

FAQs—Temporary Outdoor Dining Area Permits

Who Can Apply?

Restaurants, dining establishments, breweries, and microbreweries provided such businesses comply with the State or County Executive Orders or any local Public Health Agency Orders regarding COVID-19 or authorized extension by City Administration.

When Can I Apply?

Immediately.

How Can I Apply?

Complete the [Temporary Outdoor Dining Area Permit Application](#) and submit it to the City with all the necessary attachments. Please review the [Temporary Outdoor Dining Area Policy](#) prior to submission. You can submit it in person or by mail to Universal City City Hall located at 2150 Universal City Boulevard, Universal City, TX 78148. You may also email the completed application to dsdirector@uctx.gov. Paper applications are available for pickup at City Hall - just ring the Development Services Department bell in the lobby.

How Soon Will I Receive a Response?

Upon the City receiving the application, an approval or denial should be granted within five (5) business days.

When Can I Set Up the Temporary Outdoor Dining Area?

Once the permit is approved and the licensee has complied with the specified requirements, businesses can begin the set-up.

What if I Decide to Add More Tables and Chairs?

Please contact the City to have the application amended.

When Does the Temporary Outdoor Dining Area Permit Expire?

The permit will expire when the State or County Executive Orders or any local Public Health Agency Orders for the COVID-19 Pandemic are lifted or the authorized extension by City Administration is ended.

How Do I Apply to Have an Outdoor Dining Area in the Parking Lot or Other Space?

If a business wishes to pursue placing tables and chairs in a parking lot, and/or add fencing around the seating area and/or tents to protect patrons from the elements, this requires a review of the available site parking requirements and additional safety measures for the public, before a final formal approval will be issued.

Do I Need to Apply for the Outdoor Dining Area Permit if I Have an Existing Outdoor Dining Area? Establishments with existing permitted Outdoor Dining Areas do not need to apply for a Temporary Outdoor Dining Area permit.

Need Further Assistance?

For information and assistance, please contact Development Services Director Michael Cassata at 210-619-0720 or visit uctx.gov/EATOUTDOORS