



## TEMPORARY OUTDOOR PERSONAL CARE SERVICES GUIDELINES

CITY OF FOSTER CITY ▪ COMMUNITY DEVELOPMENT ▪ PLANNING/CODE ENFORCEMENT

The City of Foster City will allow personal care service business, such as esthetic, skin care, cosmetology, nail, and massage therapy services, to temporarily create or expand outdoor service areas consistent with the San Mateo Safer Community Order (No. c19-11), as it may be amended, and Industry Guidance related to Expanded Personal Care Services Provided Outdoors issued by the State of California in response to COVID-19. Electrology, tattooing, and piercing services may not be performed outdoors because they are invasive procedures that require a controlled hygienic environment. This allowance will remain in effect until State and County health orders no longer preclude indoor personal care services, or until rescinded by the City Council of the City of Foster City.

### Eligibility

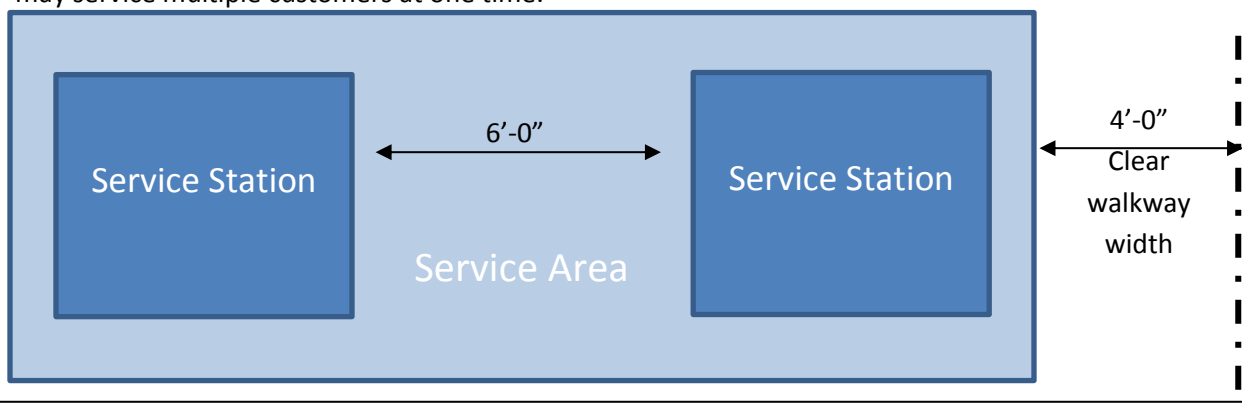
1. Outdoor personal care services shall only be performed by existing businesses that are current tenants of the shopping center or commercial building.
2. The business owner or operator shall obtain written authorization from the property owner for the use of private sidewalks, parking areas, or other areas for outdoor services. In general, outdoor service areas may be located on sidewalks or patio areas or parking areas immediately adjacent to the business frontage.
3. Tenants in shopping centers with multiple commercial tenants shall work with the management or property owner to equitably allocate the available sidewalks, patios, and parking areas for all temporary outdoor services.
4. The business must have a valid Business License issued by the City of Foster City.

### General Guidelines

5. Personal care service business owners and operators shall read and comply with all applicable current and future orders and Industry Guidance issued by the State of California and County of San Mateo Health Officer. It is the responsibility of the individual business owners and operators to remain knowledgeable of any such orders and Industry Guidance, as they may be amended from time to time. These orders and Industry Guidance include, at the time of drafting this policy, and are not necessarily limited to:
  - [COVID-19 Industry Guidance: Expanded Personal Care Services Provided Outdoors](#)
  - [San Mateo County Order \(c19-11\)](#)
  - [County's COVID-19 Social Distancing Protocol \(updated June 17, 2020\)](#)

### Safety, Location, Accessibility

6. No service may be performed in the indoor area of the business.
7. Personal care service businesses must implement measures to ensure social distancing is adhered to while customers are waiting to be served and while being served.
8. Place tape or install markings on the ground at least six feet apart in any area where members of the public may form a line.
9. A minimum of six-foot (6'-0") social distance must be maintained between service stations and no employee may service multiple customers at one time.



10. Outdoor service areas shall comply with ADA access requirements. A minimum four-foot (4'-0") wide path of travel shall be maintained along all pedestrian walkways.
11. No furniture, fixture, or equipment shall be permanently affixed outdoors.
12. The business owner or operator shall be responsible for maintaining the outdoor area in a clean and tidy manner. Service areas must be vacuumed, not swept. All equipment and surfaces must be regularly disinfected per the Industry Guidance.
13. Service areas in parking areas shall provide safety barriers such as fences, water-filled K-rails, or landscape planters. Safety barriers shall not exceed 42 inches in height.
14. Service areas shall not encroach into accessible parking stalls, accessible van loading areas, and associated paths of travel.
15. Space heaters are permitted if they are an outdoor approved type, are located in accordance with the manufacturer's recommendations or no less than two feet, whichever is greater, from the edge of any umbrella canvas, any foliage, or any other flammable object or material.
16. All electrical lighting and receptacles shall be listed and approved for wet location installation. Electrical or other cords may not be arranged so as to cause a tripping hazard.
17. Each business may post one sign with a maximum area of six (6) square feet in the temporary outdoor service area. No advertising shall be allowed except for the name of the business, its logo, its hours of operation, and an 'open' sign.
18. Temporary canopies or tents must comply with fire requirements. Permits from the County Health Department, Building Department, Fire Department, and Planning Department are required for canopies or tents over 400 square feet. Tents must be open on at least three sides to allow adequate air flow.
19. Access to fire hydrants, fire hose connections for sprinkler systems, and entrances and exits of all buildings shall not be obstructed at any time by barriers, equipment, seating, or other obstruction. The twenty (20) feet fire lane shall not be obstructed at any time. There shall be a minimum of forty (40) inches separating the edge of any service area obstruction and the fire department connection.
20. Access to indoor restrooms must be provided, and no portable toilets are allowed.

### **Operations**

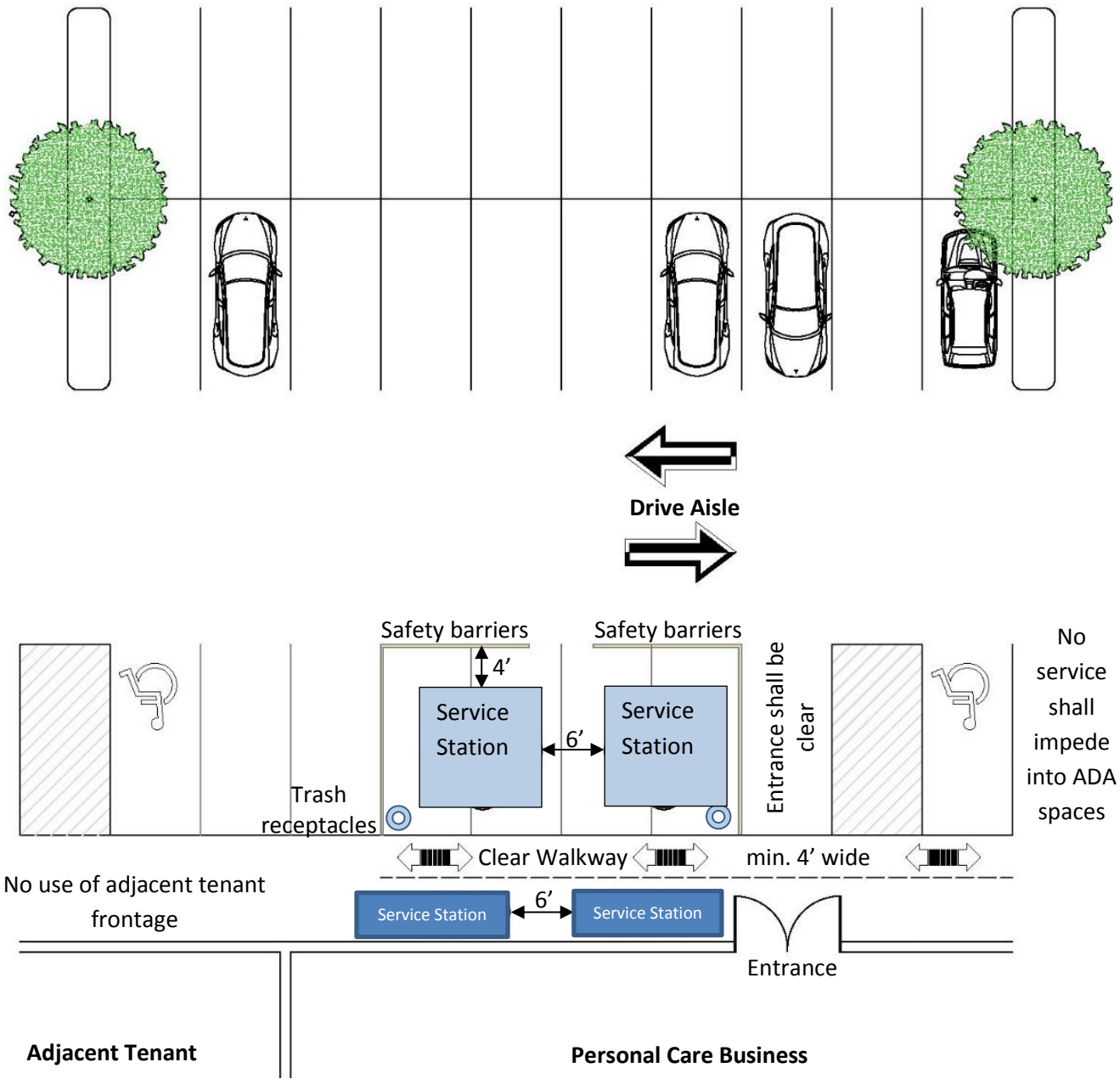
21. Post signs to remind customers to maintain social distancing of six feet, to wear a mask, and to stay home if they are ill or have symptoms consistent with COVID-19.
22. Hours of operation for outdoor services shall not exceed the normal hours of operation of the business.
23. Service areas shall be maintained free of litter, refuse, and debris. The area shall be scrubbed and mopped on a daily basis. Such cleaning and sanitization shall be in accordance with the [City's Storm Water Management and Discharge Control Program](#), which prohibits any discharge other than stormwater into the stormwater drainage system.
24. Hand sanitizer or hand washing stations should be made available in the outdoor service area.
25. Patrons and employees are required to wear face coverings at all times. In the event the service involves touching the customer's face, such that a face covering cannot be worn, the employee or agent of the business performing the service shall wear face covering and a face guard that shields his or her eyes.
26. The City may require the removal, temporary or permanent, of the outdoor service fixtures when redevelopment or improvements of the street or sidewalk, or utility repairs necessitate such action.

### **Enforcement**

27. The City reserves the right to enforce and/or prohibit a temporary outdoor service that: (i) creates an obstruction to, or causes congestion of, pedestrian or vehicular traffic due to existing conditions on the property or surrounding public right-of-way; (ii) represents a danger to the health, safety or general welfare of the public; and/or (iii) violates the requirements of these Foster City Temporary Outdoor Personal Care Service Guidelines or violates any applicable State or County Health Orders or Industry Guidance.

28. Additional services that are not authorized hereunder may not be performed outdoors unless otherwise authorized. Providing unauthorized services is cause for immediate revocation of the authorization to perform personal care services outdoors.

**ILLUSTRATION OF ACCEPTABLE OUTDOOR SERVICE AREA STANDARDS**





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### OWNER ACKNOWLEDGEMENT FORM

CITY OF FOSTER CITY ▪ COMMUNITY DEVELOPMENT ▪ PLANNING/CODE ENFORCEMENT

The City of Foster City will allow personal care service businesses to temporarily create or expand outdoor service areas consistent with the Current State and County Health Orders related to COVID-19 and Industry Guidance issued by the State. Business owners/operators must submit this acknowledgement form to [planning@fostercity.org](mailto:planning@fostercity.org) before setting up an outdoor service area.

### Business Information

Business Name: \_\_\_\_\_

Address (Including Unit #): \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### Property Owner Information

Shopping Center Name: \_\_\_\_\_

Property Owner Name/Management Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### Signature/Authorization

By signing below, I hereby certify the following:

- ✓ I have read and agree to comply with the terms and conditions outlined in the City of Foster City Temporary Outdoor Personal Care Services Guidelines, and all applicable State and County orders related to COVID-19, and all Industry Guidance related to the service(s) to be provided.
- ✓ I will post all required COVID-19 Social Distancing Protocol in a location readily visible to the customers upon entering or accessing the outdoor service area.
- ✓ I certify that the Property Owner/Management has granted permission to create or expand a temporary outdoor service area on the subject property.
- ✓ I acknowledge that the City of Foster City has temporarily authorized outdoor services and that the authorization will remain in effect only until State and County health orders no longer prohibit indoor services or until rescinded by the City.
- ✓ I understand that the City reserves the right to immediately revoke this authorization and/or prohibit a temporary outdoor service use that: (i) creates 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; and/or (ii) violates the requirements of the Foster City Municipal Code, the Temporary Outdoor Personal Care Service Guidelines, or State and County Health Orders.

Business Owner Signature \_\_\_\_\_ Date \_\_\_\_\_