor Place” is a parklet generally located on the street level and fully within the Right-of-Way between the flow lines. The requirements in this section are intended to facilitate a range of Below Curb parklet location and design options and establish requirements/review procedures to address potential parklet impacts. A Below Curb parklet permitted under the Outdoor Places Program shall meet all relevant requirements in this section and be consistent with their intent.
Intent and Objectives

This section identifies the high-level intent and objectives for Below Curb parklets. These qualitative statements apply to all Below Curb parklets and serve as a basis for the more detailed standards that follow.

Accessibility and Safety
- Ensure safety of people within a parklet space.
- Maintain safety and security of parklet space when not in use.
- Ensure a parklet is accessible for persons with disabilities.
- Ensure vehicle sight lines remain unobstructed.
- Maintain clear travel lanes for adjacent bicycle and vehicular mobility.
- Ensure there are no conflicts between parklet users and vehicular or bicycle activity.
- Maintain access to transit stops and loading areas.
- Balance parklets with other mobility needs (such as car share parking and transit stops).
- Minimize conflicts between the parklet users and the PAR.

Placemaking and Neighborhood Integration
- Activate the Right-of-Way with additional spaces for people and social gatherings.
- Contribute to walkable and visually interesting streets.
- Ensure a parklet is visually subordinate to the overall streetscape, including buildings, Above Curb areas and the street.
- Consider cumulative effect of Below Curb parklets within a full block.
- Maintain a high degree of visibility through a parklet to surrounding streetscape elements.
- Encourage design quality and creativity.
- Mitigate impacts to landscape and street trees.
- Ensure a parklet thoughtfully integrates with its context, including historic buildings and areas, and minimizes impacts on nearby commercial and residential neighbors.

Economic Development and Business Support
- Provide opportunities for a business to activate and enhance the Right-of-Way.
- Create attainable and equitable parklet options by allowing for flexibility.
- Support a variety of customer experiences.
- Remain competitive with other cities.

Utilities, Drainage, and Emergency Access
- Maintain fire and emergency access to buildings and other occupied spaces.
- Ensure clear access to fire suppression infrastructure.
- Ensure utility access points are not blocked or impacted by parklets.
- Maintain safe and adequate stormwater conveyance.
- Ensure buildings provide adequate facilities to serve parklet spaces.
- Minimize impacts on Street Maintenance Operations, such as street sweeping and snow plowing.
A parklet should enhance the public realm and create high quality spaces for people.
Parklet Types

Type 1 - Street Level Parklet
A Street Level Parklet is located directly on the street pavement and within the parking lane. These parklets may be easier to install and can typically be removed quickly. However, they can be more challenging to address ADA requirements.

Type 2 - Platform Parklet
A Platform Parklet has a platform that is level with the curb, making it more cohesive and contiguous with the streetscape. This condition is strongly encouraged, as these parklets are more readily ADA accessible.
An Extended Parklet spans both the parking lane and Amenity Zone essentially occupying both Below Curb and Above Curb areas. These parklets are larger and offer the flexibility to be terraced, effectively addressing topography challenges and adding interests to the public space. They require adhering to both Above Curb and Below Curb standards.

**Figure 10. Type 3**

**Example of Type 3 - Extended Parklet**

![Example of Type 3 - Extended Parklet](image)

**Example of Type 2 - Platform Parklet**

![Example of Type 2 - Platform Parklet](image)
Design Standards

This section provides design standards for Below Curb parklets for a range of topics. In addition to the design standards below, a parklet is required to consistent with all relevant and most current standards in the Americans with Disabilities Act (ADA), Public Right of Way Accessibility Guidelines (PROWAG), DOTI’s Complete Streets, DOTI’s Encroachment Rules & Regulations, DOTI’s Transportation Standards and Details for the Engineering Division, the Denver Revised Municipal Code (DRMC), and adopted Denver Building and Fire Codes. If there is a conflict between any required design standard in this document and a provision of these underlying documents, the more restrictive provision shall apply.
Integrating a Parklet on a Block

Below Curb parklets are placed within the parking lane of existing streetscapes that contain transit stops, loading zones, ADA parking, car share, bike parking and other elements. The placement and design of a Below Curb parklet must be integrated thoughtfully with these existing conditions. Parklet applications will be considered on a first-come, first-serve basis. A proposed Below Curb parklet design and placement may be dictated by existing parklet(s) along the block or other permitted uses, such as car share or micromobility.

B.1 Integrate a parklet into an existing block.

- Design a parklet to be visually subordinate to the overall streetscape and block.
- Ensure visibility into the parklet and to the streetscape elements beyond.
- Balance curbside uses on a street according to the Curbside Action Plan guidance (Expected release fall 2023).
- ADA parking shall not be removed unless it is replaced elsewhere on the same block. Relocation requires coordination / permission from the City and shall be relocated at the applicant’s expense.
- Parklet shall not be placed to cover an existing bike lane or route.
- Consider visibility and access to retail storefronts and signage.
- Consider placement of a parklet to avoid impacting only a portion of a parking space.
- Consider coordinating with neighboring property owners and businesses to identify a mutually beneficial design solution and placement.

↑ Design a parklet to be visually subordinate to the overall streetscape and block
**S.1 Allowable Streets: Locate parklets on streets with the following characteristics.**

- Parklets shall be limited to roads with posted speeds of 25 mph or less.
- The travel lane immediately abutting the parklet shall be a minimum of 10’ wide.

**S.2 Parklet Length: Align parklets within the business frontage.**

- The maximum allowable length for a parklet shall be equal to the property line frontage minus required parking setbacks and sight line requirements.

**S.3 Parklet Width: Locate parklets within the parking lane.**

- A parklet shall not extend beyond the width of the parking space(s) in which it is placed. Parking lanes are typically 7-8 feet in width and 20 feet long.
- If a parklet is desired within an area that has bike parking, a loading zone, or another element, the ability to move such an element will be determined on a case-by-case basis and may require coordination with the permittee of the element. Parklet permit holder is responsible for all costs associated with moving the element.

*Special Case: For a Type 3 parklet, the maximum width can span the parking lane and amenity zone but shall not impact the Pedestrian Access Route (PAR). See Above Curb S.1 for more information.*

**S.4 Intersection Visibility: Locate a parklet to maintain visibility at intersections and maintain sight lines for pedestrians, cyclists and drivers.**

- A parklet shall not be located within a minimum of 30’ from intersection sight triangle or within a minimum of 10’ pedestrian sight triangle from an alley or private drive.
- A parklet shall comply with all AASHTO sight distance standards. Refer to Figure 12.

**How to Measure a Sight Triangle at an Intersection**

A corner sight triangle must be shown at each intersection. Corner triangles have a 30' leg located at the edge of each intersecting street flow line. Corner triangles must be free of all items over 30" in height except for traffic control devices and equipment. Refer to Figure 12.
When Permission is Required

You must get permission from your neighboring property owner if any portion of your parklet is not in front of your property. Additionally, if you are part of a multi-tenant property, you must get permission from the property/building owner. To get their permission, a letter of approval must be submitted with the application.
**S.5** Setback: Minimize conflicts between parklet and adjacent parking and travel lane.

