



City Engineering Department

106 Jones Street
 PO Box 477
 Watertown, WI 53094

(920) 262-4060

Outdoor Dining/Sidewalk Café Application
 (Must be renewed annually)

Applicant Information	For Office Use Only
	Approved by: _____
	Approved Start Date: _____
	Expiration Date: _____

Date	
Name of Owner/Corporation/LLC	
Owner Address	
Owner Phone	
Location Address	
Dates Proposed for Outdoor Dining	
Contact Person	Email
Contact Phone	Mobile

I attest all of the above information is true and accurate and have read and understand the attached requirements, rules, and regulations as set forth in City of Watertown Code Chapter 457-9. Sidewalk Cafes.

Applicant Signature

Date

Owner Signature (if different than Applicant)

Date

In addition to the application a sketch plan of the proposed site at a scale of one quarter inch (1/4") equals one foot (1') must also be submitted on 8 1/2" x 11" paper indicating the following:

- The location of the building front and all doorways.
- The proposed location of the sidewalk café barrier, tables, chairs, serving equipment, planters, borders, awnings, umbrellas and other facilities to be included in the seating area.
- The location of existing public improvements including fire hydrants, street signs, street lights, utilities, traffic signals, mail boxes, trees and tree grates, parking meters, planting boxes or planting areas, fire escapes or other overhead obstructions and any other public obstruction.
- The location of crosswalks, driveways, parking spaces, loading zones, and other vehicular areas adjacent to the proposed sidewalk café.

The design of the sidewalk café, as depicted on the sketch plan, and as installed, maintained and operated following approval, shall comply with all of the following requirements:

- Sidewalk cafes are restricted to the portion of the sidewalk which is parallel to and immediately adjacent to the abutting business establishment to which the sidewalk café permit has been issued, or in a location and configuration as otherwise approved.
- Sidewalk cafes are permitted only where both the sidewalk and the paved terrace are wide enough to adequately accommodate both the usual pedestrian traffic in the area and the operation of the proposed activity. Generally, the remaining unimpeded sidewalk and adjacent terrace shall be a minimum of four feet wide.
- The sidewalk café may not be wider than one chair or table which is one place setting wide.
- The sidewalk café shall be located on an impervious surface.
- The sidewalk café shall not be located in, or otherwise obstruct more than 24 inches of the sidewalk.
- The sidewalk café shall be accessible to the disabled, and the permit holder shall at all times comply with all applicable federal, state and city laws, ordinances and regulations concerning accessibility and nondiscrimination in the providing of service.
- No tables, chairs, fencing, or any other fixtures used in connection with a sidewalk café shall be attached, chained or in any manner affixed to the public area, or any other public property including street trees.
- Lighting to serve outside seating areas shall be provided by ambient sources. No lighting fixtures or other electrical devices are permitted.

Operations of sidewalk cafes shall comply with the following requirements:

- A sidewalk café may only be open between the hours of seven a.m. and ten p.m. on any day and only when the restaurant is otherwise open.
- All tables, chairs, and all other materials and equipment must be removed from the site from close of business until normal opening of business each day.
- All tables and chairs shall heavy weight so as to withstand moderate winds. Plastic and tubular aluminum furniture using fabric seats and/or seat backs is prohibited.
- Dining ware shall be heavyweight so as to withstand moderate winds. Reusable, non- disposable flatware, dishware and beverage containers are required for use in all sidewalk cafes. No food or beverage, including water, shall be served in, on, or with single use paper, plastic, or polystyrene plastic dishes or utensils, nor shall any food or beverage be served to the customer wrapped or packaged in foil, paper, plastic, or polystyrene plastic.
- No smoking shall be permitted within sidewalk café enclosures.
- No amplified music is permitted in sidewalk cafes. Live, unamplified music is permitted, but musicians and equipment shall be located within two feet of the building when performing.
- Additional parking shall not be required or reasonably necessitated due to the addition of a sidewalk café area.
- Businesses which intend to serve alcohol beverages at the sidewalk café must additionally meet the following requirements:
 - The business shall hold a valid liquor license for all premises where alcohol beverages are served and consumed.
- Sidewalk cafes where alcoholic beverages are served and consumed shall be responsible for policing the area of the outdoor café to be sure the area is in compliance with the alcohol licensing requirements at all times.
- The entire outdoor area utilized for service and consumption of food and beverage shall be visible from the restaurant establishment.

-No alcoholic beverages may be served at any time if the restaurant has not received Council approval for the enlargement of the premises under its liquor license that includes the area of the public sidewalk where the sidewalk café is located. Further, the liquor license shall be automatically conditioned at the time of the enlargement of premises to allow for the consumption of alcoholic beverages within the sidewalk café area only. Approval of the enlargement of premise area (sidewalk café) shall not grant any licensee or licensed premise any vested rights and such approval may be suspended or revoked or non-renewed without cause being shown.

-Alcoholic beverages must be sold and served by the licensee or licensee's employees who have operator's licenses and sold, served and consumed by patrons seated at tables in the sidewalk café, pursuant to Wisconsin Statutes sections 125.32(2) and 125.68(2).

-Alcoholic beverages may only be served at the sidewalk café when food service is available through the licensed establishment.

-The permittee shall be responsible for complying with the approved sidewalk café plan.

