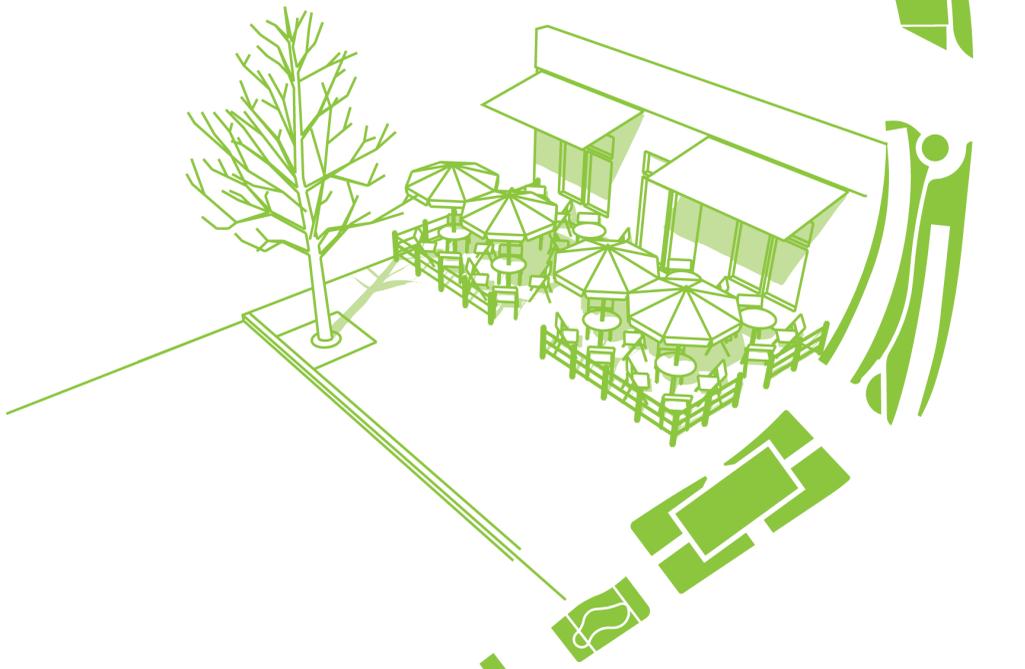


# Greenway Cafe Guidelines





# Greenway Cafe Guidelines

Boston Redevelopment Authority  
Utile, Inc. Architecture + Planning

**Boston Redevelopment Authority**

One City Hall Square

Boston, MA 02201

617.722.4300

[www.bostonredevelopmentauthority.org](http://www.bostonredevelopmentauthority.org)

**Utile, Inc. Architecture + Planning**

50 Summer Street

Boston, MA 02110

617.423.7200

[www.utiledesign.com](http://www.utiledesign.com)

