



Sidewalk Use Permit

Prior to the submission of this application, please review **Section 6.2.23** "Sidewalk Use Permits – of the City Code

Name: _____ **Business:** _____

Address: _____

Phone#: _____ **E-mail:** _____

Permit Type and Fee

Restaurant Permit (\$20.00) **Retail Permit (\$5.00)** **Paid?** _____

*If applying for Restaurant Permit, must submit documentation as described in Sec. 6.2.23(b)(1).

Consumption Area / Event Details

Description of Sidewalk Area with Boundaries, Barriers & Fixtures – please attach detailed site plan, including requirements in Sec. 6.2.23(d)(2) & (3):

Plan for Operating and Controlling Sidewalk Area: _____

Proof of Public Liability Insurance received?

List of All Property Owners within 150 Feet of Sidewalk Area	
Property Owner	Address

Additional application requirements, specifications and property owners may be listed on an attachment to the application.

Permit Duration. Each permit shall be effective for a seven-month period commencing April 1 and ending October 31 of each year. The sidewalk shall be completely clear of all furniture, equipment, and merchandise from November 1st to March 31st.

Signature of Applicant:		Date:	
<p>***By signing above you acknowledge receipt of Section 6.2.23 of the Code of Ordinances and have reviewed all requirements for the issuance of the requested permit. You also have attest to filling out the application with accurate information to the best of your knowledge.***</p>			

City Official Walk-Through (For Office Use Only)

A walk-through inspection of the Sidewalk Area was performed on the _____ day of _____, 20____ by the following City Official(s):

Name	Position	Signature

Comments:	

Common Council Review (For Office Use Only)					
Date Reviewed:		Approved?		Declined?	
Conditions of Approval / Other Restrictions:					

City Clerk: _____ **Date:** _____