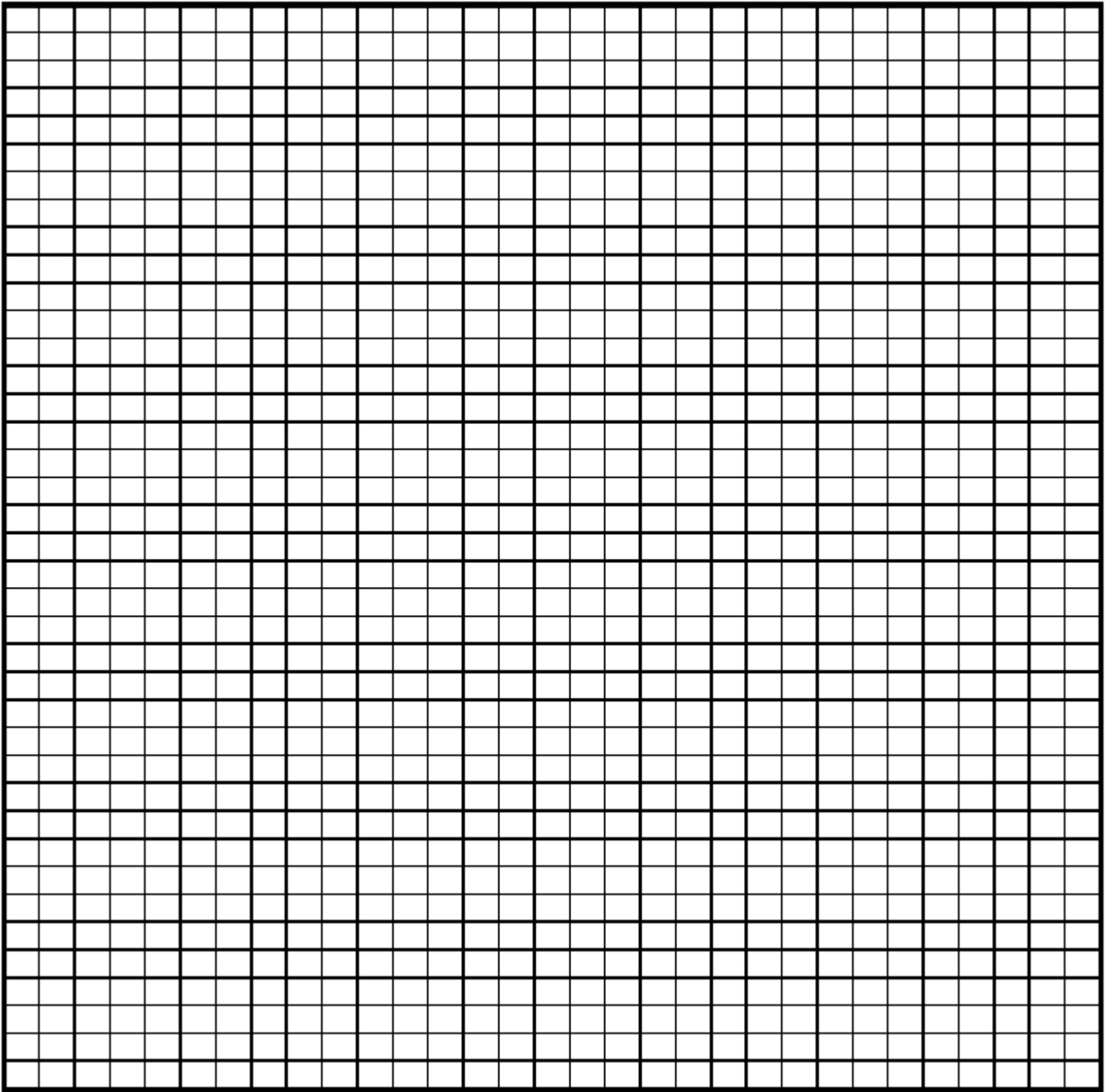
-The permittee shall not allow patrons of the sidewalk café to bring alcohol beverages into the sidewalk café, nor to carry open containers of alcohol beverages about in the sidewalk café area, nor to carry open containers of alcohol beverages served in the sidewalk café outside the sidewalk café area.

-The permittee shall display signage indicating alcohol may only be consumed by patrons seated at tables in the sidewalk café.

-The bar from which the alcohol beverages are dispensed shall be located indoors and shall not be located in the sidewalk café area.

-Both the owner/lessee/lessor of the business establishment, and the property owner, shall agree in writing to hold the City harmless for any personal injury or property damage resulting from the existence or operation of, and the condition and maintenance of the right-of-way upon which any sidewalk café is located, and shall furnish evidence of general liability insurance in the amount of one million dollars (\$1,000,000.00)

-The City may cause the immediate removal or relocation of all or any part of the sidewalk café or its fixtures in emergency situations. The City, its officers, agents and employees shall not be responsible for any damages or loss of sidewalk café fixtures relocated during emergency situations and shall not be responsible for any loss of revenue associated with removal, costs associated with the removal, or the return and installation of any sidewalk café fixtures.



NOTES:

- 1) North arrow shall be correctly placed.
- 2) Draw a completely dimensioned plot plan.
- 3) Note adjoining streets and/or alleys.