MINUTES

COUNCIL DOWNTOWN MASTER PLAN COMMITTEE

Thursday, September 19, 2024 – 4:00 PM
City Hall Council Chambers

Members Present:	Gary Daniel , Chair, Council Member Pamela Holder, Vice Chair, Council Member Billy Parrish, Heart of Brevard Representative Lee McMinn, Citizen Member Mayor Maureen Copelof, Ex-Officio
Members Absent:	Nicole Bentley, Exec Dir. Heart of Brevard Parker Platt, At-Large Member
Staff Present:	Wilson Hooper, City Manager Mack McKeller, City Attorney David Todd, Assistant City Manager Paul Ray, Planning Director Emily Brewer, Senior Planner Becky McCann, Communications Coordinator Denise Hodsdon, City Clerk
Guests:	None
Media:	Jon Rich, *Transylvania Times*

A. Welcome & Call to Order

Committee Chair Gary Daniel welcomed everyone and called the meeting to order at 4:02 PM.

B. Certification of Quorum

Quorum was certified by City Clerk Denise Hodsdon.

C. Approval of Agenda

Ms. Holder moved, seconded by Mr. McMinn to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes of August 29, 2024 Meeting

Mr. McMinn moved, seconded by Ms. Holder to approve the minutes of the August 29, 2024 meeting as presented. The motion carried unanimously.

E. Sidewalk Usage Policy

Emily Brewer recalled that the previous version of the amendment went before City Council in June, and they sent it back to the committee for further revision. She presented the latest draft for the committee's consideration and discussion. She reviewed a summary of sidewalk usage constraints, a summary of other cities' sidewalk ordinances, and a summary of the pros and cons of alternative changes. Copies of her presentation materials are attached.

Ms. Brewer explained that the proposal requires a one-time permit, which would be for the space and not the objects placed in that space; liability insurance in the amount of $2M naming the City as an additional insured, and a hold harmless agreement, which has been vetted by the NC League of Municipalities and the City Attorney.

During discussion, the following changes were suggested:

- Reduce the required amount of liability insurance to $1M
- Rename the title of Chapter 46 to add "Businesses" or "Commerce on Sidewalks"
- Add a provision making city infrastructure an exception where 48 inches of clearance are allowed to help with Jordan Street.

Mr. McMinn moved, seconded by Ms. Holder to incorporate the three suggested changes and forward to full Council with a recommendation to approve. The motion carried unanimously.

F. **Public Comment** – None.

G. Set Date for Next Meeting

The next meeting of the Council Downtown Master Plan Committee was scheduled for October 9, 2024 at 4:00 p.m.

H. Adjourn

There being no further business, the meeting was adjourned at 5:21 PM.

Minutes Approved - 12/11/2024

X _____
Gary Daniel
Committee Chair

X _____
Denise Hodsdon
City Clerk

PART II: CODE OF ORDINANCES

CHAPTER 1. GENERAL PROVISIONS

1-2. Definitions and rules of construction.

Obstruction: An object that is placed on public streets, sidewalks, and alleyways. Such objects include but are not limited to displays, fixtures, inventory racks, display cases, planters, and seating. See also obstruction – permanent or semi-permanent.

Obstruction - ~~(~~permanent or semipermanent~~)~~*:* An obstruction or object that is kept out on public streets, sidewalks, and alleyways after business hours. Such objects include but are not limited to displays, fixtures, inventory racks, display cases, planters, vending machines, and seating. Also referred to as a semipermanent or permanent object.

Sidewalk dining: Serving food and beverages from a restaurant abutting a public right-of-way to customers seated in the public right-of-way.

CHAPTER 46. PEDDLERS AND SOLICITORS

ARTICLE I. IN GENERAL

46-1. Selling on streets and sidewalks.

~~**A.** *Permission for sidewalk merchandise.* Merchants lawfully conducting and operating a business from permanent physical business facilities which front on and abut a city sidewalk may display and sell goods, wares and merchandise from the sidewalk without need of application and approval from the city council; provided, however, that such merchandise, along with all racks, display cases and other accessories thereto, shall be removed from all public sidewalks at the end of every business day during which the same may have been displayed.~~

~~**B.** *Setback.*~~

~~1. On sidewalks at least 12 feet in width, excluding the curb, the maximum distance that the goods, wares or merchandise may be placed from the wall or front of the place of business shall be 36 inches.~~

~~2. On sidewalks at least seven feet in width, excluding the curb, the maximum distance shall be 24 inches.~~

~~3. On sidewalks less than seven feet in width, excluding the curb, no goods, wares or merchandise shall be placed on the sidewalks or streets.~~

~~4. On sidewalks that include a brick section adjacent to the curb, goods, wares and merchandise may be placed in the brick area as long as at least five feet of unobstructed concrete paved space, measured from any permanent or semi-permanent object, remains on the sidewalk or pedestrian way for the passage of pedestrians.~~

~~5. *Additional restrictions.* Notwithstanding the other provisions of this section, authority for merchants to sell from city sidewalks does not extend to city streets, and is limited to those sidewalk areas immediately abutting their own property. Further, the setback requirements of subsection 46-1.B shall apply to all obstructions of every description.~~

~~C. *Special events.* The city manager may waive the setback requirements for special events recognized by the city, such as the Brevard/Transylvania Festival of the Arts, but in no event shall any merchant be permitted to fully obstruct a city sidewalk.~~

~~D.~~A. ~~*Selling from streets and vehicles.*~~ It shall be unlawful for any vendor, or for any person whatsoever, to sell, barter, exchange or attempt to sell, barter, or exchange any goods, wares or merchandise from any city street, city sidewalk or pedestrian way, or from any vehicle except:

1. As may be authorized with respect to vending carts in CHAPTER 3 of the City of Brevard UNIFIED DEVELOPMENT ORDINANCE; or
2. As the prohibition may be waived by the approving authority for special events recognized by the city provided that the applicant satisfies all permit requirements of Section 66-13 and complies with Article I of CHAPTER 66 and other applicable provisions of this Code.