- A 3-foot parking setback shall be provided on both ends of a parklet.
- Flex posts shall be located within the parking setback.
  - Flex posts shall be consistent with DOTI’s standard flex posts at 36 inches tall with reflective tape.
- A rubber curb shall be located 3 feet from the outside end of the parklet at the edge of the parking setback.
  - Rubber curb shall be 4 inches tall and cut to the appropriate length to fit within the parking setback.
- Flex posts and rubber curbs shall be installed using Hilti screw bolts, or similar as approved by DOTI.
- Flex posts and rubber curbs shall be placed at least 1 foot away from the gutter pan.
- Delineating elements shall not be located within parking setback.
- In some cases, a setback from the travel lane may be needed due to roadway safety management and operations. For example, if a parklet is adjacent to a bus route or where required for effective snow plowing.

**S.6** Clearance from Public Transit: Locate a parklet to maintain access to transit services and operations.

- Parklet placement shall not be located within a transit stop location.
- Parklet shall not impact the approach to or departure from the transit stop.

### Coordination with RTD

The specific transit service area will depend on the route and bus. For a proposed parklet near a transit stop, transit shelter or any other area expressly designated for transit service purposes, the applicant shall coordinate with RTD (Regional Transportation District) to understand the required clearance distance from that stop and include the information with the application. Where coordination with RTD is required, the applicant shall provide a letter from RTD indicating what, if any, restrictions are recommended for the parklet. The Outdoor Places Program Administrator can help determine if coordination with RTD is required.

*Figure 11. Location of parking setback, rubber curb and flex posts.*
Figure 12. Mobility and Safety (plan view)

Outdoor Places Program Requirements
Delineating Elements: Provide delineating elements on 3 sides of a parklet to define the parklet space and protect parklet users.

- A **Delineating Element** can be a **Crash-Rated Barrier** or a **Railing**.
- A **Crash-Rated Barrier** is solid and certified as M30/P1 in accordance with ASTM (American Society for Testing and Materials). Crash ratings are determined by vehicle weight, vehicle speed, and penetration depth. An M30/P1 rating certifies that the barrier protects against a vehicle (up to 15,000 lbs.) going 30mph or under from traveling further than 3.3’ past the barrier. See Table 1 for locations where Crash-Rated Barriers are required.
- A **Railing** is mostly transparent and typically composed of a mix of vertical and horizontal components. Railings may be used in any location where a Crash-Rated Barrier is not required.
- Fillable barriers are prohibited.

Special Case: Exceptions to Crash Rated Barriers may be granted based on location and street characteristics including volume, speeds, presence of bike lanes and other factors. Applicant may request alternative barriers, which will be reviewed on a case-by-case basis for appropriateness and feasibility.

### Table 1: Delineating Element Design Standards

<table>
<thead>
<tr>
<th>Street Type</th>
<th>Crash-Rated Barrier</th>
<th>Railing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Location within Parklet</strong></td>
<td>Required on Downtown streets. Other streets may be required to have Crash-Rated Barriers due to volumes, determined on a case-by-case basis.</td>
<td>Allowed on local streets. Find street classification.</td>
</tr>
<tr>
<td>One-way Street</td>
<td>Required on approach side (i.e. facing oncoming traffic) and adjacent to travel lane.</td>
<td>Downtown One-way Streets: Only permitted on departure (i.e. downstream) side or areas in the Above Curb Amenity Zone for a Type 3 Parklet. Shall not be located in the gutter pan.</td>
</tr>
<tr>
<td>Two-way Street</td>
<td>Required on all 3 sides of parklet.</td>
<td></td>
</tr>
<tr>
<td>Shall not be located in the gutter pan.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Maximum Height</strong></td>
<td>42 inches above Right-of-Way surface</td>
<td>42 inches above Right-of-Way surface</td>
</tr>
<tr>
<td><strong>Minimum Height</strong></td>
<td>32 inches above Right-of-Way surface</td>
<td>32 inches above Right-of-Way surface</td>
</tr>
<tr>
<td><strong>Retroreflective Elements</strong></td>
<td>Required. See below for more detail.</td>
<td>Required. See below for more detail.</td>
</tr>
<tr>
<td><strong>Installation</strong></td>
<td>Shall be certified in accordance with ASTM F2656, M30/P1.</td>
<td>Shall be fixed, sturdy, stable and heavy enough not to tip over or to be displaced by winds.</td>
</tr>
</tbody>
</table>
What is a local street?
To understand whether your proposed Below Curb parklet is on a local street, visit the Street Classification Map.

What is a Downtown street?
Downtown is area bounded by Speer Boulevard, Park Ave, Broadway and I-25. Illustrated in Figure 13.

Figure 13. Downtown Area

Figure 14. Plan view of one-way street depicting Crash-Rated Barrier on the side facing oncoming traffic and adjacent to travel lane, and Railing on departure side of the traffic

Figure 15. Plan view of two-way street depicting Crash-Rated Barrier on all three sides
S.8 Retroreflective Elements: Provide high intensity retroreflective elements on barriers for nighttime visibility.

- Retroreflective tape shall adhere to Manual on Uniform Traffic Control Devices (MUTCD) section 2C.63, Type 3 – Object Markers.
- Retroreflective tape shall be:
  ◦ Black and yellow stripes.
  ◦ Mounted to the exterior of the parklet visible to approaching traffic.
  ◦ Located in a horizontal band at the top of the barriers on the side facing the travel lane.
  ◦ Located vertically at the corner of approaching traffic with stripes sloping downward at an angle of 45 degrees toward the side of the obstruction on which traffic is to pass.

S.9 Clearance from Street Elements: Maintain adequate distances from vertical street elements.

- Parking pay stations shall not be relocated or removed.
- The following requirements shall be met if parking meters are located next to a parklet:
  ◦ Parking meter heads shall be removed through the Parking Meter Head Removal permit process.
  ◦ Parking meter posts shall be removed by applicant and pavement will be flush with surrounding sidewalk.
- The following clearances, from the access and maintenance side(s), shall be accommodated in the placement of the Below Curb parklet to ensure access to tables in parklet as well as streetscape elements:
  ◦ Bike Racks – 2 feet
  ◦ Benches – 2 feet
  ◦ Trash Receptacles – 2 feet
  ◦ Street Trees – 5 feet
  ◦ Light Poles – 5 feet
  ◦ Parking Meter or Pay Station – 5 feet
- Clearances shall be measured from the delineating element or sidewalk edge and not the parking setback.
- Additional clearance(s) may be required from the elements above or other elements to ensure safe access and comfortable use.
**S.10** Parklet Furnishings: Ensure furnishings, umbrellas and other freestanding elements are secure.

