



Temporary Sidewalk Café License Application

<p><i>Staff Use Only</i> APPLICATION NUMBER: LA - ____ - ____</p>
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Please complete the application to the best of your knowledge, and submit the completed form and any required materials to the City of DeLand Planning Department, Room 103, 120 South Florida Ave., DeLand.



PROPERTY INFORMATION:

SHORT PARCEL ID (12 DIGITS): _____

ADDRESS OF PROPERTY: _____

NAME OF CURRENT BUSINESS: _____

TYPE OF BUSINESS: RESTAURANT: BAR: OTHER: (Describe: _____)

If previous business at this address had a sidewalk café license agreement, name of previous business:

ZONING DISTRICT: _____

<u>BUSINESS OWNER:</u>	
NAME:	
COMPANY:	
ADDRESS:	
CITY, STATE, ZIP:	
TELEPHONE:	FAX:
EMAIL:	

<u>PROPERTY OWNER (IF DIFFERENT FROM APPLICANT):</u>	
NAME:	
COMPANY:	
ADDRESS:	
CITY, STATE, ZIP:	
TELEPHONE:	FAX:
EMAIL:	

SIGNATURE OF BUSINESS OWNER: _____

SIGNATURE OF PROPERTY OWNER (IF DIFFERENT): _____

Please initial next to each statement, on the line provided, that you have read and understood the following:
(See Section 26-9.5 of the City of DeLand Code of Ordinances for a complete description of regulations pertaining to sidewalk cafés.)

- The applicant acknowledges that, notwithstanding any legal ownership which they may hold to a portion of the sidewalk, the general public and the City of DeLand have a prescriptive easement over the full width of the sidewalk as it now exists. _____
- Use of the subject property as a sidewalk café is a privilege and not a right, and may be revoked at any time. _____
- License agreements for sidewalk cafés are non-transferrable, non-assignable, and considered temporary in nature. A new license must be applied for and approved by the City when change of ownership and/or business occurs. _____
- License agreements will renew annually with the renewal of the Licensee’s Business Tax Receipt, unless changes occur. _____
- Changes to the layout and/or seating of the sidewalk café must first be approved by the City Commission. _____
- Alcoholic beverages may be served within the approved sidewalk café area only after the appropriate beverage license has been obtained from the Dept. of Business and Professional Regulation, on which the outside area to be covered by the sidewalk café is indicated as included under the license. _____
- If outside seating for the proposed café exceeds 30% of the amount of interior gross floor area (based on square footage), additional parking may be required. _____
- For temporary sidewalk cafés, all tables, chairs, and other furniture must be brought inside during non-operating hours. _____
- A minimum of 7 ft. clear pedestrian area must be maintained for sidewalks located on New York Avenue, Woodland Boulevard, Indiana Avenue, and Rich Avenue. A minimum of 5 ft. must be maintained elsewhere. _____
- Once drafted, the applicant will be called in prior to the City Commission meeting to sign the license agreement. License for the sidewalk café is not valid until approved by the City Commission and said agreement has been signed by both parties. _____

THE FOLLOWING MUST BE SUBMITTED AT THE TIME OF APPLICATION:

- Two (2) copies of a to-scale concept plan* of the area proposed for use as a sidewalk café, including the following information drawn on the plan:
 1. Location of property line(s) in relation to sidewalk, if known.
(If same as building edge, please indicate on drawing.)
 2. Area (including dimensions measured in feet) to be devoted to said use
 3. Distance from seating area to edge of sidewalk/curb.
 4. Any obstacles located on the sidewalk adjacent to the business (i.e. trees, benches, trash cans, etc.)
 5. Number of tables
 6. Number of chairs

7. Any proposed outdoor lighting (Once approved, permit required through the Building Dept. Outdoor lighting must comply with historic district design standards.)

* The City reserves the right to modify the concept plan if it does not meet the standards outlined in Section 26-9.5.)

- Two (2) copies of a **to-scale** layout of the existing or proposed interior of the business, including the following information drawn on the plan:
 1. All rooms of business's tenant space shown and their use(s) labeled
 2. Dimensions (measured in feet) of said areas

- Any other supporting documentation providing information necessary to verify compliance with minimum criteria and standards.

- Check made payable to the City of DeLand in the amount of **\$50.00**.

NOTE: Applications for temporary sidewalk cafés will be reviewed by the City Commission. Applications are due at noon the 3rd Monday of each month. The City Commission meets the 3rd Monday of the next month at 7:00 pm in the City Commission Chambers. Incomplete applications will not be accepted.

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Complete Application Received By & Date:	_____
Incomplete Application Received By & Date:	_____
(missing items):	_____
Scheduled Application Closing Date:	_____
Scheduled City Commission Date:	_____
Payment Received: Check Amount: \$	_____ Date Paid: _____