~~E.~~B. Merchandise or other obstructions may be placed on the sidewalk or pedestrian way pursuant to Section 62-1; provided no transactions occur outside of the business' legal premises.

46-6. ~~Placement of permanent and semipermanent obstructions.~~Reserved.

~~Except as authorized herein, it shall be unlawful to place permanent and semipermanent displays, fixtures, inventory racks, display cases, planters, vending machines and other obstructions of a permanent or semipermanent nature on city-maintained sidewalks, streets, or alleyways without first obtaining a permit from the city manager in accordance with the requirements of this article. As used in this section, the term city manager includes his or her authorized designee.~~

~~A. *Application.* Any business owner desiring to install a permanent or semipermanent obstruction shall prepare and file an application with the city manager which shall contain the following information:~~

~~1. The name, addresses, and telephone number of the business desiring to install the obstruction.~~

~~2. The name, address, and telephone number of the business owner.~~

~~3. A drawing or site plan showing the section of sidewalk or pedestrian way to be used for the object, and the section to be kept clear for pedestrian and fire lane use, and depicting the proposed dimensions and placement on the sidewalk or pedestrian way.~~

~~4. A description and images, drawings or other illustrative graphics of the semipermanent or permanent obstruction(s) to be installed.~~

~~5. Proof of an insurance policy, issued by an insurance company licensed to do business in the state, protecting the permittee, the city, and NCDOT, if applicable, from all claims for damages to the property and bodily injury, including death, which may arise from placement of the object under or in connection with the permit. Such insurance shall name the city and, if applicable, NCDOT as additional insured and shall provide that the policy shall not terminate or be canceled prior to the expiration date without advance written notice to the city. Such insurance shall afford minimum limits of $2,000,000.00 aggregate annually.~~

~~6. The business operator shall provide an agreement to indemnify and hold harmless the city and, if applicable, NCDOT from any claim resulting from placement of the permanent or semipermanent obstruction.~~

~~7. Additional information may be requested by the city manager or his designee in order to determine compliance with this section.~~

8. At the time the application is filed, the applicant shall pay the city a fee as set forth in the schedule of taxes, fees and charges.

B. *Standards for placement of permanent and semipermanent obstructions.* No permit for the placement of permanent and semipermanent obstructions may be issued unless the application is complete and the following standards are met:

1. The business seeking to place or install a semipermanent or permanent obstruction must abut and front on the sidewalk or pedestrian way.
2. The placement of the obstruction(s) as shown in the drawing submitted with the site plan must be done in such a manner that at least five feet of unobstructed space, excluding the curb, measured from any permanent or semi-permanent object, remains on the sidewalk or pedestrian way for the passage of pedestrians. In accordance with North Carolina Fire Code, no fire exits or lanes may be blocked and must remain clear at all times.
3. The objects shall not obstruct any driveway, alleyway, building entrance or exit, emergency entrance or exit, fire hydrant or standpipe, utility access, ventilation areas, or ramps necessary to meet accessibility requirements under the Americans with Disabilities Act.
4. The obstructions shall be allowed to remain in place until such time as the business establishment vacates the premises or until such time as replacement is warranted due to a deterioration of physical condition or appearance, whichever might first occur. At such time the business will reapply.

C. *Administrative review procedure.*

1. The administrator shall review and comment on the application and supporting materials.
2. If deemed necessary by the administrator, the application and supporting materials may be circulated to the Downtown Master Plan Committee and any other relevant city, county, and state agencies, committees, and officials for comment(s) as to the proposed obstruction's conformance to all applicable standards and requirements and whether approval is recommended.
3. The administrator shall approve, approve with conditions, or deny the application.
4. *Permit denial.* A permit may be denied if it is found that the application does not demonstrate compliance with this section and/or that the granting of the permit would not be in the public interest or would jeopardize public safety. Any applicant denied a permit to place a semipermanent or permanent object shall receive a written statement outlining the grounds on which the denial is based. The applicant may appeal the denial of the permit to the board of adjustment (BOA) within 15 days after the certified receipt of the written denial, and the BOA may take such action as it shall find necessary.

D. *Permit revocation.* In the event the city manager, or his or her designee, determines good grounds exist for the revocation of a permit issued under this section, he or she shall provide the business owner written notice stating the violation; provided, that if, in the opinion of the administrator, police department, or fire department, the unlawful condition is such that is of imminent danger or peril to the public, the public services department may, without notice, proceed to abate the same, and the cost thereof shall be charged against the property. The city manager, or his or her designee, shall give written notice to the business owner regarding a permit issued pursuant to this section if he or she finds that the business owner has:

1. Deliberately misrepresented or provide false information in the permit application.
2. Placed or moved the object in such a manner as to create a public nuisance or to constitute a hazard to the public health, safety, or welfare.
3. Placed or moved the object in violation of any city, county or state law, ordinance, or regulation.

~~Such notice shall direct that all violations existing thereupon be resolved within 15 days from the certified receipt of the such written notice. If the violation is not resolved within 15 days of receipt of the written warning, the city manager shall revoke the permit. The business operator may appeal any such order by filing a written notice of appeal with the city clerk within 15 days of receipt thereof. The board of adjustment (BOA) shall conduct a hearing on the appeal and render its decision thereon. Such notice of appeal shall stay the revocation of the permit by the city until a final determination by the BOA.~~

~~**E.** *Permit exemptions.* The following types of semipermanent and permanent obstructions shall not require a permit.~~

~~1. Holiday decorations placed in the space directly adjacent to the building as permitted in Section 46-1.B. Such decorations shall only be placed in the space directly adjacent to the building and not the brick section adjacent to the curb. Lighting shall comply with the City of Brevard Unified Development CHAPTER 11.~~

~~2. Objects owned, installed, and placed by the city, county, or NCDOT.~~

ARTICLE II. SIDEWALK DINING AREAS

46-34. Standards for sidewalk dining areas.

No permit for the operation of a sidewalk dining area may be issued unless the application is complete and the following standards are met:

A. The sidewalk dining area must be associated with an operating restaurant such that it is under the same management and shares the same food preparation facilities, restroom facilities, and other customer convenience facilities as the restaurant. The sidewalk dining must be operated under the same name as the restaurant and may not be open or operated at any time when the restaurant is not open for business.

B. The operation of the sidewalk dining area must be clearly incidental to the associated restaurant business. The seating capacity of the sidewalk dining area may not be more than 50 percent of the interior seating capacity of the associated restaurant.

C. The restaurant seeking to operate the sidewalk dining area must abut, front on, and open onto the sidewalk or pedestrian way. Tables, chairs, and other furnishings may be placed on the sidewalk which fronts the business and on the sidewalk on the side of the business if located on a street corner. Furnishings and barricades may extend up to eight feet onto adjacent property frontage in either or both directions with the written permission (provided at the time of application) of the occupant of the adjacent property.

D. Tables, chairs and other furnishings shall be placed a minimum of six feet from any travel lane.

~~**E.**~~ The placement of tables, chairs and other furnishings as shown in the drawing submitted with the site plan must be done in such a manner that complies with Section 62-1. ~~at least five feet of unobstructed space, excluding the curb, measured from any permanent or semi-permanent object, remains on the sidewalk or pedestrian way for the passage of pedestrians. In accordance with North Carolina Fire Code, no fire exits or lanes may be blocked and must remain clear at all times. The pedestrian passage way may not be used for the display of merchandise or for signs.~~

~~**F.**~~**E.** ~~Tables, chairs, and other furnishings shall not obstruct any driveway, alleyway, building entrance or exit, emergency entrance or exit, fire hydrant or standpipe, utility access, ventilation areas, or ramps necessary to meet accessibility requirements under the Americans with Disabilities Act.~~

~~G.~~**F.** The tables, chairs and other furnishings used in the sidewalk dining area shall not be anchored and shall be made of a type of street furniture that is ~~easily~~ movable. Furnishings must be constructed of metal (aluminum, steel, wrought iron, etc.) or other non-combustible material of similar durability. Commercial umbrellas must be made with outdoor fabric and a metal or commercial grade plastic stand. Advertising messages may not be displayed from tables, chairs, umbrellas, or other furnishings.

~~H.~~**G.** Tables, chairs, and other furnishings that remain on the sidewalk at times when the business is not in operation shall be secured in a manner that allows clear access from the street, and umbrellas shall be taken inside.

~~I.~~**H.** Merchants with sidewalks dining are responsible for cleanliness and are subject to all applicable health department regulations.

~~J.~~**I.** Umbrellas over tables are permissible but must provide a clearance of a minimum of 78 inches from the lowest point of their canopy.

~~K.~~**J.** The maximum posted speed permitted on the roadway adjacent to the right-of-way to be used for sidewalk dining activities shall not be greater than 45 miles per hour.

~~L.~~**K.** The restaurant operator shall cease part or all sidewalk dining activities in order to allow construction, maintenance, or repair of any street, sidewalk, utility, or public building, by NCDOT, the city, its agents or employees, or by any other governmental entity or public entity.

CHAPTER 62. STREETS, SIDEWALKS AND OTHER PUBLIC WAYS

ARTICLE I. IN GENERAL

62-1. Placing objects on streets and sidewalks.

A. No ~~brick, stone or wood or other substance obstructing~~obstruction of any kind shall ~~the free passage of persons or vehicles shall~~ be placed or allowed to lie in any of the alleys, streets, sidewalks or other public ways of the city obstructing the free passage of persons or vehicles except as permitted by the provisions of ~~Subsection 62-1.C~~this subsection~~, nor, except as permitted in this chapter or by the provisions of Section 46-1, shall any person place or allow to lie on or in any of the streets, sidewalks, alleys or other public ways of the city any boxes, crates, casks or barrels of any description, or any other obstruction of any kind~~; provided, any person erecting a building may, with the permission of the city manager or his/her designee, place building materials for immediate use on the streets or sidewalks in such a way as to not unduly interfere with vehicular or pedestrian traffic.

B. ***Setbacks and separation requirements.*** Obstructions of any kind of public sidewalks or other pedestrian way closed to vehicular traffic shall adhere to the following setback requirements:

1. The placement of the obstructions shall be done in such a manner that at least five feet of unobstructed paved space of sidewalk, excluding the curb, bricked utility area, or any planting strip, measured from any permanent or semi-permanent object for the passage of pedestrians.
    a. On sidewalks at least twelve feet in width, excluding the curb, the maximum distance that the obstruction may be placed from the wall or front of the place of business shall be 36 inches.
    b. On sidewalks at least seven feet in width, excluding the curb, the maximum distance that the obstruction may be placed from the wall or front of the place of business shall be 24 inches.

c. On sidewalks less than seven feet in width, excluding the curb, no obstructions shall be placed on the sidewalks or streets.

d. Tables, chairs and other furnishings shall be placed a minimum of six feet from any travel lane.

2. In accordance with North Carolina Fire Code, no fire exits or lanes may be blocked and must remain clear at all times.

3. The placement of the obstructions shall not impede any driveway, alleyway, building entrance or exit, visibility sight distance triangle, emergency entrance or exit, fire hydrant or standpipe, utility access, ventilation areas, or ramps necessary to meet accessibility requirements under the Americans with Disabilities Act.

4. The obstructions shall not impede any public infrastructure or amenities, such as bicycle racks, benches, utility poles, trashcans or other similar objects.

5. Alleyways closed to vehicular traffic shall not be subject to the sidewalk setback requirements ~~as defined in Subsection 46-1.B,~~ so long as a minimum at least ~~36 inches~~ five feet of unobstructed travel way must remain open and clear.

C. ***Permission for obstructions***. Businesses operating from a permanent physical facility desiring to place obstructions on the sidewalk adjacent to the premises may do so after obtaining a permit in accordance with the requirements of this section.

1. *Permitted space.* The permit shall be for the space on the sidewalk where the objects will be placed, provided that:

   a. The business seeking to place obstructions must abut and front on the public sidewalk or pedestrian way, and the permitted space immediately abuts their business.

   b. The permitted space complies with the setback and separation requirements of subsection 62-1.B.

2. *Allowable objects*. Within the permitted space, the permit holder may place merchandise, displays, planters, seating, furnishings, or other obstruction, provided that it does not extend beyond the permitted space, does not endanger public safety, and complies with the standards of this section.

   a. The obstructions shall not be anchored or otherwise permanently affixed to the sidewalk or building, unless explicit authority is granted but the City and NCDOT, if applicable.

   b. The administrator and/or the police department reserve the right to inspect the obstructions and remove hazardous materials.

   c. Merchandise, along with all racks, display cases and other accessories thereto, shall be removed from all public sidewalks at the end of every business day during which the same may have been displayed.

   d. Tables, chairs, and other furnishings may remain on the sidewalk at times when the business is not in operation so long as they are secured in a manner that allows clear access from the street.

   e. Any lighted obstructions, including but not limited to holiday decorations, shall comply with CHAPTER 11 of the City of Brevard Unified Development Ordinance.

   f. Signage may only be included as obstructions if permitted in accordance with CHAPTER 12 of the City of Brevard's Unified Development Ordinance.

g. No moving or other device to attract attention, including but not limited to pennants, flags, propellers, discs, or inflatables, whether or not any said device has a written message, shall not be allowed as obstructions.

3. *Application.* The business owner shall file an application with the administrator which shall contain the following information:

a. The name, address, and telephone number of the business owner.

b. A drawing or site plan showing the section of sidewalk or pedestrian way to be used, and the section to be kept clear for pedestrian and fire lane use, and depicting the proposed dimensions of the desired area on the sidewalk or pedestrian way.

c. Descriptions and/or photos of the objects or the types of objects to be placed in the permitted space.

d. Proof of an insurance policy, issued by an insurance company licensed to do business in the state, protecting the permittee, the city, and NCDOT, if applicable, from all claims for damages to the property and bodily injury, including death, which may arise from placement of obstructions under or in connection with the permit. Such insurance shall name the city and, if applicable, NCDOT as additional insured and shall provide that the policy shall not terminate or be canceled prior to the expiration date without advance written notice to the city. Such insurance shall afford minimum limits of $2,000,000.00 aggregate annually.

e. An agreement to indemnify and hold harmless the city and, if applicable, NCDOT from any claim resulting from placement of obstructions.

f. Additional information that may be requested by the administrator in order to determine compliance with this section.

g. A fee as set forth in the schedule of taxes, fees and charges.

4. *Administrative review procedure.*

a. The administrator shall review and comment on the application and supporting materials.

b. If deemed necessary by the administrator, the application and supporting materials may be circulated to the Downtown Master Plan Committee and any other relevant city, county, and state agencies, committees, and officials for comment(s) as to the proposed obstruction's conformance to all applicable standards and requirements and whether approval is recommended.

c. The administrator shall approve, approve with conditions, or deny the application.

5. *Permit denial.* A permit may be denied if it is found that:

a. The application does not demonstrate compliance with this section;

b. The application is not consistent with adopted plans or policies of the city; and/or

c. The granting of the permit would not be in the public interest or would jeopardize public safety.

6. *Obstructions placed in violation.*

a. Obstructions placed in violation include, but are not limited to:

1. Placed or moved obstructions in violation of any city, county or state law, ordinance, or other regulation.

2. Placed or moved obstructions in such a manner as to create a public nuisance or to constitute a hazard to the public health, safety, or welfare.
3. Violation of the approved permit, insurance requirements, or hold harmless agreement.

b. In the event the administrator determines an obstruction is placed in violation, he or she shall provide the business owner written notice stating the violation. Such notice shall direct that all violations existing thereupon be resolved within 15 days from the certified receipt of the such written notice.

1. The business operator may appeal any such order by filing a written notice of appeal with the city clerk within 30 days of receipt thereof. The board of adjustment (BOA) shall conduct a hearing on the appeal and render its decision thereon. Such notice of appeal shall stay the revocation of the permit and/or abatement by the city until a final determination by the BOA.
2. However, if, in the opinion of the administrator, police department, or fire department, the unlawful condition is such that is of imminent danger or peril to the public, the city may, without notice, proceed to abate, and the cost thereof shall be charged against the property.

c. Violations not resolved within 15 days from the certified receipt of the written notice shall be subject to the following:

1. City abatement and/or object removal with the cost thereof charged against the property;
2. Permit revocation; and /or
3. Civil penalties in accordance with North Carolina General Statutes or any executed encroachment agreements.

7. *Permit exemptions.* The following types of obstructions shall not require a permit.

a. Objects owned, installed, and placed by the city, county, NCDOT, or any other state or federal agency.
b. Temporary objects placed as part of a permitted special event, provided the setback and separation requirements of this section are met.

~~B.~~**D.** Any existing door which opens outward over a public sidewalk may remain in place so long as the building owner executes an agreement acknowledging that the door could present a safety hazard to pedestrians and holding the city harmless for any and all costs to the city, including attorney's fees, court costs and all damages suffered by any pedestrian claiming injury from such door, provided that (1) no such door shall occupy more than 24 inches of space over the public sidewalk and (2) the city manager reviews, approves and accepts the specific provisions contained in the hold harmless agreement. Should no such agreement be made within 30 days' notice to the building owner, then all doors on such building which open over the public sidewalk shall be removed by the building owner.

~~C. An elevated pedestrian boardwalk may be placed within the northeastern portion of south alley, subject to the following provisions:~~

~~1. Such boardwalk shall be handicapped accessible and compliant with all applicable provisions of the Americans with Disabilities Act, the North Carolina Accessibility Code, and the North Carolina Building Code.~~

2. Such boardwalk may be permitted at the discretion of the city manager, and may be removed at the discretion of the city manager.
3. Such boardwalk is a public way, and shall remain open to the general public at all times.
4. Such boardwalk may extend along the northeastern portion of south alley, and may extend in a southwestern direction for a distance not to exceed the length of the building located at 36 East Main Street.
5. Such boardwalk shall be constructed at the expense of one or more adjacent property owners and shall be warranted by the same for a period not less than three years; such warranty shall be provided in a manner that is approved by the city manager.

D.A. Alleyways closed to vehicular traffic shall not be subject to the sidewalk setback requirements as defined in Subsection 46-1.B, as a minimum at least 36 inches of unobstructed travel way must remain open and clear.

62-2. ~~Newsracks~~Reserved.

~~Notwithstanding the provisions of Section 62-1, racks for the display of newspapers, magazines and other printed material may be placed on sidewalks or other exterior areas if specific locations do not interfere with parking and loading areas or pedestrian traffic, or otherwise create safety problems, subject to the provisions of Section 46-1.~~

SIDEWALK USAGE CONSTRAINTS SUMMARY

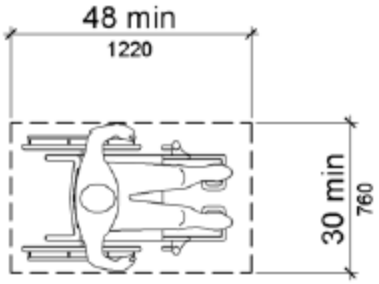
NORTH CAROLINA GENERAL STATUTES

- N.C.G.S. §160A-296 imposes upon cities the duty to keep public streets and sidewalks **open for travel** and **free from unnecessary obstructions**.
    - It also grants cities the power to regulate the use of public streets, sidewalks, alleys, and bridges.
- N.C.G.S. §136-27.4 allows NCDOT to enter into agreements with cities to allow **sidewalk dining** in their rights-of-way, subject to the following minimum requirements:
    - Furnishings must be a minimum of **6 feet from any travel lane**
    - Must have at least **5 feet of unobstructed paved space of the sidewalk** clear for the passage of pedestrians and provides adequate passing space that complies with the Americans with Disabilities Act

AMERICANS WITH DISABILITIES ACT REQUIREMENTS

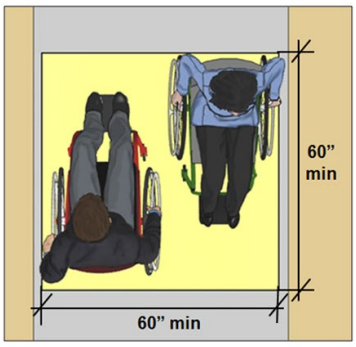
Clear Space

- Section 305.3: Clear floor or ground space shall be 30 inches minimum by 48 inches minimum.

