2021

# Outdoor Reopening Guide - Spring 2021

Outdoor Dining on Broad Street in Red Bank, NJ

Prepared by: Monmouth County Planning Division of Planning
2/16/2021

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John Mele, Alt. # 1
Lori Ann Davidson, Alt. # 2

## Contributing Staff

### Project Manager

Quinn Ruff, Assistant Planner

### Primary Author

Quinn Ruff, Assistant Planner

### Contributing Author

David Schmetterer, PP, AICP, Assistant Director, Division of Planning

### Editors

Joseph Barris, PP, AICP, CFM, Planning Director, Division of Planning
David Schmetterer, PP, AICP, Assistant Planning Director, Division of Planning

### Monmouth County Board of County Commissioners

Thomas A. Arnone, Director
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*The examples in this report are for illustrative and reference purposes only and are not intended as specific recommendations by the County of Monmouth. The report is not meant to supersede guidance from public health officials, legislative requirements, or regulatory compliance. Please contact your local building official and/or code enforcement officer prior to implementation as this document is not intended to provide legal guidance and may not be relied upon to insure legal compliance with applicable laws.*

# Introduction

The COVID-19 Pandemic and the restrictions put in place to support public health have created a significant set of challenges for downtown businesses, such as retail shops and restaurants. Those that are permitted to remain open have to do so with restrictions on operations, potentially with limited staff, and during a period of reduced consumer comfort related to in-person shopping, dining, and services.

This document was designed to highlight best practices observed as downtowns and businesses around the world adopt to the new temporary, but long term reality of doing business during a global pandemic. It is not intended to supersede guidance from public health officials, or legislative or regulatory organizations.

Clickable links to online resources are available throughout the document where text is AMBER COLORED.

## VISION STATEMENT

In order to focus the development of this guidance, and provide a framework for actions moving forward, the project staff developed this vision statement:

> "To create **opportunities** for the businesses disrupted by COVID-19 that are **safe** and **accessible** for all."

## GOALS (*DEFINED*)

These goals were identified to support the Vision Statement and provide a framework for action.

- **Safety** – To provide a safe environment in which residents can patron retail and restaurants in downtowns and business districts with minimal risk of contracting COVID-19 and/or suffering physical harm.
- **Opportunity** – To provide businesses that are financially suffering from the restrictions and changed shopping behaviors brought about by COVID-19 a means of remaining in business mid- and post-pandemic.
- **Access** – To provide residents of all mobility capabilities the opportunity to engage in outdoor dining and shopping without physical barriers or restrictions.

# Rules & Requirements

## SAFETY

Safety is presented as the first goal in this guidance, as maintaining safe conditions is crucial to stopping the spread, keeping staff healthy, and creating sense of security for patrons. There may be other guidance or requirements in place for businesses not included in this document by the State of New Jersey, the United States Centers for Disease Control (CDC), the United States Departments of Health and Labor, or other regulatory agencies.

### *Social Distancing and Mask Policies*

Social distancing and mask usage has been the guidance shared by public health officials throughout the pandemic, supported by the knowledge that COVID-19 is transmitted between infected and uninfected persons via respiratory droplets that are only concentrated within a certain range. The CDC has identified 6 feet of distance, or about 2 arms' lengths, between people is adequate to prevent transmission in short lived interaction. Wearing of mouth and nose covering masks, intended to protect others and not the wearer, are also crucial to limiting the spread of respiratory droplets.

Social distancing and masks are not limited to indoor spaces. Any outdoor space designed or implemented for the purpose of facilitating the operation of a business during the pandemic must allow for social distancing, including the placement of chair backs 6 feet apart, and floor markings and signs controlling social distancing when standing in line or browsing goods.

Masks help prevent transmission where people are unable to maintain or accidentally break social distance, spend extended amounts of time together (such as on a transit vehicle), or even unexpectedly cough or sneeze. The CDC recommends masks be worn when in public settings, and there are regulations in place that require their use in New Jersey.  A notable exception is in restaurants where  guests will remove their masks while eating or drinking, but they should be asked to wear them at all other times.

The diagram in Figure 1 below shows social distancing measurements, including the difference between having tables 6 feet apart, and chairs 6 feet apart.

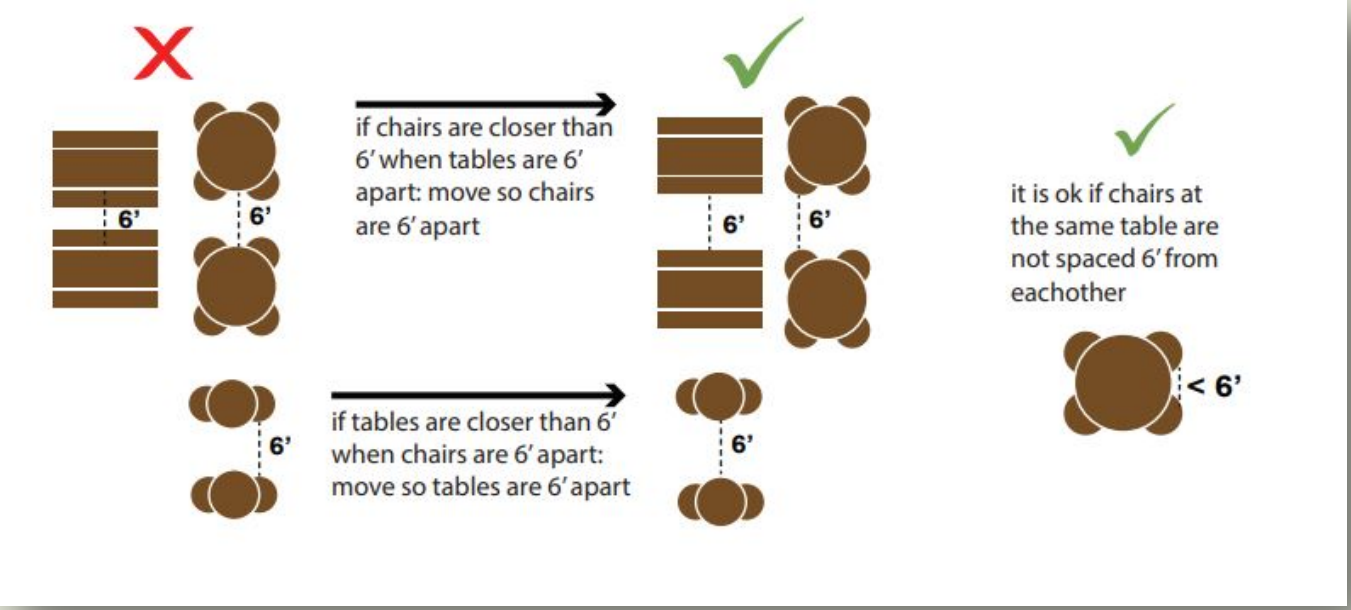


Figure 1 – Washington D.C. guidelines on seat/table spacing

## *Crowd Prevention*

It is important to minimize the crowding and clustering of patrons and staff in order to provide a safer environment. Careful attention should be paid to implementing outdoor dining in spaces normally utilized by motor vehicles. Sidewalk extensions in place of street parking are possible where sidewalks are too narrow to support outdoor dining, but come with a significant set of concerns. With regards to outdoor dining adjacent to sidewalks, these spaces may be subject to pedestrian traffic slowing and stopping as people socialize, or wait for seating. Maintaining clear paths, limiting open seating, and the construction of physical barriers and visual screening between diners and pedestrians can help prevent this type of crowding.

## PHYSICAL SAFETY & BARRIERS

### *Barriers*

Physical barriers are a necessary part of designing a safe experience for patrons when setting up spaces for people close to or in the vehicle right-of-way. There are many different types of barriers that have been used providing different functions, levels of protection, and aesthetics. Consult with an engineer whenever constructing a barrier in a right of way, or for the purpose of protecting people from vehicles.

Visibility is a variable when constructing barriers. The barrier itself must be visible to people and vehicles, and the use of reflective materials or lighting may be necessary, and signage can indicate to drivers and pedestrians that there are features that should be noticed when traversing an area hosting outdoor businesses.

### *Safe Location Choices*

Another important feature of designing an outdoor space to do business is the physical characteristics of the existing space. Using parking spaces as places to dine or gather in small groups works best on streets with low speeds and low traffic. Additionally, there must be sufficient width on the sidewalk for pedestrians to pass and to prevent collisions with staff. Finally, there must be sufficient width on the street for vehicles to pass comfortably.

Access and utilities should be considered before choosing a space and placing furniture or barriers on the sidewalk or in the vehicular right-of-way, including driveways, fire hydrants, and utility equipment like transformers, manholes, and utility poles.  Closing streets is an option that can create a safe space where prior there would have been too much traffic, or not enough space to accommodate dining or business.

## ADA REQUIREMENTS

The American with Disabilities Act of 1990 (ADA) prohibits discrimination against people with disabilities in all aspects of life, including public and private places that are open to the general public. Any changes proposed to places open to the general public should confirm to ADA Title III: Regulation for Places for Public Accommodation and Commercial Facilities.

