

# CITY OF COLORADO SPRINGS

## OUTDOOR DINING MODIFICATIONS

This document offers guidance to restaurants on procedures to follow to add, modify, or continue outdoor dining options. Below are details on meeting the building, fire, zoning, and El Paso County Public Health's code requirements specific to outdoor dining. This will assist you in providing patrons, employees, and the city with healthful, warm, and safe experiences. This document does not address additions or modifications to a permanent structure's interior. Contact Pikes Peak Regional Building Department when planning to add to or modify a permanent structure's interior. Contact [Pikes Peak Regional Building Department](#) when planning to add to or modify a permanent structure's interior.



### EXPANDED OUTDOOR DINING

Colorado Springs Planning and Community Development (CSPCD) issues temporary use permits and revocable permits to restaurants and bars approved to expand dining and consumption areas to private parking lots, sidewalks, café patio extensions, and balcony seating.

- **PRIVATE** parking lots, landscape, or hardscape areas used for outdoor dining require a [CSPCD Temporary Use Permit](#).
- **PUBLIC** sidewalks or parking spaces used for outdoor dining require a [CSPCD Revocable Permit](#).
- **NEW** outdoor dining areas and expanded seating need to be approved by El Paso County Public Health through completing the [Restaurant Application for Outdoor Dining and Expanded Seating](#). Once completed, email it to [COVIDBusinessRecovery@elpasoco.com](mailto:COVIDBusinessRecovery@elpasoco.com).
- For more information on permits to expand outdoor dining space and expanded seating visit the [City's website](#).

**NOTICE:** Colorado Springs Fire Department (CSFD), Colorado Springs Planning and Community Development (CSPCD), City Clerk's Office, Pikes Peak Regional Building Department (PPRBD), and El Paso County Public Health (EPCPH) are separate entities representing different and specific codes (building, fire, zoning, and health). Permits are code specific; therefore, more than one permit may be necessary.



### STRUCTURES ON APPROVED EXPANDED OUTDOOR DINING SPACE

Consideration for the assembly, construction, and ventilation of structures is imperative when providing diners with outdoor dining options. Structures assembled for occupancy on a CSPCD approved expanded outdoor dining space requires a [CSFD Prescribed \(Revocable\) Permit for Temporary Membrane Structures and Tents](#). Additional information on [Tents, Canopies, and Membrane Structures](#) can be found on the City's webpage.

**NOTICE:** Temporary structures are only allowed for 180 and may require a permit from CSFD. Any structures intended to be erected for more than 180 days are considered permanent and may require approval and permits from PPRBD.



### GENERAL REQUIREMENTS OF TEMPORARY STRUCTURES

- Structures must be weighted, anchored, or secured to the ground. (Per CSFD)
- Screwing, cutting, or drilling into a public right-of-way (street, sidewalk, etc.) is prohibited. (Per CSPCD)
- Temporary structures must have a fire-resistant certification or flame certification showing that materials are noncombustible. Additional documentation specific to materials may also be required. (Per CSFD)
- Restauranters are responsible for determining when it is unsafe to occupy a temporary structure, for example, during high wind or heavy snowpack weather events. (General liability concern)
- Signage indicating entrances and exits must be visible at all times. (Per CSFD)
- Fire extinguishers must be accessible at all times. (Per CSFD)
- Cooking and food preparation are NOT ALLOWED within temporary structures. (Per EPCPH)



## HEATING TEMPORARY STRUCTURES

### DEVICES USING NATURAL GAS OR LIQUID PROPANE FOR HEATING TEMPORARY STRUCTURES (PER CSFD)

- **ONLY ALLOWED WHEN APPROVED AND PERMITTED** by the fire code official.
- External forced-air propane heaters explicitly designed to provide heat to temporary structures **MAY BE ALLOWED** when approved by the fire code official.
- Once approved by the fire code official, devices using natural gas or liquid propane:
  - **MUST** be operated and placed per the manufacturer's listing, operating, and safety manuals/instructions.
  - **MUST** be operated by employees trained in proper propane fuel tank/bottle/cylinder installation and propane leak detection.
  - **MUST** have propane tank/bottle/cylinder (cylinder) valves turned to the OFF position when not in use.
  - **MUST NOT** have their propane cylinders stored in buildings intended for occupancy, including but not limited to basements, interior closets, and storage rooms.
  - **MAY NOT** store more than fifteen (15), twenty-pound (20-lb) cylinders within a secured and tamper-proof area, such as a propane cage, detached shed, or other locations approved by the fire code official. Additional storage may require a permit.

### DEVICES USING ELECTRICITY FOR HEATING TEMPORARY STRUCTURES (PER CSFD)

- **MUST** be operated per the manufacturer's listing, operating, and safety manuals/instructions.
- **MUST** be positioned to prevent physical damage and not be a trip hazard.
- **MUST** be unplugged when not in use (specific to portable electric heating devices only).
- **MUST** use extension cords sized to accommodate the electrical demand.
- New outlets or hard-wired connections **MAY REQUIRE A PERMIT** through Pikes Peak Regional Building Department.



## HEATING SPACES OUTSIDE

### DEVICES USING NATURAL GAS OR LIQUID PROPANE FOR HEATING TEMPORARY STRUCTURES (PER CSFD)

- **MAY** be used if approved by the fire code official (including portable outdoor fire pits).
- **MUST** be operated per the manufacturer's listing, operating, and safety manuals/instructions.
- **MUST** be operated by employees trained in proper propane fuel tank/bottle/cylinder installation and propane leak detection.
- **MUST** place heaters at least five feet (5') from combustible materials (buildings, furniture, etc.) or more when indicated in the manufacturer's instructions.
- **MUST** have propane tank/bottle/cylinder (cylinder) valves turned to the OFF position when not in use.
- **MUST NOT** have their propane cylinders stored in buildings intended for occupancy, including but not limited to basements, interior closets, and storage rooms.
- **MAY NOT** store more than fifteen (15), twenty-pound (20-lb) cylinders within a secured and tamper-proof area, such as a propane cage, detached shed, or other locations approved by the fire code official. Additional storage may require a permit.

### DEVICES USING ELECTRICITY FOR HEATING TEMPORARY STRUCTURES (PER CSFD)

- **MUST** be operated per the manufacturer's listing, operating, and safety manuals/instructions.
- **MUST** be positioned to prevent physical damage and not be a trip hazard.
- **MUST** be unplugged when not in use (specific to portable electric heating devices only).
- **MUST** use extension cords sized to accommodate the electrical demand.
- New outlets or hard-wired connections **MAY REQUIRE A PERMIT** through Pikes Peak Regional Building Department.

FIRE INFORMATION: [Colorado Springs Fire Department](#) | Division of the Fire Marshal | 375 Printers Parkway | 719-385-5978

ZONING (CSPCD) INFORMATION: Urban Planning Manager | Ryan Tefertiller | [ryan.tefertiller@coloradosprings.gov](mailto:ryan.tefertiller@coloradosprings.gov) | 719-385-5382

EL PASO COUNTY PUBLIC HEALTH INFORMATION: Retail Food Establishments page on the [elpasocountyhealth.org](http://elpasocountyhealth.org) website or visit this link <https://www.elpasocountyhealth.org/service/retail-food-establishment-licensing-0> for a fillable application, and email it to [COVIDBusinessRecovery@elpasoco.com](mailto:COVIDBusinessRecovery@elpasoco.com) or call 719-578-3199 opt 3

