



Completed applications must be submitted electronically to: joe.susca@culvercity.org or by mail to:
 Public Works Department/Engineering Division
 9770 Culver Blvd, Culver City, CA 90232
 Telephone (310) 253.5621

OFFICE USE ONLY	
Application No.	
Application Submittal Date	
Accepted By	

TEMPORARY USE OF PUBLIC RIGHT-OF-WAY FOR OUTDOOR DINING AND RETAIL PERMIT APPLICATION

- New Application
 New Joint Application (Attach collaborating permit)
- Modification: App # _____
 Modification to Joint Application: App # _____

Legal name of business			
Physical (business) street address	City	State	Zip
Business Owners Name	Phone	Email	

24-HOUR CONTACT INFORMATION:

Business Contact's Name and Position (Please Print)	Signature		
Date	Phone (24HR)	Email	

PERMISSION FROM ADJACENT PROPERTY OWNER (Required if requesting space in the adjacent building frontage) :

- I am the property owner (go to Property Owner's Signature)

Property owner's Name	Property Owner Street Address	City/State/ZIP	
Property Owner's Signature	Date	Phone	Email

PROPERTY OWNER'S AFFIDAVIT: I hereby certify under penalty of law that I am the owner of the above-referenced property and authorize the temporary outdoor restaurant/retail operations as described herein.

Type of Application (check all that (apply):

<input type="checkbox"/> Restaurant, Bar, Winery, Brewery <input type="checkbox"/> Retail or Commercial Business	<input type="checkbox"/> Outdoor Operations		
	<input type="checkbox"/> Street closure (Identify Streets):		

Application Submittal Checklist

- Complete electronic set (PDF preferred) of the entire permit application package as defined in this document. *Hard copies may be requested by the City as needed.*
- Written permission and signature from the adjacent property owner. *If applicable.*
- Copy of City of Culver City Business License.
- Copy of Required Insurance (due prior to permit issuance).
- Executive summary of your business (type of business).
- Site Plan (may be hand drawn) showing the business storefront with property line, storefronts adjacent to the business, street trees, fire hydrants, etc., and the full sidewalk, street, and parking area in the proposed permit area. Size and font must be legible.
 - Delineate and dimension the approximate area proposed for the permit.
 - Show and label all proposed furniture and appurtenances requested to be placed within the proposed permit area.
 - Provide north arrow, scale, street name, business address, and business name.

Application is hereby made for a temporary use permit to operate an outdoor business subject to the City Engineer's (or designee) sole discretion and approval and in accordance with the June 1, 2020 Sixteenth Supplement to Public Order, as amended or extended, and the standards set by the State of California, Los Angeles County Public Health, and in compliance with City written guidance and best practices defined by Los Angeles County Public Health Department¹.

Signature of Applicant

Date

¹ <http://publichealth.lacounty.gov/media/coronavirus/>

OFFICE USE ONLY	
City Engineer Review	
Approved	Denied
	Comments: _____
Department Reviewer:	Date