



CITY OF HUNTINGTON BEACH

TEUP # _____

COVID-19 TEMPORARY EMERGENCY USE PERMIT OUTDOOR COMMERCIAL ACTIVITY

PRIVATE PROPERTY APPLICATION

BUSINESS NAME: _____

ADDRESS: _____

APPLICANT NAME: _____

CONTACT PHONE NUMBER: _____

APPLICANT EMAIL: _____

BANNER INCLUDED? _____ YES _____ NO

TEMPORARY USE PERMIT FOR CENTER APPROVED? _____ YES _____ NO

This is a discretionary permit. Providing the information detailed in this form is not a guarantee of permit approval. The City at its sole discretion may approve or deny the issuance of this permit.

APPLICATION REQUIREMENTS

SEE ALSO: TEMPORARY EMERGENCY OUTDOOR ACTIVITY CRITERIA (ATTACHED)

INITIAL

- ____1. Letter of authorization from property owner/manager on letterhead.
- ____2. If a Temporary Use Permit Application has already been approved for the center in which you are located, initial here, attach the approved plan, and skip to #8.
- ____3. A dimensioned site plan showing the location of the outdoor commercial activity area(s) and pedestrian paths with social distancing measurements.
- ____4. For a commercial center: a dimensioned site plan that depicts vehicular and pedestrian circulation patterns, curb-side pick-up areas (if any), outdoor commercial activity areas by tenant, outdoor seating areas with seating plan and capacity clearly noted, pedestrian flow areas, equipment such as wash stations and hand sanitizing stations, stations for staff set up and service, waste receptacles, storage containers, and a plan for controlling vehicle and pedestrian access to the area.
- ____5. Depict location of temporary banners (business and/or center) – see attached Criteria for allowances.
- ____6. Evidence of general liability insurance in the amount of \$1,000,000 and an endorsement naming the City of Huntington Beach as an additional insured – see detailed requirements in attached Criteria
- ____7. Fire permit obtained. The HBFD will determine when an operation fire permit is required upon review of the site plan.
- ____8. Copy of City of Huntington Beach business license.
- ____9. If alcohol is to be served outside, the ABC license has been obtained.
- ____10. See all details in attached Temporary Emergency Outdoor Activity Criteria
- ____11. The Temporary Emergency Use Permit is not effective unless it is signed by the applicant indicating and acknowledging his/her understanding of the conditions and criteria imposed therein.
- ____12. By signing and accepting the Temporary Emergency Use Permit, the applicant accepts the temporary benefits conferred by the permit subject to the conditions imposed therein. By accepting the right to operate pursuant to the Temporary Emergency Use Permit, the applicant waives all rights to challenge any condition imposed as unfair or unreasonable – see additional details in attached Criteria.

____13. The applicant understands that there are inherent safety concerns when operating outdoors, especially in a parking lot, and by signing the Temporary Emergency Use Permit the applicant agrees to indemnify, hold harmless, and defend the City, its officers, agents and employees, from any and all liability or claims that may be brought against the City arising out of its approval of the Temporary Emergency Use Permit – see additional details in attached Criteria.

____14. The site plan dated _____ shall be the approved layout for the temporary outdoor commercial activity.

I, _____ (Print Name of Business Owner), owner of _____
(Print Name of Business), have read, understand, and will comply with all provisions of **Temporary
Emergency Outdoor Commercial Activity Criteria on Private Property** (Attached). I understand that
this permit will expire at the end of the local emergency or as otherwise described in the attached Criteria.

APPLICANT SIGNATURE

PRINT NAME

DATE

CITY USE ONLY

NOTES AND SPECIAL CONDITIONS

Approved By:

Fire Department: Name _____ Date _____

Public Works Dept: Name _____ Date _____

Police Department: Name _____ Date _____

Building Division: Name _____ Date _____

Planning Division: Name _____ Date _____

AUTHORIZED BY

PERMIT NUMBER

DATE