



DOWNTOWN
KALAMAZOO

presents

THE OUTDOOR EXPERIENCE

A Guide for Expanded Restaurant + Retail Space



Introduction

The Downtown Kalamazoo Outdoor Experience Program has been established to ensure businesses have the greatest ability to operate successfully during the COVID-19 economic recovery. The program entails leveraging available private and public space to be used as expanded areas for restaurant, retail and service activity while maintaining public safety requirements.

Operating pursuant to current [Executive Orders](#) from Governor Whitmer and [guidance](#) from the Kalamazoo County Health Department, the Kalamazoo Downtown Partnership has been approved for a special event permit from the City of Kalamazoo that temporarily allows restaurants, retail and service businesses to expand their business footprint onto the public rights-of-way while still complying with certain City code and permit requirements.

With the limitations on business capacity and operations put in place due to COVID-19, and successive shifts in customer preferences, creative, flexible solutions are critical. Kalamazoo Downtown Partnership and the City of Kalamazoo have developed the following solutions to offering public space as a place to conduct business, the

- Lifting of sidewalk sign prohibition for business advertising (page 3)
- Use of public sidewalk for business purposes (page 3)
- Use of on-street parking for business purposes (page 3-4)
- Use of Bates Alley spaces for business purposes (page 4)
- Kalamazoo Mall Market closures for business purposes (page 4)

General Guidelines

It shall be the responsibility of the business to activate the spaces described in this document with temporary materials such as tables and chairs, umbrellas, and visual/physical barrier materials as needed per site-specific conditions. Maintenance (daily upkeep, litter cleanup, etc.) associated with business operations shall also be the responsibility of the business.

In the interest of public safety, the following requirements will be applicable to all restaurants, retail, and service businesses in downtown Kalamazoo that utilize any City right-of-way as part of this event:

- An ADA-compliant walkway shall extend 60" from building faces. No signage, furniture, or fixtures of any type may be placed in this area.
- All indoor and outdoor seating must be spaced at least six feet apart, except to the extent that appropriate partitioning is in place.
- Materials should not be permanently affixed to any public rights-of-way.
- Changes to the public space shall not impede sightlines – the City reserves the right to remove items that create an obstruction to, or causes congestion of, pedestrian or vehicular traffic due to existing conditions on the surrounding public right-of-way if it finds the installation represents a danger to the health, safety or general welfare of the public.
- No heating, cooking or open flames are permitted in the sidewalk café.
- No food preparation, plastic food displays, food storage, or refrigeration apparatus shall be allowed on the public right-of-way.

- Additional outdoor seating, coupled with currently-allowed indoor seating shall not cause a restaurant or bar to exceed restroom capacity.

* Local regulations may change to follow current [State of Michigan](#) and [Kalamazoo County Health Department](#) directives.

Tent Permitting

Standard 10'x10' tents on sidewalks shall be allowed. Tents must be appropriately weighted and not impede the 60" ADA-compliant walkway extending from building faces. Tents larger than 10'x10', whether on private or public property shall need additional review by City of Kalamazoo Inspectors.

Sidewalk Signage

The City of Kalamazoo is temporarily removing the fee requirement to utilize sidewalk-based signage with the following requirements:

- Signs must not impede the 60" ADA-compliant walkway.
- Signs must remain in space directly adjacent to the business that they are for.
- Signs must be appropriately weighted.

The Kalamazoo Downtown Partnership and City reserve the right to enforce this as part of the overall special event.

PUBLIC RIGHT-OF-WAY USE

The City of Kalamazoo is temporarily authorizing restaurant, retail, and service businesses to expand operations onto sidewalks and on-street parking spaces within the Kalamazoo Downtown Economic Growth Authority boundary (map on page 7). All changes are in effect through this end of special event permit until October 31, 2020.

Businesses are required to apply to the Kalamazoo Downtown Partnership to utilize public right-of-way spaces as outlined below for business use. Application can be accessed [here](#).

Public sidewalks

Businesses will be allowed to conduct dining, retail sales, and services on sidewalks directly in front of their business, provided that a 60" ADA-compliant walkway is maintained on the sidewalk directly in front of the storefront (example diagram on page 6).

Businesses must apply to the Kalamazoo Downtown Partnership with contact information and a description of how the space will be used. Should a business desire to use space in front of a directly adjacent building, a letter from their neighbor supporting this use of space will be required. Application can be accessed [here](#).

On-street parking spaces

Businesses may request the use of on-street parking spaces directly adjacent to their location to be for conducting business, to include outdoor dining, retail activities, or services such as hairstyling.

Requests for use of parking must be submitted to Kalamazoo Downtown Partnership and jointly reviewed with the City of Kalamazoo Community Planning and Economic Development and Public Services Departments. Required safety interventions will vary by street type and location and will be dealt with on a case-by-case basis. Individual businesses will be responsible for installation of required safety interventions and ongoing cleaning and maintenance of space.

