

City of Minneapolis

STREET CAFE PILOT PROGRAM SUPPLEMENT

2016



About This Supplement

The City of Minneapolis Street Cafe Pilot Program Supplement is intended to be used in conjunction with the Parklet Application Manual to guide applicants through the process and procedures for applying for a Street Cafe. It provides an overview of the street cafe program, policies, procedures, criteria and guidelines that differ from the more in depth Parklet Manual. Business owners, property owners and other potential applicants are encouraged to read both the Parklet manual and the Street Cafe Supplement prior to the application process.

The Minneapolis Street Cafe Supplement was created by the City of Minneapolis Departments of Community Planning and Economic Development and Public Works

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For reasonable accommodations or alternative formats please contact (add your information here including: department, contact person, phone and email). People who are deaf or hard of hearing can use a relay service to call 311 at 612-673-3000. TTY users call 612-673-2157 or 612-673-2626.

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CONTENTS



**WHAT IS A STREET CAFE?
WHICH IS RIGHT FOR ME?
ROLES AND RESPONSIBILITIES
FEES**



**APPLICATION PROCESS
PRE-FABRICATED STRUCTURE
CUSTOM BUILT STRUCTURE**



**CONFIGURATIONS
SITING
EXTENDED STREET CAFES
SITE PLAN**



**OPERATIONS
MAINTENANCE
PILOT PROGRAM**



**CONFIRMATION OF ELIGIBILITY
SIDEWALK CAFE LICENSE
EXPANSION OF PREMISES**

ABOUT

About this Supplement

The Street Cafe Supplement is a companion document to the Parklet Application Manual. The Street Café Supplement provides additional guidance for privately managed space in the roadway. The supplement offers definitions, provides resources, and clarifies responsibilities and application processes for street cafes.

The Street Cafe program is in the pilot stage, so many questions you have may not yet be covered in his supplement, please contact us at parklets@minneapolismn.gov with any questions.

What is a Street Cafe

A Street café is a structure placed in the roadway that serves as seating for ground floor serving businesses while maintaining a comfortable pedestrian environment. Street Cafes are placed adjacent to the curb in an unrestricted parking lane along the frontage of the serving business. Street cafes must be position at the same grade as the sidewalk and be ADA accessible, meeting all "Parklet" guidelines.

Street Cafes are different than Parklets. Parklets are public spaces, open to all individuals in the public realm. Street Cafes are permitted areas that function as seating for an adjacent restaurant or business. Street Cafes are permitted to allow seating for restaurant and café customers. These are not open to the public but function as an extension of the restaurant or café.

Street Cafes have been successful in other cities across the US including Seattle (streateries), Portland (street seats), New York, and San Diego (curb cafes).

Which one is right for me

Are you a business fronting on a narrow sidewalk? Would you like to manage and operate a private space in the public realm? Than a Street Café is right for you.

ROLES AND RESPONSIBILITIES

Applicant Responsibilities

In addition to the responsibilities listed in the parklet manual when installing and operating a Street Cafe, the applicant assumes additional responsibilities and is committed to both the responsibilities described in the Parklet Application Manual and the responsibilities agreed to in the Sidewalk Cafe License Guidelines.

If alcohol is served at your business this would also include any additional responsibilities outlined in the liquor license.

City Role

When permitting a Street Cafe the City takes on additional roles, including additional permitting for sidewalk cafe license, and an expansion of premises license if needed.

Fees

- Meter use/lane use fees.
- Sidewalk Cafe License fee
- Expansion of Premises fee
- SAC fees

Applicant Responsibilities



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PLANNING

Application Process

1. Applicant must submit an online *Confirmation of Eligibility Checklist* for the City's consideration prior to application submittal. Indicating that a street cafe is requested and a brief explanation to why a street cafe is required and which structure type is going to be used (pre-fabricated or custom built). (2 weeks to process)

As part of the preliminary screening process the City will review proposed sites for:

- *Potential conflicts with future street projects*
- *Traffic patterns*
- *Street regulations*
- *Roadway geometry*
- *Operational considerations.*

APPROVAL

2. Applicant submits the *Sidewalk Cafe License Application* (4 weeks to process)
3. Liquor serving establishments interested in adding a street cafe must also file an *Expansion of Premises Application* (add 2 weeks to sidewalk cafe license process)

APPROVAL

4. Applicant submits a *Lane Use/obstruction Permit Application?* (00 weeks)

APPROVAL

5. Construction can begin (Street Cafes are allowed seasonally from April 15 to November 1)

Structure Types

There are two options for the base structure for a Street Cafe.

1. Pre-Fabricated Parklet Structure
2. Custom Built Parklet Structure*

* When using a custom built structure an additional design review is required. The design requirements and application process is outlined in the Parklet Application manual. This process typically adds an additional 4 weeks to the planning timeline.