- Furnishings shall not be fixed to roadway.
- Furnishings shall be designed to withstand strong winds and other weather events or to be quickly secured during inclement weather.
- Overhead shade structures (except movable umbrellas) shall not be permitted in the space within the PAR, Amenity Zones, and/or below curb.
- Minimum overhead clearance for stand-alone, single umbrella(s) may be reduced to 7 feet by the Program Administrator if the diameter of the umbrella canopy is 10 feet or less.
- Overhead elements may not project beyond the limits of the parklet.

**Relocation of Street Furniture**

Relocation of existing street furniture (bench, bike rack, etc.) may be proposed by the applicant. Any changes are to be made at the applicant’s expense. Relocation of the element may require an Encroachment Permit and may require coordination with furniture owner.

*Figure 17. Location of parklet, parking set back and clearances.*
**E.1** Emergency Access: Provide a clear and direct path through a parklet and to a building for emergency access.

- A minimum 3 foot wide emergency access gap shall be provided every 20 feet of parklet.
- Emergency access gaps shall be clear both horizontally and vertically.
- Emergency access gaps shall have a clear and open path through the parklet and to the building at all times and be free from tables, chairs, lighting, trees, bike racks and other urban elements.
- There shall be no fixed obstructions above 42 inches other than umbrellas.
- A removable barrier shall be provided on the inside of the Crash-Rated Barrier or Railing at all emergency access gaps.
  - The barrier shall be easily removable by emergency personnel.
  - The barrier shall consist of two wooden boards, or other durable material, that are held by brackets.

*Figure 18. Emergency access gaps*

*Figure 19. Removable barrier on interior side of parklet*
**E.2 Fire Hydrants: Locate a Below Curb parklet to maintain adequate space for the Denver Fire Department to access the fire hydrant.**

- A parklet shall not block a fire hydrant ensuring there is direct access between the street and the fire hydrant.
- Parklets shall have a 5 foot minimum clearance from fire hydrants.

**E.3 Heating Elements: Locate and operate heating elements to reduce fire risk.**

- A minimum of 5 feet shall be provided around all propane or gas-fired heating source, including tree canopies, umbrellas or other approved overhead element.
- Heaters shall not be fixed.
- Propane-fueled portable heaters are prohibited inside of tents.

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**Outdoor Heating**

An outdoor heating element, regardless of its fuel source, requires a Flammable Operational permit from the Denver Fire Department.

Where a Flammables permit is requested, DFD will likely conduct a site visit and work with the applicant to address site-specific fire and flammables safety concerns. For propane tanks, DFD will work with the applicant to address propane delivery, security and storage. Note that electric or natural gas heaters connected to the building’s utilities will require electrical permits.
U.1 Drainage: Maintain stormwater drainage within streets and along gutter pan.

- The full gutter pan shall remain clear and open for drainage. Additional clearance (or prohibition of Below Curb parklet) may be required by DOTI in certain locations depending on local drainage patterns, for example in locations of known or expected street flooding. Less clearance may be acceptable in certain areas, as determined by DOTI, such as near top of hills and at top of drainage basins where minimal street flows are expected.
- Structural supports, railing or barricades shall not block the gutter pan.
- Structural supports of the parklet shall be oriented parallel to the flow line to minimize drainage impacts.
  - Openings shall be provided in the structural supports to allow passage of water from the crown of the street to the gutter.
- Gutter pan shall be easily accessible for maintenance and cleaning by parklet owner.

![Figure 20. Drainage](Image)

Inundation Areas

Certain areas in the city may have localized flooding. Applicants are encouraged to reference the City’s Potential Inundation Area (PIA) Flow Depth Map. These are localized flooding areas not within FEMA regulatory floodplains. Location in a PIA will require additional review and may impact the location of a proposed patio.

U.2 Utility Access: Ensure clear and easy access is provided to utilities.

- A parklet shall not be placed on top of a utility access cover such as a manhole or inlet.
- Within threshold connections between a parklet and the curb, locations for cleanout shall be provided.

U.3 Electrical: Ensure safe connections for wires and cords.

- Overhead electrical wiring shall not cross the PAR.
- An electrical wire or cord that crosses the PAR shall be underground.
- Electric service shall be limited to 120v.

Utility Coordination

Permittee is fully responsible for any and all damages incurred to facilities of Denver Water and any other Utility Company, and/or drainage facilities for water and sewage of the City and County of Denver due to activities authorized by the Right-of-Way Patio Permit(s).
A parklet and its elements shall meet the requirements below.

A.1 Accessible Pathway: Provide an accessible pathway from the PAR to designated accessible seating area within the parklet.

- A required accessible pathway shall:
  - Be a minimum 36 inches in width.
  - Have a stable, firm, and slip resistant surface.
  - Have a surface free of significant openings (potholes or large cracks).
  - Not contain cracks, joints or openings that exceed ¼-inch in direction of travel.
  - Not exceed a ¼-inch vertical change of surface. Note up to a ½-inch vertical change in level is allowed if a 1:2 chamfered edge is provided per ADA Section 303, Changes in Level / ICC A117.1, Section 303.
  - Not exceed a maximum slope of 1:20 (5%) in the direction of travel and cross slopes of no greater than 1:48 (2%). Slopes greater than 1:20 (5%) and less than 1:12 (8%) are considered ramps and shall comply with ADA Section 405 / ICC A117.1, Section 405.
  - Align with already existing gaps in tree lawn/amenity zone.

- For Type 1 parklets, the required accessible pathway shall:
  - Have an accessible route from the above curb PAR to within the parklet. Provide ADA ramp if necessary that shall comply with ADA Section 405 / ICC A117.1, Section 405 which allows a 1:12 or 8% ramp for maximum rise of 6”.
  - Ramp shall have a maximum 1.5% design cross slope.
  - Not utilize the existing intersection curb ramp. If requested, this will handled on a case-by-case basis.

Special Case: If an accessible path from the PAR to the parklet cannot be achieved, the applicant may have to make improvements to the Right-of-Way in order to obtain approval.

A.2 Threshold Design: Provide an accessible threshold for Type 2 and Type 3 parklets that are flush with the curb.

- No horizontal or vertical separation shall exceed 1/4 inch. Note up to a ½-inch vertical change in level is allowed if a 1:2 beveled edge is provided per ADA Section 303, Changes in Level / ICC A117.1, Section 303.
- No part of a parklet shall be attached or anchored to the street, curb or sidewalk, unless it is critical for ADA access.
  - Any attachments shall be anchored to the top of the curb or sidewalk.

Pedestrian Access Route (PAR). Maintain a clear PAR of minimum 6 feet width (8 feet if sidewalk width is over 21 feet), adjustable based on site conditions and collaboration with the Program Administrator. See S.1 Guideline within Above Curb section for more details.

Figure 21. Threshold design
A.3 Accessible Seating: Provide accessible seating within a parklet.

