I. <u>For application submission, bring one copy of the following items to the Development Department:</u>

Dev	velo	pment Department:
	Ap	oplication Form: Signed DTCF Outdoor Dining Permit Application
	11'	etailed Site Plan: A detailed site plan that is TO SCALE, and not exceeding 2x17", must be submitted. It is highly encouraged, and in some cases may be uired, that an architect or designer prepare the plan of the outdoor dining and ewalk area. The plan must include the following items (see attached sample)
		Existing façade and immediately adjacent businesses. (Property lines must be shown. Include survey plat of subject property if available).
		Sidewalk width (building face to curb edge).
		Location of barriers (barriers must be straight and not meander around sidewalk elements).
		Proposed configuration and dimensions of tables, chairs, planters, and umbrellas.
		Sidewalk elements and distance measures to edge of dining area, (sidewalk elements include, but are not limited to, tree wells, lamp posts, fire hydrants, signs, parking meters, light poles, trash receptacles and any other streetscape element)—a straight and continuous minimum six feet of sidewalk is required to be maintained at all times.
		Location of any Fire Department Connections (FDC) on building face.
		Location of bus stops.
		Restaurant name and address.
	um	Arniture Details: Photos and dimensions of proposed furniture, including tables, brellas, chairs, planters, barriers and any other element being proposed to be ated on the sidewalk anufacturer's specification sheets preferred).
	Ph	otos: Photos of proposed outdoor dining area, building façade, and sidewalk area
	adj	acent to proposed dining.
	Ca	lculation of Square Footage of Outdoor Dining Area
	ope	ertificate of Insurance: Certificate of liability insurance covering outdoor erations (with City of Cuyahoga Falls as additional insured with minimum 000,000 coverage)

II. For Renewals with No Changes

Applicant sets up dining area per submitted plan.

Inspector will visit the restaurant to verify plan compliance and total square footage, and to mark dining area on sidewalk.

II. For New Applications OR Renewals with Proposed Changes

Visit to restaurant to verify plans.

If inspectors observe the plan is accurate, then City advises applicant to set-up outdoor dining area.

Inspector revisits to verify plan compliance and mark dining area on sidewalk.

IV. Applicant Picks Up Approved Plan and Certificate and Pays Application Fee

Once inspector has visited the restaurant and observed compliance with the plan, the applicant can come to the Cuyahoga Falls Development Department to pay the fee and pick up the approved plan and certificate for posting.

APPLICATION FEE =\$85.00

Checks should be made out to the City of Cuyahoga Falls.

V. Applicant Posts Certificate in Conspicuous Location in Restaurant

VI. Renewal

The permit must be renewed annually, prior to April 1 of each calendar year. Outdoor dining is not permitted without a valid permit. Ticketing and fines may be assessed to restaurants who offer outdoor dining without such permit.

DTCF OUTDOOR DINING PROGRAM APPLICATION



City of Cuyahoga Falls, Department of Planning 2310 Second Street, Cuyahoga Falls, Ohio Phone: Phone: 330-971-8135

CHECK ONE:									
RENEWAL OF PREVIOUSLY AI	PPROVED OUTDOOR DINING AREA								
NEW APPLICATION OR RENEW	WAL WITH PROPOSED CHANGES								
PROPERTY ADDRESS:									
NAME OF RESTAURANT:									
ON-SITE CONTACT(S):									
	NTACT(S):								
TOTAL NUMBER OF PROPOSED OUTDOOR SEATS:									
TOTAL SQUARE FOOTAGE OF OU	TOTAL SQUARE FOOTAGE OF OUTDOOR DINING AREA:								
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DTCF OUTDOOR DINING PROGRAM Sample Plan (Not to Scale) City of Cuyahoga Falls, Division of Planning 2310 Second Street, Cuyahoga Falls, Ohio 44221, Phone: 330-971-8135

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