

APPLICATION FOR PERMIT

SIDEWALK DINING



Name of Restaurant: _____

Name of Restaurant Operator: _____ **Phone Number:** _____

Email Address: _____

Address (including City, State, ZIP): _____

Type of food, food product or beverage to be sold and served: _____

Hours of Operation of Restaurant: _____

Hours of Operation of Sidewalk Café: _____

Seating Capacity of Restaurant: _____

Seating Capacity of Sidewalk Café (*not more than 50% of the interior seating capacity of the associated restaurant*): _____

Square footage of area to be used for sidewalk café: _____

In support of this application, I hereby submit the following information:

- 1. A drawing or site plan showing:
 - a. The section of sidewalk or pedestrian way to be used for the sidewalk café.
 - b. Section to be kept clear for pedestrian and fire lane use.
 - c. Location of the proposed placement of tables, chairs, barricades umbrellas, trash receptacles and other furnishings on the sidewalk.
- 2. Proof of an insurance policy, issued by an insurance company licensed to do business in the State of North Carolina, protecting the permittee and the City from all claims for damages to property and bodily injury, including death, which may arise from operation under or in connection with the permit. Such insurance names the City as additional insured and provides that the policy shall not terminate or be canceled prior to the expiration date without thirty day's advance written notice to the city. Such insurance affords minimum limits of five hundred thousand dollars (\$500,000) aggregate annually.
- 3. A copy of all the permits and licenses issued by the county, state, or the city, including health and ABC permits and business licenses, necessary for the operation of the restaurant business, or a copy of the application for the permit if no permit has been issued. This requirement includes any permits or certificates issued by the city or other governmental authority, for exterior alterations or improvements to the restaurant.

- 4. A sworn statement describing any violation by the restaurant operator of any laws, regulations, or ordinances relating to the possession, sale consumption, or transportation of intoxicating beverages or controlled substances during the five years immediately preceding the date of the permit application.
- 5. Payment of an annual fee of \$0.50 per square foot of sidewalk dining area to cover the cost of the processing and investigating the application and issuing the permit. *(Note: This is an annual fee. Permits are renewable before June 30 of each succeeding year.)*
- NEW: Restaurants may now have the opportunity to include sidewalk dining during the North Carolina Apple Festival. Please indicate here if you would like your business to operate during the North Carolina Apple Festival. There will be restrictions on space allowance, and if your business does not comply with specific restrictions, you will be subject to revocation of permit. Please check this box if you are interested.**

QUESTIONS: Contact Jamie Carpenter, Downtown Manager – jcarpenter@hvlnc.gov

Please provide your signature which confirms the following requirements:

- I understand the processing of this application will not begin until all the required information has been received by the City Manager.
- I certify the information I have provided is true and correct to best of my knowledge.
- I agree to be in compliance of all requirements in the sidewalk dining ordinance within 45 days of permit renewals. I understand that code enforcement will review all sidewalk dining for compliance beginning August 1 of each year.

Signature of Applicant

Date

Address

Phone Number

City, State, ZIP

FOR OFFICIAL USE ONLY

Received/Inspected By: _____ Date: _____

Comments:
