



City of White Bear Lake
4701 Highway 61
White Bear Lake, MN 55110

Caley Longendyke, City Clerk
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651-429-8508

Sidewalk Café Permit Application

Pursuant to Chapter 1128, the City of White Bear Lake may allow sidewalk cafes for certain businesses. This application is for eligible businesses to use the adjacent public sidewalk areas for sidewalk cafés with the issuance of a permit from the City and subject to certain regulations, helping protect the public's continued safe use of the public sidewalks, keeping public sidewalks clean and orderly, and minimizing negative impacts to neighboring businesses and the public.

Instructions: Return completed application with requested copies of supporting documentation.

Required:

- Completed: For new applicants or sidewalk cafes with changes, submission of Sewer Availability Charge (SAC) Determination from the Metropolitan Council. (The SAC owed will be \$0 if the sidewalk café is 593 sq. ft. or less). The Metropolitan Council will route the determination letter to staff. *For submission instructions, visit www.metrocouncil.org, search "SAC Basics for Business and Property Owners". Complete Transmittal-A and Affidavit-A. Submit online.*
- Attached: Scaled site plan identifying the proposed location of the sidewalk café, furniture layout, specific location within which liquor will be served (if applicable), and demonstrating compliance with the requirements of Chapter 1128.
- Attached: Proof of commercial general liability insurance, minimum coverage limit of \$1 million, with the City listed as additional insured on the insurance certificate.
- Attached: Applicable application fee as provided in the Fee Schedule; checks made payable to City of White Bear Lake

Applicant Information

Business name _____

Business street address (e.g. 1234 Main St.) _____

Application contact name _____

Daytime phone _____ Email _____

Date of application (mm/dd/yy): _____ For permit term (year): _____

- New application
 Renewal, with no changes to the sidewalk café
 Renewal, with changes to the sidewalk café

If renewing with changes, describe the changes: _____

Business Eligibility (*must check both*):

- The business regularly and customarily sells food or drink to customers for consumption on the premises and is a licensed restaurant or holds a liquor license issued by the City of White Bear Lake.
- The business is located within the B-1, B-5 or DCB Zoning District.

Location of sidewalk café (*check one*):

- Compact and contiguous to the building entrance (*required for establishments selling alcoholic beverages*) with at least a 4-foot-wide unobstructed pedestrian corridor plus a 2-foot setback from the curb edge.
- Separated from building entrance and located within the boundaries abutting the business, with at least a 4-foot-wide unobstructed pedestrian corridor plus a 2-foot setback from the curb edge.

City ordinance review - REQUIRED

- I have reviewed and understand Chapter 1128 Sidewalk Cafes and will follow it in its entirety. I also understand that failure to comply with the ordinance may result in administrative penalties, suspension or revocation of the permit.

Indemnity agreement and waiver/release – REQUIRED

- I agree to the following: In consideration of the City of White Bear Lake (“City”) agreeing to allow applicant to use its sidewalk to operate a sidewalk café pursuant to a permit requested by this application, the applicant agrees, on behalf of the business and to the fullest extent permitted by law, to indemnify and hold the City, its officers, employees, and agents harmless from and against all claims, damages, losses, costs, and expenses, including reasonable attorney fees, arising out of or resulting from its use of a City sidewalk as a sidewalk café. The applicant accepts the sidewalk in its current condition and hereby waives and releases any claims or losses it may have against the City, its officers, employees, and agents related to the condition of the sidewalk or its maintenance. The applicant agrees this indemnity obligation and this waiver and release shall survive the completion of the permit term or termination of the permit.

Signature: _____ **Date:** _____

Upon submission, City staff will review the application and supporting documentation, and contact the applicant to schedule a time for inspection. The applicant is responsible for annual renewal of its permit.

For office use only:	Payment amount received: _____	Date: _____
<input type="checkbox"/> Reviewed by City Manager: _____		Date: _____
<input type="checkbox"/> Reviewed by Community Development: _____		Date: _____
<input type="checkbox"/> Reviewed by Engineering: _____		Date: _____
<input type="checkbox"/> Reviewed by Fire Marshal: _____		Date: _____
<input type="checkbox"/> Inspection date and completed by: _____		
Notes: _____ _____ _____		