



City of Coeur d'Alene

Municipal Services
Department

City Hall, 710 E. Mullan Avenue
Coeur d'Alene, Idaho 83814
(208)769-2229
ksetters@cdaid.org

OUTDOOR EATING FACILITY ENCROACHMENT APPLICATION

Valid March 17 – October 31 Annually

New applications or renewals with changes will be submitted to City Clerk for approval.
Fees are due with the application.

Please mark the appropriate seating location below:

[] Seating on Private Property

[] Seating on Public Right of Way

*Encroachment Permit and additional insurance required

Name of Eating Establishment: _____

Applicant's Name: _____

Phone Number: _____

Contact Person: _____

Phone Number: _____

Cell Phone: _____

Email: _____

Physical Address: _____

City/State/Zip: _____

Mailing Address: _____

City/State/Zip: _____

What address should be used for legal notices: _____

Is this a home address? Yes [] No []

Completed Application [] New [] Renewal

Change in ownership or type of use? [] No [] Yes

Please specify _____

Do you hold a current State of Idaho Kootenai County and City of CDA alcohol license? [] No [] Yes

If yes, on your State of Idaho alcohol license do you have a restaurant designation? [] No [] Yes

Is anyone under the age of 21 allowed in the area inside your establishment where alcohol is served? [] No [] Yes

What hours/days is the full menu available? Start _____ End _____ Days _____

Please supply a proposed site/seating plan, which is subject to approval and includes the following:

- [] Show table sizes and chair placement, distance from building (side street 24" tables maximum).
[] Show distance to any tree, grate, bench, light post, bicycle rack, news rack, etc.(48" clearance required)
[] What is width of sidewalk from property line to curb?
[] Please show location of refuse receptacle and disposal of cigarette remains.

[] If within the City sidewalk or City property, provide a Certificate of Liability Insurance naming the City as additional insured (\$500,000.00).

[] If within the City sidewalk or City property, complete a signed encroachment application.

FEES

Number of Seats x \$65.12 per seat (Sewer Cap Fee) _____ = \$ _____
***Fee required if not previously included in your original sewer rate seat count.**

If located on a sidewalk or City property, the encroachment fee is \$137.81 + \$ _____

TOTAL DUE \$ _____

If this is new or a renewal of permit with any changes to site plan or ownership, submit documentation. Please include the following, if within City sidewalk or City-owned property:

_____ If serving alcohol, submit a site plan indicating proposed location of posts, type of barrier between posts, measurements from posts, and barriers to any obstacles including curbs, trees, grates, benches, etc.

_____ Mark sidewalk for placement of posts and have the City team inspect and approve markings prior to installation

_____ Have sidewalk cored and posts installed with caps for winter, at owner's expense, after obtaining City Council approval (*see attached policy*)

_____ "No Alcohol Beverage Beyond this Point" signs installed at exits

_____ Umbrellas must be included on the site plan. NOTE: They must be taller than 8 feet and not hang over the stanchions and into the right of way.

I have read the outdoor eating policy and agree to abide by the regulations of the City. Further, I understand that no alcohol may be served at outdoor eating tables placed on City property after 10 p.m.

Applicant Signature

Date

Internal Use Only

Reviewed and approved on: _____

By: _____

Issued By: _____

Date: _____

Conditions: _____

Denied due to: _____

Date: _____

CITY OF COEUR D'ALENE
710 E. Mullan Avenue
Coeur d'Alene, ID 83814-3958
(208) 769-2229

HOLD HARMLESS AGREEMENT

I (WE) (APPLICANT) _____

IN CONSIDERATION FOR AN OUTDOOR EATING PERMIT LOCATED AT

(ADDRESS) _____

HEREBY AGREES TO SAVE AND HOLD THE CITY OF COEUR D'ALENE HARMLESS FROM ALL CLAIMS FOR PROPERTY DAMAGE, BODILY OR PERSONAL INJURY, DEATH, OR OTHER LOSS OR DAMAGE RESULTING FROM THE ACTIONS OR OMISSIONS OF

APPLICANT: _____

DOING BUSINESS AS: _____

HIS/HER AGENTS, EMPLOYEES, OR ASSIGNS, IN THE OPERATION, MAINTENANCE, OR PERFORMANCE OF THIS OUTDOOR EATING PERMIT ON CITY PROPERTY OR PUBLIC RIGHT-OF-WAY IN THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO.

NAME OF BUSINESS

SIGNATURE

DATE

TITLE