

CITY OF BOYNE CITY
Sidewalk Use Permit Application

Applicant Info

Name of Business: _____

Business Address: _____

Phone#: Business: _____ Cell: _____

Business Authorized Agent/Contact Name: _____

Attach to Application

___ Proof of insurance coverage naming the City as an ADDITIONAL INSURED (*example provided*)

___ Drawing of Café area and/or Merchandise displays in relation to business building and sidewalk.

Drawing shall include: an accurate depiction of the number and arrangement of tables & chairs and/or merchandise displays, railings, waste receptacles, and any additional equipment proposed for location in the public right-of-way. Additionally, all distances must be clearly indicated to show compliance with the required clearances for pedestrian circulation, as well as percentage of storefront width covered by merchandise displays.

Application is made for (check one OR both if applicable) *See Conditions of Permit for each*

___ Outdoor Displays of Merchandise in the Public Right-of-Way

___ Outdoor Sidewalk Café

CONDITIONS OF PERMIT – Outdoor Displays of Merchandise in the Public Right-of-Way

Outdoor displays of merchandise in the public right-of-way subject to the following:

1. All merchandise shall be limited to that normally sold by the business.
2. Merchandise displayed shall abut the building and occupy not more than seventy-five percent (75%) of the width of the store front for displays of goods.
3. Displays of merchandise shall not exceed four (4) feet in height.
4. Merchandise shall not be displayed beyond the hours of operation of the business and must be removed completely from the right-of-way at the end of the business day.
5. There shall be no off-premises advertising used in connection with any outdoor display of merchandise.
6. Merchandise shall be for display only and not in a state of operation.
7. Merchandise shall not have sharp edges, open flames, barbed wire or otherwise represent a health or safety hazard to customers or pedestrians.
8. No outdoor display shall cause damage including discoloration to the sidewalk, street trees, planters, street furniture, or other public structure.
9. No public right-of-way may be used for display of merchandise on July 4th.
10. The party responsible for the outdoor display shall provide evidence of insurance coverage naming the City as an additional insured party in an amount acceptable to the City.

CONDITIONS OF PERMIT – Outdoor Sidewalk Café

Outdoor cafés, outdoor eating areas, carry-out, and open front restaurants, subject to the following site design standards:

1. Outdoor Sidewalk Café hours shall be between 8:00 a.m. and 11:00 p.m., from April 1 to November 1.
2. A minimum of four (4) feet of public sidewalk shall be maintained free of tables and other encumbrances. The pedestrian area shall also be free from benches, waste receptacles, fire hydrants, and similar structure. If the sidewalk is not wide enough to allow for a four (4) foot wide clearance for circulation, the outdoor sidewalk café shall not be permitted on a public sidewalk.
3. Furnishings of an Outdoor Sidewalk Café shall all be readily removable, including railings and planters.
4. Furnishing materials and finishes shall be durable, smooth and easily cleanable and shall be kept in sound condition and good repair. Tables, chairs, planters, waste receptacles, and other elements of street furniture shall be compatible with the architectural character of the adjacent buildings. If table umbrellas will be used, they shall complement building colors and may not include signage of any type.
5. Outdoor Sidewalk Cafés may only be located in the sidewalk that is adjacent to the business they are associated and may not extend in front of any other business or residence.
6. Outdoor Sidewalk Cafés may not interfere with any public service facility such as a bench, waste receptacle, bike rack or mailbox.
7. The Outdoor Sidewalk Café must be kept clean, litter-free, and with a well-kept appearance within and immediately adjacent to the area of the tables and chairs.
8. The Outdoor Sidewalk Café or its operation shall not damage, stain, or discolor any part of the sidewalk or public right-of-way.
9. If alcohol is to be served in conjunction with a proposed Outdoor Sidewalk Café, the delineation of the service area with a physical barrier in conformance with the design criteria of the City and acceptable to the state liquor control commission must be utilized.
10. The Outdoor Sidewalk Café shall provide evidence of insurance coverage naming the City as an additional insured party in an amount acceptable to the City.

