



# SIDEWALK CAFES ONLY! ORDINANCE #13675

Date Issued \_\_\_\_\_

Permit No. \_\_\_\_\_

Application Date \_\_\_\_\_

Fee Paid (\$40.00) \_\_\_\_\_  
(Non-Refundable)

Address of Sidewalk Cafe: \_\_\_\_\_

Area of Sidewalk Cafe (Length x Width): \_\_\_\_\_  
(Only the area directly in front of your building to the inside line of the curb)

Number of Tables: \_\_\_\_\_ Number of Chairs: \_\_\_\_\_

Will you be using umbrellas? Y or N If yes, diameter of each umbrella \_\_\_\_\_  
Be sure to include the expanse of each umbrella in your sketch

Clear Width of Sidewalk Available for Pedestrians & Patrons: \_\_\_\_\_  
(Must be 5' wide or more in a linear path both to pass in front of and to entrance of establishment)

Do You Hold a PA Liquor License? Y or N If yes, will you serve alcohol at your outside seating? Y or N  
If yes, you must show proof of your approved Liquor Control Board Application for "extension of retail license" before opening your cafe seating

Will You at Any Time Be Preparing or Storing Food Within the Sidewalk Cafe? Y or N  
If yes, you will need to provide specific details to the Bureau of Health (610) 437-7759 for approval.

Business Insurance Provider: \_\_\_\_\_ Phone # \_\_\_\_\_  
You Must Include an Insurance Certificate of General Liability Listing the  
City of Allentown as an "Additional Insured" for No Less Than \$300,000.00

Name of Property Owner: \_\_\_\_\_

Address of Property Owner: \_\_\_\_\_ Phone # \_\_\_\_\_

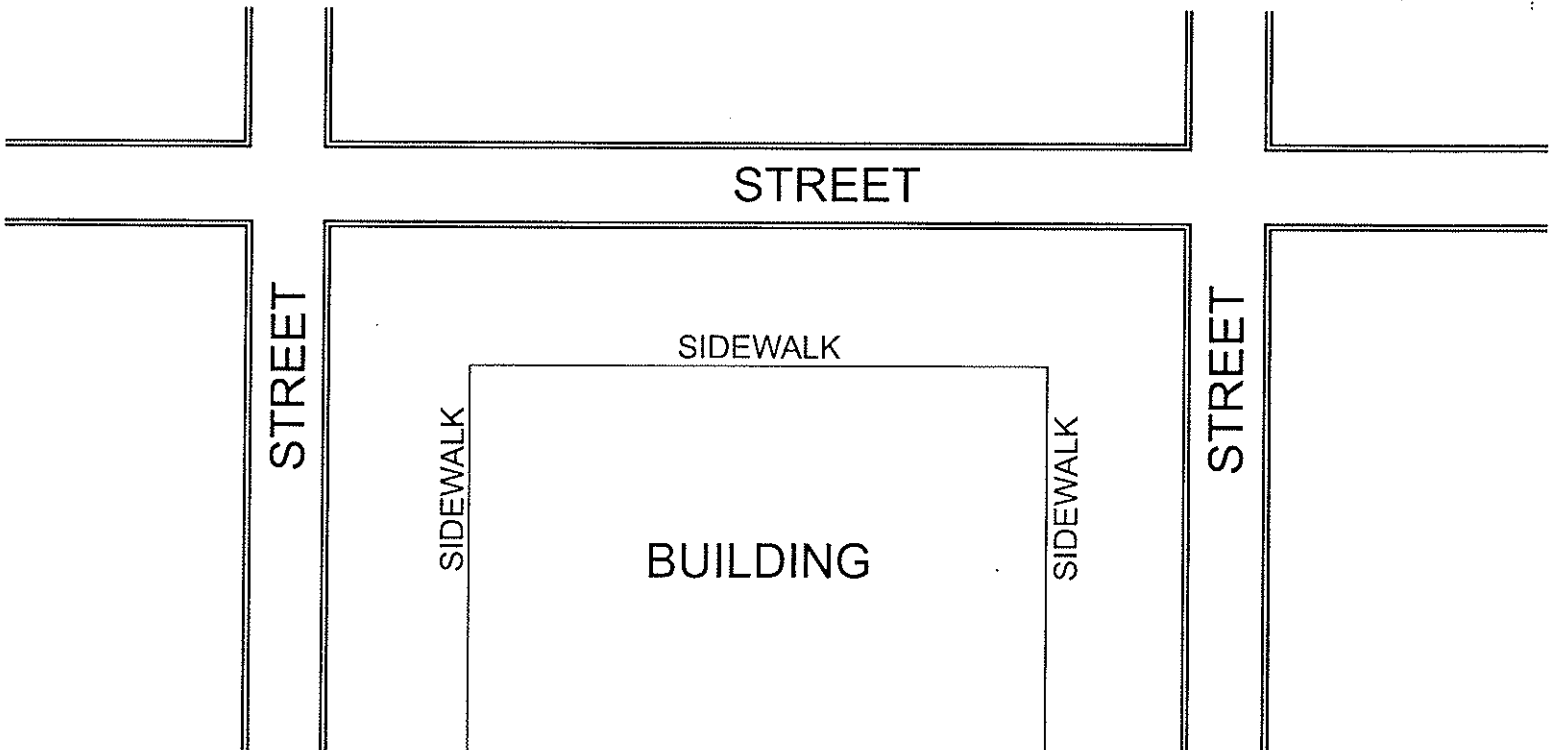
Name of Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_ Phone # \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

