



# PLANNING & ZONING DIVISION OUTDOOR DINING CAFÉ APPLICATION

Building Permit Number: \_\_\_\_\_

ESTABLISHMENT'S NAME: \_\_\_\_\_

ESTABLISHMENT'S ADDRESS: \_\_\_\_\_ FOLIO: \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

APPLICANT'S ADDRESS: \_\_\_\_\_

## ALL OUTDOOR DINING CAFÉ APPLICATIONS MUST BE ACCOMPANIED BY A BUILDING PERMIT APPLICATION.

### Choose one of the following:

- Existing establishment looking to add outdoor dining

(Provide proof of building permit application):

- Add new outdoor seating area

- Expand existing outdoor seating area

- Proposed new establishment looking to include outdoor dining as part of an interior build out

### GROSS FLOOR AREA OF ESTABLISHMENT:

AREA INDOORS: \_\_\_\_\_ SQ FT.

AREA OUTDOORS: \_\_\_\_\_ SQ FT.

EXISTING NUMBER OF SEATS INDOORS: \_\_\_\_\_

EXISTING NUMBER OF SEATS OUTDOORS: \_\_\_\_\_

PROPOSED NEW SEATS OUTDOORS \_\_\_\_\_

TOTAL PROPOSED SEATING: \_\_\_\_\_

Please attach the following documents to this application:

1. A copy of the current City of Hallandale Beach Business Tax License for the establishment (if the establishment is already in existence).
2. Written consent of the property owner to operate an outdoor dining café.
3. Three (3) copies of drawings (drawn to scale) showing the layout and dimensions of the existing patio area, including the structures located thereon, proposed location, size and number of tables, chairs, umbrellas, location of doorways, location of trees, and any other obstruction either existing or proposed within the patio and pedestrian area. All plans must show the entire floor plan of the establishment including all interior and exterior spaces, seating areas, and facilities.
4. Three (3) copies of photographs, drawings or manufacturer's brochures fully describing the appearance, materials and color of all proposed tables, chairs, umbrellas or other objects related to the Outdoor Dining area.

Please submit this application with a one-time only application fee of \$400.00 to:

**City of Hallandale Beach**  
 Department of Development Services  
 Planning and Zoning Division  
 400 South Federal Highway  
 Hallandale Beach, FL 33009  
 (954) 457-1378



Application is hereby made for an Outdoor Dining Café permit described hereon. The undersigned has reviewed this application and all information contained herein is true and correct. I understand that this is an application only and submission thereof does not authorize me to begin operation of the Café. I may begin operation only after the permit has been issued. I acknowledge that the application fee is nonrefundable.

I have read and understand the restrictions/conditions and Design Standards of Article III, Division 2 of the Zoning and Land Development Code regarding Outdoor Dining. I further acknowledge that violation of any of such conditions may result in revocation of my Outdoor Dining Permit.

Applicant Name (print): \_\_\_\_\_

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

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

**NOTARY:**

*The above signed Applicant, (print name): \_\_\_\_\_ has executed this document with his/her signature above, and is ( ) personally known to me, or ( ) provided identification (ID) as noted below.*

ID Type Provided: \_\_\_\_\_ ID #: \_\_\_\_\_ ID Exp. Date: \_\_\_\_\_

\_\_\_\_\_  
(Notary Public Signature and Seal)

Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

**THE SECTIONS BELOW ARE FOR ZONING OFFICIAL USE ONLY:**

**APPLICATION FEE:** \_\_\_\_\_ **Receipt #:** \_\_\_\_\_

**REVIEW NOTES/APPROVALS:**

<b>FIRE</b>	Reviewer: _____	REVIEW DATE: _____
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Above request has been:       Approved       Conditionally Approved       Disapproved

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Reviewer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>BUILDING</b>	Reviewer: _____	REVIEW DATE: _____
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Above request has been:       Approved       Conditionally Approved       Disapproved

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Reviewer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>PLANNING</b>	Reviewer: _____	REVIEW DATE: _____
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Above request has been:       Approved       Conditionally Approved       Disapproved

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Reviewer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Restaurant Gross Floor Area \_\_\_\_\_ sq. ft.

Total Number of Seats Permitted \_\_\_\_\_

Existing number of Seats \_\_\_\_\_

Number of Outdoor Seats Approved \_\_\_\_\_

TOTAL NUMBER OF SEATS APPROVED \_\_\_\_\_

BTR Updated?    YES     NO    \*\*Attach copy for file.