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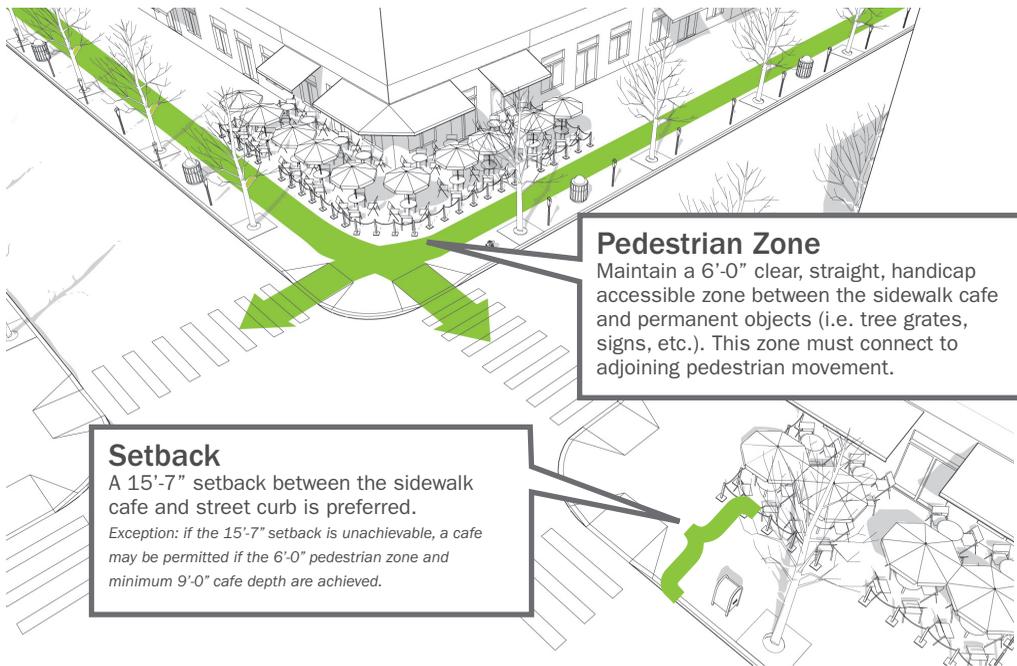
# 01 Overview

With the surface restoration of the Greenway nearing completion, restaurant operators have started to take advantage of the emerging open space by requesting permits for outdoor cafes. This document outlines outdoor cafe design guidelines in order to assist applicants in preparing a competitive proposal for the Boston Redevelopment Authority's design review.

## Background Research

This set of guidelines began with a study of potential outdoor cafe locations adjacent to the Greenway, related setback regulations and a survey of existing outdoor cafes in Boston. An analysis was conducted of the relationship between likely outdoor cafe locations and a city-mandated clear pedestrian zone (STAF) that extends 15'-7" from the curb edge into the sidewalk (see illustration on page 2). Central to this analysis was an inventory of usable sidewalk space that remains between the edge of this 15'-7" zone and building edges. To determine whether the dimension of remaining space was functional, a survey of outdoor cafes, mostly in the Back Bay, was conducted to establish a taxonomy of cafe types that could be tested against the available area.

After assessing several successful existing cafes, it was determined that outdoor cafes can be as narrow as 9'-0" and still accommodate an efficient arrangement of tables that successfully animate the sidewalk. A taxonomy of functional cafe



configuration types was mapped against the Greenway to determine places that were likely to be amenable to outdoor cafes.

Additionally, a minimum free-and-clear dimension of 6'-0" between any encumbrance adjacent to the sidewalk (inaccessible tree grates, light posts, etc.) and the boundary of an outdoor cafe was determined to provide for safe, comfortable pedestrian movement (see illustration above).

