

# SIDEWALK CAFÉ LICENSE APPLICATION

DATE: \_\_\_\_\_

\$52.00 Initial Fee/\$26.00 Renewal Fee  
(Renewals occur annually on January 1<sup>st</sup>)



|                                 |                |                 |
|---------------------------------|----------------|-----------------|
| <b>Establishment Name:</b>      |                | <b>Phone:</b>   |
| <b>Establishment Address:</b>   |                |                 |
| <b>City/State/Zip:</b>          |                |                 |
| <b>Corporate Name:</b>          |                | <b>Phone:</b>   |
| <b>Corporate Address:</b>       |                |                 |
| <b>City/State/Zip:</b>          |                |                 |
| <b>Health District Permit #</b> |                |                 |
| <b>Hours</b>                    | <b>Indoor:</b> | <b>Outdoor:</b> |
| <b>Seating Capacity</b>         | <b>Indoor:</b> | <b>Outdoor:</b> |

**Store Manager Name:**

**Phone:**

**Signature of Owner or Manager:**

Attach a scale drawing of the existing sidewalk area extending to the street curb line and adjacent private property.

- Detail the proposed location, size and number of tables and chairs, or any items to be part of the cafe.
- Detail the location of trees, fire hydrants, utility poles, street light poles, parking meters, bus shelters, trash receptacles and any other sidewalk obstructions or other permanent street fixtures, either existing or proposed, within the pedestrian area.
- Include any doors leading from the eating establishment or abutting buildings.
- Detail the number of feet and location of unobstructed space permitting free passage of pedestrian traffic around and through the outdoor café.

**PUBLIC WORKS DEPARTMENT REVIEW**

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|---------------------|--------------|
| <b>Reviewed by:</b> | <b>Date:</b> |
| <b>Approved by:</b> | <b>Date:</b> |

- [   ] **SITE PLAN APPROVED AS SUBMITTED**                      **Date:**
- [   ] **SITE PLAN RETURNED FOR REVISION**                      **Date:**
- [   ] **SITE PLAN AMENDED AND APPROVED**                      **Date:**

**FINANCE DEPARTMENT REVIEW**

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|                      |                     |
|----------------------|---------------------|
| <b>Business #</b>    | <b>Amount due:</b>  |
| <b>License #</b>     | <b>Amount paid:</b> |
| <b>Processed by:</b> | <b>Date:</b>        |