### ALL APPLICATION TO BE ACCOMPANIED BY A MEASURE SKETCH BELOW

You may choose to use a separate sheet for your sketch as long as it adequately depicts streets, buildings and sidewalks as shown below  
(Be sure to identify all pre-existing objects that are within your seating area ex: trees, parking meters, benches, etc.)



## Routing Sheet

<u>Bureau Division</u>	<u>Date Rec'd</u>	<u>Date Review Completed</u>	<u>Approved</u>	<u>Rejected</u>
_____ Zoning	_____	_____	_____	_____
_____ Risk Mgmt	_____	_____	_____	_____
_____ Health	_____	_____	_____	_____
_____ Inspections	_____	_____	_____	_____
_____ Engineering	_____	_____	_____	_____

Upon completion of review by those Bureaus/Division/Agencies checked above, return the application to the Bureau of Engineering. If rejected Manager of Bureau/Division/Agency is to attach memo explaining reason(s).

If rejected or not permitted in accordance with the ordinance, forward to City Clerk for action by City Council.

\_\_\_\_\_ Approved

\_\_\_\_\_ Rejected

\_\_\_\_\_  
Director, Community and Economic Development Designee

\_\_\_\_\_  
Date

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

## INDEMNITY AGREEMENT

\_\_\_\_\_ does hereby request the City of Allentown for permission to operate an outdoor sidewalk cafe pursuant to Section 904.02(M) of the Codified Ordinances of the City of Allentown.

\_\_\_\_\_ understand that this activity may take place only upon application to the City of Allentown and is subject to the provisions of Article 904 of the Codified Ordinances of the City of Allentown.

In consideration of the permission granted it, \_\_\_\_\_ does hereby for itself, its successors and assigns forever remise, release and discharge the City of Allentown, its employees, agents, officials and assigns from any claim or cause of action it may have against them by reason of the above described activity.

\_\_\_\_\_ further agrees to indemnify and hold harmless the City of Allentown, its employees, agents, officials, representatives, attorneys, and assigns from any and all liability, both negligent and non-negligent, arising directly or indirectly out of all activities conducted in connection with the outdoor sidewalk cafe and/or the operation thereof, including but not limited to payment of all fees for its/their attorneys and all incidental litigation expenses in the event the City of Allentown, or any of its employees, agent, officials, representatives, attorneys, and assigns

are sued upon a claim emanating or supposedly emanating from the execution and/or performance hereof, whether or not the City of Allentown, or any of its employees, agents, officials, representatives, attorneys, and assigns are held liable.

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ATTEST:

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**Sidewalk Café**  
**Business Operator and Property Owner Agreement/Acknowledgement**

By signing below, the business operator and property owner agree to the following terms in regards to the operation of a sidewalk café seating area:

**1. Use and Storage of Furniture:**

- a. All furniture associated with the outdoor café will remain clear of the required 5' walkway and only directly in front of the business (from the building to the inside line of the curb) applying for the café seating permit.
- b. No permanent structures or fixtures can be placed within the outdoor seating area.
- c. All tables, chairs, and other items used for the sidewalk seating can not be stored in the public right of way and must be removed from the sidewalk or public space when the business is closed.

**2. Hours of Operation:** Sidewalk café seating may only be in operation during the following hours:

- a. Sunday – Wednesday: 8am to 10pm
- b. Thursday: 8am to 11pm
- c. Friday & Saturday – 8am to 12 midnight

**3. Applicable Laws:** All sidewalk café seating must comply with existing and applicable laws and ordinances:

- a. Noise/Disorderly conduct
- b. Cleanliness (Litter and Debris)
- c. Liquor Sales and Consumption
- d. Food Service Sanitation
- e. All other applicable laws

Any nonconformance with the above terms may result in either a temporary or permanent revocation of the sidewalk café permit.

\_\_\_\_\_  
Business Operator

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date