



City of Coeur d'Alene

Municipal Services Department

City Hall, 710 E. Mullan Avenue
Coeur d'Alene, Idaho 83814
(208)769-2229 or Fax (208)769-2237
ksetters@cdaid.org

OUTDOOR EATING FACILITY ENCROACHMENT APPLICATION
Valid March 17 - Nov 1 Annually

New applications or renewals with changes will be submitted to City Council for approval.
The application must be received in the Customer Service Center a minimum of seven (7) days prior to a City Council meeting (first and third Tuesday of each month). Payments are due with the application.

Name of Eating Establishment: _____

Applicant's Name: _____ Phone Number: _____

Contact Person: _____ Phone Number: _____

Cell Phone: _____ Email: _____

Mailing Address: _____ City/State/Zip: _____

Physical Address: _____ City/State/Zip: _____

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

[] Please supply a copy of your current menu.

What hours is the full menu available? Start _____ End _____

What days is the full menu available? _____

_____ 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.

_____ What is width of sidewalk from property line to curb?

_____ Please show location of refuse receptacle and disposal of cigarette remains

_____ Insurance: Please supply copy of liability insurance naming City as additional insured (\$1,000,000)

_____ Signed encroachment application

FEES

Number of Seats x \$22.13 per seat (Sewer Cap Fee) = \$ _____
If located on sidewalk or City property, the encroachment fee is \$125.00. + \$ _____
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 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 owners expense, after obtaining City Council approval (*see attached policy*)
- _____ Signs installed at exits

I have read the outdoor eating policy and encroachment agreement, and agree to abide by the regulations of the City. The encroachment agreement, on file with the City, shall remain in full force and effect until the permit is cancelled by owner, change of ownership of business, or permit is expired, non-renewed, revoked or denied. 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