More on ADA legislation

# Design

A new place to do business, even if it is temporary, works best when it feels permanent and purposeful. Design, materials, lighting, and many other factors contribute to the success of a thoughtfully designed feature. Municipalities should review their codes and ordinances to ensure there are no conflicts for implementing any of the following outdoor design types. Additionally, the municipal business administrator should be involved and listed as the primary point of contact for restaurants looking to implement outdoor dining.

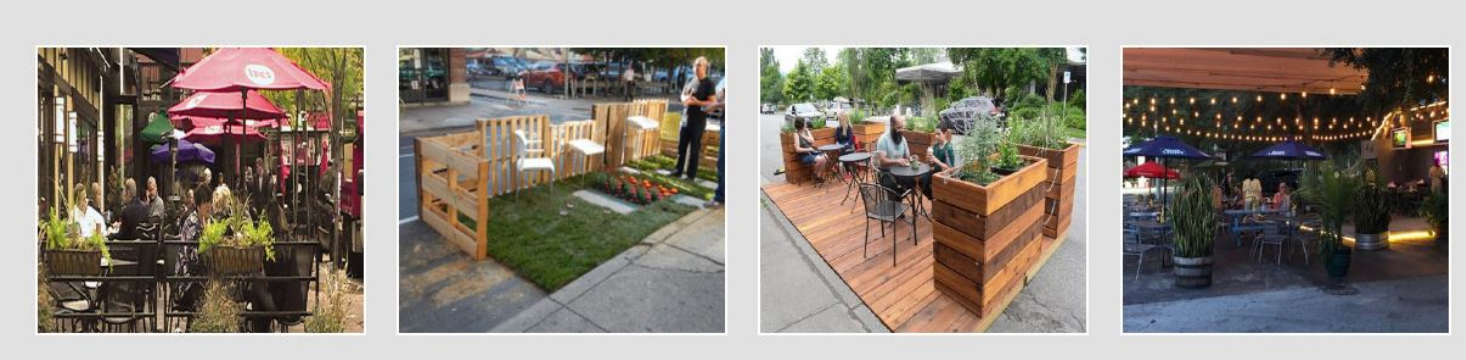

Figure 2 - Outdoor dining typologies taken from the 2020 Hoboken COVID-19 Small Business Recovery Strategy

## CIRCULATION

### *Movement/Crowd Prevention*

Ensuring that movement is not only smooth, but well-spaced is a significant challenge for designing outdoor spaces, and there are a wide variety of ways to provide space with the thoughtful use of materials and signage. For example, installing small planters between tables is an inexpensive and attractive way to enforce space between tables. Signs that state the hours that spaces are restricted to restaurant patrons are necessary for areas that will function as parklets after the close of business of the restaurant hosting them. To comply with social distancing, public outdoor seating should be limited to prevent large gatherings.

Another challenge for designing a temporary outdoor space is maintaining the existing function of and access to driveways, utility poles, fire hydrants, pedestrian right-of-ways, and within 60 feet of bus pick up/drop off zones. Any design should keep these in mind during the design phase , instead of as a final thought or during a final safety inspection. Additionally, a maintenance plan should be made in order to prevent litter from accumulating in or near outdoor spaces.

In an April 2020 webinar hosted by the National Association of City Transportation Officials (NACTO), several speakers shared their experience and expertise on issues related to street closures and crowd prevention. Jay Decker from the Denver Department of Transportation & Infrastructure introduced Denver's Temporary Recreation Streets (T-RECS) and the methodology behind them. These "T-RECS" were spaces that functioned as temporary recreation spaces to relieve crowding at parks and on trails.  In planning the shared streets, the focus was to have them on local streets, avoid

commercial areas & transit routes, and reduce vehicle volume on the roads. Signs and barriers were used to keep people and cars moving safely.

Nicole Ferrera (Policy and Intergovernmental Affairs Advisor) had a similar experience in Oakland, CA. Proposed bike routes were mostly on residential streets and avoided bus routes. Signs and barriers for this program were rented and the programs created one lane slow streets rather than two lane shared streets. Volunteer support was useful in identifying locations where barriers should go and posting signs/posters for the slowed streets.

Rachel Rosenburg of ideas42, a behavioral insight firm, shared her expertise on behaviorial design for closing streets to through traffic. When four conditions are met, large social gatherings and/or large groups 'idling' is unlikely to occur. These four conditions are highlighting the positive norm you want people to follow, providing design cues (such as barriers or wayfinding), framing the program with easy to understand descriptions, and providing a mechanism to gather feedback. By fulfilling these four conditions confusion is eliminated,  and people are enabled to move smoothly through a space.

For more on these crowd prevention strategies and implementations view the webinar here:

Slow, Shared, and Safe: Closing Streets to Thru-Traffic During the Coronavirus

Temporary street closures in Calgary and Denver (L to R) to create more space for outdoor social distancing. (@AngelaKnightCBC, @jlocantore)

**Figure 3 – Street Closures in Colorado, NACTO Guidance on delivery and pick-up**

## *Pick-Up/Delivery Zones*

Pick-up and delivery zones are an effective way to help restaurants succeed while indoor dining is limited. They can be distinguished from street parking through the use of signs. Traffic cones and tape can be implemented where they would increase visibility. A parking time limit should be displayed on the signage to facilitate quick turnover and maximize the use of the space. This is the critical element for these zones as it will differentiate pick-up & delivery zones from regular parking spaces. It is recommended to allow no more than 10 minute parking intervals within these zones. In keeping with compliance with social distancing, restaurants using these zones should offer low contact or cubside pickup and no-contact delivery options. Municipalities may consider compiling and distributing the locations of local restaurants with pick-up and delivery zones to residents. Washington D.C. has a map of all pick-up and delivery zones and requires businesses to register for temporary permits in an effort to keep as many restaurants operating as possible.

A City of Minneapolis employee installs signage designating a temporary food pick-up zone. (City of Minneapolis)

Figure 4 - NACTO Guidance on delivery and pick-up

Figure 5 - Example of Pick-Up/Drop off zone sign

Pictured above in figures 4 and 5, are examples of signage used to denote food pick up zones. As mentioned previously, parking at these locations should not exceed 10 minutes at maximum.

## PARKLETS

Parklets are a type of public space that provides people with a place to rest or gather in small groups and function as a small scale park for pedestrians. Typically, they incorporate more greenery than a strEATERY (see below) and have a section for bicycle storage. Parklets are useful for locations where sidewalks are too narrow for gatherings of small groups or in urban settings distant from parks. Parklets can be temporary in the case of a pilot program or seasonal in nature. Local officials looking to install one should consult with local construction officials to meet construction standards.

Keeping in mind that during the pandemic, seating should be limited or spaced appropriately (6 feet apart) to discourage large gatherings. As mentioned in an earlier section, masks should be made mandatory here to curb the spread of the COVID-19 virus. As for as implementation, parklets are usually administered by the city with or without local partners. Parklets are implemented in place of existing on-street parking which may require retrofitting existing parking stalls. Parklets should not obstruct public utilities or interfere with stormwater drainage infrastructure. For example, Oklahoma City requires that they not be located within 15 feet of a fire hydrant or within 60 feet of a bus stop.

