

# SIDEWALK DINING IN THE VILLAGE



## WESTWOOD VILLAGE

Outdoor dining extends restaurant seating and enlivens the sidewalk environment. It puts activity and eyes on the street, creating a greater sense of safety and community. In order to have sidewalk dining in the City of Los Angeles, a restaurant is required to obtain a Revocable (R) Permit from the Bureau of Engineering.

This form can be filled and submitted online at <http://engpermits.lacity.org/rpermits> or submitted at or mailed to the West Los Angeles District Office.

### The application requires:

- A sketch 8-1/2"x11" showing the encroachment with dimensions, elevations, details, north arrow and adjacent street names.
- Photos showing curb to building line taken at both sides of the property adjacent to encroachment.
- A copy of valid deed and lease agreement, if lessee.
- Application fee of \$556 (Tier 1-if no field investigation is required), \$1,854 (Tier 2- if a field investigation is required), or \$1,298 (Tier 3-If an applicant pays Tier 1 and the Bureau requires an investigation).
- Existing or proposed awnings hanging above the sidewalk dining area will require a LADBS building permit.
- Waiver of Damages
- Proof of General Liability Insurance (\$1,000,000).
- Umbrellas must be approved by BOE personnel.
- Pay Sewerage Facility Charge (SFC) fees per chair.
- If alcohol is proposed, a Conditional Use Permit from Planning and an ABC Permit is required.

### What is an R-Permit?

The purpose of the Revocable (R) Permit is to grant a conditional encroachment of the public right-of-way by private parties not authorized to occupy the right-of-way.

The Los Angeles Municipal Code (LAMC), Section 62.118.2 provides for the issuance of an R-Permit. "Where the City Engineer finds that a building, structure, or improvement maintained or proposed to be constructed within the public street will not interfere with the maintenance or use of the street..."

### FREQUENTLY ASKED QUESTIONS

- 1. What are the advantages to outdoor seating?** Sidewalk dining expands seating, improves customer experience, and enhances ambiance and curb appeal!
- 2. How long does it take to get an R-Permit?** It takes 2-8 weeks to process an R-Permit, depending on type of request and how quickly the Applicant can fulfill the conditions of approval.
- 3. How long is an R-Permit valid?** R-Permits are valid indefinitely, unless explicitly stated otherwise on the permit. The R-Permit remains valid as long as all conditions of approval are complied with, including maintenance.
- 4. When does an R-Permit expire?** R-Permits do not expire as long as the terms and conditions are met.



**Need Assistance? Contact the Bureau of Engineering- West Los Angeles District Office**

1828 Sawtelle Boulevard, 3rd Floor, Los Angeles, CA 90025-5516  
Hours: 7:30 a.m. to 4:30 p.m.  
(9:00 a.m. to 4:30 p.m. Wed.)

**Phone Number Specific for R-Permits:**  
(310) 575-8367