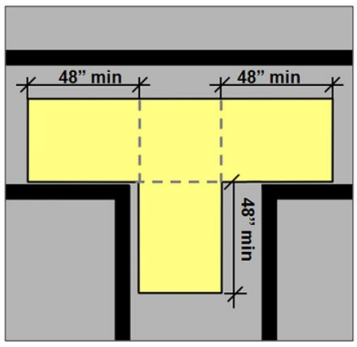


Clearance / Accessible Routes

- Section 403.5.1: The clear width of walking surfaces shall be a **minimum of 36 inches**
- Section 403.5.3: Passing space is required **every 200 feet** and must be provided as a **60-inch by 60-inch minimum space** or as T-shaped space where each stem is at least 48 inches long



60" Min. by 60" Min. Passing Space



T-Shaped Passing Space

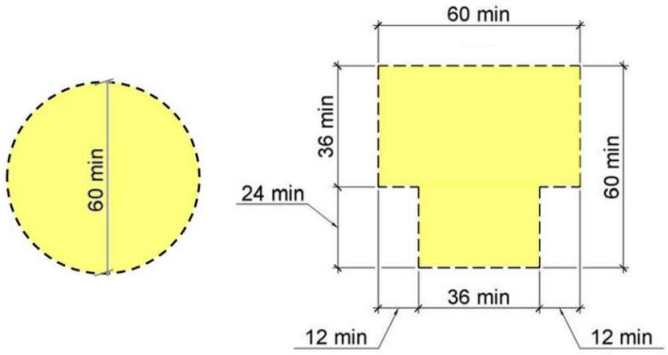
- Section 404.2.4: Depending on the type of door (push or pull; approach direction; etc.), minimum maneuvering clearances range from 42 inches to 60 inches

Surfaces

- Section 302.1: Floor and ground surfaces shall be stable, firm, and slip resistant
- Section 303.2: Vertical changes in level are only permitted if less than ¼ inch high.

Turning Spaces

- Section 304.3.1: A circular space for turning shall be a minimum of 60 inches in diameter
- Section 304.3.2: A T-shaped turning space within a minimum of 60-inch square with arms and base a minimum of 36 inches wide. Each arm of the T shall be clear of obstructions 12 inches minimum in each direction and the base shall be clear of obstructions 24 inches minimum.



NORTH CAROLINA BUILDING CODE

- Section 1104.1: The clear width of the exterior accessible path of travel shall be **48 inches minimum**.
- Where there are differences between the 2010 ADA Standards and the NC Building Code, whichever requirements is more restrictive takes precedence.
- The reason the NC has a 48" exterior path of travel requirement is to allow sufficient space for:
    - A person to walk with a guide animal
    - A person to walk next to another person while supporting or assisting him or her
    - To allow sufficient space for non-standards size mobility devices

NORTH CAROLINA LEAGUE OF MUNICIPALITIES GUIDANCE

NC League of Municipalities (NCLM), the City's insurance provider, advised Staff that in order to be adequately covered:

- **All items** placed in the public rights-of-way must have an encroachment / hold harmless agreement
- **All items** placed in the public rights-of-way must have insurance naming the City as an additional insured
- City must **proactively monitor** items and **take enforcement actions**, when necessary

"URBAN STREET DESIGN GUIDE", NATIONAL ASSOCIATION OF CITY TRANSPORTATION OFFICIALS (2013)

- Prevailing design guidelines recommend a **minimum sidewalk cross-section of 5 feet**, exclusive of other amenities and **large enough for two people walking side by side**.
- The through-zone ensures that pedestrians have a safe and adequate place to walk and should be **5–7 feet wide in residential settings** and **8–12 feet wide in downtown or commercial areas**.
- Where a sidewalk is directly adjacent to moving traffic, the desired minimum is 8 feet, providing **a minimum 2-foot buffer** for street furniture and utilities.
- Narrow neighborhood sidewalks should be redesigned to provide a wider pedestrian through-zone and street furniture zone whenever practical.



"8 MAJOR ROADBLOCKS TO INCLUSIVE STREETS," AMERICAN PLANNING ASSOCIATION (2022)

- Wide sidewalks are a basic part of universal design.
- The Federal Highway Administration suggests a minimum sidewalk width of **8 feet for high pedestrian traffic areas** and notes the **bare minimum of 4 feet can still force people into the roadways** if a barrier is introduced
- In practical terms, a sidewalk must be at least 6 feet wide to allow two wheelchair users to safely pass each other

NCDOT ROADWAY DESIGN MANUAL (MAY 2024)

- Sidewalks provide a path for pedestrians parallel to the roadway, providing safter access to destinations and public transportation.
- Heavy pedestrian traffic may warrant wider widths:

Table 4-8 Desirable and Minimum Sidewalk and Berm Widths

	Commercial and School Routes		Residential Areas	
	Desirable	Minimum	Desirable	Minimum
Sidewalk Width	10′	5′	5′	4′
Berm Width	17′	6′	10′	5′

Municipality	Sidewalk Dining?	Merchandise?	Other Encroachments? (planters, chairs, etc.)	Liability Insurance	Sidewalk Dining Clearance / Dimensional Requirements	Merchandise Clearance / Dimensional Requirements	Notes
Brevard (current)	Yes, annual permit of $100	No permit required	Yes, one-time permit $100	$2,000,000 - sidewalk dining and other obstructions None - Merchandise	- Minimum **5 feet unobstructed pedestrian space** - Minimum **6 feet from any travel lane**	- Minimum **5 feet unobstructed pedestrian space** - Can be placed adjacent to building or in brick area - On sidewalks 12+ ft wide, only 36 inches from building - On sidewalks 7+ ft wide, only 24 inches from building - Not permitted on sidewalks less than 7 ft wide	- Holiday decorations are exempt
Brevard (Staff proposal)	Yes, one-time permit of $100	Yes, one-time permit for a space $100	Yes, one-time permit for a space $100	$2,000,000	- Minimum **5 feet unobstructed pedestrian space** - Minimum **6 feet from any travel lane** - Can be placed adjacent to building - On sidewalks 12+ ft wide, only 36 in from building - On sidewalks 7+ ft wide, only 24 in from building - Not permitted on sidewalks less than 7 ft wide	- Minimum **5 feet unobstructed pedestrian space** - Can be placed adjacent to building - On sidewalks 12+ ft wide, only 36 in from building - On sidewalks 7+ ft wide, only 24 In from building - Not permitted on sidewalks less than 7 ft wide	
Asheville	Yes, annual permit of $7 / square foot	Yes, annual permit	Unclear / Not Permitted	$1,000,000	- Minimum **6 feet unobstructed pedestrian space** - May be located adjacent to the building or curb - If abuts the curb, **additional 18 inch buffer** is required - When seating abuts the pedestrian way, **additional 18 inch buffer** is required to allow for movement of chairs without obstructing the pedestrian way.	- Minimum **6 feet unobstructed pedestrian space** - Can only be placed next to the building	- Sidewalk dining is required to have "Outdoor Dining Area" signage - Sidewalk dining and merchandise are only permitted in commercial districts
Hendersonville	Yes, annual permit of $0.50 / square foot	Yes, unclear if permit is required	Yes, unclear if permit is required	$500,000 - sidewalk dining	- Minimum **5 feet unobstructed pedestrian space**	- Minimum **5 feet unobstructed pedestrian space** - May only extend **36 inches into the sidewalk**	- All sidewalk dining must have barricades - Guide includes a note that "if two people walking side by side have to go single file, or a wheel chair cannot pass through without maneuvering, your sidewalk is not accessible and adjustments need to be made to be in compliance"
Sylva	Yes, part of development permit	No	Unclear / Not Permitted	N/A	- Minimum **5 feet unobstructed pedestrian space**	N/A	- Sidewalk dining is treated as a use standard - Outdoor merchandise is permitted but must be at least 5 feet from the public sidewalk
Waynesville	Yes, annual permit	Yes, annual permit	Yes, annual permit	Required but amount not specified	- Minimum **7 feet pedestrian space** - Must be at least **1 foot from the curb** - Only on sidewalks 10 feet or greater or part of a special events permit	- Minimum **7 feet pedestrian space** - Must be at least **1 foot from the curb** - Only on sidewalks 10 feet or greater or part of a special events permit	- All sidewalk dining must have barricades
Lenoir	Yes, annual permit	No	Unclear / Not Permitted	$1,000,000	- Minimum **5 feet unobstructed pedestrian space**	N/A	- All sidewalk dining must have barricade - All objects (including tables and chairs, excluding planters) must be moved inside when closed
Charlotte	Yes, annual permit of $950	No	Unclear / Not Permitted	$1,000,000	- Minimum **6 feet unobstructed paved space** in CBD - Minimum **5 feet unobstructed paved space** in all other zoning districts - Not within 10 feet of any driveway or alley - Not within 15 feet of a fire hydrant or standpipe - Not within 10 feet of crosswalk or intersection	N/A	- All sidewalk dining must have barricades