Figure 6 - NACTO Guidance on Parklet length

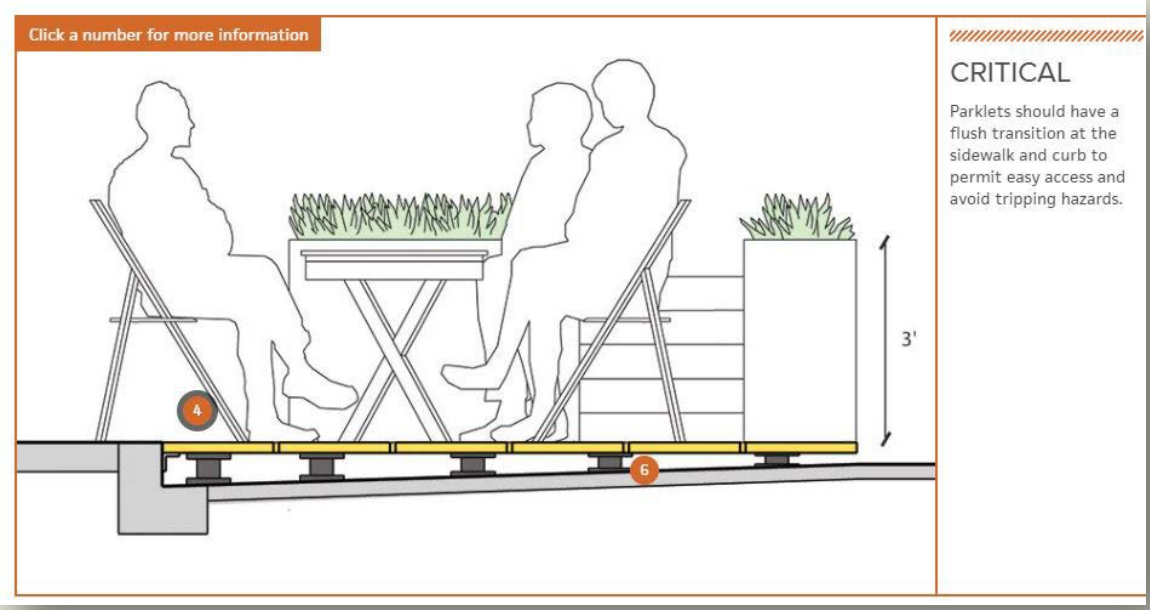


Figure 7 - NACTO Guidance on Parklets

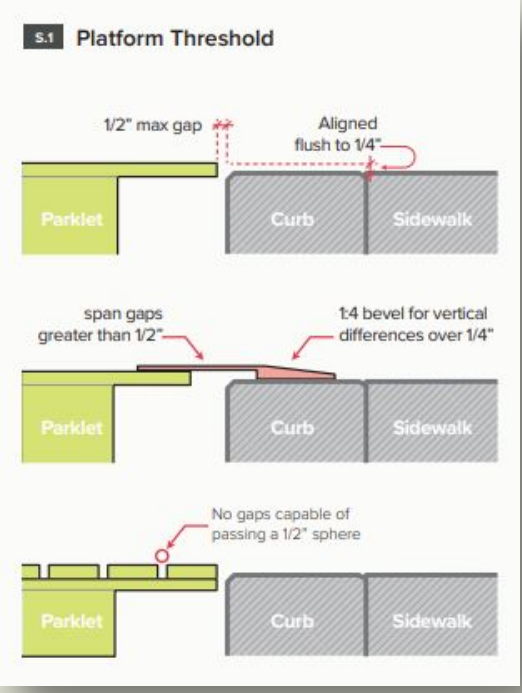


Figure 8 – Parklet Platforms, Taken from the 2020 San Francisco Parklet Manual

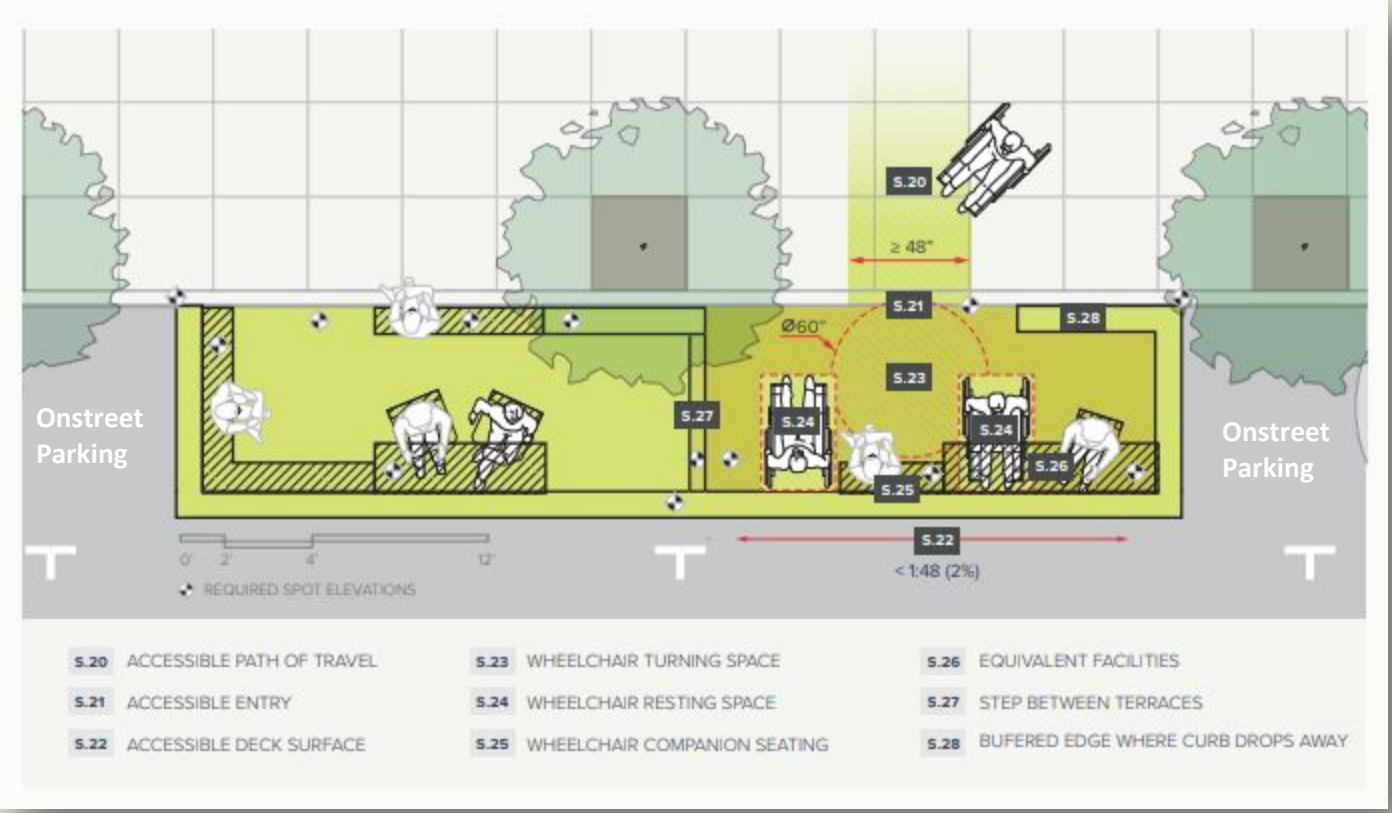


Figure 9 – Parklet ADA access, taken and annotated for this report from the 2020 San Francisco Parklet Manual