## Greenway Cafe Guidelines

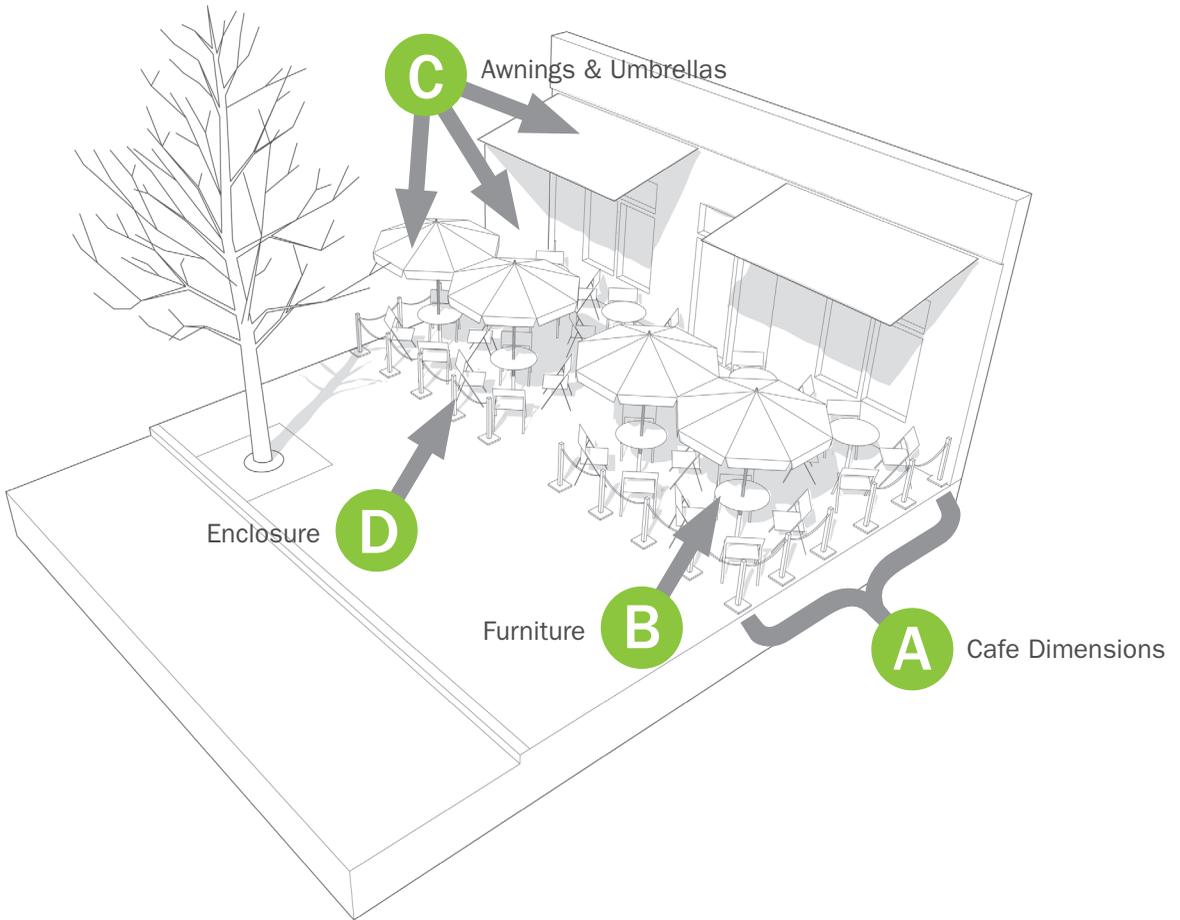
The Greenway Cafe Guidelines do not supersede the sidewalk cafe requirements of the City of Boston Public Works Department and Public Improvement Commission (PIC). Rather, these guidelines build on the PIC's existing sidewalk cafe requirements in order to address the unique conditions on the Rose Kennedy Greenway and to help facilitate the BRA's design review process for the Greenway sidewalk cafe proposals.

This document contains tools for prospective sidewalk cafe applicants. The cafe guidelines are divided into four sections: A) Cafe Dimensions, B) Furniture, C) Awnings and Umbrellas and D) Enclosure and include diagrams, photographs and descriptions of each guideline. Additionally, a series of efficient, functional cafe furniture layouts and the submission requirements for BRA approval are described.

A map of a city street grid with a green outline highlighting a specific district. The district follows the path of the Greenway and extends a certain distance from it to the adjacent streets. The map shows various street names and building footprints in grey. A callout box points to a specific location within the district.

**Greenway Cafe  
Guideline District**

The Greenway Cafe Guideline District includes the Greenway and a portion of each street that is perpendicular to it (75'-0" depth from the curb parallel to the Greenway).



## 02 Design Guidelines

The purpose of the Greenway Cafe Guidelines is to establish a set of design standards for outdoor dining that contributes positively to the public realm and, specifically, the Rose Kennedy Greenway. The guidelines are designed to maintain the safe flow of pedestrian circulation and to enhance the aesthetic quality and vibrancy of the Greenway.

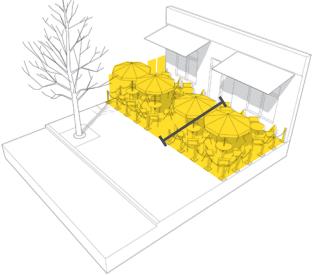
The City of Boston Public Works Department grants permits for sidewalk cafes. As part of the permitting process, applicants are required to obtain approval through the Boston Redevelopment Authority (BRA) design review. These guidelines are intended to assist applicants in submitting competitive proposals for the BRA design review; a proposal that successfully incorporates the Greenway Cafe Guidelines is likely to receive BRA support.

# A

## Cafe Dimensions

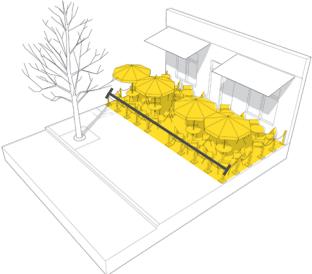
### A.1 Cafe Depth

The depth of the sidewalk cafe is preferred to be a minimum of 9'-0" from the facade of the restaurant. See pages 18-21 for recommended arrangements.



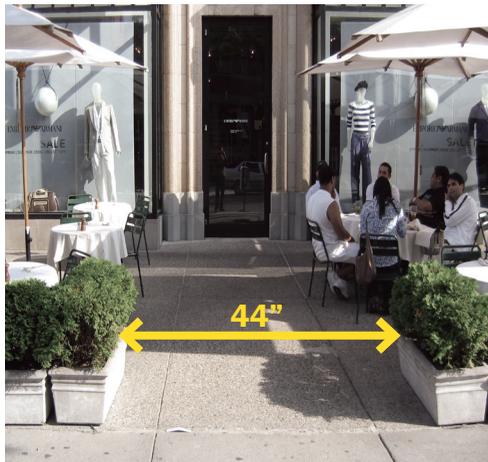
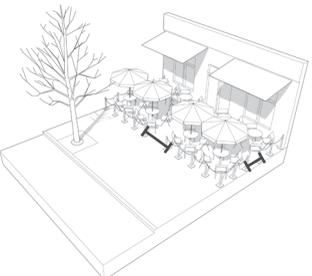
### A.2 Cafe Length & Position

The length of the sidewalk cafe may not extend beyond the main restaurant facility. The cafe must be located adjacent to the restaurant.



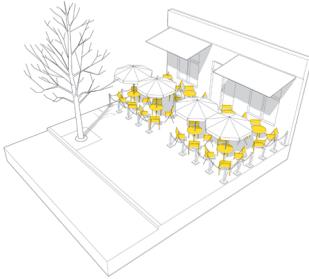
### A.3 Entry Threshold

Maintain a 44" clear zone at each entry into the sidewalk cafe.



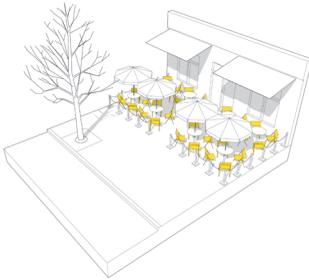
### B.1 Cafe Furniture

All cafe furniture should be freestanding and removed from the sidewalk after the cafe season.



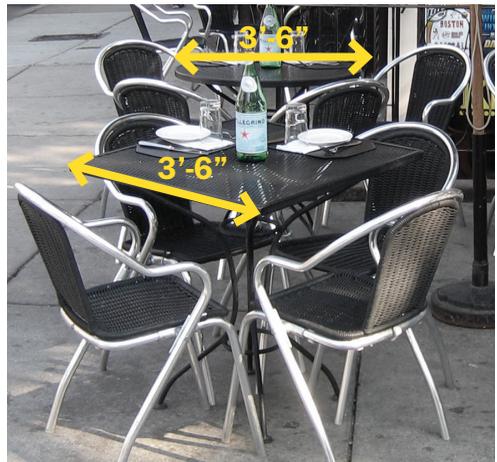
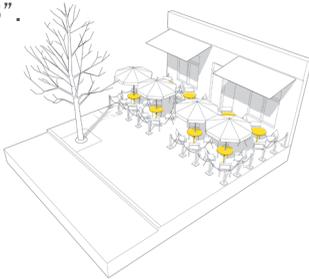
### B.2 Chairs

All chairs in a sidewalk cafe should match each other and the tables in material and style.



### B.3 Tables

Rectangular tables are recommended. Round tables should have a maximum diameter of 3'-6" and rectangular tables should have a maximum width of 3'-6".

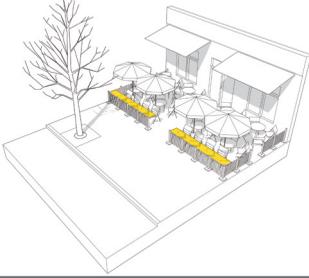


# B

## Furniture

### B.4 Table Ledges

Table ledges should be 18" wide and oriented towards the Greenway.



### B.5 Materials

High-quality, durable materials such as metal and wood are preferred. Plastic furniture is discouraged.



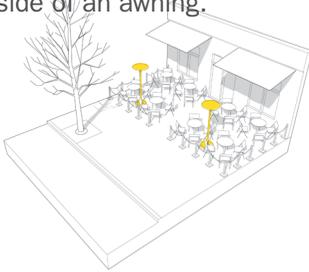
### B.6 Freestanding

Furniture may not be secured to objects (ie. lightposts and trees) or into the ground.



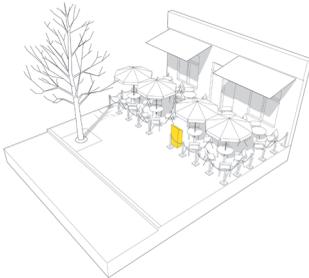
### B.7 Heaters

Heaters are recommended in order to extend the use of the cafe during colder weather. Heaters may be freestanding or mounted to the underside of an awning.



### B.8 Host Stands

Host stands should complement the chairs and tables in material and style. They may not protrude into a path.



### B.9 Menu & Sandwich Boards

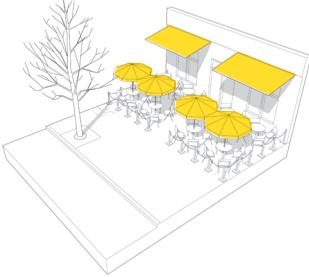
Menu & sandwich boards should complement the furniture in material and style. Menu boards should be incorporated into the enclosure. Sandwich boards may not protrude into the 6'-0" pedestrian zone.





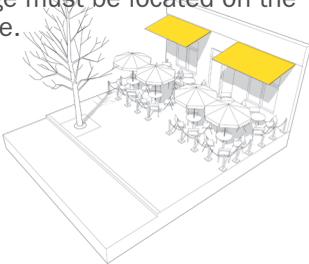
### C.1 Awnings & Umbrellas

Awnings and/or umbrellas must be provided.



### C.2 Awnings

Awnings must be made of canvas, woven acrylic or woven vinyl. Plastic and metal awnings are not permitted. Third-party signage is not permitted. Signage must be located on the valance.



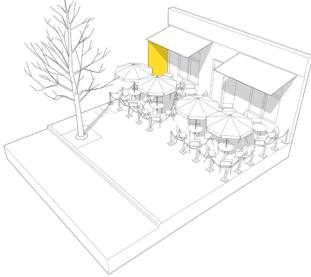
### C.3 Umbrellas

Umbrellas must be made of canvas, woven acrylic or woven vinyl. Third-party signage is not permitted. Signage must be located on the valance.