Groups of businesses interested in closing a larger stretch of on-street parking may request a group of spaces or block to be closed. Businesses shall apply to the Kalamazoo Downtown Partnership, and the Partnership will convene a discussion of impacted stakeholders prior to advancing the conversation to City of Kalamazoo Public Services for review of required safety interventions. Installation of safety interventions will be the responsibility of businesses. Application can be accessed [here](#).

Bates Alley

Businesses along the 200 block of Michigan Avenue with rear entrances facing Bates Alley will be permitted to set up seating adjacent to existing decks. Seating in the walkway south of the existing decks must not impede a 60" ADA-compliant walkway. Seating must also be movable and not permanently affixed for fire access. Seating may be set up behind adjacent businesses that do not currently have decks. A letter of support from the business owner deferring use of the space to their neighbor must be provided.

Access to expanded space may not be available during previously scheduled events. Kalamazoo Downtown Partnership staff will notify business if any events conflict with applicant requests. Application can be accessed [here](#).

Kalamazoo Mall Market

In an effort to support downtown businesses during the reopening of downtown Kalamazoo, Kalamazoo Downtown Partnership has been approved to close the Kalamazoo Mall on Fridays through the City's existing special events permit process throughout the summer for outdoor dining, shopping, and services.

The creation of this outdoor market zone allows businesses the opportunity to expand their retail and dining square footage, which allows businesses to serve a greater number of customers. The outdoor market zone creates a safer shopping and dining experience for customers.

Business are permitted to utilize the space(s) in front of their storefront, up to the street; including parking spaces, if applicable. Businesses are asked to submit a proposal detailing how they will utilize their outdoor space, including layout of tables, and merchandise. Outdoor layouts must demonstrate how the businesses will allow for proper social distancing and other COVID-19 guidelines recommended by the CDC and adhere to the 60" ADA-compliant walkway regulations. Application can be accessed [here](#). Merchandise will be returned to the stores each night.

The Kalamazoo Mall will be designated for pedestrian traffic only to allow for social distancing, and quick access for emergency response vehicles, if needed. Business are not permitted to place merchandise on the street. In addition, Farmers Alley and Exchange Place Alley remain open to traffic.

The Kalamazoo Downtown Partnership will consider closure on additional days if demand from businesses arises. Additional outdoor programming or live music may be added on the Mall or Exchange Place by Kalamazoo Downtown Partnership.

Use of on-street parking for conducting business shall be limited to the days of full Kalamazoo Mall closures (see page 4 for additional information).

Outdoor Liquor Licenses

During the ongoing Coronavirus (Covid-19) pandemic, the [Michigan Liquor Control Commission](#) has created a special license type to allow for flexible outdoor service.

An on-premises retailer licensee or manufacturer licensee with an On-Premises Tasting Room Permit or Off-Premises Tasting Room license may apply for a [2020 limited permanent outdoor service](#) area that meets the following conditions:

- The outdoor service area must comply with reduced occupancy and social distancing requirements under any current Executive Order, local county health department orders, and any local ordinances related to the Coronavirus (Covid-19) pandemic.
- If the outdoor area will be located on municipal property, such as a city sidewalk, the licensee must submit written approval from the local governmental unit authorizing the use of the municipal property.
- The limited permanent outdoor service permission will be valid only from June 1, 2020 to no later than October 31, 2020.
- The outdoor service area must be in the same local governmental unit as the licensed premises.
- The outdoor service area must be no more than 25 feet from the licensed premises.
- The outdoor service area must not be separated from the license premises by a public street or road.
- The outdoor service area must not exceed 20,000 square feet in total space.
- The outdoor service area is not located on a balcony or rooftop.

For an outdoor service area that does not meet the criteria above or if you wish to enlarge an existing outdoor service area, please use the [Outdoor Service Permanent Permission Application \(LCC-204\)](#) for a regular permanent outdoor service area.

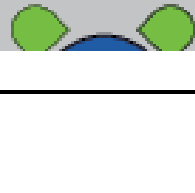
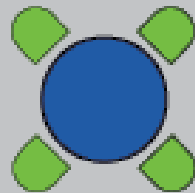
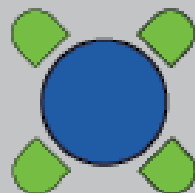
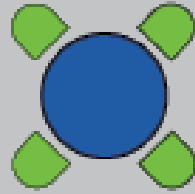
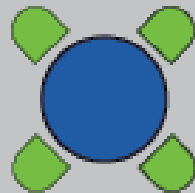
Businesses seeking to expand onto public property through either license type shall submit their MLCC application that describes the space they seek to utilize to team@downtownkalamazoo.org for approval through the City of Kalamazoo.

