



## Village of Salmo Sidewalk Table Area Application Form

### Bylaw No. 730, 2021

<b>OFFICE USE ONLY</b>		<b>PAYMENT STAMP</b>	
<b>PERMIT #</b>			
<b>FEES</b>	<input type="checkbox"/> Sidewalk Table Area Permit Application	\$30	

<b>REQUIREMENTS FOR COMPLETE APPLICATION</b>
<p><b>When applying for a Permit, the following items must be submitted as a complete package*:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> A completed application form</li> <li><input type="checkbox"/> Application fee</li> <li><input type="checkbox"/> Legal description and civic address of property</li> <li><input type="checkbox"/> A site plan showing the building/property/street details with measurements and the location of the sidewalk table area</li> <li><input type="checkbox"/> Copy of Business License</li> <li><input type="checkbox"/> Copy of insurance (minimum \$5 million coverage with the Village of Salmo added as an additional insured)</li> <li><input type="checkbox"/> Agreement letter/permission from property owner (if applicable)</li> </ul> <p>Note: Additional information may be required by the Village upon review of your application package.</p>

<b>APPLICATION INFORMATION</b>		
<b>PROPERTY UNDER APPLICATION</b>		
CIVIC ADDRESS:	LEGAL DESCRIPTION:	
<b>APPLICANT</b>		
APPLICANT IS THE:	<input type="checkbox"/> Owner <input type="checkbox"/> Tenant*: BUSINESS LICENSE # <input type="checkbox"/> Other Authorized Agent **of _____	
<p><b>* THE APPLICANT IS RESPONSIBLE FOR ENSURING ALL PROPERTY OWNERS HAVE REVIEWED AND ARE IN AGREEMENT WITH THIS PROPOSAL</b></p> <p><b>**IF APPLICANT IS NOT AN OWNER THEN AN OWNER AUTHORIZATION FORM MUST BE SUBMITTED <a href="http://salmo.ca/municipal-services/forms/">salmo.ca/municipal-services/forms/</a></b></p>		
NAME:	BUSINESS NAME:	
E-MAIL:	PHONE:	
MAILING ADDRESS:	POSTAL CODE:	
<b>PROPERTY OWNER (IF DIFFERENT FROM APPLICANT AND/OR BUSINESS OWNER)</b>		
NAME/ COMPANY:	PHONE:	E-MAIL:

The Village of Salmo is collecting your personal information in confidence, in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act*. The Village of Salmo collects your information for the purposes of administering Village programs and services, including permits and licensing services. If you have any questions, please contact the Chief Administrative Officer at [cao@salmo.ca](mailto:cao@salmo.ca) or (250) 357-9433.

## DESIGN INFORMATION

### ☐ SITE PLAN

Required drawings (to scale and fully dimensioned):

**1. Site Plan (view from above):**

- a) *proposed area to be used for sidewalk tables*
- b) *proposed tables & chairs to be located in the sidewalk table area*
- c) *exterior walls of buildings including doors and windows*
- d) *property lines*
- e) *curb*
- f) *measurements of existing sidewalk obstructions indicating their location relative to the building face of the business*

Notes:

- No more than two (2) bistro-sized tables and four (4) chairs are permitted. The tables cannot be more than 63.5cm (25") in diameter.
- Tables and chairs must be located on the sidewalk immediately adjoining business and wholly located within 0.8m (2'7") of the property line.
- Sidewalk must be unimpeded at a minimum width of 1.5m (4'11") for the length of the sidewalk for which tables and chairs are placed.

### ☐ OPERATIONAL DETAILS

Dates of operation: Permit is valid from April 15 to October 15 in the year issued	Start _____ End _____
Hours of operation:	Open _____ Close _____

## SIGNATURES

**Application Declaration:** I declare that the information submitted in support of this application is, to the best of my knowledge, true and correct and that I will submit further information deemed necessary by the Village for processing this application. I acknowledge that all fees paid in connection with this permit are non-refundable.

**Liability and Indemnity Clause:** IN CONSIDERATION OF THIS PERMIT being issued, I release and indemnify the Village of Salmo, its Council members, officers, employees, and agents from and against all liability, claims and other expenses of any kind which I, or any other person, may have in connection with anything said or done, the granting of this permit or any action taken or not taken, by the Village of Salmo and I agree that the Village of Salmo owes me no duty of care in respect of these matters.

**Applicant Responsibility:** I acknowledge that I, as Applicant, am responsible for ensuring that all Property Owners are aware of and are in agreement with this application. Furthermore, I acknowledge that the Village takes no responsibility for upholding Tenant/Landlord agreements, nor any other agreement between parties outside of the Corporation of the Village of Salmo.

**THIS IS NOT A PERMIT AND DOES NOT AUTHORIZE COMMENCEMENT OF WORK.**

\_\_\_\_\_ Dated this \_\_\_\_\_ Day of \_\_\_\_\_ 20 \_\_\_\_\_  
APPLICANT'S SIGNATURE