



## Sidewalk Café Permit Requirements & Application Checklist

Except as otherwise provided, a sidewalk cafe shall comply with the following regulations:

- (1) **Limitations on area.** The area in which a sidewalk cafe is operated shall conform to all requirements of the Code of Ordinances of the City of Douglasville including the Unified Development Ordinance to ensure that ingress and egress to the interior of the establishment is not restricted by the existence of a sidewalk café, and to ensure that the sidewalk café does not hinder pedestrian ingress and egress in front of, on the side of, or behind the building where the establishment exists. Sidewalk cafes must adhere to Americans with Disabilities Act requirements.
- (2) **Divider required.** The area permitted for a sidewalk cafe shall be separated from the remaining public area. This divider must be shown in the application and must be approved prior to the issuance of the permit. Such divider shall not be less than three feet in height. All tables and chairs must be located totally within the limits of the divider. It shall be the responsibility of the permittee to maintain the divider within its approved location.
- (3) **Sanitation.** It shall be the responsibility and duty of the restaurant to which the sidewalk cafe permit is issued to maintain the area covered by the permit in a clean, neat, and orderly manner at all times. The area shall be clear of all debris at all times. It shall also be the responsibility of the permit holder to pressure wash the surface on which the sidewalk cafe is located no less often than once every three months. Permittee shall sweep the sidewalk and collect the debris prior to pressure washing and shall maintain records of dates the space was pressure washed and by whom, and such records shall be open to inspection by the City of Douglasville. Pressure washing by permittee shall be conducted using water only. The use of cleaning agents is prohibited. All tables and chairs are to be kept clean, sanitary, safe and in structurally sound condition at all times.
- (4) **Removal of furnishings.** All tables, chairs and dividers of a sidewalk cafe shall be removed from the public space as notified by the City of Douglasville for city cleaning, for city functions, for other private functions scheduled by the city, or other purposes.
- (5) **Suspension or modification of operation.** The city shall have the authority to require any sidewalk cafe operating in an area created by this section to suspend operation and clear such area, or to move or modify the location or operation of the sidewalk cafe, for things which include but are not limited to:
  - a. Any special event, private or public, approved by the city;
  - b. Any street, sidewalk, or utility construction;
  - c. Any event held by the City of Douglasville;
  - d. Any emergency situation; or
  - e. The protection of the health, safety, and welfare of the public.
- (6) **Sale of alcoholic beverages.** Pouring of alcoholic beverages may be allowed in compliance with section 10-2(3)b. of this Code. (Ord. No. O-05-20, § 1, 5-2-05; Ord. No. O-07-57, § 1, 10-1-07; Ord. No. O-2023-33 , § 5, 7-17-23)

### **Sec. 74-42. - Liability and insurance.**

- a) The permittee shall indemnify, defend, save, and hold harmless the City of Douglasville, its officers and employees, from any and all claims, liability, damages and causes of action which may arise out of the permit or permittee's activity on the premises.
- b) The permittee shall meet and maintain for the entire permit period, at its own expense, the following requirements:
  1. Commercial general liability in the amount of \$1,000,000.00 per occurrence for bodily injury and property damage. The City of Douglasville must be named as an additional insured on

- this policy, and an endorsement must be issued as part of the policy reflecting compliance with this requirement.
2. The City of Douglasville must receive 30 days' written notice prior to any cancellation, non-renewal, or material change in the coverage provided.
  3. The permittee shall provide an original certificate of insurance as evidence that the above requirements have been met prior to the issuance of a permit.

**Applications for a Sidewalk Café Permit shall be accompanied by the following documentation:**

- A copy of a valid City of Douglasville occupational license to operate a restaurant in front of which the sidewalk café will be located;
- A copy of a current certificate of insurance in the amounts and categories required by section 74-42 of this article;
- \$100.00 Application Fee plus \$1.00 per square foot for the approved/permitted area.
- A sketch identifying the perimeter area, the dimensions of area, the dimensions from perimeter to curb or nearest obstacle, and the design and materials of the required café railing system.
- Proof of property owner and written consent of property owner of the establishment which will be operating the sidewalk café.

**Name of Applicant**

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**Name of Restaurant**

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**Address of Restaurant** **City** **State** **Zip**

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**E-mail Address** **Phone Number of Restaurant**

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- Proof of property owner and written consent of property owner of the establishment which will be operating the sidewalk café.

**Applicant Signature**

*I hereby certify that all information provided herein is true and correct.*

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**Applicant Signature**

\_\_\_\_\_  
**Date**

**Approved**     **Denied**

\_\_\_\_\_  
**City Staff**

\_\_\_\_\_  
**Date**