- A minimum of 5% of the seating in a parklet shall be accessible. At least one accessible seat shall be provided. Where more than one accessible seat is required, the seats shall be dispersed throughout the seating area.
- Required accessible seating shall be calculated separately for different types of seating in accordance with ADA (counter and table seating, for example).
- For accessible counter seating, the following shall apply:
  ◦ Provide a minimum width of 30 inches for accessible counter.
  ◦ Provide a minimum of 60 inches in length for accessible seating from edge of the table to include the accessible route clearance between tables.
  ◦ Be mounted at accessible height (between 28 and 34 inches).
  ◦ Provide a minimum depth of 19 inches below the counter for knee clearance.
- If a parklet is a Type 3, with parklet space Above Curb and Below Curb, accessible seating requirements can be calculated as a whole. In this scenario, the applicant should consider providing 8% seating to be accessible.
- Each accessible seat shall be accompanied by a 30 inch by 52-inch clear floor area in accordance with ICC A117.1, Section 305.
- Seating areas shall be relatively flat with slopes not steeper than 2% in any direction.
- The surfaces(s) of an accessible seating area shall be firm and stable.

A.4 Gates and Openings: Where a gate or opening is integrated within an enclosure or railing, provide an accessible opening.

- An accessible opening shall:
  ◦ Have a minimum clear width of 32 inches per ADA Section 404 / ICC A117.1, Section 404.
  ◦ Have parts that are operable with one hand, without requiring tight grasping, pinching, or twisting of the wrist. The force required to operate the gate hardware shall not exceed 5 pounds.
  ◦ Not swing into the PAR.

A.5 Turning Space: Design a parklet to ensure maneuverability for persons with disabilities that use a wheelchair or other device to move.

- A parklet shall provide a circular or t-shaped turning space per ICC A117.1, Section 304. (A 67-inch diameter circular turning space is shown and is preferred.)

A.6 Accessible Table: For an accessible seat with a tabletop, ensure the table is accessible and meets ADA Section 902 / ICC A117.1, Section 902.

- A 30-inch minimum clear width for a depth of at least 19 inches shall be provided under the table (and between the table legs).
- A minimum unobstructed height of 27 inches shall be provided under the table.
- The table-top surface shall be a minimum height of 28 inches and a maximum height of 34 inches.

Reference Figure 30 in Appendix for illustration of accessibility requirements.
Street Trees and Urban Landscaping

L.1 Street Trees: Locate a parklet to mitigate potential long-term impacts to any street tree or landscape area.

- Edge of the parklet elements shall be positioned at least 5 feet away from the trunk of an existing street tree.
- Where feasible, place a parklet outside of the Drip Line* of a street tree. If a parklet is placed within the Drip Line of an existing tree, mitigation measures may be required to avoid root damage and compaction issues that are detrimental to tree health.
- A parklet design determined to potentially result in additional foot-traffic near a street tree may be required to integrate mitigation measures to protect the tree, such as installing low-scale barriers or strategic placement of parklet elements to divert foot traffic to other areas.
- Consider placement of parklet to avoid/minimize impact on tree lawn from movement through the tree lawn to access parklet.

* Drip Line shall mean all the ground under the outermost edge of a tree’s canopy or branch spread.

L.2 If any portion of a Type 3 parklet is to be placed on a softscape surface within the Amenity Zone area, it shall avoid conflicts with or propose modifications to existing irrigation.

- Patio needs to retain the existing open soil volume space provided for the trees, along with try to mitigate changes or reductions in permeability of area and therefore water availability.
- Existing street trees shall not be removed to install a patio. Additionally, softscape tree lawn shall not be paved over for a patio.
**D.1** Locate and design a parklet to enhance the public realm and integrate with the surroundings.
- Place a parklet to activate and add vibrancy to the public realm.
- Maintain visibility from the public realm to interior elements of the parklet.
- Add elements to a parklet that create visual interest. Examples include landscaping, accent lighting, articulation/detailing on a Delineation Element and other similar features.

**D.2** Design a parklet and the Delineating Elements to create visual interest:
- Options include:
  - Using Railings that integrate plantings, color or other treatments.
  - Using graphics, paint and other treatments to Crash-Rated Barriers.
- Barrier treatments and colors shall not obscure or confuse retroreflective tape.

*Figure 22. Add elements, such as landscaping, to create visual interest*

*Figure 23. Provide visual interest to Crash-Rated Barrier*
D.3 Consider integrating landscaping into Below Curb parklet.
- Options include:
  ◦ Add landscape elements to the inside of a Railing or Crash-Rated Barrier. No landscape elements shall be added to the exterior of a Delineating Element.
  ◦ Place a free-standing landscape element(s), such as a planter or potted plant, inside a parklet.

D.4 Use durable materials that are intended for outdoor use and that are proven durable in Denver’s climate.
- Use materials that withstand wind, rain, snow and solar exposure. For example, metals shall be non-corroding and wood shall be treated and finished.
- Consider using materials that are locally sourced and/or made with re-claimed/recycled materials.
- Avoid lightweight materials that appear temporary or will deteriorate quickly. Examples of materials to avoid include plastic chains, plastic buckets and other materials with similar qualities.
- Other than required retroreflective tape, avoid reflective materials that could cause blinding drivers from sun or headlight reflection.

D.5 Consider locating a parklet to relate to its context, such as building entries, storefront, a separate parklet space or other element. Potential strategies include:
- Locate the parklet in proximity to the primary entry, windows or existing permanent outdoor seating to maximize visual connection from the parklet to the main building and generate activity.
- Locate a parklet near an area with less activation to activate the public realm.
- Locate a parklet near a blank wall or a wall with less activation to activate the public realm.
- Locate a parklet to take advantage of shade provided by existing trees or buildings.

D.6 Consider integrating lighting.
- Use lighting to enhance user safety and add visual interest.
- Locate lighting to illuminate steps, ramps, entryways, pedestrian routes, or dining areas.
- Lighting, including string or holiday lights, shall be contained entirely within the parklet space and mounted solely to approved elements owned by the Outdoor Places Permittee (parklet railings, for example).
- Lighting may not be directed where it will blind or distract pedestrians, vehicles, or others of other mobility devices on the adjacent street or PAR.

D.7 Signage and advertising are prohibited within a parklet.
- Directional and informational signage (for example: to restrooms, to an entrance or exit, to an accessible seat, indicating alcohol shall not go beyond a certain point, address, etc.) are exempt from this prohibition.
This section describes the day-to-day management requirements for operating a Below Curb parklet.

M.1 Removability: A parklet shall be constructed to be easily removed to allow for emergency access, utilities access, Right-of-Way maintenance, public events and other temporary activities in the Right-of-Way.

- A parklet shall be removable within 24-hours of notice in the case of emergency work that needs to be performed in the ROW. Additional advanced notice will be provided to the extent feasible for planned activities.
- Where a parklet is located on a known parade route or other pre-existing public event within the ROW, the parklet may be required to be removed when the event occurs.
- In cases of emergency, such as an utility line break, the City may require removal of a parklet, or the parklet may be removed proactively by the City, with no notice in the case of an emergency. The Permittee shall be responsible for all costs including demolition, disposal, repair, restoration, and replacement of parklet elements under these circumstances.
- Parklets must be removed to provide for planned street and/or utility maintenance or as may be required for emergency repairs. Parklets may be replaced by the permittee once work is completed without reapplying for the permit provided 3 days advance notice is provided to the City.
- Parklets should retain access for tree removal or maintenance activities.