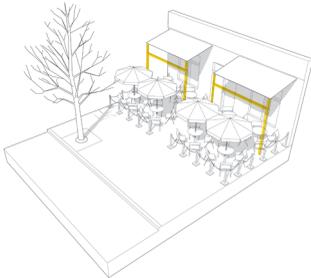
### C.4 Wind Breaks

Vertical wind breaks are allowed on each side of the cafe provided they fit under an awning.



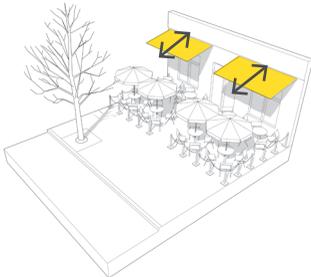
### C.5 Frames

Frames that support awning and/or windbreaks are permitted but must be removed after the cafe season.



### C.6 Awning Bonus

Retractable awnings are particularly encouraged. If a retractable awning is used, plastic enclosure screens are permitted.

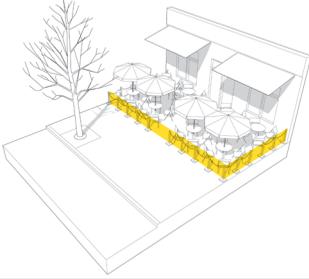


# D

## Enclosures

### D.1 Enclosure Required

An enclosure is required on all sides of the outdoor cafe. It must be securely attached to the ground.

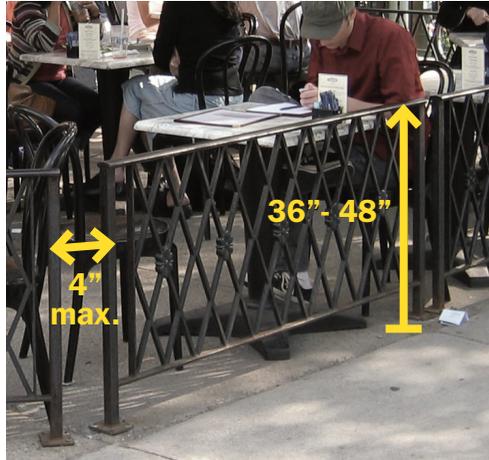


### D.2 Sectional Fencing

Metal fence segments can be assembled to create an enclosure. The maximum gap permitted between segments is 4".



Height: 36" minimum, 48" maximum

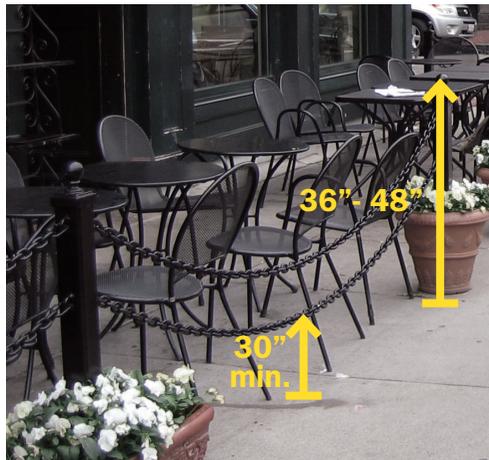


### D.3 Chain and Bollard

Metal or wood bollards may be linked with rope or chain to create an enclosure. Bollards should have a minimum diameter of 4".

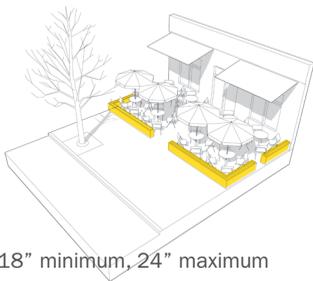


Height: 36" minimum, 48" maximum  
Ropes and chains must be no lower than 30" from the sidewalk at their lowest point

