



VILLAGE OF MOUNT HOREB  
Building & Zoning Department  
138 East Main Street  
Mount Horeb, WI 53572  
Phone (608) 437-6884 ext 2116 Fax: (608) 437-3190  
Email: mhbuildinginspector@mounthorebwi.info

# SIDEWALK CAFÉ PERMIT

Owner of business or property: \_\_\_\_\_

Address of property: \_\_\_\_\_

City/state/zip: \_\_\_\_\_

Description of outdoor activity including number of tables and hours of operation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This form must be accompanied by a site plan showing the layout and dimensions of the proposed space and the location of all light poles, trash receptacles, fire hydrants, trees, benches, grates, or any other appurtenances.

As a condition of approval of this application, a certificate of insurance must be provided to the Village indicating comprehensive liability insurance in the minimum amount of \$500,000 per claim and \$1,000,000 annual aggregate, and naming the Village as insured with 30 days notice of cancellation.

This application shall be reviewed by the Building Inspector and either approved or denied at that time.

All permits shall expire on April 14<sup>th</sup> of each year. This permit may be renewed annually with the submission of the appropriate fee and current certificate of insurance. If no changes to the layout are planned, no site plan will be required for renewal.

**NEW \$50      RENEWAL \$30**

**DATE OF RECEIPT:** \_\_\_\_\_

**APPROVAL:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## **CHAPTER 12.09 SIDEWALK CAFÉ PERMITS**

- (1) **APPLICATION PROCEDURE:** Application shall include, the annual fee, a site plan showing to scale all pertinent information, and a certificate of insurance evidencing general liability insurance with the Village named as additional insured and liability limits of not less than \$500,000.00 per claim and \$1,000,000.00 annual aggregate. The application shall be submitted to the Plan Commission for approval.
- (2) All permits shall expire on April 14. **Renewal:** The holder of an existing Sidewalk Café permit shall submit to the Building Inspector a completed renewal application, along with the annual fee and certificate of insurance. If no changes are proposed, the Building Inspector may renew the existing permit for another year.

## **CHAPTER 12.09 (4) GENERAL RESTRICTIONS**

Any sidewalk café permitted hereunder shall be subject to the following restrictions and limitations:

1. Service of alcoholic beverages in all sidewalk cafes is limited to customers ordering food.
2. No portion of a sidewalk café shall be permitted within a ten-foot radius of a fire hydrant.
3. No portion of a sidewalk café shall be permitted within ten feet of a curb-out or marked crosswalk.
4. All activities at the sidewalk café shall be conducted so as to maintain a minimum width of five feet of unobstructed public pedestrian walkway between the sidewalk café and the edge of the sidewalk adjacent to the curb.
5. No portion of a sidewalk café shall be permitted adjacent to any truck, freight, or passenger-loading zone, or adjacent to any handicapped parking space or loading zone.
6. No person holding a sidewalk café permit may use any public property, such as light poles or other utility poles, flower planters, trees, or other amenities as a point of attachment for any ropes or other devices as part of the sidewalk café.
7. All sidewalk cafes shall remain within the boundaries of the sidewalk café site as set forth on the approved application.
8. All materials and equipment forming part of the sidewalk café, other than tables and chairs, shall be removed from the site from close of business until normal opening of business each day.
9. No sidewalk café shall be open for business between the hours of 10:30 p.m. and 7:00 a.m.
10. All sidewalk cafes shall be maintained in a clean and hazard-free condition at all times. Garbage cans must be emptied daily
11. All sidewalk cafes shall use only unbreakable dinnerware.