



# City of Walled Lake

1499 E. West Maple Road  
Walled Lake, Michigan 48390  
Phone: (248) 624-4847 Fax: (248) 624-1616  
www.walledlake.com

## Application for Outside Seating and Display

**Read Instructions before completing this application; if you need help give us a call.**

This application shall be typed or printed legibly in ink. Fill in all applicable sections that pertain to your proposal. Failure to do so will delay the approval of your proposal. Along with this application include: two sets of drawings, plan view or birds eye view, specify frontage of building, dimensions of area to be used, dimensions of tables, chair or tables, display racks or devices, include all encroachment and utilities, i.e. hydrants, water shut off or sewer clean outs.

**Project Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Parcel No: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Proposal:  
\_\_\_\_\_  
\_\_\_\_\_

In making this application, the applicant understands that:

- 1) The applicant is responsible for paying fees as required by the City of Walled Lake.
- 2) The applicant is responsible for correcting any code or ordinance violations.
- 3) Permit only authorizes the use identified above and as described and depicted in the attachments.
- 4) If the use involves the use of a public sidewalk abutting the property, a minimum of five (5) feet of obstructed passageway shall be maintained.
- 5) If the use involves the use of a public sidewalk abutting the property, the area used shall be enclosed or partitioned off and the manner required by any other governmental permit, approval or license that is required. Any such enclosure or partition shall be designed and constructed in conformity with applicable laws, shall be easily removable but properly anchored and shall be immediately removed upon permit expiration or directive by the City.
- 6) The permit holder shall repair and/or replace any damage to any portion of the sidewalk or streetscape within the public right-of-way that results from activities allowed by this

- permit and reimburse the City for all costs and expenses it incurs in enforcing this permit or performing work that is the responsibility of the permit holder and property owners.
- 7) If the use involves the use of a public sidewalk of property, the permit holder shall secure an endorsement of the City of Walled Lake as named insured on the general liability insurance policy for the property, and shall provide the City with a copy of the Certificate of Insurance prior to the issuance of this permit. The additional insured on the Certificate of Insurance must read as follows: "City of Walled Lake, and including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers". The Certificate of Insurance, with the City as named insured, must remain in effect for the duration of this permit.
  - 8) This permit is subject to all utility easements in the public right-of-way and the rights of the easement holders and the City of Walled Lake or their agents to enter upon and perform work within the use area without notice or liability to the permit holder.
  - 9) The use shall be conducted in such a manner as to insure that debris and/or trash shall not be blown or scattered onto other properties. Additionally, the permit holder shall clean the entire area of the use area and all other adjacent sidewalk area by regularly removing debris and trash and sweeping and washing down the area of use at the close of the business on each day and more often as needed. In addition, street cleaning and/or degreasing agents shall be used to thoroughly clean the area and all other adjacent sidewalk areas in the public right-of-way as needed.
  - 10) If the use involves serving beer, wine, mixed drinks, or any type of alcoholic beverage, security personnel, staff supervision, and/or a host presence must be provided by the permit holder in the use area at all times that is being used by patrons, with all operations to be in full compliance with Liquor Control Commission rules and regulations and the license holder to certify in writing to the City that he/she is in full compliance with license requirements of the State of Michigan for outdoor sales of alcohol.
  - 11) Live music, shows, exhibits and loudspeakers are not allowed in the use area, with all activities in the use area prohibited after 10:30 PM.
  - 12) A use area for outdoor display, on a public sidewalk, shall not extend more than four (4) feet from the building, with display racks, stands, shelves or other methods of display to be safe, stable, secure and aesthetically compatible with the store façade. Cardboard boxes and folding tables may not be used.
  - 13) Items displayed in a use area shall be in good condition.
  - 14) A use area may not be used for the outdoor display of any item that is not identified on the attachment of this permit.
  - 15) The permit holder shall indemnify and defend the City of Walled Lake and its elected and appointed officials, employees and agents from all claims and liability arising from or related to the use of this permit.
  - 16) The City of Walled Lake has no responsibility or liability for the safety of persons or property that are allowed to use the use area under this permit and the permit holder and property owners assume all such risks.
  - 17) This permit requires compliance with all City of Walled Lake ordinances and codes and other applicable laws, rules and regulations.
  - 18) Violations of any term or condition of this permit will be treated as a violation of the Zoning Ordinance under which it is issued and may result in the immediate permit suspension or revocations.
  - 19) A performance guarantee to assure clean-up of the areas shall be posted.

**Application and Agreement**

The undersigned property owners and/or applicant hereby apply for and accept the Special Use Permit as described above and attached and agree to comply with all its terms and conditions.

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Signature:

Date Approved: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Expires: \_\_\_\_\_