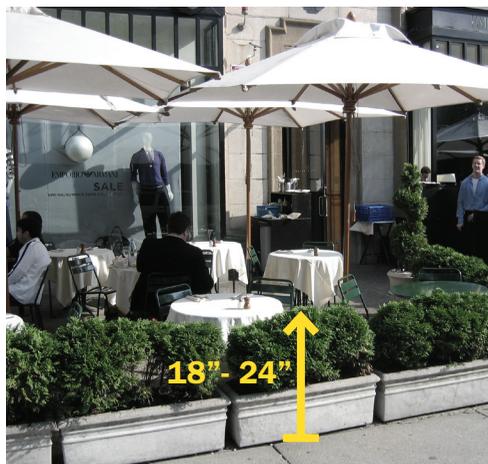


### D.4 Planter Boxes

Planter boxes may be used to create a solid enclosure. Planters must contain healthy, living plants.



Height: 18" minimum, 24" maximum



### D.5 Planters and Fencing

Planters may be used in conjunction with fence segments or chains. Planters must contain healthy, living plants.



Height: 36" minimum, 48" maximum

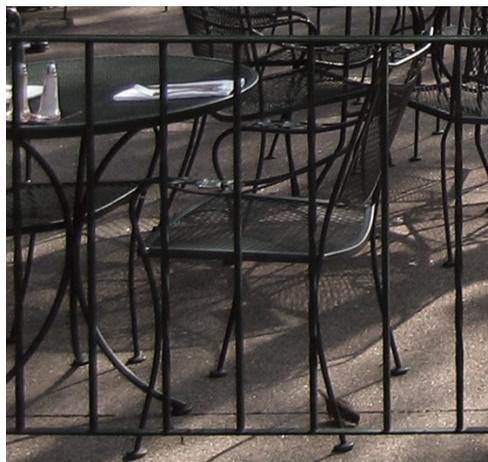


### D.6 Transparency

Visibility through enclosures should be provided to preserve visual connections between the sidewalk cafe and the Greenway.

Visibility recommendations:

- D.2 Sectional Fencing: 75% open
- D.3 Chain and Bollard: 75% open
- D.4 Planter Boxes: none required
- D.5 Planters and Fencing: 50% open





## 03 Recommended Cafe Furniture Layouts

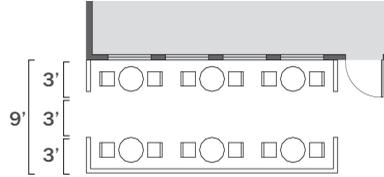
The cafe furniture layouts illustrated in this section describe several efficient arrangements. Although using a recommended furniture layout is not required to receive BRA approval, it can assist an applicant in achieving appropriate clearances between furniture while maintaining seating efficiencies.

## 01 Small Cafe

6 Tables / 12 Chairs



Six two-person bistro tables are accessed by a central circulation zone.

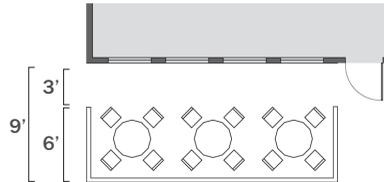


## 02 Small Cafe II

3 Tables / 12 Chairs



Three four-person dining tables are accessed by a circulation zone.

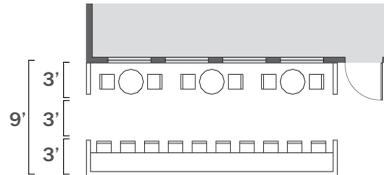


## 03 Ledge Cafe

3 Tables / 1 Ledge / 16 Chairs



Three two-person bistro tables and a long dining ledge are accessed by a central circulation zone. The ledge increases seating efficiency.

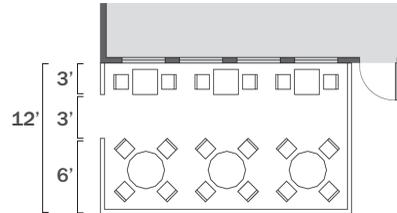


## 04 Medium Cafe

6 Tables / 18 Chairs



Three two-person bistro tables and three four-person dining tables are accessed by a central circulation zone.