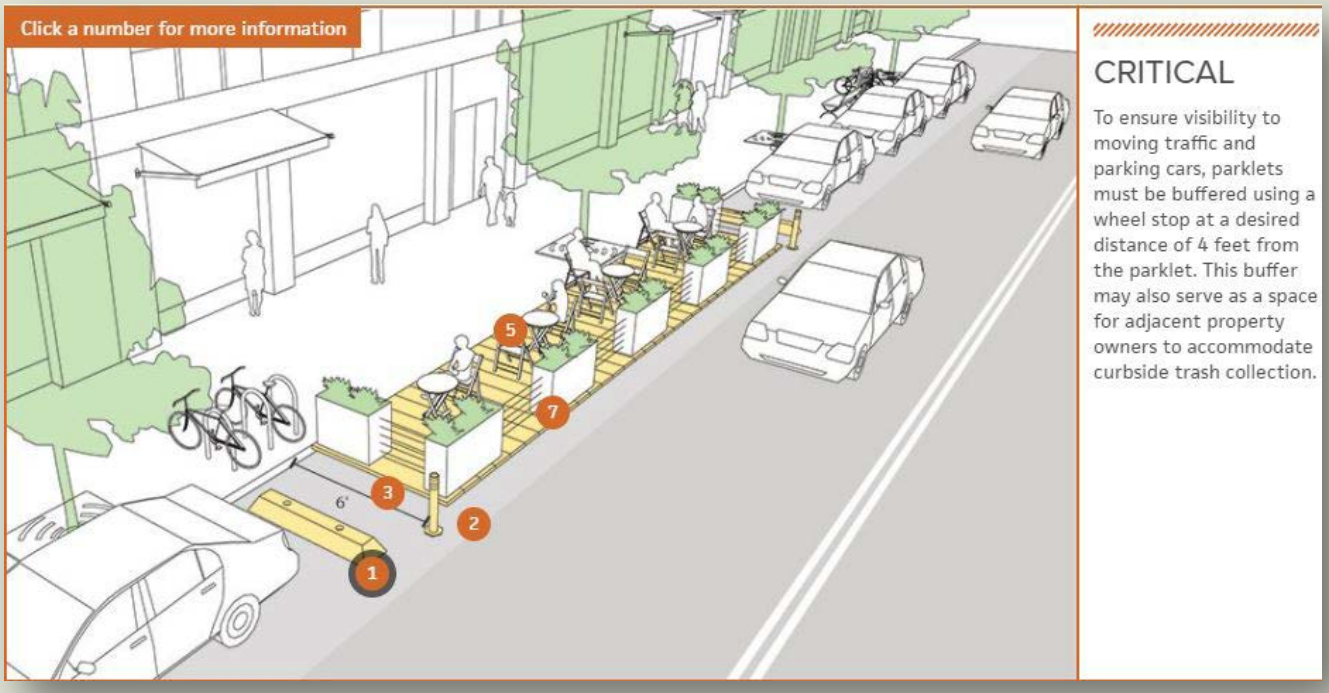


Figure 10 - NACTO Guidance on Parklets

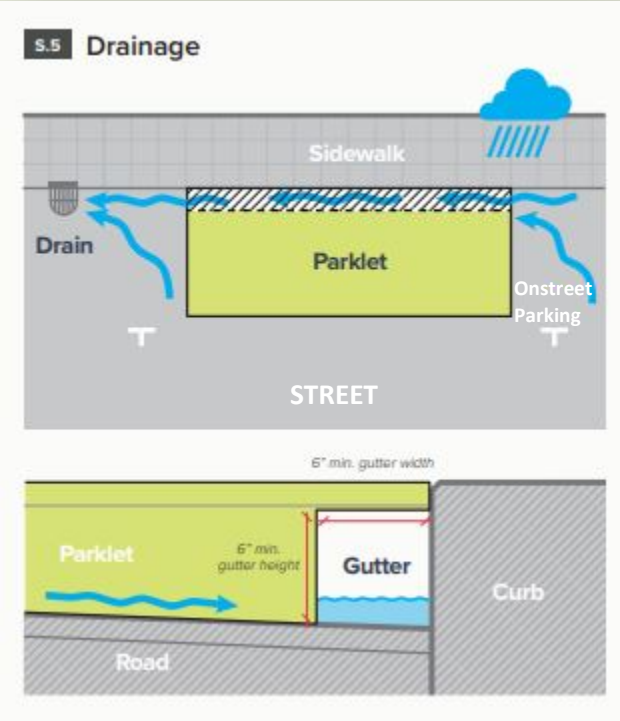


Figure 11 – Drainage and Gutter design, Taken and annotated for this report from the 2020 San Francisco Parklet Manual

Above are design guidelines for parklets taken from both NACTO and the San Francisco Parklet Manual. These images are intended to provide a visual element for the design and implementation of parklets. While specific elements may differ from place to place, the above guidelines are generally present in all designs. These guidelines emphasize public safety, functionality, and visibility.

Below in figure 12, is an image taken from the installation of a parklet in Asbury Park pre-COVID. This document is not meant to guide municipalities through the entire process of parklet implementation but rather provide guidance and insight from other municipalites and states. The end goal being improving on what has already been done and expanding the locations where it can be done both successfully and safely.

Figure 12 - Above, installation of a Parklet in Asbury Park, NJ for Parking Day

Figure 13 – Parklet with bubble in *Downtown Princeton, NJ at the corner of Witherspoon and Hulfish. Photo Credit: Isaac Schmetterer*

## STREATERIES

Unlike parklets, strEATERIES are created with the intention of supporting a restaurant. StrEATERIES are shared outdoor public spaces explicitly for restaurant patrons to dine in during business hours. Exceptions to this strict rule can be made, such as in Denton, TX where strEATERIES are open to the public after-hours. A strEATERY could also function as an expansion of a sidewalk café or to complement limited indoor dining at restaurants. Just as they are indoors, restaurants are required to follow existing health and safety guidelines for strEATERIES.

The same basic guidelines for parklets apply for strEATERIES. Additional design concerns include but are not limited to: the location of entrances and exits to the business hosting the strEATERY; the location type, and number of tables, chairs, and seating areas (including an ADA compliant seating area); the location and height of curbside fencing if you intend to serve alcohol; the dimensions of the host's building frontage; the installation method of both the strEATERY and any fencing and/or seating associated with it; and maintaining unobscured sightlines.

Figure 14 - Photo taken of a Parklet in Edgartown, MA (2020)

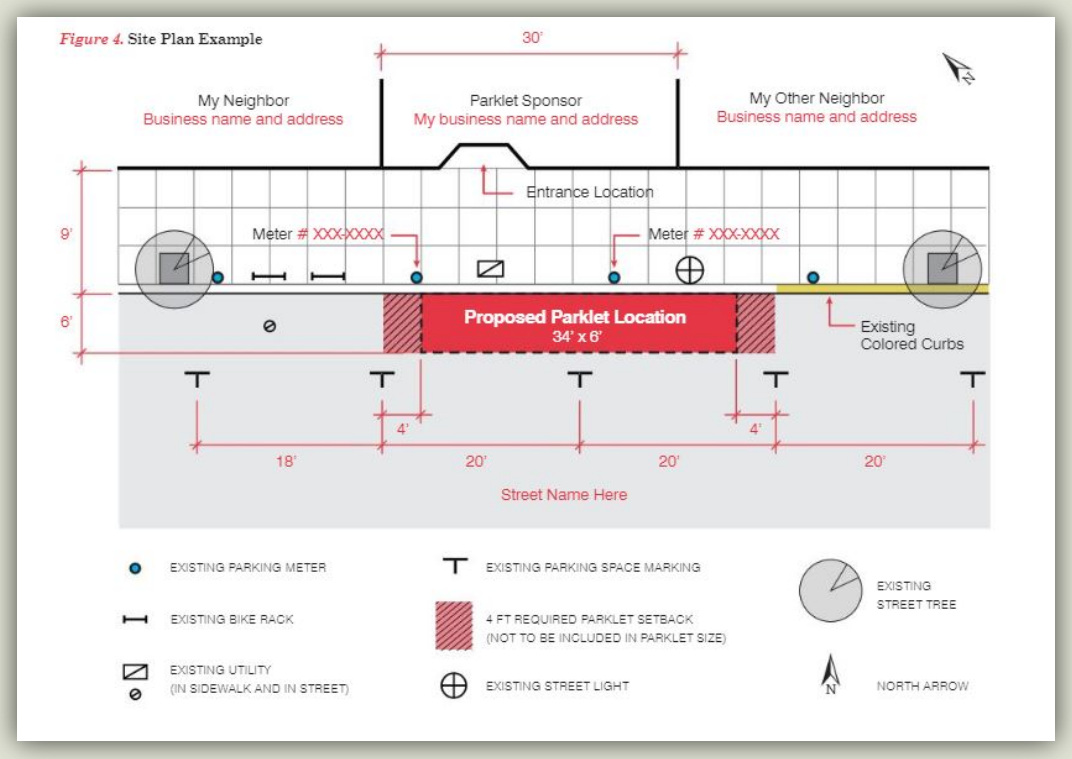


Figure 15 - San Francisco Parklet Site Plan layout

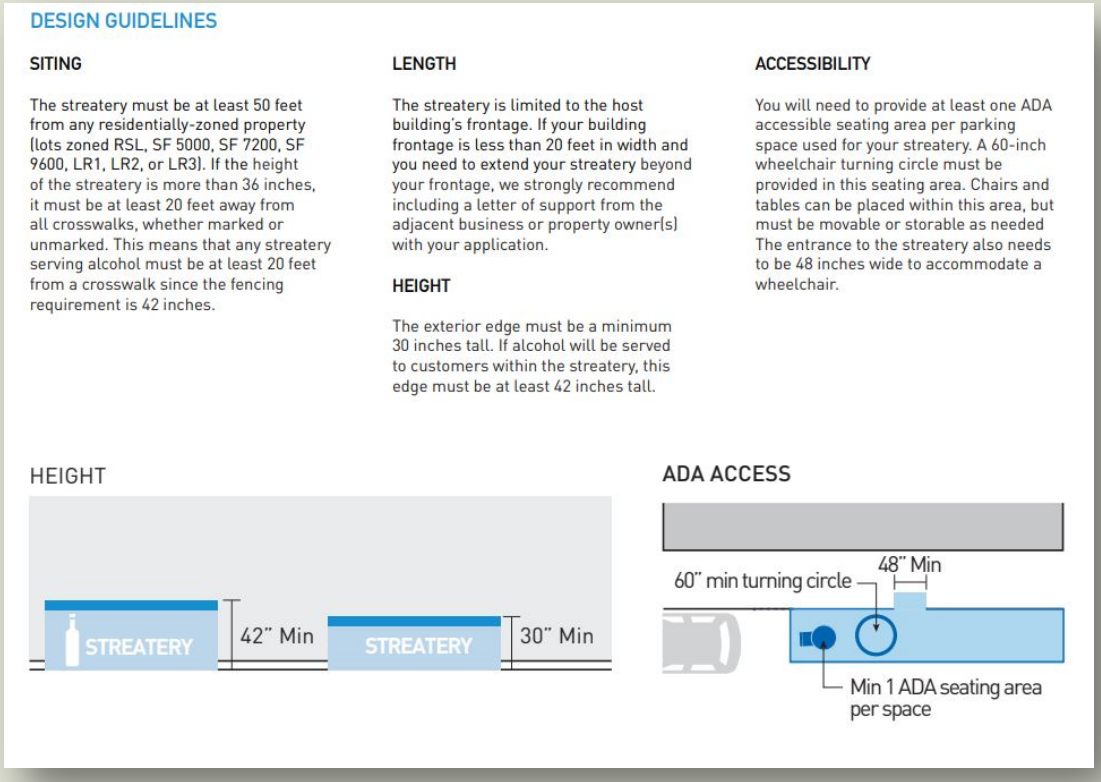


Figure 16 – Seattle, WA strEATERY Design Guidelines

## General Requirements

1. Wheel stops shall be installed one foot from the curbline at the edge of the parking spaces in front of and behind the parklet/streatery.
2. Safety elements (Safet-Hit® Durapost) are required at the outside corners of the parklet/ streatery.
3. Maintain curbline drainage. Parklet/streateries shall not block storm water drainage, fire hydrants, transit stops, driveways, manholes, or public utility valves/covers.
4. The parklet/streatery shall be flush with the curb (no more than 1/2" gap), level with the adjacent sidewalk, and must be accessible at several locations by pedestrians.
5. Buffer zone - the parklet/streatery shall be located at least four feet from the wheel stops.

