

**CITY OF FLORENCE
RESOLUTION NO. 12, SERIES 2022**

**A RESOLUTION ADOPTING GUIDANCE FOR THE IMPLEMENTATION OF A
RESTAURANT PARKING CAFÉ PROGRAM FOR 2022**

RECITALS:

1. During the COVID-19 Pandemic, and the resulting business guidelines which disallowed indoor seating for restaurants, the City of Florence allowed restaurants to expand their seating into the parking right-of-way.
2. This project was used by many restaurants in the Old Town District, leading to increase in sales and revenue for the restaurants, leading to a vibrant Old Town economy.
3. The City of Florence's Goals of Livability & Quality of Life and Economic Development are achieved by having a vibrant Old Town economy.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:

1. The Parking Café Program Requirements and Process for May 2022 through October 2022, as shown in Exhibit A, is hereby adopted.
2. The Parking Café Program will begin on May 1, 2022 and end on October 30, 2022.
3. The City Council adopts the fee in the amount of One-Hundred and Ten (\$110) Dollars for 2022.
4. This Resolution takes effect on May 1, 2022 upon adoption.

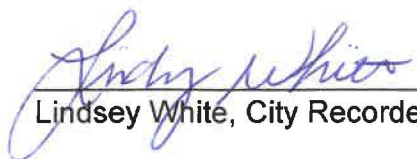
ADOPTION:

This Resolution is passed and adopted on the 4th day of April, 2022.



Joe Henry, Mayor

Attest:



Lindsey White, City Recorder



City of Florence
A City in Motion

City of Florence Parking Café Program Requirements & Process May 2022 - October 2022

The City of Florence has created the Parking Café program to allow restaurants to expand their Sidewalk Café into the parking right-of-way to provide more outdoor seating for their restaurant patrons. This program works in coordination with the City's current Sidewalk Café program (FCC 8-2-4-D), which permits restaurant seating in the pedestrian right-of-way. Restaurants who wish to participate in the Parking Café program must have a current Sidewalk Café permit. **The program will begin on May 1, 2022 and expire on October 30, 2022, weather permitting.** Restaurants may apply before May 1, 2022 however barriers will not be placed by the City until after May 1, 2022.

Program Requirements:

- Restaurants who wish to participate in the Parking Café Program must have an up-to-date business license and an annual Sidewalk Café permit through the City of Florence
- Restaurant must have at least **four days of the week** where they are open to the public with **at least 6 hours open** for food or beverage service
- Each table in the expanded outdoor seating area is served using table-service method
- Each table in the outdoor seating area will be within visual sight of the interior of the restaurant
- At the end of the day, chairs will be staked and tables secured
- Written permission from property owner (if different from business owner)
- A general liability insurance policy with at least \$1,000,000 in coverage
- \$110 Permit fee - fee must be paid to the City of Florence before permit is issued
- Right-of-Way must be in City of Florence's domain - excludes restaurants with frontage on Highway 101 and Highway 126.

Approval Process:

Once a complete parking café application is submitted, City staff will verify that the program requirements listed above and the following conditions are met:

- The applicant assumes all risks associated with the use of the right-of-way
- The applicant obtains liability insurance in a form and amount determined by the City Manager
 - General Liability Insurance policy with at least \$1,000,000 in coverage is required
- The applicant lawfully operates a restaurant adjacent to the right-of-way adjacent to the right-of-way for which the applicant seeks a permit

- The owner of the restaurant property consents to the issuance of the permit
- The applicant demonstrates the use of the right-of-way will not interfere with existing utilities, pedestrian use of the right-of-way, nor pose a hazard to vehicular traffic
- The applicant shall obtain and maintain compliance with all other necessary federal, state, and local permits and licenses
- The restaurant is located continuous to the right-of-way to be used for sales
- The applicant demonstrates that seating in the right-of-way will be provided for no more than 20 patrons

Once City staff have verified program requirements have been met, the City of Florence will issue a written approval letter, which must be displayed at the approved restaurant during the program season, until October 30, 2022.

Termination and Revocation of Permit:

The City of Florence's Parking Café's permit may be revoked by the City of Florence City Manager if:

- the operator of the parking café violates the City Code or state or federal law
- If the conditions specified in the program requirements are not being met
- If the operator of the parking café permit presents a danger to person or property

The **Parking Café program will terminate on October 30, 2022**, however if a restaurant wishes to remove their barriers earlier, they may contact the City of Florence and the barriers will be removed within 3 business days.

Application Submittal:

All application materials and questions about the program can be submitted to the City of Florence's Economic Development program by email: EconomicDevelopment@ci.florence.or.us

Required materials include:

- Program Application
- Proof of Insurance (At least \$1 Million General Liability Policy)
- Written Permission from Property Owner (if different than business owner)
- \$110 Permit Fee

More information about the Café Seating Program can be found on the City of Florence's website:

<https://www.ci.florence.or.us/economicdevelopment/restaurant-cafe-seating-program>