



2024 SIDEWALK CAFE APPLICATION

Office of the City Clerk - Business Services
150 West Jefferson Street
Joliet, Illinois 60432
Office 815-724-3905 Fax 815-724-3904
Email: businessservices@joliet.gov
Website: <http://www.joliet.gov>

Office Use Only:
Date Received: _____
Date Issued: _____
Business Account ID: _____

This application pertains to businesses which have a food service establishment license and would like to provide outdoor dining opportunities on the publicly owned sidewalk or right-of-way.

Please print legibly. All information and supplemental requirements must be completed and submitted. **Incomplete forms will be returned.** Please allow a *minimum* of twenty (20) business days for process and review prior to opening.

LOCAL BUSINESS INFORMATION

Business Name (DBA): _____ Store Number: _____
Corporate Name: _____
Business Address: _____
City: _____ State: _____ Zip Code: _____
Business Phone Number: _____ Fax Number: _____
Federal Employee Identification Number (FEIN Submit IRS Dept. of Treasury Authorization): _____
State of Illinois Business Tax Number (IBT - Submit IDOR Certificate of Registration): _____
Mailing address for all correspondence: Local Business: _____ Corporate: _____
Local Manager/Supervisor Name: _____
Cell Phone Number: _____ E-mail Address: _____

OUTDOOR SEATING REQUIRED INFORMATION

Start date: _____ End date: _____
Number of tables: _____ Number of chairs: _____
Total Square Footage of Outdoor Area: _____
Description of food/beverage sold: _____
Proposed hours of operation (outdoor): _____
Will the outdoor seating area be: Served by staff _____ Self-bussed _____

Will the patrons use: Reusable dishware/flatware _____ Disposable dishware/flatware _____

How is outdoor equipment secured when the operation is closed? _____

Where is outdoor equipment stored during winter months? _____

Does or will the Business have a Joliet Liquor License? No: _____ Yes: _____, If yes, must comply with applicable rules, regulations and hours.

INFORMATION TO BE SUBMITTED

All the following items must be submitted at time of application:

1. Completed application
2. Completed "Release, Indemnification and Hold Harmless Agreement" (attached)
3. Copy of Certificate of Liability Insurance with the following language: "***The City of Joliet is an additionally insured in respect to _____ (name of business both legal and dba) located at _____ (street address) for the use of the public sidewalk for a sidewalk cafe.***" Any changes or cancellations shall require that the city be notified in writing at least thirty (30) days prior to the effective date of the change or cancellation.
4. Payment of fee. The fee is \$50.00 plus \$0.50 per square foot of sidewalk used in café
5. Site plan drawn to scale and dimensioned depicting the following:
 - Sidewalk/walkway/plaza width & length
 - Building wall and entrance
 - Light poles, benches and trash containers
 - Trees and tree grates
 - Bicycle racks and newspaper boxes
 - Proposed location of tables, chairs, signage or refuse
 - Minimum five foot (5') clearance between seating area and back of curb or other permanent structures as referenced in "General Rules" – Item 1.
6. Catalog cuts and/or photographs of all furniture and other appurtenances to be located within the sidewalk café.

General Rules

1. A clear distance of a minimum five (5') feet unobstructed feet in width, measured from the back of the curb and from any public improvements within the right of way, including, but not limited to, parking meters, signs, and planters to the ropes or chains delimiting the sidewalk café area as indicated on the approved site drawings will be maintained.
2. Use of a sidewalk café shall be conducted in a manner that does not interfere with pedestrian use of the sidewalk. At no time shall any chair, table or other item associated with the sidewalk café be placed in the street. All tables, chairs and other items associated with the sidewalk café shall remain within the designated boundaries of the sidewalk café. All staff responsible for the set-up of the sidewalk café shall arrange it according to the original application and do so consistently.
3. The sidewalk café shall not be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity.

4. Outdoor furnishings shall be selected for their durability and wear as well as their beauty. The table surface shall be smooth and easily cleanable. Proper measures shall be taken to correct damage or decline due to the elements, neglect, or abuse.
5. All outdoor furnishings shall be designed to withstand a wind pressure of not less than thirty (30) pounds per square foot.
6. The operator shall maintain the exterior of the premises, including the sidewalk café area, in accordance with applicable regulations of the local health department and city. This duty to maintain extends to the removal of all litter, regardless of its source. The operator shall be required to provide additional outdoor trash receptacles for the café as required by the County Health Department. The operator shall cause the area to be cleaned at the end of each business day, so as not to have any food or drink leftovers remaining, which would pose an attraction to animals or insects. Each operator shall wash, as needed, the public area to remove any food or drink residue that may attract animals and/or create a pedestrian slip hazard.
7. Sidewalk tables, benches, chairs may not be attached by any means to the public sidewalk or any other public property. Such equipment shall be constructed in such a manner that they can be easily removed during winter months and/or if required by the City.
8. A sidewalk café shall not be open for business when the interior aspect of the business is not open for business.
9. The sidewalk cafe area shall be accessible to the disabled, and the operator shall at all times comply with all applicable federal, state and city laws, ordinances, regulations concerning accessibility and nondiscrimination in the providing of services.
10. The serving of alcohol shall be in compliance with the applicable liquor license issued by the city. BYOB is not permitted.
11. Smoking will be prohibited at both the sidewalk café and interior of the restaurant in accordance with Section 21-12 Smoking Regulations of the Joliet Code of Ordinances and that wait staff and management will actively enforce this.
12. The City may suspend or revoke the Sidewalk Café License for any reason including, but not limited to violations of any provision of the City of Joliet Code of Ordinance and in accordance with Section 18-14 Revocation of a License, except in an emergency, to a permittee.

I hereby certify that the information provided in this application is true and correct to the best of my knowledge and that I have not provided false or misleading information. I understand that the failure to supply adequate or correct information will be subject to suspension or revocation of the City of Joliet's business license.

Name of applicant (print)

Signature of applicant

Title of applicant

Date

2024 RELEASE, INDEMNIFICATION AND HOLD HARMLESS AGREEMENT
(Sidewalk Café)

WHEREAS, the undersigned, as manager/agent for _____ (business name) desires to maintain a sidewalk café (e.g. an outdoor dining seating area) on a portion of public sidewalk located at _____ (street address) in the City of Joliet; and

WHEREAS, the City of Joliet may permit the undersigned to maintain such an area, provided that the City shall not thereby incur the risk of any liabilities to the undersigned, or to any third party or employee of the undersigned, by virtue of the presence or actions of the undersigned;

NOW, THEREFORE, the undersigned agrees to release, indemnify, defend and hold harmless the City of Joliet, its officers, employees and agents against any and all loss, liability, damage, claims, costs, attorney's fees, and expenses which it may hereafter incur as a result of the undersigned's operation of the sidewalk café/outdoor dining seating area. The undersigned shall at his or her own expense, appear, defend, and pay all attorney fees, and other expenses arising therefrom or incurred in connection with the undersigned's operation of the sidewalk café/outdoor dining seating area. If any judgments shall be rendered against the City in any such action, the undersigned shall satisfy and discharge the same excluding only such claims, demands or losses, which result from the sole negligence of the City of Joliet or its officers, agents or employees.

I HAVE CAREFULLY READ THIS RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE AND HOLD HARMLESS AGREEMENT, AND A CONTRACT BETWEEN THE CITY OF JOLIET AND ME, AND I SIGN IT OF MY FREE WILL.

Name (Print)

Signature

Title

Date

Street Address

City, State, Zip Code

SUBSCRIBED and SWORN to before me this
_____ day of _____, 20_____

Notary Public (stamp seal adjacent)