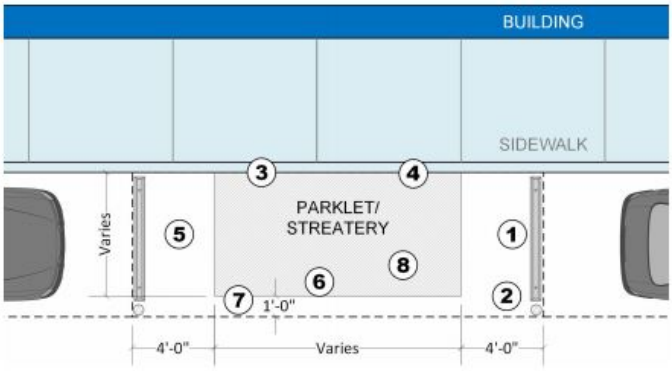


**Fig. 1 - SINGLE SPACE PARKLET/STREATERY FEATURES AND DIMENSIONS**

6. The outside edge and railings must not create a visual buffer.
7. There must be one foot setback from the edge of an adjacent bike lane or vehicle travel lane and shall have an edge to buffer the street. This edge can take the form of planters, railing, cabling, or some other appropriate buffer. The height and scale of the buffer required will vary depending on the context of the site.
8. The parklet/streatery frame should be a freestanding structural foundation that rests on the street surface or curb. No features or structural components may be permanently attached to the street, curb, or adjacent planting strip.

Figure 17 - City of Spokane, WA requirements for parklets and strEATERIES

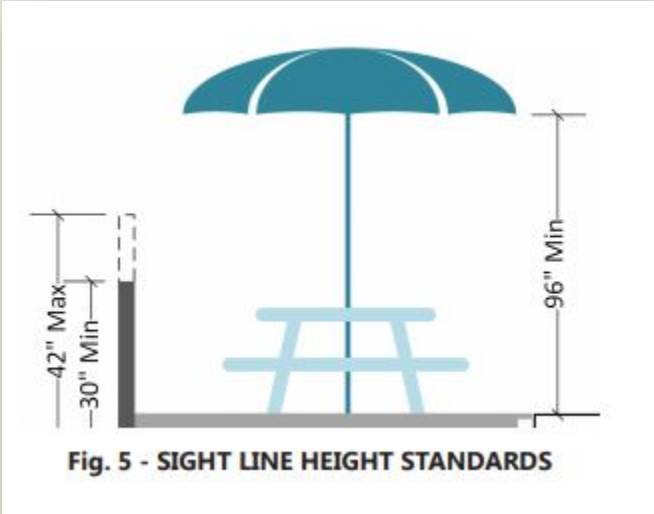


**Fig. 5 - SIGHT LINE HEIGHT STANDARDS**

Figure 18 - City of Spokane, WA sight line standards for umbrellas

Figure 19 – Example of StrEATERY on  W37th Street in Manhattan, NY

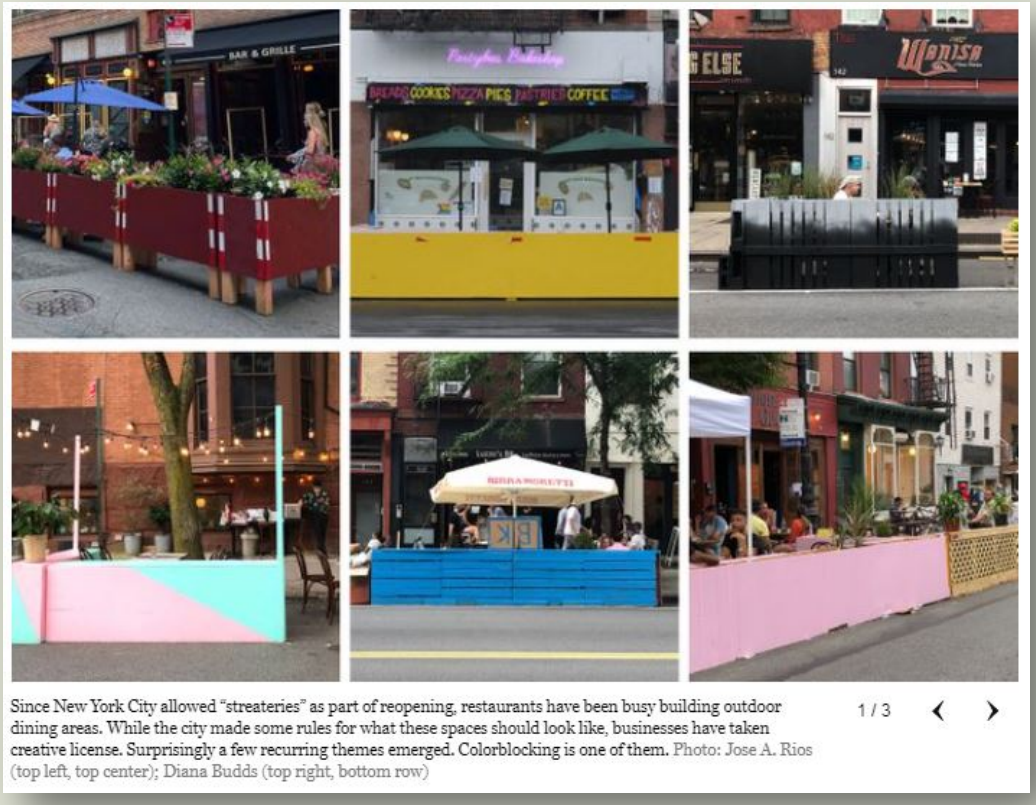


Figure 20 - New York City strEATERIES

As seen in Figure 20, the designs of strEATERIES are similar but the aesthetics can vary significantly. Cities and towns may consider partnering with local artists to give them a unique flare. Working public art into the design of strEATERIES will make them stand out to residents. To do this, cities and towns should seek out agencies that work within the community. An example of this would be MonmouthArts, a non-profit organization in Red Bank, New Jersey. Other starting points include local art galleries or recruitment through social media contests.

**Figure 21 - NACTO Guidance on extending the curb**

## PARKING LOTS

Large parking lots can be temporarily divided into separate uses. For example, a shared parking lot for several commercial businesses and restaurants can split the lot into separate areas for retail, parking and dining using barriers. Another option would be to provide outdoor seating in the parking space itself. In Virginia, one restaurant utilized its parking spaces to provide socially distanced dining areas for customers. Tents, tables, and chairs are provided in parking spaces and customers simply drive up to an open table.

To capitalize on outdoor dining, five-course meals are served in the oversize parking lot behind fine-dining restaurant Clarity in Vienna, Va. Image courtesy of Clarity

Figure 22 – Above example of outdoor dining taken from Restaurant Development + Design

Retail parking lots have also been used to host social distanced events like pop-up theaters (as shown below) and COVID testing sites. Parking garages have also been repurposed for in-person socially distanced purposes like open-air retail, job fairs, and polling stations.

*An aerial view of a pop-up drive-in theater built in the parking lot at the Broadway Commons in Hicksville, New York (Getty)*

Figure 23 – Example of a pop-up theater in Hicksville, NY

# SIDEWALKS

## *Sidewalk Café*

Sidewalk cafés should adhere to social distancing policies by providing 6 feet between the backs of chairs and requiring customers to wear masks where 6ft social distancing cannot be upheld. Incorporating  planters and/or street trees is an effective way to create social distancing. In Richmond (VA), sidewalk cafés that serve alcohol have to be surrounded by a barrier with a controlled access point. An exception in Richmond is made for cafés that don't serve alcohol and extend less than 3 feet from the frontage of the restaurant. As shown in the infographic on sidewalk zones below, sidewalk cafés are generally recommended along the frontage of a restaurant. In the absence of street furniture, sidewalk cafés may be considered in the sidewalk zone 3 if adjacent ground floor businesses and/or property owners are agreeable to it.

