



**DOWNTOWN
HOLLAND**

Downtown Holland Outdoor Cafe Application

A Downtown Holland Outdoor Cafe License is required for any cafe located on private property. This application must be completed in its entirety and all required documents must be submitted to be considered for a license. Applications must be reviewed and approved by the Design Review Board (DRB). While in most instances, the requested information is adequate to determine compliance, it may be necessary at times to require additional documentation. Please contact DDA Coordinator Jeff Genova at 616.355.1050 or j.genova@cityofholland.com if you need assistance in filling out this form.

APPLICANT INFORMATION

Business Name _____
Cafe Applicant _____
Mailing Address _____

Address of Proposed Cafe (if different) _____

Email _____
Phone _____

PROPERTY INFORMATION

Property Owner _____
Contact Name _____
Property Owner Mailing Address _____

Owner Email _____
Owner Phone _____
Tax Parcel # _____

OUTDOOR CAFE INFORMATION

Proposed dates, days, and hours of Operation: _____
What will the outside operation consist of? _____
Will you be serving food outside? If yes, is the entire menu available, or special items only? _____

Do you have self-closing doors? _____ Are the tables and chairs removable? _____
How, and how often, do you intend to clean the table and chair area? _____
Where will tables and chairs be stored when not in use? _____

REQUIRED ITEMS TO INCLUDE WITH APPLICATION:

- A detailed drawing or photograph of tables and chairs, including dimensions and materials.
- A detailed drawing or photograph of where the tables and chairs will be located, including all measurements from building, curbs, trees, planters, and other infrastructure.

PERMIT FEE

There is a \$50.00 application fee for the Downtown Holland Sidewalk Cafe application. You may pay by cash, credit card, or check (payable to the City of Holland) at the Downtown Holland office, 150 West 8th Street, Holland, MI 49423.

\$50.00 Permit Fee Check _____ Credit Card _____ Cash _____

Signature _____ Date _____