



CITY OF SNOHOMISH

Founded 1859, Incorporated 1890

116 UNION AVENUE · SNOHOMISH, WASHINGTON 98290 · TEL (360) 568-3115 FAX (360) 568-1375

SIDEWALK USE PERMIT APPLICATION

For more information, refer to Snohomish Municipal Code (SMC) 12.14

Date:	File #:
Site Address:	
Land Use Designation:	Property Tax #:

APPLICANT/CONTACT

Name:
Address:
City/State/Zip:
Phone:
Cell Phone:
Alternate Phone:
E-mail:

ADJACENT PROPERTY OWNER

Name:
Address:
City/State/Zip:
Phone:
Cell Phone:
Alternate Phone:
E-mail:

TYPE OF USE

<input type="checkbox"/> Sidewalk Display (merchandise, etc.)	<input type="checkbox"/> Sidewalk Café	<input type="checkbox"/> Non-commercial installation (e.g., planter, bench)
Dimensions of sidewalk use area (partitioned area, if applicable):		
Total square footage of sidewalk use area (partitioned area, if applicable):		

FEES

<input type="checkbox"/> Non-commercial use	\$ 0	Date of Receipt:	Receipt #:
<input type="checkbox"/> Commercial use application fee	\$ 20.00		
<input type="checkbox"/> Sidewalk Café fee (\$2.00/square foot.)	\$		

QUESTIONS

Provide a detailed description of your sidewalk use:
Hours of sidewalk use:

FOR SIDEWALK CAFÉS ONLY

Will alcohol be served on the sidewalk?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Will there be outdoor music?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If yes, please explain:	
Is additional signage proposed? If yes, a sign permit will be required. All signage must comply with Ch. 14.245 SMC.	<input type="checkbox"/> YES <input type="checkbox"/> NO

Is additional exterior lighting proposed?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If yes, please explain:	
Please describe proposed security measures.	
Please describe any proposed physical modifications to the building or sidewalk.	
Please describe and provide illustrations of all furniture, fixtures, barriers, and other obstructions proposed for use on the sidewalk. Illustrations may be photos, cut-sheets, or similarly detailed representations.	
Please Identify any furniture, fixtures, or obstructions that will remain on the sidewalk during non-business hours.	
Please describe how sidewalk will be used during community events (if different from non-event times).	
How will the sidewalk area be maintained and kept clean?	

I hereby attest and acknowledge that I have read the attached conditions / requirements of this permit and agree to comply with same.

Signature of **Applicant** Printed Name Date

Signature of **Adjacent Business Owner** Printed Name Date

Signature of **Adjacent Property Owner** Printed Name Date

Please confirm your application includes the following:

- Dimensioned diagram of proposed sidewalk use area showing the following:
 - Specific location of proposal with reference to the abutting building(s).
 - Location(s) of ingress/egress to the sidewalk use and to the adjacent properties.
 - Proposed location of fixtures, furniture, and other obstructions.
 - Nearby on-street parking areas and crosswalks.
 - Existing objects/obstructions such as street lights, traffic signs and signals, fire hydrants, solid waste receptacles, postal boxes, etc.
 - Sidewalk area proposed for unobstructed use by the general public (4.5-foot minimum access).
- Details of proposed physical barrier(s) and other proposed furniture or installations that identify materials, style, and dimensions sufficient to allow a determination of conformance to applicable design standards.
- Certificate of public liability insurance, naming the City as an additional insured, containing a provision prohibiting cancellation of the policy except upon 30 days' prior written notice to the City, with a minimum coverage of \$1,000,000 commercial general liability insurance per occurrence combined with single limits, and \$2,000,000 aggregate.
- Signed and Notarized Hold Harmless Agreement.

Intake: _____ Date: _____