



Downtown Holland Sidewalk Cafe Application

A Downtown Holland Sidewalk Cafe License is required for any cafe located on the public right of way. This application must be completed in its entirety and all required documents must be submitted to be considered for a license. Failure to do so may result in processing delays. 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 # _____

SIDEWALK 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.
- A certificate of insurance naming the “City of Holland and its officers, employees, and agents” as an additional insured, in the amount of \$2 million general aggregate and \$1 million for each occurrence. Please use 270 South River Avenue, Holland, MI 49423 as the City’s address.
- Signed addendum of indemnification and insurance.

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 _____



Addendum to Downtown Sidewalk Cafe Application

The Permit Applicant ("Applicant") agrees to the following terms and conditions for permit to operate a Sidewalk Cafe in a public right of way (the "Permit"), if issued by the City:

Indemnification: Applicant agrees to indemnify, defend, and hold the City harmless from any deaths, injuries, property damages, claims, demands, or suits by any person or entity arising out of, or in any way connected with, the Sidewalk Cafe to be operated by the Applicant under the Permit issued by the City. Applicant's duty to indemnify the City includes claims asserted by any party or entity based, in full or in part, on the design, construction, placement, condition, operation, repair, maintenance or use of the Sidewalk Cafe and any equipment related to it. Indemnification shall include all attorney fees and costs incurred by the City in connection with the defense of such matters.

Insurance: Applicant shall provide a certificate of general liability insurance in a form acceptable to the City and shall maintain general liability insurance coverage, in amounts established by City Council by resolution, at all times while the Permit is in effect. The Certificate shall list the City and its officers, employees and agents as additional insureds and the City as Certificate Holder. The cancellation section of the Certificate shall state: "Should any of the above described policies be canceled before the expiration date thereof, the Issuing Company will mail 30 days prior written notice to the Certificate Holder named to the left."

Restoration of Right of Way: In the event that any portion of a public right of way is damaged or altered by the applicant in constructing, installing, operating, repairing, maintaining or using the Sidewalk Cafe, the applicant shall restore the right of way to its prior condition as soon as practicable.
Suspension, Revocation or Expiration. In the event that the Applicant fails to comply with any ordinance regulating the Sidewalk Cafe, any permit conditions or this Addendum, the Permit may be temporarily suspended or permanently revoked by the City upon notice mailed or delivered to the Applicant's address set forth in the application. During any suspension, after revocation or after expiration of the Permit, Applicant shall not maintain the Sidewalk Cafe in the public right of way.

No Assignment: The Permit is not assignable.

Permit Applicant Name (Print) _____ Title _____

Signature _____ Date _____