



## DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street  
Saint Charles, MO 63301  
636-949-3222  
FAX 636-949-3557

### SIDEWALK CAFÉ PERMIT APPLICATION

Please Check Appropriate Line: \_\_\_\_\_ New Application      \_\_\_\_\_ Permit Renewal

PERMIT # (assigned by Staff): \_\_\_\_\_      TODAY'S DATE: \_\_\_\_\_

RESTAURANT NAME: \_\_\_\_\_

RESTAURANT ADDRESS/PHONE: \_\_\_\_\_

APPLICANT:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone)

\_\_\_\_\_  
(Fax)

PROPERTY OWNER:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone)

\_\_\_\_\_  
(Fax)

PRESENT ZONING: \_\_\_\_\_

PLEASE ATTACH THE FOLLOWING:

Every Sidewalk Café Permit application submitted to the Department of Community Development for their review and approval must contain the following information. If the information does not appear on the application or supporting documents, the proposal will not be approved.

- Copy of valid occupancy permit for building.
- Copy of current certificate of insurance in the categories and amounts required by ordinance.
- Copy of Conditional Use Permit approval letter from City Clerk (If applicable).
- Plans for operation of the sidewalk café, including, but not limited to: hours of operation, maintenance of the sidewalk café and services to be provided.
- Right-of-Way Encroachment License in the form required by the City and signed by the applicant.
- Detailed site plan package including, but not limited to the following:
  - Proposed use, materials, colors and design;
  - Relationship of the sidewalk café to the adjacent existing building and their uses and entrance locations;
  - The location of any utilities that might effect or be affected by the proposal;
  - The relationship of the sidewalk café to the centerline of the adjacent street, if applicable, and to any existing or proposed public improvements, including but not limited to, benches, fire hydrants, light standards and landscaping;
  - Photographs, drawings or manufacturers' brochures fully describing the appearance of all proposed tables, chairs, umbrellas or other objects related to the sidewalk café;
  - A legal description of the property and the total square footage and exact dimensions of the proposed sidewalk café;
  - The existing and proposed pedestrian circulation pattern;
  - Floor plan of the existing building and any proposed modification, showing the relationship of the food preparation areas to the sidewalk café; and
  - A drawing (to scale) showing the
    - layout and dimensions of the existing sidewalk area and adjacent private property;
    - location of trees, fixed tree planters and tree guard railings;
    - location of utility and above-ground fixtures;
    - proposed location, size and numbers of tables, chairs, planters and umbrellas;
    - location of steps and doorways;
    - location of parking meters, bus stops and shelters, sidewalk benches and trash receptacles;
    - location of any other sidewalk obstructions.

\* Depending on the specifics of the proposal, the applicant (s) may be required to submit further information deemed necessary.

## HOLD HARMLESS STATEMENT

TO THE EXTENT PERMITTED BY LAW, PERMITEE SHALL RELEASE, INDEMNIFY, DEFEND AND HOLD HARMLESS PERMITOR AND PERMITOR'S SUCCESSORS, ASSIGNS, LEGAL REPRESENTATIVES, OFFICERS, APPOINTED AND ELECTED OFFICIALS, EMPLOYEES AND AGENTS (COLLECTIVELY, "INDEMNITEES") FOR, FROM AND AGAINST ANY AND ALL CLAIMS, LIABILITIES, COST DAMAGES, LOSSES, LIENS, CAUSES OF ACTION, SUITS, DEMANDS, JUDGMENTS AND EXPENSES (INCLUDING, WITHOUT LIMITATION, COURT COSTS, ATTORNEYS' FEES AND COSTS OF INVESTIGATION, REMOVAL AND REMEDIATION AND GOVERNMENTAL OVERSIGHT COSTS) ENVIRONMENTAL OR OTHERWISE (COLLECTIVELY "LIABILITIES") OF ANY NATURE, KIND OR DESCRIPTION OF ANY PERSON OR ENTITY DIRECTLY OR INDIRECTLY ARISING OUT OF, RESULTING FROM OR RELATED TO (IN WHOLE OR IN PART):

- (i) THIS PERMIT;
- (ii) ANY RIGHTS OR INTEREST GRANTED PURSUANT TO THIS PERMIT;
- (iii) PERMITEE'S USE OF THE PREMISES;
- (iv) THE ENVIRONMENTAL CONDITION AND STATUS OF THE PREMISES CAUSED BY OR CONTRIBUTED BY PERMITEE; OR
- (v) ANY ACT OR OMISSION OF PERMITEE OR PERMITEE'S OFFICERS, AGENTS, INVITEES, EMPLOYEES, OR CONTRACTORS, OR ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY ANY OF THEM, OR ANYONE THEY CONTROL OR EXERCISE CONTROL OVER;

EVEN IF SUCH LIABILITIES ARISE FROM OR ARE ATTRIBUTED TO, IN WHOLE OR IN PART, ANY NEGLIGENCE OF ANY INDEMNITEE. THE ONLY LIABILITIES WITH RESPECT TO WHICH PERMITEE'S OBLIGATION TO INDEMNIFY THE INDEMNITEES DOES NOT APPLY ARE LIABILITIES TO THE EXTENT PROXIMATELY CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF ANY INDEMNITEE.

Upon written notice from Permitior, Permittee agrees to assume the defense of any lawsuit or other proceeding brought against any Indemnatee by any entity, relating to any matter covered by this Permit for which Permittee has an obligation to assume liability for and to save and hold harmless any Indemnatee. Permittee shall pay all costs incident to such defense, including, but not limited to, attorneys' fees, investigators' fees, litigation and appeal expenses, settlement payments, and amount paid in satisfaction of judgments.

The statements found in this application and all of the attached exhibits transmitted herewith are true, to the best of my knowledge. I have read, fully understand and agree to the terms of the attached Hold Harmless Statement.

Signature of the Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of the Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**PERMIT FEE: \$50.00**

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