



# City of San Clemente

## Economic Development

910 Calle Negocio, San Clemente, California 92673

[EconDev@san-clemente.org](mailto:EconDev@san-clemente.org)

### APPLICATION for PARKLET DINING PERMIT (2022-2023)

Thank you for your interest in participating in the 2022-2023 Parklet Dining program! A LIMITED TERM PARKING RELIEF AGREEMENT may be issued to temporarily permit outdoor dining or retail display on private or public property (commercial/industrial/mixed use) until December 31, 2023 per SCMC 17.28.206. Submit this application and supporting documents to [EconDev@san-clemente.org](mailto:EconDev@san-clemente.org).

APPLICANT INFORMATION			
Contact Person:		Phone:	
Business Name:		Email:	
Business Lic #		Address:	
Non-Profit ID#		City/Zip:	

PROPERTY OWNER AUTHORIZATION (required for parklets on private property only)			
Property Owner of Record:		Phone:	
Signature:		Email:	
Date:		Address:	
Street Address:		City/Zip:	

#### SUBMISSION CHECKLIST

- Insurance Certificate and Additional Insured Endorsement (activity on public property only). The City requires Commercial General Liability, personal injury and property damage liability, with minimum combined liability limits of One Million Dollars (\$1,000,000) per occurrence. Any deductible or self-insured retention in excess of Five Thousand Dollars (\$5,000) shall be declared to the City and requires the prior approval. An additional insured endorsement to the general liability policy is required and shall name and list the City of San Clemente, its officials, officers, employees, agents and volunteers as additional insured.

#### Site Plan (select one):

- Public Property (including on-street parking), using a pre-approved parklet layout (see attached):
  - Provide an aerial map showing the parking stalls you propose to use for your outdoor dining area (max 3)
- Private Property or non-standard parklets on public property [*may require Design Review*]:
  - Provide a layout of your parklet superimposed on an aerial view map of the property, showing:
    - Number of parking spaces to be repurposed for the parklet (max 3)
    - Location of tables, chairs, platforms, tents (specify size), etc.
    - Location of fencing, barriers, barricades, and planters.
    - Any outdoor lighting proposed; any proposed generators and/or source of electricity.

Please **submit this application + site plan + insurance to the City of San Clemente** by email at [EconDev@San-Clemente.org](mailto:EconDev@San-Clemente.org). Your next step will be to complete the LIMITED TERM PARKING RELIEF AGREEMENT once your layout is approved.