



City of Commerce City

7887 E. 60th Ave., Commerce City, Colorado 80022 (303) 227-8794

OUTDOOR SERVICE PERMIT PILOT PROGRAM APPLICATION

Part I: Contact Information

Business Name:

Business Address:

Business Phone Number:

Owner Name:

Owner Phone Number:

Part II: Application Checklist

Evidence of liability insurance that meets the requirements of insurance for any use of the public right-of-way or public easement area

Detailed drawing and dimensions of the proposed outdoor service area that clearly identifies the location, extent of any encroachment, tent usage, proposed arrangement of tables and chairs, existing interior space including restrooms and egress, the proximity of the outdoor space to the interior space, and the location and type of ADA accessible accommodations

Signed Statement of Understanding that the applicant will comply with all requirements in the City Code

If a tent is being erected, details including the size, fabric materials, and information stating the tent being used will not have sides

Modified liquor license (if applicable)

If encroaching on a private property, proof of permission from property owner to enter and utilize such property for outdoor service (if applicable)

Revocable Right-Of-Way Permit if encroaching on public space (separate application)

Part III: Additional Information

Please list below any additional information about your outdoor seating plan (e.g. use of tents, owner permission, where parking will move to, sanitation plan, etc.):

Part IV: Applicant Signature

Applicant Name:

Applicant Signature:

Date:

.....
FOR STAFF USE ONLY

Reviewed by:

Recommended action: Approve Deny Approve with conditions

Director's Final Decision

Approved:

Date:

Denied:

Date: