



CITY OF INVERNESS
Community Development Department
212 W. Main Street – Inverness, FL 34450
(352)726-3401

SIDEWALK CAFE PERMIT APPLICATION

APPLICATION TYPE (CHOOSE ONE)

Initial Application

\$150 – App Fee

\$350 – First Year Only

Annual Renewal

\$25 per Seat Fee

Expansion

No Fee

APPLICANT INFORMATION

Business Information

Business Name: _____

Business Address: _____

Business Phone: _____

Email Address: _____

Applicant Information

Name: _____

Mailing Address: _____

Phone: _____

Email Address _____

INSURANCE REQUIREMENTS

In specific consideration for the City granting a sidewalk permit to the applicant named below, the permit holder shall pay, indemnify and hold harmless the City and their respective agents, guests, invitees and employees from all suits, actions, claims, demands, damages, losses and other reasonable expenses and costs of every kind and description to which the City or their respective agents, guests, invitees or employees may be subjected to as a result of the Grant of this permit.

Original insurance certificates naming the City of Inverness as Additional Insured must be attached to the Application before the Application will be processed. The Applicant shall furnish and maintain such public

liability, food product liability, equipment liability, and property damage insurance for the benefit of City insuring and indemnifying City from all claims and damage to property or bodily injury, including death, which may arise from operations under the permit or in connection therewith. Such insurance shall provide coverage of not less than one million dollars (\$1,000,000.00) for bodily injury and property damage, respectively, per occurrence. Such insurance shall be without prejudice to coverage otherwise existing; therein and shall name as additional insured the City of Inverness, its officers and employees, and shall further provide that the policy shall not terminate or be cancelled prior to the completion of the permit period.

SITE PLAN SUBMITTAL (INITIAL / EXPANSION APPLICATIONS ONLY)

A detailed site plan (minimum scale of one-fourth inch equals one foot (1/4" = 1') indicating the following:

1. The layout and dimensions of the proposed sidewalk café area.
2. Location of all seating, tables and umbrellas.
3. The location of entrances and exits.
4. Photographs, drawings and/or sales brochures fully illustrate the appearance of all proposed tables, chairs, umbrellas, or other objects relating to the sidewalk cafe.
5. The location of any trees, sidewalk benches, trash receptacles, landscaping, utility boxes, poles, guidewires and any other items located within or adjacent to the applicant's proposed sidewalk cafe.
6. The existing and proposed pedestrian circulation pattern.
7. The location, size, design, material and color of any menu board or specials board to be used by the applicant.

ADDITIONAL SUBMITTALS (INITIAL / EXPANSION APPLICATIONS ONLY)

1. A plan for maintaining and cleaning the following:
 - a. The sidewalk café area including the applicant's personal property; and
 - b. Any trash or food on or about the tables and chairs or sidewalk; and
 - c. The disposal of any trash or debris generated from the operation of the sidewalk cafe.
2. Any permits or approvals required from other governmental agencies necessary to operate a sidewalk cafe.
3. Days and hours of operations of the proposed sidewalk café

ANNUAL RENEWAL SUBMITTALS ONLY

Current Insurance Certificate	_____
Current Bureau of Alcohol and Tobacco License	_____
Site Plan Changes	_____

APPLICANT ACKNOWLEDGEMENT

I hereby state that I have answered all of the preceding questions and that the information contained herein is true and correct to the best of my knowledge and belief.

Signature of Applicant

Date

Print Name

PROPERTY OWNER ACKNOWLEDGEMENT

As the owner of this building, I support the application, establishment and operation of a sidewalk cafe per the City's ordinances at this location.

Signature of Property Owner

Date

Print Name

OFFICE USE ONLY

	Approved	Date	Comment
Initial Permit*	<input type="checkbox"/>	_____	_____
Annual Renewal	<input type="checkbox"/>	_____	_____
Expansion	<input type="checkbox"/>	_____	_____

*Initial permit approval will be authorized via a letter of agreement.