

SITE PLAN REQUIRED FOR OUTDOOR DINING – PRIVATE PROPERTY

- **Permit & Fee Waived** as long as tables and seating are temporary (move-able) and **NOT** a part of a permanent change to the site.
- In lieu of a permit, a **Site Plan** must be submitted to the Planning Department showing the proposed locations of the tables and seating in relationship to the building, sidewalks, existing driveways, & property lines.
- Site Plan must include:
 - Business Name/Address/Contact Information
 - Dimensions and locations of Outdoor Dining Structures
 - Distance from property lines
- Please Note:
 - The City has temporarily waived the requirement to maintain minimum parking spaces for an existing or new business.
 - Do NOT block entrances & exits of buildings or parking lots.
 - Emergency Access must always be maintained.
 - Permanent structures (building addition, concrete patio, awning, etc.) require permit.

EXAMPLE