Existing Business

Existing Business

5 foot walkway

5 foot walkway



6 feet

6 feet

6 feet

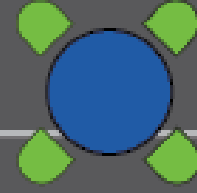
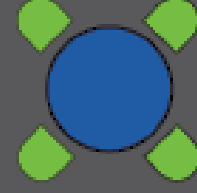
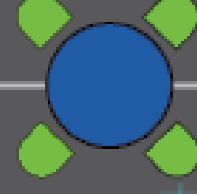
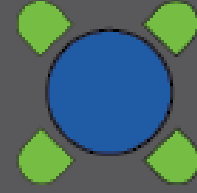
6 feet

6 feet

6 feet



Tables, chairs and racks must be spaced at least 6 feet from doors, street lamps and other obstacles.



6 feet

6 feet

6 feet

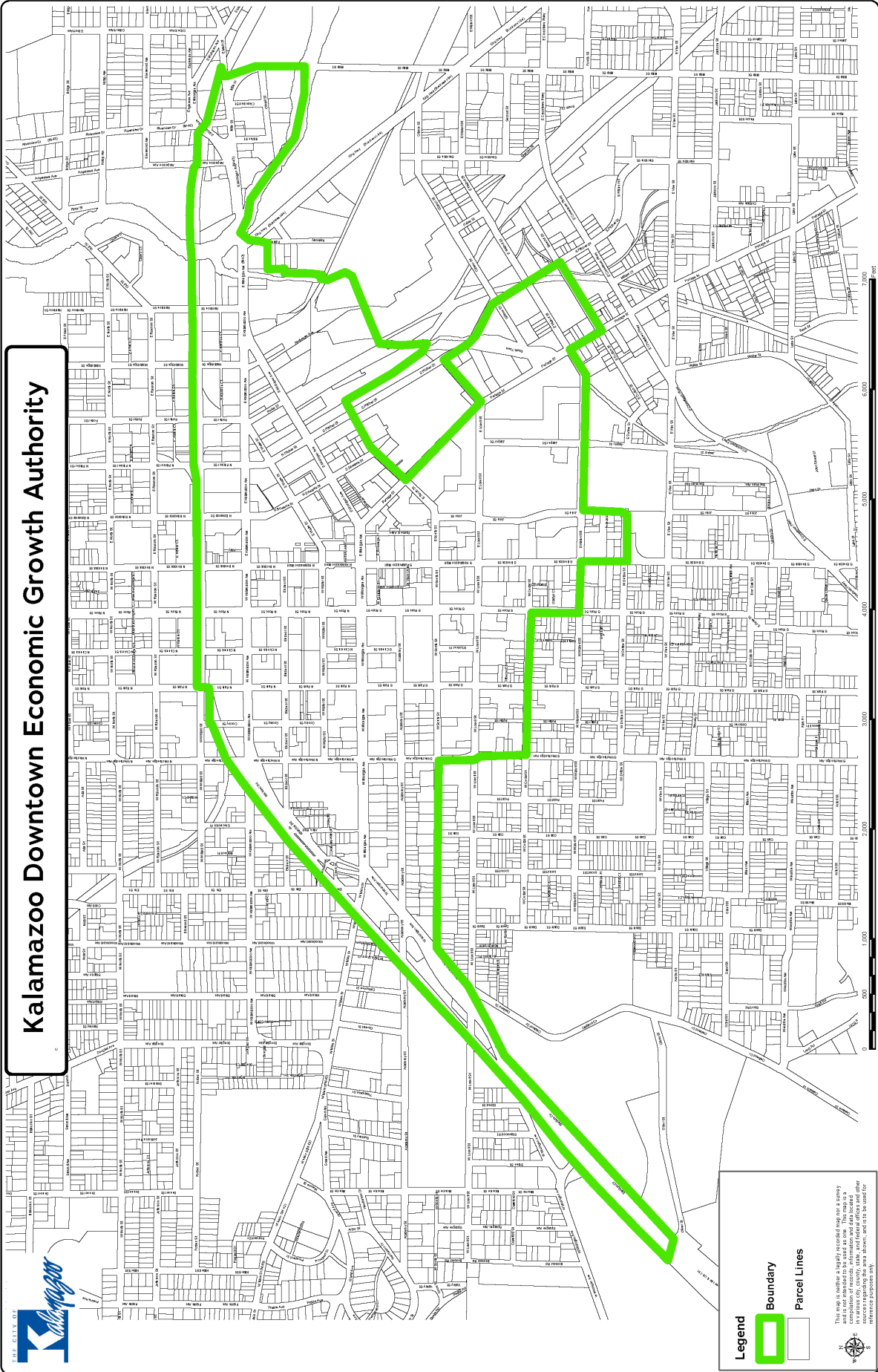
6 feet

2 feet

2 feet

Tables, chairs and racks in parking spaces must be separated from traffic. Appropriate materials to be determined on a case-by-case basis by City of Kalamazoo Public Services.

Kalamazoo Downtown Economic Growth Authority



Legend

- Boundary
- Parcel Lines

This map is neither a legal nor a survey map. It is a general representation of the boundary and parcel lines. It is not intended to be used for legal purposes. It is not intended to be used for legal purposes.

