COMMUNITY DEVELOPMENT DEPARTMENT
255 S. Lincoln Avenue, 2nd Floor
O'Fallon, IL 62269
(618) 624-4500 x 4
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APPLICATION FOR SIDEWALK DINING PERMIT (ANNUAL)

(Do not write in this space – for office use only)

Date: _____ Permit Number: _____ Zoning District: _____ Permit Fee: $50

I. SUMMARY OF CODE REQUIREMENTS

- Only restaurants (as defined by §158.016) may apply
- Sidewalk dining season shall commence on January 1 and conclude on December 31 of each year.
- Sidewalk dining furniture and other related objects must be stored indoors in the off season.
- Sidewalk dining shall be allowed from 6am to midnight, but in no instance shall the hours for sidewalk dining exceed the restaurant's permitted hours of operation
- Restaurants possessing a valid liquor license for on-site consumption shall be allowed to serve alcoholic beverages in the designated sidewalk dining area. Removal of alcoholic beverages from the designated sidewalk dining area (except back into the applicant's facility) is prohibited.
- A continuous pedestrian access route (PAR) that meets ADA requirements shall be maintained. In general, a five-foot-wide route is required (see attachment for more info). In this area, a vertical ground clearance area of seven feet shall be maintained at all times. Umbrellas and other overhead obstructions must not encroach into this area.
- Only tables, chairs, umbrellas, decorative items, and pedestrian barriers (max 36 inches tall) shall be permitted in the public sidewalk. Outdoor heaters are not permitted. All items must be portable and may not be mounted to the public sidewalk surface.
- Permitted materials for sidewalk tables and chairs are limited to cast iron, wrought iron, expanded steel, wire steel, cast aluminum, and extruded aluminum. The pieces must be of substantial weight and quality. Glass inserts or glass tables and resin or wood furniture are prohibited.
- No additional signage shall be permitted except one menu board up to six square feet may be placed on an easel or other easily removable fixture.
- No speakers or outdoor music shall be permitted, unless otherwise approved by City Council

For a full description of sidewalk dining regulations see §§123.01 – 123.08 of the Code of Ordinances

Upon review for compliance with the standards of this chapter, a permit shall be issued or denied by the Director. However, the Director may also defer his/her ruling and refer the application to the City Council for its approval.

I. APPLICANT INFORMATION

Restaurant Name/Address: _____

Applicant Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

II. SUBMITTAL REQUIREMENTS

☐ Design plan drawn to scale, as follows:

- Accurate depiction of property lines and dimensions, all adjoining public rights of way (including sidewalks), the location and dimensions of all existing structures (primary and accessory) and setback dimensions (measured from the curb to the structure)
- Depict ingress/egress to business and sidewalk dining area
- Depict sidewalk width from face of building to curb
- Depict the designated area to be used for sidewalk dining purposes, clearly marked with measurements and dimensions
- Depict all surface obstacles and obstructions such as fire hydrants, trees, permanent decorative fixtures, etc.
- Depict the number and placement of tables, chairs, umbrellas, pedestrian barriers, decorative items and other fixtures, with the dimensions and product information of each piece shown.

☐ Certificate of Insurance evidencing no less than $1,000,000.00, combined single limit, which said insurance covering all liability, both public liability and property damage, which may result from the granting of the sidewalk dining permit, naming the City of O'Fallon as an additional insured.

III. AUTHORIZATION TO APPLY

In making this application, the applicant represents all of the statements and any attached maps and drawings to be a true description of the proposed sidewalk dining area. The applicant agrees that the permit applied for, if granted, is issued on the representations made herein and that any permit issued may be revoked without notice on any breach of representation or conditions. It is understood that any permit issued on this application will not grant right of privilege to use any premises described for any purpose or in any manner prohibited by the Code of Ordinances, or by other ordinances, codes or regulations of O'Fallon, Illinois.

Applicant: _____ Date: _____
(SIGNATURE)

STAFF USE ONLY

Planning & Zoning Division Approval:

Approved by: _____ Date: _____

Building & Inspections Division Approval:

Approved by: _____ Date: _____

Remarks: _____

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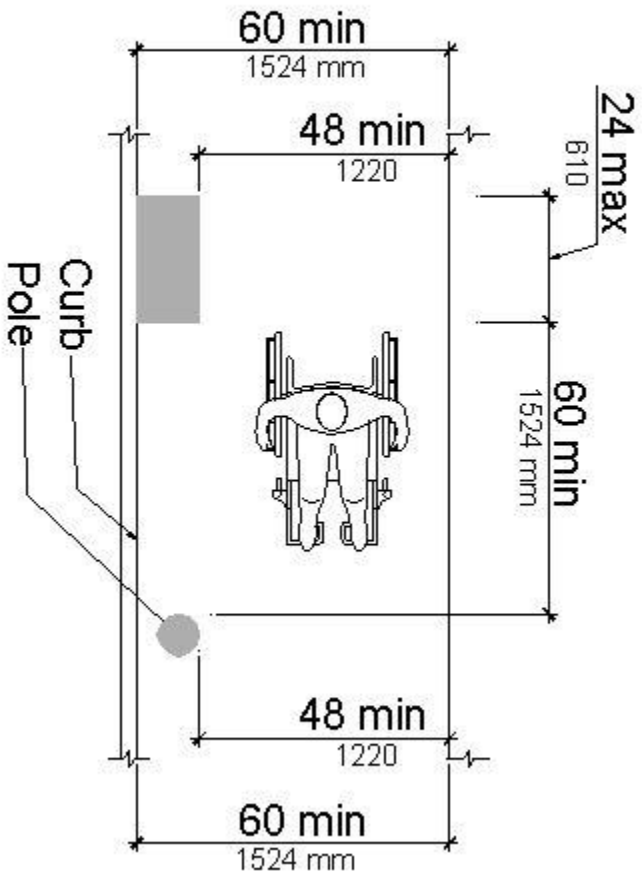
_____

PEDESTRIAN ACCESS ROUTE INFORMATION

The minimum clear width of a pedestrian access route shall be 60 inches (1525mm), exclusive of the width of the curb. Within the pedestrian access route, the minimum clear width of the *reduced vibration zone* shall be 48 inches (1220mm), exclusive of the width of the curb. It is helpful to think of a 48-inch-wide corridor of the pedestrian access route as "inviolate," the minimum to which the pedestrian access route can be reduced, corresponding with the continuous reduced vibration zone.

Where insufficient public right-of-way is available to locate street fixtures outside the 60 inch (1525mm) minimum clear width, the pedestrian access route may be reduced to 48 inches (1220mm) for a length of 24 inches (610mm) maximum, provided that reduced width segments are separated by segments of the pedestrian access route that are 60 inches (1525mm) minimum in length and 60 inches (1525mm) minimum in width.

Figure X02.1 C Placement of Street Fixtures



https://www.access-board.gov/guidelines-and-standards/streets-sidewalks/public-rights-of-way/background/access-advisory-committee-final-report/x02-new-construction-minimum-requirements-x02-1-public-sidewalks