

Outdoor Dining - Public Right of Way
Application processed through Public Works
CAFÉ permit per this flow chart

Outdoor Dining – Private Property
Application processed through a building permit with CDD. Contact Matt Sites at MSites@cityofsacramento.org. Click this link: [Private Property Al Fresco Process](#)

Step 1 – Interest Form
Fill out this online form: [Interest Form](#)

Step 2 – Apply for CAFÉ Permit
Fill out the application: See [CAFE Application](#) and submit via our [Online Form](#)

- City staff will review completed form and send an invoice to the Applicant
- Invoice must be paid before application is routed for review
- Review timelines:
 - Cycle 1 - 10 working days
 - Cycle 2 - 7 working days
 - Cycle 3 and beyond - 5 working days
- Formal review of design is complete and all disciplines have approved

Design Considerations:

Designs:

1. City has 6 Concept Design layouts available. They can be downloaded here: [City Designs](#)
2. Applicant can hire an engineer or architect for custom layout designs.

Pre-submittal Meeting:
The City offers applicants an opportunity to meet with reviewers to solicit initial feedback on a concept design before developing full construction plans. The design professional will be required to attend the meeting. Contact Staci Hovermale at (916) 808-5047 or by email at SHovermale@cityofsacramento.org.

City Grant Opportunity:
The City’s Office of Innovation and Economic Development offers applicants an opportunity to obtain a grant of up to \$20,000 for new or expanded sidewalk cafes.

Submit application here: [Grant Application](#)

For questions about the grant, email: alfresco@cityofsacramento.org.

Step 3 – Final Processing
Address any items that may need to be resolved before permits are issued. Examples include payment of fees, proof of insurance, execution of agreements for Al Fresco License, etc. For a full list see Form DE-309a Al Fresco / Sidewalk Café Application Instructions.

Step 4 – Permit Issuance

- Encroachment Permit – This permit allows the contractor to perform work in the public right of way. Work cannot commence until completion of a pre-construction meeting at the project site.
- Revocable Permit – This permit provides the applicant permission to own and maintain improvements within the public right of way.

Sidewalk Café Open after final inspections have been completed.