**PROPERTY OWNER'S CONSENT FORM FOR OUTDOOR DINING CAFÉ**

I, \_\_\_\_\_, the owner of the real property described above and I consent to the operation of City approved Outdoor Seating and/or a City permitted Outdoor Dining Café in connection with the Restaurant/Dining establishment currently located at:

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

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

Folio Number: \_\_\_\_\_

Legal Description: \_\_\_\_\_

\_\_\_\_\_

I have also provided the City with proof of ownership in the form of a warranty deed or an opinion of title.

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

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

**NOTARY:**

*The above signed Property Owner, (print name): \_\_\_\_\_ has executed this document with his/her signature above, and is ( ) personally known to me, or ( ) provided identification (ID) as noted below.*

ID Type Provided: \_\_\_\_\_ ID #: \_\_\_\_\_ ID Exp. Date: \_\_\_\_\_

\_\_\_\_\_  
(Notary Public Signature and Seal)

**OUTDOOR DINING CAFES (ARTICLE III, DIVISION 2)**  
**REGULATIONS / DESIGN STANDARDS**

Location of dining tables outdoors can have a positive effect on the character of the street as well as the individual business. Outdoor Dining Cafes must be associated with an adjacent licensed restaurant and comply with all other zoning requirements. The City of Hallandale Beach regulates outdoor dining areas on private and public property. An Outdoor Dining Permit is required for restaurants wishing to provide tables and chairs outside the building in a courtyard or patio area. The following is provided as a summary of regulations and adopted design standards for outdoor dining on private property:

	<b><u>APP</u></b>	<b><u>CITY</u></b>
1. An Outdoor Dining Café Application must be accompanied by a Building Permit to change the outdoor area use and for any construction that may be needed (Patio, Awning, Electrical, Plumbing, etc.).	_____	_____
2. Tables, chairs and other permitted items of an Outdoor Dining Café shall provide a minimum of 5 feet unobstructed pedestrian path at all times.	_____	_____
3. Outdoor dining is permitted only as an accessory use to a licensed restaurant, shall be maintained in a patio adjacent to the restaurant and shall not be located in the parking lot.	_____	_____
4. Outdoor dining service shall not be via take-out windows.	_____	_____
5. Decorative potted plants in the outdoor dining area are encouraged. Plants must be maintained in a neat and healthy condition.	_____	_____
6. One menu board shall be permitted in the outdoor dining area. The menu board cannot be a sandwich sign or larger than 4 square feet in sign area.	_____	_____
7. Food preparation is prohibited in the outdoor portion of a restaurant.	_____	_____
8. Tables, chairs, umbrellas and other objects shall be maintained in a clean and attractive appearance and shall be in good repair at all times. Umbrellas cannot be tattered, torn or faded in any manner.	_____	_____
9. The outdoor dining area shall be maintained in a neat and orderly appearance and be cleared of debris. Trash containers cannot be located outdoors.	_____	_____
10. Placement of awning associated with Outdoor Dining Cafes shall comply with all applicable zoning regulations.	_____	_____
11. The use of umbrellas or awnings to shade tables at Outdoor Dining Cafes is encouraged.	_____	_____
12. Umbrellas utilized for Outdoor Dining Cafes shall consist of canvas or a fabric material. Vinyl is prohibited.	_____	_____

- 13. Tables, umbrellas and other furnishings are sufficient advertisement. Signs on umbrellas shall be limited to the name or logo of the establishment. Signage may not exceed 6 inches in height or 3 square feet in sign area. \_\_\_\_\_
- 14. All outdoor dining furniture shall be substantial enough not to blow over in normal winds. \_\_\_\_\_
- 15. Umbrellas shall be safely structured as to not permit movement due to high winds. The umbrella shall be securely tied down and be capable of being closed when necessary. \_\_\_\_\_
- 16. Furnishings in association with an Outdoor Dining Café shall be of a durable weather-proof material. All tables and chairs shall be of the same type, design or material. \_\_\_\_\_
- 17. Furnishings for an Outdoor Dining Café shall not be broken unsafe or unusable. \_\_\_\_\_
- 18. Color of umbrellas and other outdoor dining area furnishings shall compliment the building façade or treatment. Sample photographs of Outdoor Dining Cafes which effectively enhance the environment by the use of color and furnishings are available for review at the Department of Development Services. The City reserves the right to restrict the design, materials and color of furnishings to ensure the safety and convenience of users and the general public. \_\_\_\_\_
- 19. Outdoor dining on private property is governed by Article III, Division 2, of the Zoning and Land Development Code. Please refer to this provision for all applicable rules and regulations. \_\_\_\_\_