



**TOWN OF WYTHEVILLE**  
**OPEN AIR DINING/OUTDOOR FURNITURE IN THE PUBLIC RIGHT OF WAY**  
**APPLICATION**

This application and accompanying information must be submitted in full before the request can be reviewed by staff.

- New** Application for Open Air Dining/Outdoor Furniture
- Renewal** Application for Open Air Dining/Outdoor Furniture

Name of Business: \_\_\_\_\_

Address: \_\_\_\_\_

Location: \_\_\_\_\_

Size of Dining Area/Outdoor Furniture Area: \_\_\_\_\_

Name of Property Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Applicant: \_\_\_\_\_  
(provide if different than above)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Total Square Feet requested: \_\_\_\_\_

**Yes:** alcohol is served at this establishment. If yes, please state the type of license granted by ABC (mixed, beer and wine) \_\_\_\_\_

**No:** alcohol is not served at this establishment.

**The following information must accompany this application if applicable:**

- Sketch of the existing property. Drawing must be to scale.
- The sketch must show the following:
  - existing building outline
  - building façade length
  - property lines
  - proposed open air dining/outdoor furniture location
  - square footage of the dining area
  - fencing location and designated access point to dining area
  - placement of furniture
  - any fixtures, umbrellas
  - location of sidewalk
  - any obstructions
  - relationship to street(s)

A minimum scale of 1" = 10'-0" shall be used. The layout must demonstrate the minimum clear path on the sidewalk between the face of the open air dining/outdoor furniture perimeter and any obstructions or the street(s).

- Photographs: Photographs of the proposed open air dining/outdoor furniture site, existing building façade(s) and adjacent property on each side.
- Proposed Fixtures and Furnishings: Manufacturer specifications, images of all proposed furnishing, including tables, chairs and umbrellas.
  - Certificate of insurance. The permit holder is required to produce at the time of submission and maintain liability insurance coverage in the amount of not less than one million dollars (\$1,000,000) for personal injury and property damage.
- Letter of Authorization: A letter from the property owner (if the applicant is not the property owner) for the open air dining/outdoor furniture area.

SIGNATURE OF APPLICANT: \_\_\_\_\_

DATE: \_\_\_\_\_

TOWN OFFICIAL APPROVAL: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_