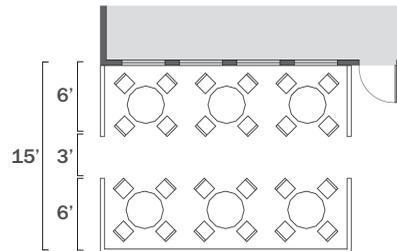


## 05 Large Cafe - Round Tables

6 Tables / 24 Chairs



Six four-person dining tables are accessed by a central circulation zone.

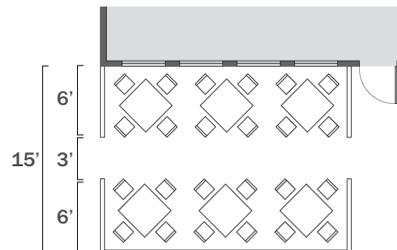


## 06 Large Cafe - Square Tables

6 Tables / 24 Chairs



Six four-person dining tables are accessed by a central circulation zone. Because the tables are square, they can be combined for groups of six or eight.



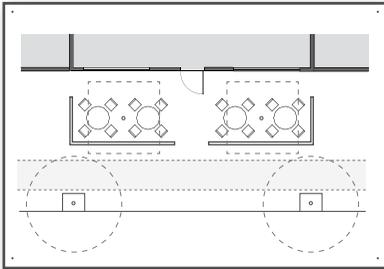


## 04 Submission Requirements

The Greenway Cafe Guidelines are intended to assist applicants in achieving the Boston Redevelopment Authority's (BRA) approval and letter of support, as required by the City of Boston Public Works Department's permitting process. Requirements for securing BRA approval include providing 1) a plan of the sidewalk cafe layout, 2) an elevation drawing of the layout, 3) photographs of the existing space, and 4) photographs, specifications and material samples of proposed furniture, enclosures, umbrellas and awnings.

Please note that this submission package does not comprehensively satisfy the Public Improvement Commission (PIC) sidewalk cafe permit requirements, the City of Boston Licensing Board requirements or the Boston Landmarks Commission requirements. Contact these agencies to learn more about their cafe permitting procedures.

## 01 Plan Drawing

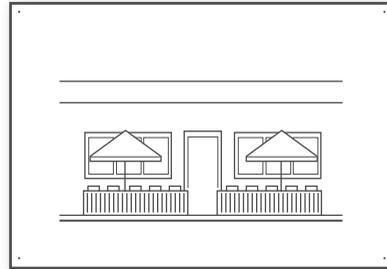


Provide an architectural plan describing the proposed cafe layout. Show all proposed furniture, umbrellas, awnings and enclosures. Clearly delineate the main restaurant facility, adjacent to the proposed sidewalk cafe. Show the required 6'-0" pedestrian zone and the 15'-7" setback.

Size: 24" x 36"

Scale: 1/4"=1'-0"

## 02 Elevation Drawing

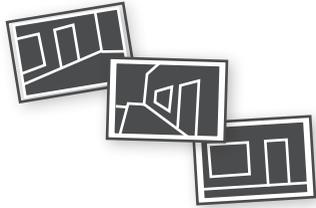


Provide an architectural elevation drawing of the proposed cafe layout. Show all proposed furniture, umbrellas, awnings and enclosures. Include the elevation of the building beyond.

Size: 24" x 36"

Scale: 1/4"=1'-0"

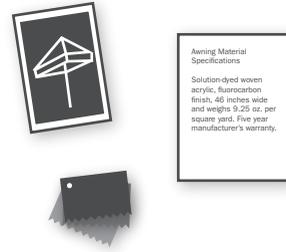
### 03 Photographs



Provide at least three glossy photographs of the area to be rented. Show a frontal view, an oblique view from the right side and an oblique view from the left side.

Size: 8" x 10"

### 04 Material Samples



Provide material samples, specifications and photographs of the proposed awnings, umbrellas, furniture and enclosure.









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