OPERATIONS AND MAINTENANCE

Operations and Maintenance

Additional operation and maintenance requirements:

- Street Cafe operator is responsible for securing all elements when not in use.
- Have option to open the Street Cafe to the public when not in food service hours
- Businesses that serve liquor are required to obtain an *expansion of premises permit* to operate a Street Cafe (or sidewalk cafe).
The permit requires the outdoor expansion to be compact and contiguous, Street Cafes are considered contiguous meaning, liquor can cross the sidewalk to the street cafe.
- In the event of an emergency utility repair the Street Cafe may have to be temporarily moved/dismantled to allow time for repairs

Disclaimer

The Street Cafe Program is a pilot program; rules, processes, requirements are all subject to change.

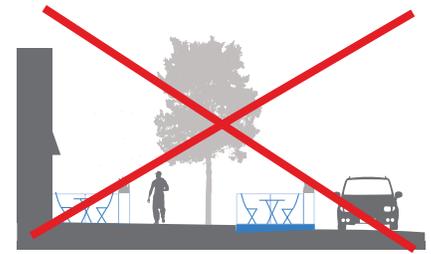


DESIGN

Configurations

When designing your sidewalk cafe or street cafe there are three acceptable configurations; sidewalk cafe -adjacent to building, street Cafe, extended Street Cafe. Which configuration works best for you will depend on the sidewalk width, and desired amount out seating.

Not acceptable: sidewalk cafe building adjacent + Street cafe



1

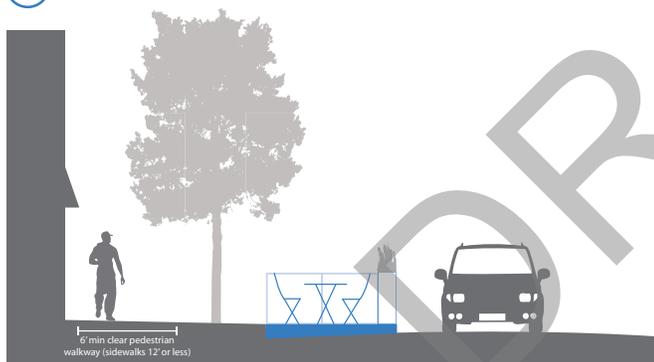
Sidewalk Cafe: Adjacent to building



Sidewalk cafe: Adjacent to building, or a traditional sidewalk cafe, are most appropriate when the sidewalk is wide and provides ample room in the frontage zone to accommodate tables and chairs while maintaining a clear, unobstructed, pedestrian route.

2

Street Cafe: In 1-2 parking spaces



Street Cafes are most appropriate when sidewalks are constricted and would not provide enough room to support both seating and a clear, unobstructed, pedestrian route. Street cafes require an unrestricted parking lane.

3

Extended Street Cafe: In 1-2 parking spaces + sidewalk cafe in furnishing zone



Extended Street Cafes are most appropriate when a sidewalk cafe in the furnishing zone or a street cafe does not provide enough seating. Extending the street cafe into the furnishing zone allows for additional seats.

DESIGN

Siting

In addition to the siting requirements found in the Parklet Manual Street Cafes also should:

- Maintain a 20' buffer from residential property
- Consider impacts of delivery access
- Maintain a clear path to the entrance to accommodate emergency services

Site Plan

When submitting a Sidewalk Cafe License a detailed site plan is required. Please refer to the required elements, provided in check list as part of the Sidewalk Cafe License Application (a copy of the application is included in this document)

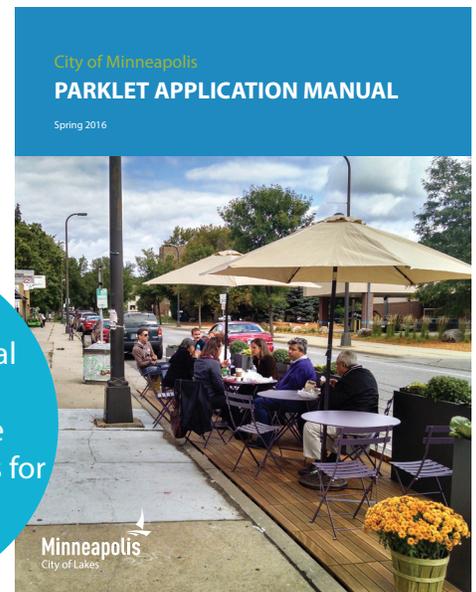
Extended Street Cafe

Additional design considerations for an "extended street cafe"

- May not extend past the Furnishing zone
- Consideration for existing elements and planting in the Furnishing zone (see 10 in sidewalk cafe license application)

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See the Parklet Application Manual for a detailed description of the design requirements for the base parklet structure



EXAMPLE FORMS

Forms to be included at the end of this document

- Confirmation of Eligibility Form
- Sidewalk Cafe License Application
- Expansion of Premises Application
- Lane use/obstruction permit?

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