



CITY OF BURLINGTON SIDEWALK SEATING AREA PERMIT APPLICATION

Downtown Outdoor Seating Areas are allowed March 1st through October 31st

Please Check One:

- Sidewalk Seating Permit without alcohol – Annual Fee: \$30
- Sidewalk Seating Permit with alcohol – Annual Fee: \$45

Application Checklist:

- Certificate of Comprehensive General Liability Insurance** naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000. Certificate holder shall be additionally insured in regards to general liability. Liability extends off private property into the public right-of-way to cover tables and chairs on sidewalk in front of the restaurant.
- Sketch of Parcel** including building lines, parcel size, sidewalk width (from face of building to back of curb), proposed furniture, signage, all street amenities adjacent to the lot (i.e., street lights, bollards, benches, mailboxes, fire hydrants, flower pots, trash cans, etc.). All dimensions and locations must be noted. *Sketch must depict a minimum of 42 inches of unobstructed sidewalk for public use per ADA (Americans with Disabilities Act) regulations.*
- Application Fee**
- Amendment to Alcohol Beverage License Application.** If the applicant wishes to serve alcohol in the sidewalk seating area, the applicant must currently hold a valid business license to serve alcohol and submit an Alcohol License Premises Extension Application requesting the premises description of the license be amended to include the sidewalk seating area.

APPLICANT INFORMATION

Applicant Name: _____

Establishment Name: _____

Address: _____

Phone: _____ E-mail: _____

Purpose for outdoor seating request: _____

Describe furniture to be used: _____

Outdoor Seating with Alcohol

(Complete this section only if you intend to serve/sell alcohol in the outdoor seating area)

Do food sales generate more than 50% of gross receipts? Yes No

Are you requesting to serve alcoholic beverages? Yes No

If so, please provide the following information:

Agent Name: _____

Agent Address: _____

Agent Phone: _____ Alt. # _____

Agent E-mail: _____

Signature of Agent: _____ Date: _____

INDEMNIFICATION STATEMENT

The above-named Applicant shall, and hereby does, agree to indemnify and hold harmless the City and its officials, officers, employees, and agents, from and against any claims, actions, damages, judgments, costs, and expenses (including, but not limited to, reasonable actual attorney fees), and any other liability of any nature whatsoever, that may arise, directly and/or indirectly, as a result of the Applicant's use of the public sidewalk as a seating area pursuant to this present Permit. This indemnification is being given in partial consideration for the issuance of this present Permit to Applicant.

SIGNATURE OF APPLICANT

DATE

For Office Use Only

Date Filed with Clerk: _____ Total Amount: \$ _____ Receipt No.: _____

Date Forwarded to Police Chief and Director of Public Works: _____

Police Chief Signature: _____ Approved Denied

DPW Director Signature: _____ Approved Denied

Permit Issue Date: _____ Permit Number: _____

Copies provided to: Mayor & Council, City Administrator, Police Chief, Fire Chief, DPW Director, Zoning Administrator



CITY OF BURLINGTON ALCOHOL LICENSE PREMISES EXTENSION APPLICATION

Please Check:

- Request for premises extension to sidewalk seating area
- Request for premises extension within establishment building

Application Checklist:

- Applicant must currently hold a valid alcohol license
- Applicant obtained a Sidewalk Seating Area Permit
- Detailed Premises Description of where alcohol will be sold and stored

APPLICANT INFORMATION

Applicant Name: _____

Establishment Name: _____

Address: _____

Alcohol License No.: _____ Phone: _____

Describe current area of premises where alcohol is sold or stored: _____

Describe extension and/or amendment to the area of premises where alcohol is to be sold or stored:

SIGNATURE OF APPLICANT

DATE

For Office Use Only

Date Filed with Clerk: _____ Total Amount: \$ _____ Receipt No.: _____

Date Forwarded to Police Chief and Director of Public Works: _____

Police Chief Signature: _____ Approved Denied

Copies provided to: Mayor & Council, City Administrator, Police Chief, Fire Chief, DPW Director, Zoning Administrator