



# Permit Application for Outdoor Dining

Permit #

Date

Property Address

Tax Map #

Applicant Name

Business Name

Owner's Phone #

Relationship to Property Owner

Owner

Tenant

Agent

Applicant Address

City

State

Zip Code

Phone #

Cell #

Email Address

**The Following Information must be attached:**

- Written description and photos of all furniture
- Drawing or Diagram of Outdoor Dining Area, clearly showing the square footage requested.
- Current Certificate of Insurance
- Sign Permit Application (if necessary)

Hours of operation for outdoor dining area:

 to 

Dates of operation:

 to 

Amount of Square feet Requested:

**Type of Permit Requested**

- New: New Outdoor Dining Permit
- Renewal: Renewal of Outdoor Dining Permit

A \$75 fee will be charged for each new permit application and/or a furniture design change.

If Permittee plans to use adjoining property, signature(s) of owner(s) of affected property (properties) must be obtained.

I consent to

having permission to conduct outdoor dining in front of tax #

through December 31 of the year,

Signature of Property Owner

**Signature of Applicant**

I understand and agree to comply with all rules, regulations, ordinances, laws, statutes or conditions imposed by the City of Roanoke applicable to this print

Signature of Applicant

Date

**Property Owner Permission (If not Applicant)**

I have read this application and hereby give my consent to its submission

Signature of Owner

Date