



SIDEWALK CAFÉ APPLICATION

Business Services

150 W Jefferson Street

Joliet, IL 60432-4158

Email: businessservices@joliet.gov

Phone: 815-724-3905

Website: <http://www.joliet.gov>

Office Use Only:

Date Received: _____

Date Issued: _____

Business Account ID: _____

This application pertains to businesses which have a food service establishment license and would like to provide outdoor dining opportunities on the publicly owned sidewalk or right-of-way.

All information and supplemental requirements must be completed and submitted. Please allow a *minimum* of twenty (20) business days for process and review prior to opening.

LOCAL BUSINESS INFORMATION

Business Name (DBA): _____ Business Address: _____

City: _____ State: _____ Zip Code: _____

Business Phone Number: _____ Applicant Name: _____

Cell Phone Number: _____ E-mail Address: _____

Will there be alcohol sales? ☐ Yes ☐ No *If yes, must comply with applicable alcohol guidelines*

OUTDOOR SEATING REQUIRED INFORMATION

Number of chairs: _____ Number of tables: _____ Square footage of sidewalk café: _____

Where will the outdoor equipment be stored during inactive time? _____

Description of food/beverages being sold: _____

SIDEWALK CAFÉ GUIDELINES

1. Permitted dates of operation are April 1 through November 1.
2. Permitted hours of operation are 7:00am – 12:00am (midnight), or the normal business hours of the adjacent restaurant if the business is trying to close up and clean the permitted café furniture.
3. Must adhere to ADA regulations:
 - a. At least a 60-inch clear, unobstructed sidewalk space must be maintained
 - b. A clear minimum path of 42-inch leading to the main entrance
 - c. A café located along the curb must maintain a minimum of 24-inch clearance from the boundary to the curb edge
 - d. Furnishings shall not be placed outside of the designated café area during dates of operation
4. Site furnishings/fencing must be approved by City of Joliet
 - a. Examples of City approved furnishings can be found on the Sidewalk Café Guide at joliet.gov
5. Site furnishings and fencing shall be removed and stored away outside the dates of operation
6. Furnishings may remain outdoors during dates of operation, but chairs shall be stacked or pushed in, umbrellas closed, and tables cleared when the business is closed.
7. Cafes must be kept clean, neat, and attractive
8. Outdoor amplification is not permitted unless otherwise pre-approved by the City staff through a Sound Amplification Permit
9. Outdoor cooking or preparation of food/beverage is not permitted
10. Failure to adhere to these guidelines may result in a revocation, suspension, or non-renewal of the permit

Guidelines for Alcohol

1. A semi-permanent structure or fence is required for all outdoor dining where alcohol service is proposed.
2. Fencing must follow City regulations:
 - a. Must not be more than 36-inches in height
 - b. Must be durable so that it will not fall or collapse due to weather or incidental contact
 - c. Must not be bolted to the ground
3. Alcohol cannot leave the defined sidewalk café area unless a Class DT permit authorizes such movement
4. Outdoor bars and preparation of alcoholic beverages are not permitted in a sidewalk café
5. Service and consumption of alcohol within a sidewalk café shall be limited to the hours authorized under the applicable sidewalk café permit. If the licensee's authorized liquor service hours extend beyond the permitted sidewalk café hours, all patrons shall cease alcohol service within the sidewalk café area and be required to relocate inside the licensed premises for continued service.

Application Checklist

All the following items must be submitted at time of application:

1. Completed application
2. Completed "Release, Indemnification and Hold Harmless Agreement" (attached)
3. Copy of Certificate of Liability Insurance with the following language: ***"The City of Joliet is an additionally insured in respect to _____ (name of business both legal and dba) located at _____ (street address) for the use of the public sidewalk for a sidewalk cafe."*** Any changes or cancellations shall require that the city be notified in writing at least thirty (30) days prior to the effective date of the change or cancellation.
4. The fee for a sidewalk café with liquor is \$300. The fee for a sidewalk café without liquor is \$100.
5. Design plan drawn to scale and dimensioned depicting the following:
 - Sidewalk/walkway/plaza width & length
 - Building wall and entrance
 - Light poles, benches and trash containers
 - Trees and tree grates
 - Bicycle racks and newspaper boxes
 - Proposed location of tables, chairs, umbrellas, barriers/fencing, signage or refuse
 - Minimum 60-inch ('60") clearance between seating area and back of curb or other permanent structures as referenced.
 - A clear path with a minimum width of 42-inch (42") from the sidewalk to the main business entrance.
 - Photographs of all furniture and other appurtenances to be located within the sidewalk café which must adhere to city standards which can be found on the Sidewalk Café Guide at joliet.gov.

I hereby certify that the information provided in this application is true and correct to the best of my knowledge and that I have not provided false or misleading information. I understand that the failure to supply adequate or correct information will be subject to suspension or revocation of the City of Joliet's business license.

Name of applicant (print)

Signature of applicant

Title of applicant

Date

2026 RELEASE, INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

(Sidewalk Café)

WHEREAS, the undersigned, as manager/agent for _____ (business name) desires to maintain a sidewalk café (e.g. an outdoor dining seating area) on a portion of public sidewalk located at _____ (street address) in the City of Joliet; and

WHEREAS, the City of Joliet may permit the undersigned to maintain such an area, provided that the City shall not thereby incur the risk of any liabilities to the undersigned, or to any third party or employee of the undersigned, by virtue of the presence or actions of the undersigned;

NOW, THEREFORE, the undersigned agrees to release, indemnify, defend and hold harmless the City of Joliet, its officers, employees and agents against any and all loss, liability, damage, claims, costs, attorney's fees, and expenses which it may hereafter incur as a result of the undersigned's operation of the sidewalk café/outdoor dining seating area. The undersigned shall at his or her own expense, appear, defend, and pay all attorney fees, and other expenses arising therefrom or incurred in connection with the undersigned's operation of the sidewalk café/outdoor dining seating area. If any judgments shall be rendered against the City in any such action, the undersigned shall satisfy and discharge the same excluding only such claims, demands or losses, which result from the sole negligence of the City of Joliet or its officers, agents or employees.

I HAVE CAREFULLY READ THIS RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE AND HOLD HARMLESS AGREEMENT, AND A CONTRACT BETWEEN THE CITY OF JOLIET AND ME, AND I SIGN IT OF MY FREE WILL.

Name (Print)

Signature

Title

Date

Street Address

City, State, Zip Code

SUBSCRIBED and SWORN to before me this ____ day of _____, 20__

Notary Public (stamp seal adjacent)