I hereby agree to the preceding Conditions of Permit and agree to submit the necessary information to the City as part of the application including but not limited to; insurance information and a drawing indicating the location of all items to be placed on the public right-of-way.

Signature: _____
(Applicant signature: ___ Authorized business agent, or ___ Business owner)

Date: _____ [Are ALL Requested Attachments Included? ___ YES, ___ NO]

For Office Use Only:

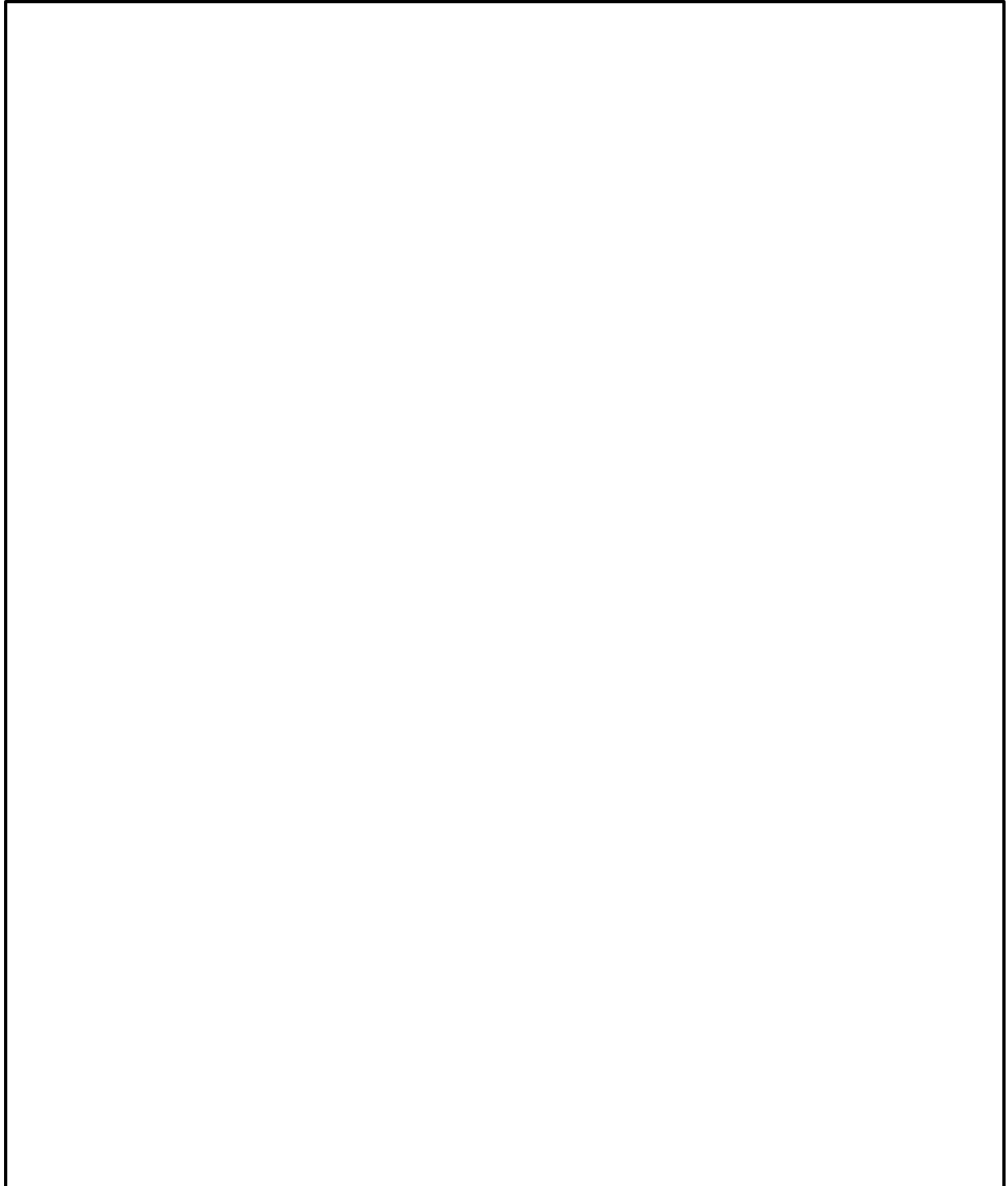
\$10 Fee Received Date: _____ Receipt # _____