Municipality	Sidewalk Dining?	Merchandise?	Other Encroachments? (planters, chairs, etc.)	Liability Insurance	Sidewalk Dining Clearance / Dimensional Requirements	Merchandise Clearance / Dimensional Requirements	Notes
Durham	Yes, annual permit of $260	No	Unclear / Not Permitted	$1,000,000	- Minimum **6 feet unobstructed pedestrian space** - Minimum **4 feet unobstructed space** from the entrance of any establishment - May be located adjacent to the building or curb - If adjacent to curb, **minimum 2 feet of clearance** between seating area and the curb (3 feet clearance adjacent to on-street parking)	N/A	- "Seating cannot block access to public amenities, such as bicycle racks, street furniture, trash receptacles, dumpster and wayfinding or directional signs" - Only permitted in the Downtown Design and Compact Design zoning districts
Wake Forest	Yes, annual permit of $150	Yes, annual permit of $25	Yes	$1,000,000 - general encroachment $3,000,000 - sidewalk dining	Unclear - refers to ADA, NC Building Code, Manual of Uniform Traffic Control Devices, and the City of Raleigh Public Utilities Department	Unclear - refers to ADA, NC Building Code, Manual of Uniform Traffic Control Devices, and the City of Raleigh Public Utilities Department	
Raleigh	Yes, annual permit of $352 ("Outdoor Seating")	Yes, annual permit	Yes, one time permit	$1,000,000 - bodily injuries / death $500,000 - property damage	- Minimum **5 feet unobstructed straight pedestrian corridor** - Can be measured around obstructions (fire hydrants, poles, etc.) if they are less than 1 foot in diameter - Minimum **2 feet of clearance next to the curb for seating** - Minimum **7 feet unobstructed straight pedestrian corridor** in Fayetteville Street District (with wider sidewalks and enhanced streetscape elements)	- Minimum **5 feet unobstructed straight pedestrian corridor** - Can be measured around obstructions (fire hydrants, poles, etc.) if they are less than 1 foot in diameter - Minimum **2 feet of clearance next to the curb for seating** - Minimum **7 feet unobstructed straight pedestrian corridor** in Fayetteville Street District (with wider sidewalks and enhanced streetscape elements)	Outdoor seating of any kind (whether it be attached to a restaurant or not) must comply with the same standards (see "Outdoor Seating Guide")
Black Mountain	No	No	No	N/A	N/A	N/A	Outdoor dining is allowed to encroach up to 5 feet into the required front setback, but it must be separated from the right-of-way by landscaping or vertical barrier.
North Wilkesboro	No	No	No	N/A	N/A	N/A	"It shall be unlawful for any person to place anything on any public street, sidewalk or public place, or in any gutter, which will **impede travel or traffic or annoy pedestrians**. This prohibition shall be applicable generally and is not limited to the use of sidewalks by merchants for the display of merchandise or storage of materials, nor to the erection in streets and upon sidewalks of booths or stands...."

Summary of Alternative Changes

Potential Change	Pros	Cons
Permitting of specific objects placed in the pedestrian way, instead of a space (current regulations)	• All objects placed on the sidewalk have insurance	• Requires new and/or amended encroachment agreements and permits every time the business wants to change the items • Challenging to administer and enforce / items may easily be missed • Places additional burden on business owners
Allowing merchandise without a permit or insurance (current regulations)	• Allows businesses to place some objects without any additional steps	• Cities are responsible for keeping the public sidewalks "open for travel and free from unnecessary obstructions" (NCGS 160A-296) • Items do not have insurance and the City can be held liable • Against the guidance from NCLM • Still requires enforcement to ensure clearance is met
Including the bricked area in calculating the width of the sidewalk	• Allows businesses with unobstructed bricked area to place additional merchandise	• Cities are responsible for keeping the public sidewalks "open for travel and free from unnecessary obstructions" (NCGS 160A-296) • Challenging to administer and enforce because different businesses have different standards; enforcement is critical for liability coverage from NCLM • Not all businesses have bricked areas adjacent to their establishment • Bricked area cannot be guaranteed – signs, benches, trash cans, etc. may need to be installed and encroachment agreements would need to be amended and/or revoked. • Pedestrians will have to weave between objects / move between the sidewalk and bricked area; transitioning surfaces creates additional tripping hazards which may lead to additional incidents
Allowing businesses to place items in the bricked area	• Allows businesses to place additional objects in the bricked area	• Cities are responsible for keeping the public sidewalks "open for travel and free from unnecessary obstructions" (NCGS 160A-296) • Bricked area cannot be guaranteed; signs, benches, trash cans, etc. may need to be installed and encroachment agreements would need to be amended and/or revoked • Could result in businesses requesting objects in the bricked area in front of their business be moved • Not all businesses have bricked areas adjacent to their establishment • Challenging to differentiate between the brick area and bump out areas where objects would not be allowed • Challenging to open doors / access vehicles; current objects are strategically placed to avoid conflict with legally parked vehicles

Potential Change	Pros	Cons
Different Standards on City Streets vs. NCDOT Streets / allowing smaller clearance on streets besides Main	• Ensures compliance with NCDOT sidewalk usage agreement • Allows some additional businesses to place items on the sidewalk	• Cities are responsible for keeping the public sidewalks "open for travel and free from unnecessary obstructions" (NCGS 160A-296), regardless of whether it is a state or city road • Challenging to administer and enforce because different businesses have different standards; enforcement is critical for liability coverage from NCLM • Reducing the clearance requirements on some sidewalks could reduce pedestrian activity on those streets and pedestrians may prefer to travel on the major roads • Would still need to meet ADA / NC Building Code requirements (48")
Allowing business owners with less than 7 ft wide sidewalks to place objects on the sidewalk	• Every business would be allowed to place items on the sidewalk • If implemented with the sidewalk clearance requirements, it would meet ADA / building code	• Cities are responsible for keeping the public sidewalks "open for travel and free from unnecessary obstructions" (NCGS 160A-296) • If not implemented with sidewalk clearance requirements, it would not meet ADA / building code
Reducing insurance requirements	• Specific insurance amounts are not required by NCLM • Allows businesses to have less insurance, if appropriate	• City and business are not covered from liability to the same extent