

CITY OF TWO HARBORS  
Office of Zoning Administrator  
Sidewalk Use Permit

DATE: \_\_\_\_\_

NAME OF ESTABLISHMENT: \_\_\_\_\_

ADDRESS OF PROPOSED SIDEWALK USE:

\_\_\_\_\_

(Off-site sidewalk use requests will not be granted.)

Name of Applicant: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Type of use requested (circle one):

Outdoor dining or seating      Temporary display of goods for sale

Bike rack      Temporary sign      Other: \_\_\_\_\_

Area to be used (square feet): \_\_\_\_\_

Do you hold a license to serve food and intend to serve it on the sidewalk: Yes or No

Do you hold a City liquor license and intended to serve alcohol on the sidewalk?

Yes or No

(You must file an amendment to your liquor license that includes the proposed sidewalk use area as part of the licenses premises.)

Dates and duration of requested use: \_\_\_\_\_

What type of furniture and fixtures will be used? How many?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Attach a sketch of the proposed sidewalk usage layout, with dimensions in feet. Include nearby trees and street fixtures.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

I affirm that:

The proposed use or structure will not hinder the safety of pedestrians, bicyclists and motor vehicle drivers near the proposed use or structure;

The proposed use or structure will not encroach into drive aisles, loading zones, fire lanes or parking lots;

The proposed use or structure will not encroach into any area located directly between any operating building entrance and the street curb (other than a building entrance intended only to serve patrons of an outside eating area);

The proposed use or structure will be set back at least five feet from the curb and sufficiently from all street trees and street furniture in order to allow for the free passage of pedestrians;

\_\_\_\_\_  
Applicant's signature

I further affirm to keep the sidewalk and street within 20 ft. of the proposed use free from any litter generated by the use or activity, (b) accept all liability resulting from the proposed use or structure and holding the city harmless for any and all such liability, (c) provide liability insurance meeting city standards, and (d) adhere to the stated purpose and period of use.

\_\_\_\_\_  
Applicant's Signature

# CITY OF TWO HARBORS

Office of Zoning Administrator

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## Review and Approval Process

The zoning administrator shall determine whether the proposed design and location of the sidewalk use will provide for and not hinder the safety of pedestrians, bicyclists and motor vehicle drivers near the proposed use or structure. The zoning administrator may ask the public works director and other city staff for recommendation on the matter. The land use supervisor shall then review and make a decision on an application for a sidewalk use permit based on the criteria listed below subsection. The zoning administrator may refer the application to any city, county or other public agency deemed necessary to confirm whether the criteria have been met.

### Criteria:

- Determination that the proposed use or structure will not hinder the safety of pedestrians, bicyclists and motor vehicle drivers near the proposed use or structure;
- Will not encroach into drive aisles, loading zones, fire lanes or parking lots; not encroach into any area located directly between any operating building entrance and the street curb (other than a building entrance intended only to serve patrons of an outside eating area);
- Will be set back at least 5 feet from the curb, and sufficiently from trees and street furniture in order to allow for the free passage of pedestrians;
- And the applicant must sign an agreement with the city (a) to keep the sidewalk and street within 20 ft. of the proposed use or structure free from any litter generated by the use or activity, (b) accepting all liability resulting from the proposed use or structure and holding the city harmless for any and all such liability, (c) providing liability insurance meeting city standards, and (d) determining the period of use.
- If the application is for a temporary sign the sign must meet all applicable standards of the Two Harbors Sign Ordinance.

### For establishments serving alcohol and food:

- Does the establishment have the proper County licensing to serve food?
- Does the establishment have a City of Two Harbors issued liquor license?
- If yes to the above, does the liquor license include the proposed sidewalk use area as part of the licensed premises?
- The area may be part of the licensed premises only if no privately-owned property is reasonably available to the licensee that could be used, instead, as an outdoor licensed premises.