Figure 24 - NACTO Guidance on Sidewalks, Sidewalk Zones

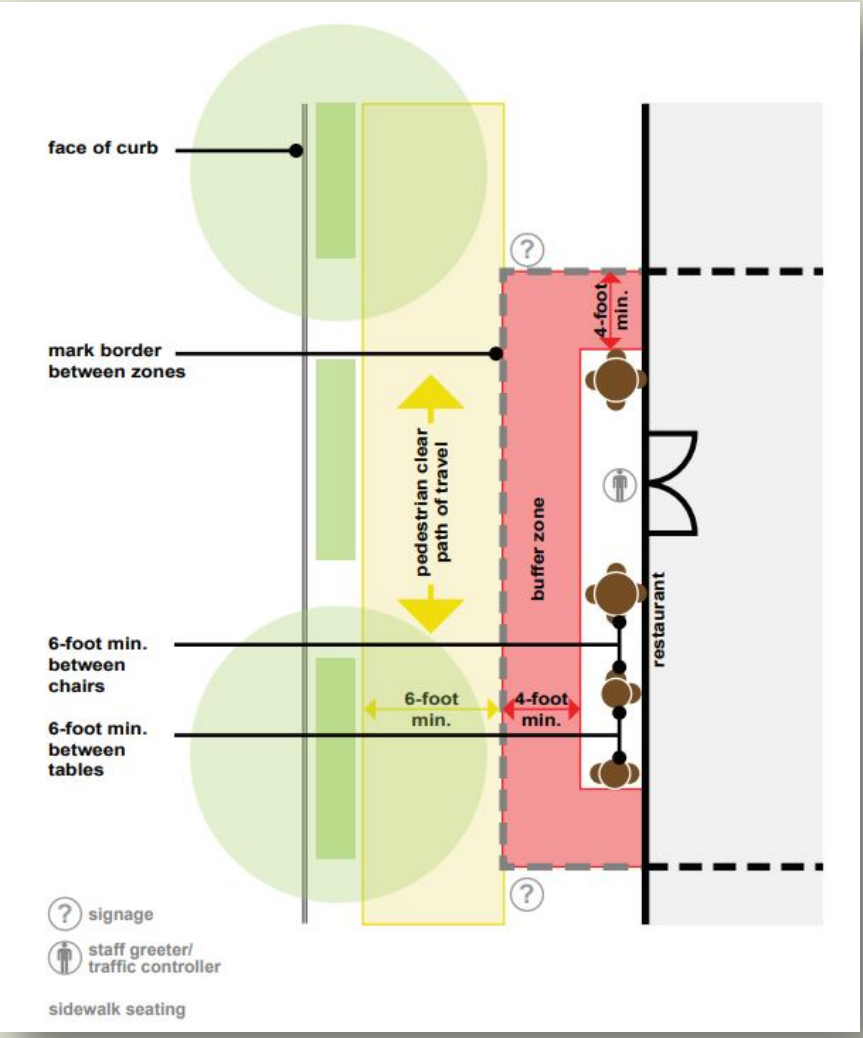


Figure 25 - Washington D.C. guidelines on seat/table spacing

Restaurants with sidewalk cafés should consider coordinating their outdoor dining setup with nearby retail. If adjacent retail uses are agreeable, they may be able to gain additional space for their sidewalk café giving diners a view of their window displays. Businesses can mutually benefit from adjusting their hours to allow those waiting to dine to shop. Retail uses that coordinate with businesses could adjust their hours to match the peak hours that patrons come to dine. This would allow generate more foot traffic for these businesses and potentially increase sales. Additionally, dining in front of a retail use gives patrons the opportunity to gaze into the shops display and better aquaint themselves with businesses in the area.

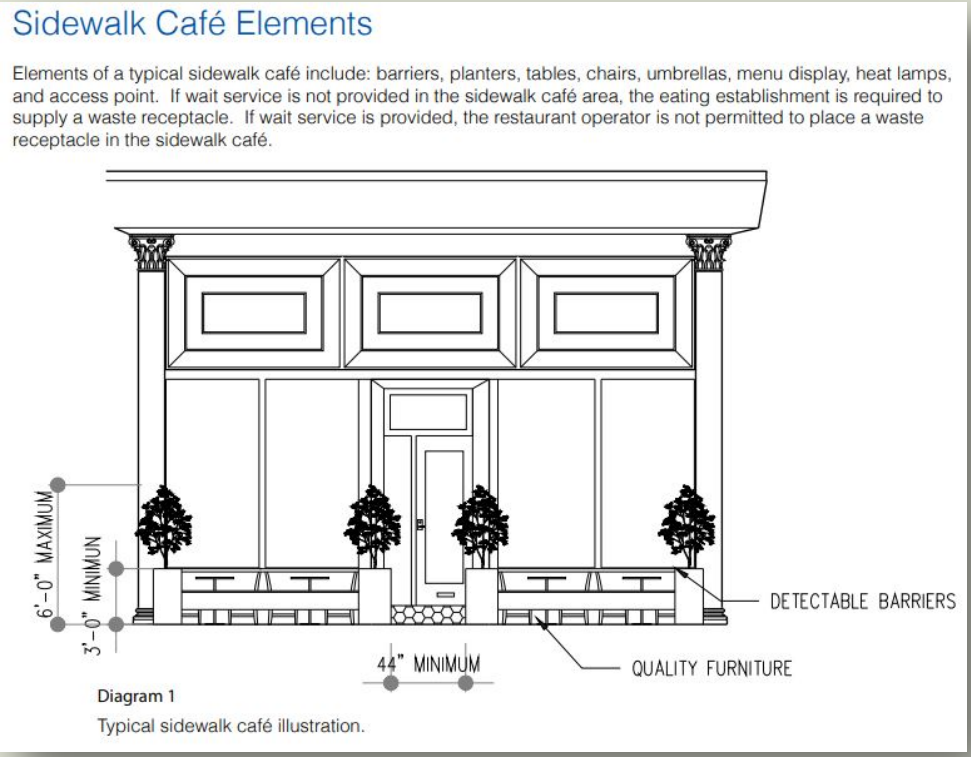


Figure 26 - Richmond, VA Sidewalk Café Guidelines

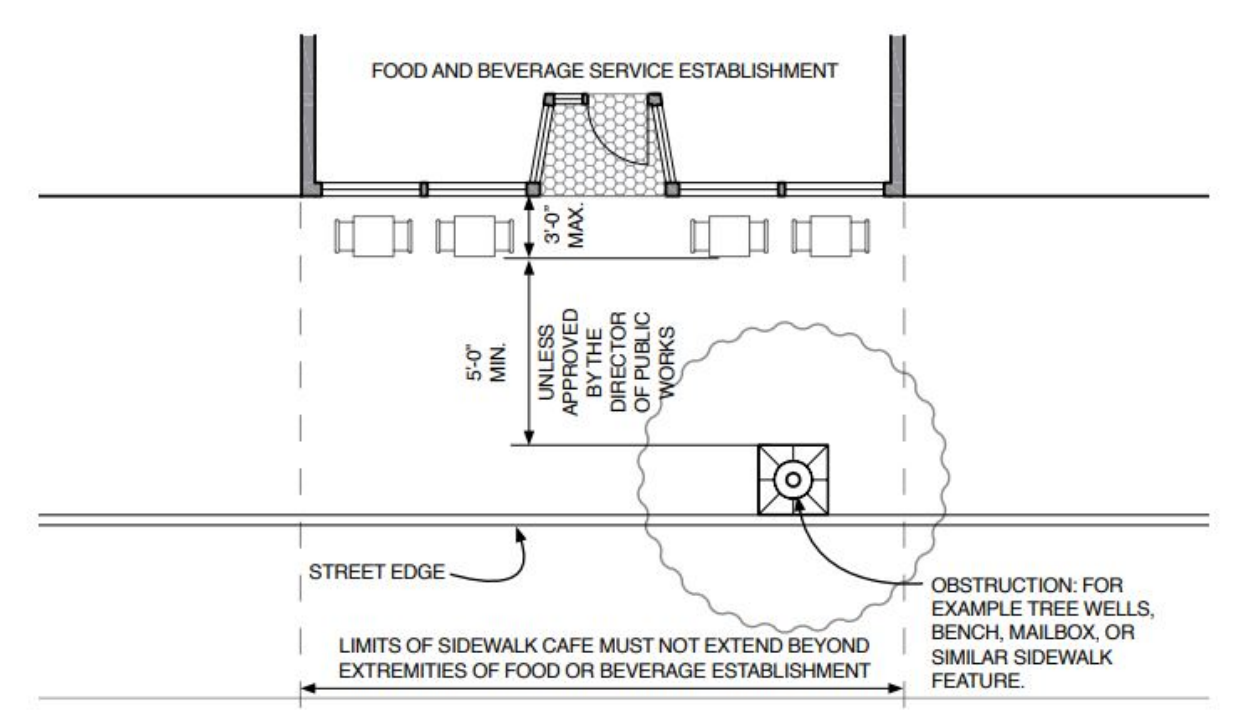


Figure 27 – Richmond, VA Sidewalk Café Guidelines

As shown in all of the above design guidelines (figures 24 to 27), the sidewalk café is not permitted to obstruct pedestrian traffic on the sidewalk. Richmond's sidewalk café design guidelines predate the pandemic so it is advised that the 6 foot minimum shown by Washington D.C. is used instead.

Figure 28 below is an example of a sidewalk café in downtown Freehold Borough. For demonstrative purposes, it shows the general configuration of a sidewalk café complete with the use of street trees and planters. However, it looks as though it was the tables and not the chairs which were placed 6 feet apart. It would be more effective, from a social distancing standpoint, to rotate the tables so as to place chairs on an angle or space the chairs 6 feet apart instead. The profile and structures found on the street will ultimately determine the configuration that is safest.