M.2 General Maintenance: Maintain a parklet in a safe and clean condition.

- A damaged parklet element shall be repaired or replaced immediately upon notification by the City or discovery by the Permittee.
- Snow shall not be placed in the street, the PAR, or on adjacent properties (unless permission is granted by adjacent property owner).
- Where leftover spaces are created adjacent to a parklet in angled parking spaces, keep areas clear of leaf, debris, and snow build-up.
- Graffiti shall be removed promptly.
- If landscaping is integrated, ensure landscaping is watered and maintained. (Artificial plants may be used but shall not be placed in an Amenity Zone where live landscaping is required by a site development plan.)
- If non-service animals are allowed on the parklet, ensure they remain within the permitted parklet space.
- Gutters shall be cleaned/maintained within the parklet, by the parklet Owner / Permittee, on a routine basis and after every storm event.
- Plants must be watered by hand. Hoses shall not cross, or be suspended over, the PAR.
**M.3** Furniture and Equipment: Manage furniture and other equipment to ensure that it does not become a hazard while the business is closed.

- Furniture shall be secured during off hours.
- Umbrellas shall be closed when not in use.
- Busing/server stations and other similar equipment shall be relocated inside when the business is closed.
- Waste and recycling receptacles shall be movable and must be relocated inside the primary building when the business is closed.
- Any furniture that is stacked must not exceed height limits established by this document or other adopted regulations.

*Special Cases:* Exceptions may be granted for heavyweight furnishings such as picnic tables. Any such furniture allowed to remain in the Right-of-Way shall be available for public use outside of operating hours.

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**M.4** Operating Hours: For a parklet located between 50 and less than 100 feet of a Protected Zone District and located within one of the zone districts identified below, use of the parklet shall cease at 10:00 p.m., except on Friday and Saturday nights when the use of the parklet shall cease by 11:00 p.m.

- All RX zone districts
- All CC-3x, -3, 5x zone districts *
- All MX-2x, -2A, -2 zone districts
- All MX-3A, -3 zone districts *
- All MS-2x, -2 zone districts
- All MS-3 zone districts *
- All I-MX, I-A, I-B zone districts
- All M-RX, -IMX, -GMX zone districts

*Except when zone district abuts an Arterial Street as designated in Blueprint Denver.*

Distance from a parklet to a Protected Zone District shall be measured according to Section 13.1.11 of the Denver Zoning Code. Protected Zoned Districts are defined by Section 13.3 of Denver Zoning Code.
Structures

A structure encompasses anything constructed or assembled that requires a fixed position on the ground or attachment to a stationary support. This includes buildings, edifices, or any crafted creation composed of interconnected components assembled in a deliberate manner.

Intent

- Ensure a patio structure is visually subordinate and compliments the streetscape.
- Preserve and maintain visibility and permeability through the patio space.
- Allow some passage of light from the open sky to the patio space.
- Complement the surrounding architecture.
- Maintain fire and emergency access to buildings and other occupied spaces.
- Ensure structures do not conflict with existing street trees or tree canopy.
- Maintain access to all surface utilities and access points.

Guidelines for All Structures in the Right of Way

- Limit the amount of impermeable covering.
  - Detached structures must have roof structures that are at least 50% permanently open to the sky and openings shall be evenly dispersed across the surface of the covering. (See Figure 8)
  - Exceptions include canvas awnings, umbrellas, or other easily movable or detachable elements used as shade devices.
  - Posts or other similar vertical elements may be used within a patio to support a movable shade element such as a shade sail. Such vertical element shall not exceed 8 inches in width as measured in any direction and such elements shall have a minimum separation of 5 feet from any other such vertical element.
  - Any coverings, roof structures or similar shall not encroach or drain into the PAR.
  - If coverings are utilized that are not open to sky, maintain other areas within the patio that are fully open to the sky.
- Use a thin roof structure such that the structure remains visually subordinate to building architecture and maintains visibility across the streetscape.
  - Limit the scale, width and bulk of a roof covering and its components.
  - Consider the visibility of building signage and nearby traffic signs, including those across the street. Business addresses are required to be clearly visible from the street per Denver Fire Code. Traffic signs may need to be relocated only if approved; proposed structure may need to be altered so that visibility of sign is not obstructed.

For delineating elements, reference Above Curb Design Standards S.10 for more information.
• Utilize a patio coverage structure of materials and architectural style that are compatible with a building’s architectural style.
  ◦ For a contemporary building, utilize a contemporary coverage structure with a simple design and limited ornamentation.
  ◦ For a traditional building with more detailing, a coverage structure with more ornamentation may be appropriate.
• A detached structure below the curb or in the amenity zone may not be enclosed on any side with walls.
• Provide a minimum of 8’ vertical clearance from the bottom of structural members to the patio surface.
• When a structure is located over an open tree lawn or planting area, irrigation must be installed or modified to ensure water availability is not changed for the existing trees and other landscaping. If pruning of existing Right-of-Way tree may be necessary, applicant should work with Office of the City Forestry.
• A tree shall not be included as part of a continuous structure.

Figure 8. Open to the sky
Guidelines for Structures Located in the Amenity Zone or Below Curb

- Locate and design a detached structure to maintain emergency access to adjacent occupied spaces and buildings beyond. (See Figure 9)
  - Engineering stamp is required for structures.
  - A Below Curb structure shall not exceed 20’ in length.
  - A structure shall not exceed 10’ in height.
  - An Above Curb patio shall maintain a clear path minimum of 5’ between structures for every 40’ of structure for emergency access. A Below Curb patio shall maintain a clear path minimum of 3’ between structures for every 20’ of structure for emergency access.
  - Detached structures shall not be allowed within the amenity zone or below the curb when there is less than 10’ wide clear zone between the building facade and the structure.
  - Above Curb structures may not extend over the PAR or the curb. For Below Curb Type 3 parklets, detached structures are allowed to span the curb but not extend over the PAR.
  - A structure must be removable with 24 hours. An explanation of your plan to remove the structure in 24 hours in case of emergency will be required as part of the application.
  - Below Curb and Above Curb (amenity zone) structures may not be bolted/fixed to the ground. An overhead structure bolted to a platform or a structure weighted by ballast is allowed.
  - Lighting elements, sun shades or other elements shall not be hung or attached to the structure unless approved through the permitting process.
  - Lighting, shade, and temporary holiday decor may hang from ceiling of structure no greater than 1 foot from ceiling with a minimum 7 feet vertical clearance from the patio surface.
• Ensure structures comply with all AASHTO sight distance standards. See Below Curb S.4 for more details.
  ◦ A structure shall not be located within a 30' intersection sight triangle or a 10' pedestrian sight triangle.