Approved by: _____ (Zoning Admin)

Permit #: _____ Approval Date: _____

Site Detail: *In space below, provide a site plan drawing*

Drawing shall include: an accurate depiction of the number and arrangement of tables & chairs and/or merchandise displays, railings, waste receptacles, and any additional equipment proposed for location in the public right-of-way. Additionally, all distances must be clearly indicated to show compliance with the required clearances for pedestrian circulation, as well as percentage of storefront width covered by merchandise displays.



Example of acceptable proof of Insurance:

General Liability Insurance Certificate showing the City of Boyne City as the 'Certificate Holder' (left picture) with a copy of the ADDITIONAL INSURED endorsement page listing the City of Boyne City as an 'additional insured' (right picture)

BOYNE-8 OP ID: 8

CERTIFICATE OF LIABILITY INSURANCE

DATE (880000YYYY)
6/8/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. IF SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in favor of such endorsement(s).

PRODUCER	INSURANCE COMPANY INFO	CONTACT	NAME	PHONE	FAX
		ADDRESS	CITY	STATE	ZIP
INSURED	INSURED INFO	INSURER A	INSURER B	INSURER C	INSURER D
		INSURER E	INSURER F	INSURER G	INSURER H
		INSURER I	INSURER J	INSURER K	INSURER L
		INSURER M	INSURER N	INSURER O	INSURER P
		INSURER Q	INSURER R	INSURER S	INSURER T

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

LINE	TYPE OF INSURANCE	CLASS-RATE	ADD. RISK	POLICY NUMBER	POLICY EFF. DATE	POLICY EXPI. DATE	COVERAGE	AMOUNT	LISTS
A	COMMERCIAL GENERAL LIABILITY			0618(2021)	06/04/2022		EACH OCCURRENCE	\$ 1,000,000	
							AGGREGATE PER POLICY	\$ 300,000	
							PERSONAL AND ADJ. LIABILITY	\$ 5,000	
							PERSONAL AND ADJ. LIABILITY	\$ 1,000,000	
							GENERAL AGGREGATE	\$ 2,000,000	
							PRODUCTS-COMP-OP AGG.	\$ 2,000,000	
							COMBINED SINGLE LIMIT (SCHEDULES)	\$	
							BODILY INJURY (PER OCCUR)	\$	
							BODILY INJURY (PER OCCUR)	\$	
							PROPERTY DAMAGE	\$	
							ADVERTISING	\$	
							EACH OCCURRENCE	\$	
							AGGREGATE	\$	
							EL. DISEASE - CA EMPLOYER	\$	
							EL. DISEASE - POLICY LIMIT	\$	
							PROPERTY	\$ 68,000	

DESCRIPTION OF OPERATIONS / LOCATIONS: RETAIL

CERTIFICATE HOLDER: CHARL-7
City of Boyne City
319 N. Lake St.
Boyne City, MI 49712

CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

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POLICY NUMBER: CPP 0102886-01 **COMMERCIAL GENERAL LIABILITY**
CG 20 13 05 09

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - STATE
OR GOVERNMENTAL AGENCY OR SUBDIVISION
OR POLITICAL SUBDIVISION - PERMITS
OR AUTHORIZATIONS RELATING TO PREMISES**

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Governmental Agency Or Subdivision Or Political Subdivision:

City of Boyne City

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II - Who Is An Insured is amended to include as an insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following additional provision:

This insurance applies only with respect to the following hazards for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization in connection with premises you own, rent or control and to which this insurance applies:

1. The existence, maintenance, repair, construction, erection or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist way openings, sidewalk vaults, street banners or decorations and similar exposures; or
2. The construction, erection or removal of elevators; or
3. The ownership, maintenance or use of any elevators covered by this insurance.