



Application Form SIDEWALK CAFE LICENSE APPLICATION

Date of Application (mm/dd/yy): _____

FILE NO: _____

Application Type (please check which option applies)

- New Sidewalk Café License
- Changes to Existing Sidewalk Café License

Fees: Sidewalk Café Licenses are considered an addition to your existing City of Saskatoon Commercial Business License and therefore, no additional fees are required.

Business Information (Please print clearly)

Business Name: _____

Address: _____ **Saskatoon** **SK**

Unit # Street Name & Direction City Province Postal Code

Business Phone: _____ Fax: _____

Email address: _____ Website: _____

Business Contact: _____

First Name Middle Initial Last Name

The following questions relate to the Sidewalk Café Guidelines

The full guidelines are available at www.saskatoon.ca/go/businesslicense

- (a) Do you presently hold a valid City of Saskatoon Commercial Business License? Yes No
- (b) Have you received a minimum of \$2,000,000 liability insurance for the operation of the Sidewalk Café? Yes No
(please refer to the Sidewalk Café Guidelines for complete details)
- (c) Will the operating hours of the Sidewalk Café differ from those of the adjoining restaurant? Yes No
- (d) Will there be any fencing, screening, or awnings in relation to your Sidewalk Café? Yes No
- (e) Will alcohol be served on the Sidewalk Café? Yes No
- (f) Will your sidewalk café be situated above an electrical vault? Yes No
(electrical vaults can be identified by metal grates in a sidewalk)
- (g) Will there be any permanent signs placed within the sidewalk café? Yes No
(this does not include sandwich boards or other small signage that is removed each evening)

For Office Use Only

Zoning Designation: _____ Business Improvement District: _____

Business ID: _____ Approved By: _____ Date: _____

Outdoor Floor Area: _____ square feet or square meters

Definition: The amount of **outdoor** space used by the business for the sidewalk café.

Outdoor Seating Capacity: _____ persons

Site Plan

Please provide a site plan, drawn to scale, which shows the area of the proposed Sidewalk Café and proposed placement of planters, awnings, tables, chairs, and fences. Please include any other accessories in relation to the café.

The plan should show the location of utility poles, hydrants, bus shelters, parking meters, etc. which are adjacent to the café. The site plan should also show pedestrian passage ways within the café and on the sidewalk adjacent to it.

I have submitted an appropriate site plan that reflects the information above: Yes No

Declaration of Applicant

I hereby certify that all statements contained within this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is the same force and effect as if made under oath, and by virtue of the *Canada Evidence Act*.

Applicant's Signature

Date

Please Note: If your application is approved, you will receive confirmation by mail in approximately 10 business days from Planning & Development.

Forward the completed application to:

City of Saskatoon, Planning & Development, City Hall, 3rd Floor - 222 3rd Avenue North, Saskatoon SK S7K 0J5

Alternatively, you may fax your application to (306) 975-7712 or email it to business.license@saskatoon.ca

For more information contact us at: business.license@saskatoon.ca or call 975 - 2760

Visit our website for more information on Sidewalk Cafés: www.saskatoon.ca/go/businesslicense

The Process

Business License Program staff will review your application for compliance with the Sidewalk Cafe Guidelines, and your application will be referred to the following agencies for their approval:

1. Saskatoon Health Region
2. Saskatoon Police Services
3. Saskatoon Fire Department
4. Internal City of Saskatoon Departments—Infrastructure Services and Neighbourhood Planning

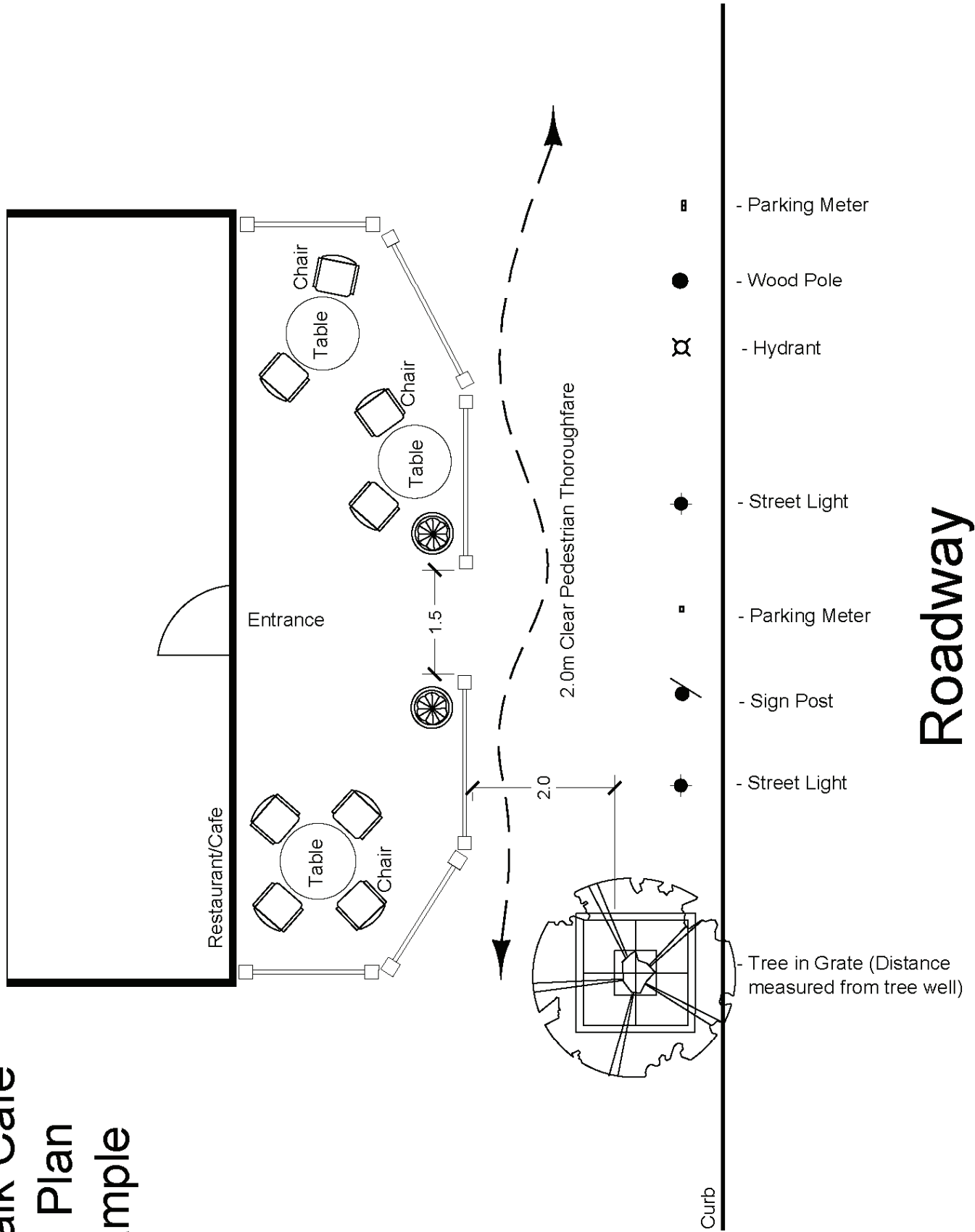
If applicable, the application will also be forwarded to Saskatchewan Liquor and Gaming Authority, Saskatoon Light & Power, and the applicable Business Improvement District.

If there are any questions or additional information required, our department will contact you. Once your application is approved, you will receive written confirmation and your license by mail. Being granted a City of Saskatoon business and Sidewalk Café license does not relieve the applicant from complying with all Municipal Bylaws or Provincial and Federal legislation.

For Office Use Only:

Comments:

Sidewalk Cafe Site Plan Example



- ▣ - Parking Meter
- - Wood Pole
- ⊗ - Hydrant
- - Street Light
- ▣ - Parking Meter
- - Sign Post
- - Street Light

Roadway

Curb

- Tree in Grate (Distance measured from tree well)