![Figure 9. Emergency access](image-url)
A patio shall maintain a clear path with a minimum of 5’ between structures for every 40’ of structure. Maintain visibility of building signage and business addresses from across the street.

Additional setbacks of up to 36” from the face of curb shall be necessary depending on the adjacent street condition, for example if there’s a bike lane or bus route, or if there is adjacent parking to accommodate loading and unloading. More information on street facilities may be found in the Denver Complete Streets Design Guidelines and Denver Bikeway Design Manual.

RECOMMENDATIONS
Consider creative cover patterns and textures that result in visually interesting shading patterns on the surface below.
A patio shall maintain a clear path with a minimum of 3' between structures for every 20' of structure.

Maintain visibility of building signage and business addresses from across the street.

Lighting, shade, and temporary holiday decor may hang from ceiling of structure no greater than 1 foot from ceiling with a minimum 7 feet vertical clearance from the patio surface. No other objects may be hung on structure due to visibility and safety considerations.

Provide a minimum of 8' vertical clearance from the bottom of structural members to the patio surface.

A structure shall not exceed 20' in length.

A structure shall not exceed 10' in height.

Figure 11. Detached structure in Below Curb parklet
Review Process

This section outlines the 4-step process required for approval of a revocable permit for a typical patio or parklet. In some cases, additional steps may be required to address site-specific issues, coordination with utility providers or other unique scenarios.

Step 1: Mandatory Pre-Application
In this initial phase, applicants partake in a mandatory pre-application session, which will provide essential insights into the Outdoor Places Program, equipping applicants with the information and resources needed for a well-prepared application process.

Step 2: Application and screening
In this step, the applicant submits an Outdoor Places application. Once a formal application is received, the Program Administrator will determine if the general location and scale of elements are consistent with the Program Requirements. If the proposal is found to be generally consistent with the Program Requirements, the Program Administrator will route the application to the appropriate agencies for review. If the proposal is inconsistent with key requirements, resubmittal may be required prior to Step 3.

Step 3: Formal review
In this step, City agencies and the Program Administrator will review the outdoor place to ensure it is consistent with the Program Requirements in this document. In some cases, additional design or operational features may be required to address impacts specific to your outdoor place.

Denver Department of Transportation and Infrastructure (DOTI) Right-of-Way Services will review the final outdoor place design as required to authorize its installation and occupancy of the Right-of-Way. This review will be conducted according to the Above Curb Outdoor Patio Places Permit Entrance Requirements. Depending on the extent of temporary installation activities, a Revocable Street Occupancy Permit may be required for temporary work outside of the patio and issued at this stage.

Step 4: Permits issuance, installation and inspections
In this step, the Program Administrator will issue to the applicant an Outdoor Places Certificate, which will serve as a single package of permits and approvals. The Certificate authorizes installation of the outdoor place. Note that on-site inspections may be required by agencies depending on the characteristics of the outdoor place.
Required Reviews and Permits

Required Reviews

The location and design of an Above Curb patio and Below Curb parklet will dictate the level of review, including which agencies issue approvals and the permits required. This section identifies the required and potential reviewers based on the characteristics of the proposed outdoor place.

ALL Above Curb patios and Below Curb parklets will require review and approval by the following agencies/departments:

- **Outdoor Places Program Administrator** will review all outdoor places to confirm consistency with these Program Requirements.
- **DOTI – Right-of-Way Services (ROWS)** will review all outdoor places for consistency with the Above Curb Outdoor Patio Places Permit Entrance Requirements.
- **Human Rights and Community Partnerships – Division of Disability Rights (HRCP)** will review all outdoor places for consistency with Americans with Disabilities Act requirements.
- **Denver Department of Public Health and Environment (DDPHE)** will review all outdoor places related to food safety and public health issues. DDPHE reviews will be more significant if non-service animals are proposed to be allowed on the outdoor place or where outdoor food service or facilities (bars, ice machines, etc.) are proposed.

SOME outdoor places may require additional review and approvals by the following agencies/departments:

- **DOTI – Sewer Use and Drainage Permitting (SUDP) team** will review outdoor places that would increase the capacity of an establishment by greater than 20% and in areas with flood risks.
- **DOTI – Engineering and Regulatory (ER) team** will review outdoor places that are determined to require an Encroachment Permit or that are in areas that present flood risks.
- **CPD – Development Services** will review outdoor places that are located within 50 feet of a Protected Zone District and therefore require a Neighborhood Impacts Review.
- **CPD – Building Department** will review outdoor places that would increase the capacity of an establishment by greater than 20%, if a structure is proposed or if a hardwired electrical connection is proposed from a building to the outdoor place.
- **CPD – Landmark Preservation** will review outdoor places that are located within a Landmark Preservation District or associated with an individually landmarked property. This may also include review by the Landmarks Preservation Commission or the Lower Downtown Design Review Commission.
- **DFD – Denver Fire Department** will review outdoor places that include outdoor heating elements and where fire and life safety risks are present.
- **DPR – Office of the City Forester (OCF)** will review outdoor places proposed in the Amenity Zone where a street tree is present and where an outdoor place is proposed to be located within the Drip Line (generally underneath the canopy) of a street tree.
- **DPR – Planning, Design, and Construction** will review outdoor places that are located on a Designated Parkway per Denver Parks and Recreation Rules and Regulations.
- **EXL – Department of Excise and License** will review any outdoor place where alcohol service and consumption is proposed.

Landmark Review

Where Landmark review is required, it will be based on the Design Guidelines for Denver Landmark Structures and Districts or other design guidelines adopted by the Landmarks Preservation Commission or the Lower Downtown Design Review Commission.

Landmark Review >>
Required Permits and Approvals

DOTI Required and Potential Permits

- **Right-of-Way Places Permit.** DOTI will issue a revocable permit for the outdoor place, including furnishings, Delineating Elements and other features to occupy the public Right-of-Way with a focus on topics related to mobility, safety, maintenance, utilities access, management and other similar topics.
- **Revocable Street Occupancy Permit.** Required if a portion of the Right-of-Way beyond the area of the permitted outdoor place is needed temporarily for installation activities.
- **Floodplain Permit.** Required if the proposed outdoor place is located within a regulatory floodplain.
- **Sewer Use and Drainage Permit (SUDP).** May be required if the proposed outdoor place increases the capacity to an extent that grease interceptors must be upgraded.
- **Encroachment Permit.** A proposed outdoor place containing an element that requires an Encroachment Permit will require such a permit for that element only.

### Flammables Permit

- Heating elements utilizing propane tanks will require a Flammables Permit issued by the Denver Fire Department.
- Heating elements permit:
- Tents & Canopies also require a Flammable permit for use up to 180 days issued by the Denver Fire Department.

### Building Permit

- A building permit may be required for some structures, electrical connections from a building to an outdoor place or an outdoor place that increases the occupancy of the establishment by greater than 20 percent if it is determined that the increase in occupancy would trigger a requirement for additional plumbing fixtures.

### Modification of Premise (liquor license)

- If a proposed outdoor place will include consumption and/or service of alcohol, a Modification of Premise will be required.

### Outdoor Places Certificate (permit package)

- A final document certifying that all required permits and approvals have been issued will be provided by the Program Administrator. This certificate will document any conditions of approval issued by any reviewing agencies. Issuance of the Outdoor Places Certificate will authorize setup and use of the permitted outdoor place pending.
- If a Revocable Street Occupancy Permit is required, such permit may be applied for and obtained after the Outdoor Places Certificate if additional time is needed by the applicant to determine installation specifics and timing.

### On-site inspections

- On-site inspections by some or all agencies may be required prior to granting the applicant authorization to begin use.
Neighborhood Impacts Review

For a patio located less than 50 feet from a Protected Zone District and located in one of the zone districts identified below, a Neighborhood Impacts Review is required. This includes a mandatory Pre-application meeting, informational posting, and public comment period. Distance from a patio to a Protected Zone District shall be measured according to Section 13.1.11 of the Denver Zoning Code. Protected Zoned Districts are defined by Section 13.3 of Denver Zoning Code.

- All RX zone districts
- All CC-3x, -5x zone districts
- All CC-3, -5 zone districts*
- All MX-2x, -2A, -2 zone districts
- All MX-3A, -3, -5 zone districts*
- All MS-2x, -2 zone districts
- All MS-3, -5 zone districts*
- All C-CCN zone districts
- All I-MX, I-A, I-B zone districts
- All M-RX, -IMX, -GMX zone districts

*Except when zone district abuts a Commercial Arterial Street as designated in Blueprint Denver

Distance from a patio to a Protected Zone District shall be measured according to Section 13.1.11 of the Denver Zoning Code. Protected Zoned Districts are defined by Section 13.3 of Denver Zoning Code.

A Neighborhood Impacts Review requires the following:

**Pre-application stage**

- **Pre-application meeting.** A pre-application meeting is required. This pre-application meeting will include a preliminary review with CPD staff of potential neighborhood impacts and overview of required outreach efforts.
- **Neighborhood Impacts Review notice.** The applicant shall post a sign on the property identifying the details of proposed patio and provide opportunity to collect public comment using a template provided by the Outdoor Places Program Administrator. Community Planning and Development Staff will send an email notice to City Council members and Registered Neighborhood Organizations (RNOs) informing them a pre-application has been received.
Formal application stage

- **Neighborhood Impact Review Summary Report.** At formal application to the Outdoor Places Program, a summary of comments received for the Neighborhood Impacts Review shall be submitted. The Applicant may provide additional information about how or whether the formal outdoor patio application addresses the comments received from the Neighborhood Impacts Review.

- **Neighborhood Impacts Analysis.** CPD will review and analyze the formal proposed patio for possible adverse impacts on nearby properties within a Protected Zone District, taking into account comments received from such property owners or residents.

- **Conditions of Approval.** A Neighborhood Impacts Review may result in Conditions of Approval placed on the Outdoor Places permit to mitigate impacts on nearby properties within a Protected Zone District. Potential Conditions of Approval may include, but are not limited to:
  - Limitations on hours of operation
  - Mitigation measures such as buffering or other design features
  - Prohibition or limits on use of sound speakers and amplification systems on the outdoor patio

- **Factors Considered.** In determining Conditions of Approval, CPD will take into account the following:
  - Neighboring uses
  - Seating capacity of the patio
  - Type of food or drink being served
  - Ambient noise generated by activity on the patio
  - Desired use of outdoor speakers
  - Serving patterns and arrangement of elements within the patio
  - Other contextual, operational or design factors as appropriate

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**Encroachment Permits**

Certain elements within a proposed patio may require an Encroachment Permit through DOTI's Encroachments and Encumbrances in the Public Right-of-Way process. Encroachment Permits are required for elements in the Right-of-Way that are more permanent in nature or that have greater potential adverse impacts. Patios that trigger an Encroachment Permit will be required to meet the standards of the Outdoor Places Program (this document) and the Encroachment Rules and Regulations.
Appendix: Other Requirements

This section provides additional information and requirements related to application submittal requirements, insurance, fees and other similar topics.

Outdoor Places Submittal Requirements

The following documents shall be submitted with the Outdoor Places application:

- Outdoor Places Program Application (Right-of-Way Patio Permit Application will be generated by DOTI/PA based on OP Application)
- Site plan showing the location and dimensions of all patio elements, the Pedestrian Access Route (PAR) and nearby obstructions such as trees, tree grates, benches, planters, parking meters, curbs, curb ramps, manholes, utility boxes, Fire Department Connections (FDCs) etc.
- Dimensions indicating the setbacks of the proposed patio from nearby obstructions and elements
- Adjacent and nearby doorways (within 6 feet of the proposed patio) including the extent of the projection of doors when open
- Photos of the patio area (applicants are encouraged to provide photos of the proposed patio location from multiple angles and directions, including from the street, sidewalk and private property)
- A list of all proposed furnishings and elements to be used within the patio, including specifications, materials information and dimensions of such elements.
- Existing permitted occupancies, including permitted indoor and outdoor areas.
- Number of seats to be added with the proposed patio.
- A Certificate of Insurance showing minimum coverages and the City and County of Denver as Additional Insured.
- Landlord or property owner letter of approval. Strongly recommend property owner is applicant or co-applicant.

Authority for the Program Requirements

The requirements of this interagency Program Requirements document are authorized by DOTI's authority over activities in the Right-of-Way as detailed below under Right-of-Way Patio Permit and by reference in DOTI's Right-of-Way Patio Permit Entrance Requirements.

Right-of-Way Patio Permit

A patio partially or fully located within the Right-of-Way will require a revocable Right-of-Way Patio Permit issued by DOTI. Key requirements and information related to the Right-of-Way Patio Permit are included in this section for quick reference. Other required permits (for example Flammables Permit or liquor license) are determined by the agency that issues the permit and may differ from DOTI's Right-of-Way Patio Permit fees, renewal cycles and other elements. Find the entire Right-of-Way Patio Permit Entrance Requirements document here:

Right-of-Way Patio Permit Entrance Requirements

Authority

Under the authority of the Denver City Charter, Article II; the Denver Revised Municipal Code (DRMC), Chapter 49; and by other City ordinances and regulations, the City and County of Denver Department of Transportation & Infrastructure (DOTI) manages the Public Right-of-Way. The DOTI Right-of-Way Services (ROWS) Division is the assigned City and County of Denver division of authority to administer and regulate the Right-of-Way (ROW) Patio Permit process. ROW Patio Permits are administered on an annual basis and are revocable by the City at the City's discretion. A ROW Patio Permit confers no rights to the Right-of-Way.
Insurance and Indemnification

Pursuant to and not superseding any general terms and conditions, as a condition for placement of a patio in the ROW, the permittee shall hold the City and County of Denver harmless from all loss or damage to persons or property on account of injury arising from the construction, repair, or maintenance of the patio; and

Obtain and Maintain a Commercial General Liability insurance policy with limits of $1,000,000 for each occurrence, $1,000,000 for each personal and advertising injury claim, $2,000,000 products and completed operations aggregate, and $2,000,000 policy aggregate. The City and County of Denver, its Elected and Appointed Officials, Employees and Volunteers shall be included as Additional Insured.

Subcontractors and Subconsultants: All subconsultants, subcontractors, independent contractors, suppliers or other entities providing goods or services required by this ROW Patio Permit shall be subject to all of the requirements herein. Permittee shall require all of its subcontractors and subconsultants to provide insurance coverage in types and amounts required by the Permittee, but in amounts of at least $1,000,000 Commercial General Liability, and $1,000,000 professional liability for any subcontractor performing design or engineering work. Permittee agrees to provide proof of insurance for all such subcontractors, subconsultants, independent contractors, suppliers or other entities upon request by the City.

Permit Requirements

- Every Outdoor Places patio and parklet must have a Right-of-Way Patio Permit. Right-of-Way Patio Permits are tenant specific, cannot be shared with another tenant, and are non-transferable.
- The patio can only extend the length of a property and cannot extend in front of another property.
- The Right-of-Way Patio Permit is revocable and may be revoked at any time without notice.
- Permittee is fully responsible for any and all damages incurred to facilities of Denver Water and any other Utility Company, and/or drainage facilities for water and sewage of the City and County of Denver due to activities authorized by the Right-of-Way Patio Permit(s). Should the relocation or replacement of any drainage facilities for water and sewage of the City and County of Denver become necessary as determined by the Executive Director of the DOTI, in the Executive Director’s sole and absolute discretion, Permittee shall pay all cost and expense of the portion of the water and/or sewer facilities affected by the patio. The extent of the affected portion to be replaced and relocated by Permittee shall be determined by the Executive Director of DOTI. Any and all replacement or repair of facilities of Denver Water and any other Utility Company, and/or drainage facilities for water and sewage of the City and County of Denver attributed to the Permittee shall be made by Denver Water, Utility Company, and/or the City and County of Denver at the sole expense of the Permittee. In the event the Permittee’s facilities are damaged or destroyed due to Denver Water’s, Utility Company’s, or the City and County of Denver’s repair, replacement and/or operation of its facilities, repairs will be made by Permittee at its sole expense. Permittee agrees to defend, indemnify and hold the City harmless and to repair or pay for the repair of any and all damages to said water, storm, sanitary sewer facilities or other Utility Company facilities, or those damages resulting from the failure of the water, storm, sanitary sewer facilities or other Utility Company facilities to properly function because of the patio.
- A patio must be removable within 24 hours.
- Above Curb Patios are limited to the area between the property line and the street (flow line/curb).
- In no case shall a patio encumber or preclude the minimum Pedestrian Access Route (PAR).
- A patio may not block access to or damage utilities. A Utilities Locate may be required if digging or other similar activities are proposed.
• If the streetscape is 21 feet wide or greater, a minimum of 8 feet of clear sidewalk must be provided.
• If the streetscape is less than 21 feet, a minimum of 5 feet of clear sidewalk must be provided.
• Structures, including decks, buildings, and stages will not be permitted with a Right-of-Way Patio Permit. Any such element will require an Encroachment Permit per DOTI's Rules and Regulations for Encroachments in the Right-of-Way.
• Right-of-Way Patio Permittees are required to maintain clear and clean streetscapes, sidewalks, and tree lawns within the patio area, including removal of snow and ice immediately after every snowfall. The requirements of D.R.M.C. Sec. 49-551 Cleaning Sidewalks are applicable to the entire permitted area.
• The City and County of Denver may require an Encroachment Permit for any proposed element in the ROW patio area as required by the Rules & Regulations for Encroachments & Encumbrances in the Public ROW.

Permit Issuance Dates
• Right-of-Way Patio Permits expire annually on October 31 of each year.
• Reapplication is required on an annual basis.
• Renewal may occur as early as 30 days prior to expiration date.

Affiliated Departments and Approvals
• DOTI - Right-of-Way Services - Permit Operations issues the Right-of-Way Patio Permit.
• DOTI - Right-of-Way Services Inspections performs the inspection of the premises in alignment of site plan. An inspection will be performed after the application has been processed. The applicant must comply with the inspector and make any necessary corrections (if applicable).

Right-of-Way Patio Permit Fees
Application fee: $600
Annual renewal fee: $300

Note 1: The City and County of Denver is currently conducting a comprehensive study to develop a fee structure for the Outdoor Places Program. The Preliminary Fees identified above may change upon finalization of the comprehensive fee structure. Final fees are anticipated to be available by summer 2023.

Note 2: Additional permit fees may also be required for some patios depending on their characteristics. For example, a Flammables Permit for an outdoor heating element has an associated fee separate and additional to the fee described above.

Anchor Specifications for Railing Attachment
If a Fixed Railing is utilized, it must be anchored to concrete using a steel drop-in anchor. The steel drop-in anchor is an all steel, machine bolt anchor available in carbon steel and two types of stainless steel.

The steel drop-in anchor is an internally threaded expansion anchor, complete with pre-assembled integral expander plug. The anchor is expanded with a matching setting tool, designed to protect the internal threads while driving the prefitted plug to the end of the anchor. The tapered plug is precisely matched to the internal configuration of the anchor body to develop maximum expansion against the walls of the hole. Each steel anchor has 4 slots on the leading end, which allows it to expand. During installation, as the steel plug is driven into the bottom of the anchor, the steel shell is forced outward in four directions compressing against the walls of the anchor hole.

• Installation Procedures. Drill a hole into the concrete to the depth of embedment required. The tolerances of the drill bit should meet the requirements of ANSI Standard B272.75. Do not over-drill the hole. Blow the hole clean of dust and other materials. Insert the anchor into the hole, and make the top flush with the surface. Using a power awl setting tool, set the anchor by driving the tool into the anchor until the shoulder of the tool is sealed against the anchor.
**Anchoring Requirements.** Each item is required to be anchored into the concrete. Use a minimum of two anchors, placed diagonally to each other. The minimum size anchor allowed is 1/4-inch diameter. The drill bit diameter associated with that anchor is 3/8”, and a minimum depth of 1 inch must be drilled. The maximum size anchor allowed is 1/2-inch diameter. In no case will 3/4-inch or greater holes be allowed in concrete areas or pads on public Right-of-Way. All anchors must be placed flush with the surface as stated above. A bolt with a fender washer that resists rusting must be used to anchor the Item. The Engineer must approve variations of this requirement.

1 [Ord.49-509 (6), 49-550:17 (6), etc. for violations]
Figure 14. Accessibility Diagrams
FURNITURE INFORMATION

Please list patio furniture information, including dimensions and materials of tables, chairs, umbrellas, railings, planters or barriers, and any other furniture elements.