



P O Box 470
Douglas, GA 31534

APPLICATION FOR SIDEWALK CAFÉ PERMIT

Business Legal Name: _____
Proprietorship Partnership Corporation

DBA (Doing Business as) Name: _____

Business Address: _____

**MAILING ADDRESS (If different from business address): _____

**ALL CORRESPONDENCE, RENEWAL INVOICE AND OCCUPATIONAL TAX CERTIFICATE WILL BE SENT TO THIS ADDRESS.

City/State/Zip: _____ Phone Number: _____

Property Owners Name: _____

Business Owner: _____
(Individual or Corporation)

Business Owner Address: _____

City/State/Zip: _____ PHONE NUMBER: _____

Have you previously had a sidewalk café permit with the City of Douglas? Yes No If yes, what was the name of the business

Coffee County Health Department Environmental Health Services 912-389-4458.

LIABILITY INSURANCE COMPANY NAME _____ POLICY NUMBER _____

INSURANCE COMPANY CONTACT PHONE NUMBER (_____) _____

It shall be unlawful to operate a sidewalk cafe, unless the applicant shall furnish in a form acceptable to the city manager evidence of commercial general liability insurance, and alcohol license liability insurance if serving alcohol, naming the city as a co-insured party, and insuring the city against any liability resulting from the uses permitted pursuant to this section. **The coverage shall not be less than one million dollars (\$1,000,000.00) per occurrence.**

Base fee of \$100 plus \$1 for each square foot of sidewalk or city property. The permit year is January 1 to December 31. **New businesses must pay fees prior to commencing business.** Licenses are renewable each calendar year thereafter. A 10% penalty is applied for renewals paid after March 1. New License Pro-Rated 50% July 1.

I ACKNOWLEDGE AND AGREE THAT I AM REQUIRED TO NOTIFY THE CITY OF DOUGLAS IN CHANGE OF OWNERSHIP, ADDRESS, TYPE OF BUSINESS, GOING OUT OF BUSINESS, OR CHANGE OF BUSINESS IN THAT AREA OR ZONING DISTRICT.

Due to City of Douglas Procedures, the information contained in applications will be **ELECTRONICALLY** verified. Occupational License will not be issued until the City verifies that all information provided by the applicant is valid and true.

Business/Occupational Tax Certificate **will be denied** if an applicant owes any delinquent debt on any properties or any delinquent taxes within the city limits and/or utility service areas.

A picture ID (driver's license or state issued) of the person whose signature is affixed below is required.

An Occupational Tax Certificate will not be issued until commercial property inspections are made by the Building Inspector and Fire Department.

SIGNATURE: _____ **DATE:** _____

My signature acknowledges that the City of Douglas has a Clean Indoor Air Ordinance which is available for public view in the Code enforcement Office. A copy is available upon request. It also verifies that I have received a copy of the sidewalk café ordinance.

SIGNATURE _____ **DATE** _____

OFFICE USE ONLY

ACCOUNT NUMBER: _____ BILL NUMBER: _____ ZONE CLASSIFICATION _____

NACIS CODE : _____ GROUP CODE : _____

AMOUNT DUE: _____

DISCOUNT (-) _____ (Applies only after July 1)

PENALTY (+) _____

TOTAL DUE _____

RECEIPT #: _____

Zoning Verified for permitted use	[]	Business Personal Property Taxes	[]
Building Inspection Report Attached	[]	Property Taxes	[]
Fire Department Inspection Report Attached	[]	www.coffeecountytax.com	

Approved for Issue: _____ DATE _____



List the total Square footage of space to be permitted. _____

Total amount of tables and chairs. _____

Will alcoholic beverages be served? _____

Diagram the plans for the area to be permitted



A Sidewalk Café Permit will not be issued until an inspection of commercial property is made by the Inspections & Permits Division and the Fire Department.

Name of Business _____

Address _____

Contact Person & Phone #: _____

Inspection scheduled for _____ @ _____ a.m. /p.m.

BUILDING INSPECTOR FORM

Building Inspections: Inspector Randall Parker – (912) 389-3423

Inspection:

Approved Denied
 Pending _____

Inspected By _____ Date _____

Comments: _____

FIRE DEPARTMENT INSPECTION FORM

Fire Inspections: Inspector J.D. White – (912) 384-4815 or (912) 327-0465

Inspection:

Approved Denied
 Pending _____

Inspected By _____ Date _____

Comments: _____

After the inspection, the Douglas Fire Department Inspection Division will provide a *Fire Inspection Report* for you to return to Code Enforcement with the completed application.

Minimum Requirements:

Minimum 5 lb. ABC Fire Extinguisher, Smoke Detector(s), Address Numbers (at least 4” in height, and visible from street,) Exit Signs and Emergency Lights (as needed.)

Return the completed and signed form to Code Enforcement

**STATE OF GEORGIA
CITY OF DOUGLAS**

**RELEASE, INDEMNIFICATION & HOLD HARMLESS AGREEMENT
FOR SIDEWALK CAFÉ/PUBLIC OUTDOOR DINING AREA**

The undersigned, _____ of Douglas, Georgia, hereby agrees to indemnify and hold the City of Douglas, it's employees, elected officials, insurers, and volunteers harmless from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises from any activities, work or thing done, permitted, or suffered by User in or about the Rights of Way, except only such injury or damage as shall have been occasioned by the sole negligence of the City, whatsoever, arising from the operation of a Sidewalk Café/Public Outdoor Dining Area as defined in City of Douglas Sidewalk Café Ordinance on Outdoor Dining Area in Rights of Way to _____ Douglas, Georgia, on the Rights of Way of the City of Douglas, and to defend the City against any claims and/or pay any judgment related in any manner to the approval and/or conduct of such use.

The undersigned further agrees to operate and maintain the temporary sidewalk café/outdoor dining area in a safe manner, so that it is not a hazard to pedestrian or vehicular traffic, and to conform to ADA requirements and all zoning, traffic, and safety ordinances of the City of Douglas, Georgia.

The undersigned further agrees to remove the sidewalk café/outdoor dining area immediately in the event it should be deemed by the city (Police Chief, City Marshal, Fire Chief, Public Works Director) to be hazardous to the health, safety, and welfare of the City of Douglas.

Insurance Requirement:

The undersigned shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the use of the rights of way. Undersigned shall provide a certificate of insurance evidencing:

General Liability insurance covering premises, products-completed operations and contractual liability. The City shall be named as an additional insured on the Undersigned's General Liability insurance policy. The General Liability insurance shall be written with limits no less than \$1,000,000.00 each occurrence, \$1,000,000.00 general aggregate.

Additional Alcohol Insurance Requirement:

If Alcohol is available for consumption on-premises, whether sold or not, Undersigned shall procure and maintain for the duration of the agreement Liquor Liability Insurance in the amount of \$1,000,000.00 each occurrence. The City is to be named as an additional insured on the Liquor Liability Insurance.

Dated this _____ day of _____, 202__.

City Representative

Name of Business

D.B.A.

Signed, sealed and delivered in the presence of:

Signature

Print Name

Notary Public