**Figure 28 – Above example of a sidewalk café taken in Downtown Freehold Borough on West Main Street (2020)**

## *Sidewalk Extension*

Sidewalk extensions are a way to expand the area in which pedestrians can travel on otherwise narrow sidewalks. This is useful in alleviating and preventing pedestrian congestion. Extending or widening sidewalks has been shown to have a traffic calming effect. Side walk extensions can be accomplished by temporarily designating existing shoulders and/or on-street parking into additional sidewalk. Extensions are usually temporary, whereas sidewalk widening is more permanent. Cones with reflective stripes, sectional barriers, or other highly visible barriers should be implemented to clearly distinguish the extended sidewalk from the road.

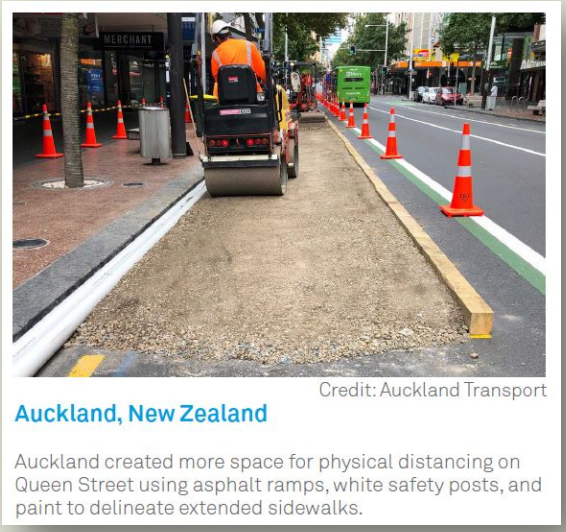


Figure 29 – Above example in Auckland, NZ taken from NACTO guidance on sidewalk extensions

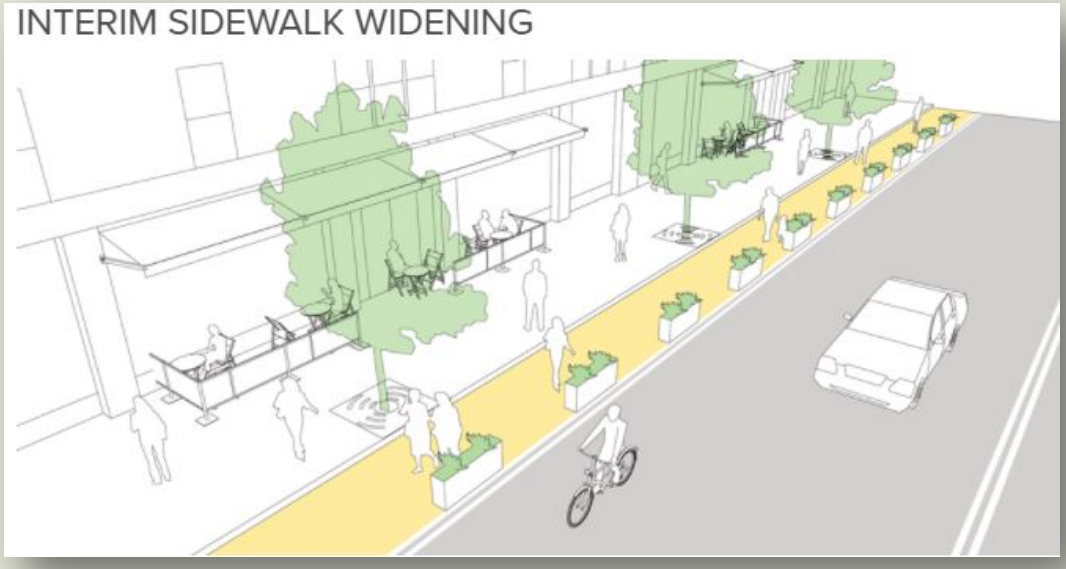


Figure 30 - Taken from NACTO guidance on Moving the Curb

## REAR COURTYARDS & ALLEYWAYS

Where it is contextually suitable, the activation of rear courtyards, alleys and passages would provide a unique setting for dining, retail, or small gatherings. In general, this space is underutilized and could provide businesses with opportunities where it may have previously been thought there weren't any. Alleyways represent untapped locations for public space or businesses. These areas can function as additional seating areas for restaurants, locations for pop-up retail, or local gathering spots in a downtown area. Given that they were not initially designed for these purposes they will naturally require some clean up and renovation. Lighting is a key factor to promote use as it improves visibility in these locations. To promote a sense of safety activity is necessary. There should be spaces for lounging and meeting as well as for passing through. The use of greenery in these alleyways can help to soften the space so-to-speak and lend to the perception of a safe area.

Figure 31 - The BELT, an example of creative alleyways in Detroit, Michigan

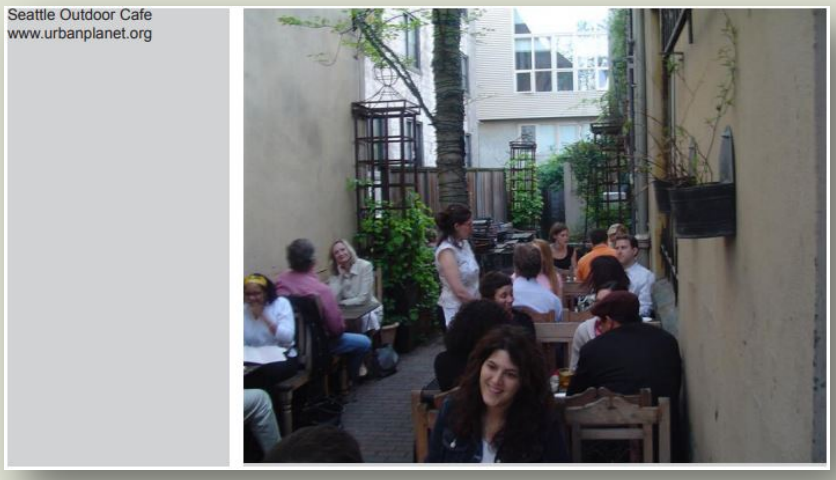


Figure 32 – Example of outdoor cafés in alleyways

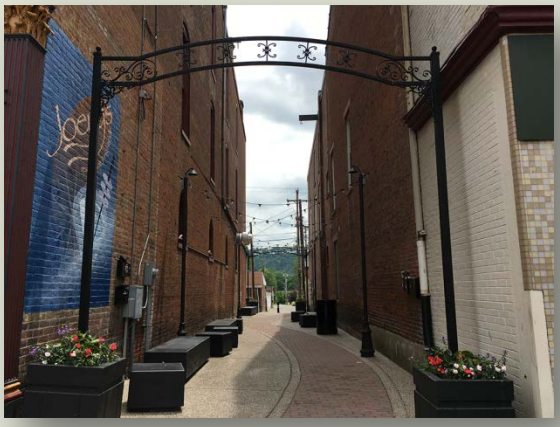

Figure 33 - Above image taken from a VisitIndiana blog post on alleyways

Alleyways can be utilized as either a support to restaurants, a way to increase the walkability of an area, or as a way to provide the public with a unique public space. As suggested in Figure 34 below, signs are a good way to get the public to take notice of a renovated alleyway. An alleyway with a name is more memorable and provides residents with an opportunity to build familiarity with it. Naturally though, the type and abundance of alleyways in a city is contextually specific and should be considered before any renovations occur.

In Seattle's Integrated Alley Handbook, recomendations are geared towards reclaiming alleyways and redefining the public's perception of them. It recommends things like including them in green city initiatives, painting murals in them, and hosting community events/programs in alleyways. Contextual issues like stormwater runoff are addressed as well through recommendations for pitched design, onsite water treatment, and water collection. Regardless of the characterization of the alley the following are common in all design recommendations: human scale, art (in the form of programs and murals), naming the alley, plants, seating, paving, adequate lighting and cleanliness. These

recommendations are consistent with what Birmingham, MI recommends in their 2012 guidance document “Activating Urban Space: A Strategy for Alleys & Passages”. In addition to these recommendations, Birmingham recommends taking a look at crosswalks to connect alleys and signage (both commercial and wayfinding).

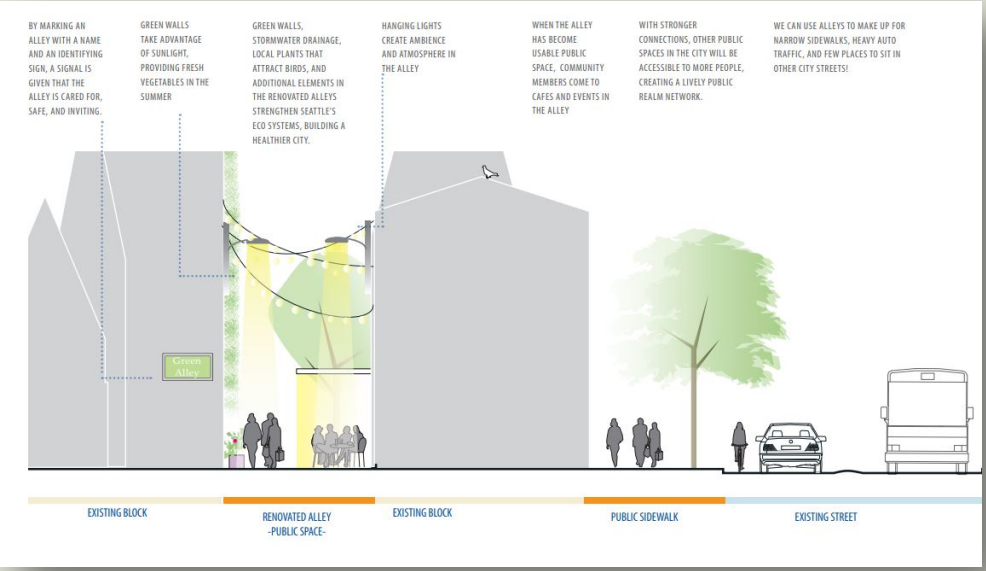


**Figure 34 – Infographic above taken from the Seattle, WA Integrated Alley Handbook**

For more on alleyways types and recommendations refer to:

- Seattle Integrated Alley Handbook
- Birmingham Strategy for Alleys and Passages

**Figure 35 – Example of a rear courtyard on 1114 Sixth Avenue – Grace Plaza, New York, NY**

Rear courtyards, as pictured in figure 35, lend themselves well to use as plazas and locations for farmer's markets. Similar to parking lots, they can be used to support nearby businesses by providng a place for patrons to rest, shop or dine. Unlike a parking lot however, the primary means of access will be by foot or bicycle so including bike racks on site will likely encourage more people to visit and spend time at the location.

San Francisco, as seen in their 2017 Urban Design Guidelines, recommends aligning courtyards and passages with existing pedestrian paths. It is also recommended to add as much greenery and permeable surface area to courtyards. Connectivity to areas that people traverse regularly is critical to the implementation to a rear courtyard.

Figure 36 – Plaza design guidance taken from the 2017 San Francisco, CA Urban Design Guidelines

Scottsdale, AZ recommends providing shade in courtyards and designing the courtyard to connect to other nearby sites and open spaces in their 2019 Urban Design & Architectural Guidelines. While their recommendations are aimed at courtyards in front of buildings, it is still applicable to rear courtyards. An additional consideration for rear courtyards is providing adequate lighting and seating.

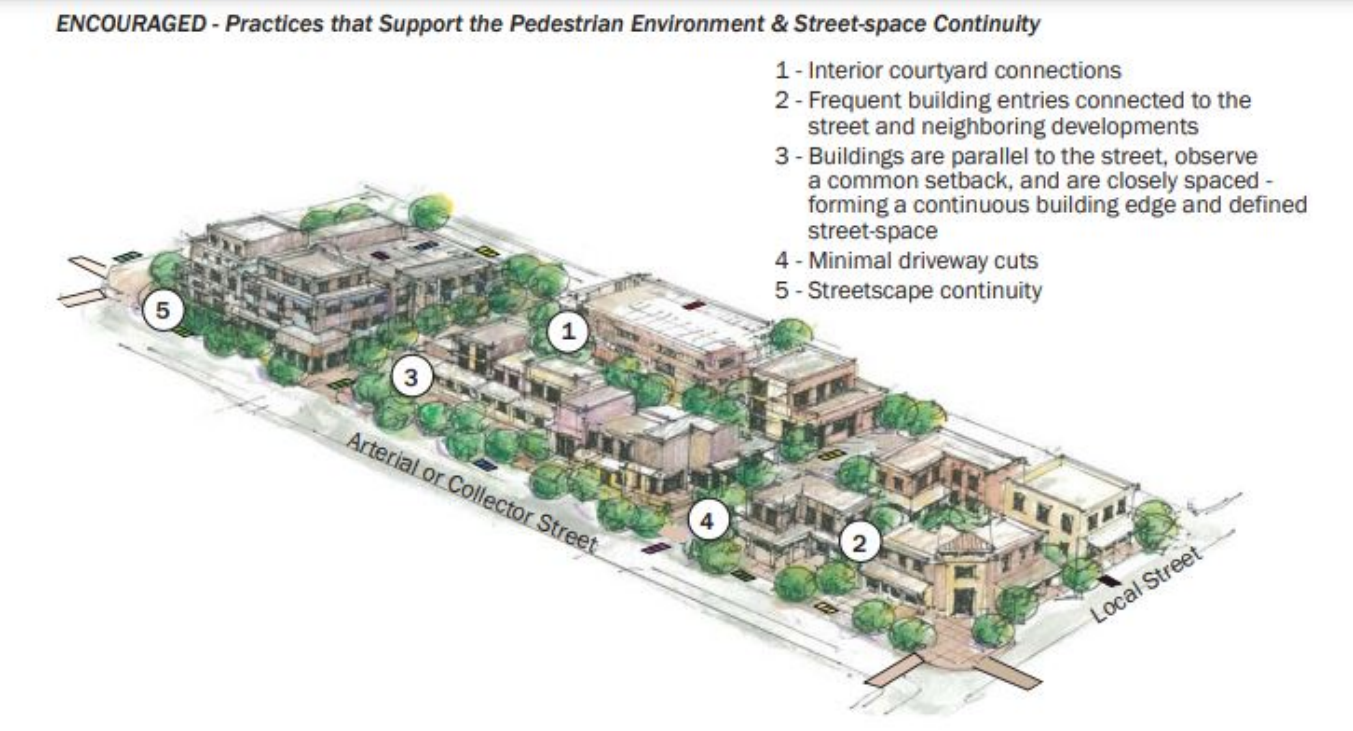


Figure 37 – Continuity practices taken from Scottsdale, AZ 2019 Urban Design & Architectural Guidelines

# POTENTIAL LOCATIONS

## *How to measure the Desirability of a location:*

Consider the use of a Checklist or Scorecard to measure the desireability of a location for outdoor dining. Not every business is located in a place that is both safe and appropriate for outdoor dining typologies. Additionally, of those that are, existing uses or site conditions may make an otherwise ideal location infeasible. To separate ideal locations from those which are not feasible the following should be considered.

## *Potential Locations Should…*

Potential locations for sidewalk cafés should have sufficient space for pedestrian traffic and seated diners. Parklets, strEATERIES, and sidewalk cafés should be located on low speed roads (30mph or less) that are owned by the municipality. All proposed locations should be well lit for use at night or have space for providing adequate lighting. At maximum, the location proposed should be no longer than the size of two parallel parking spots or three angled spots. Locations should be spacious enough to be able to provide a setback from adjacent parking spots with a 2 foot minimum clearance. As mentioned in an earlier section, Parklets, strEATERIES, and Sidewalk Cafés should be ADA accessible. All typologies, especially sidewalk cafés, should provide enough space for an unobstructed, 6 foot pedestrian pathway on the sidewalk. Additionally, all typologies should have a 3 foot clearance from fire hydrants. Finally, all potential locations should be located in pedestrian-friendly, downtown areas to facilitate foot-traffic with public safety in mind.

## *Potential Locations Should **NOT**…*

Potential locations for Parklets, strEATERIES, and sidewalk cafés should not be located on county roads or roads with speed limits greater than 30mph. None of the aforementioned typologies should create or encourage the formation of crowds. This is especially important during the COVID-19 global pandemic since social distancing is advised. It is not advised to locate any of these facilities on narrow sidewalks or streets as it can create issues with both vehicular and pedestrian traffic. An exception can be made if the narrow sidewalk or street is included as part of a planned open street. Proposed typologies should not be within 25 feet of intersections and crosswalks or within 15 feet of driveways, utilities and fire hydrants. Adding on to this, proposed locations should not be within 60 feet of a bus stop, located above manholes, near low hanging guy-wires or other utilities or located in bus lanes, bike lanes, and loading zones. Lastly, Parklets, strEATERIES, and sidewalk cafés should not be proposed in handicap parking spaces, include an overhead roof as part of the design, or require bolting/fastening that would damage the sidewalk and/or street.

## ADDITIONAL RESOURCES

- Resources from other organizations that may include topics/considerations not covered or go further into depth:

    - Activating Alleyways
    - Morristown Parklet Case Study & Handbook
    - City of Hoboken COVID-19 Small Business Recovery Strategy and Guidelines
    - UCLA Parklet Toolkit & Evaluation Report
    - City of Tampa LIFT UP LOCAL Economic Recovery Plan
    - San Francisco Parklet Manual
    - Smart Growth America, Parklets Policy Primer
    - NACTO – Streets for Pandemic Recovery
    - Oklahoma City strEATERY Approval Process
    - D.C. Expanded Outdoor Seating Guidelines
    - Seattle Integrated Alley Handbook