



# City of Emeryville

INCORPORATED 1896

1333 Park Avenue  
Emeryville, California 94608-3517  
Tel: (510) 596-4300 | Fax: (510) 596-4389



(Stamp Received)

## SIDEWALK CAFÉ PERMIT (Updated June 30, 2023)

### FOR SIDEWALK CAFÉS, BIKE CORRALS, AND PARKLETS.

APPLICATION TYPE:

PROJECT NO.: \_\_\_\_\_

☐ Sidewalk Café

☐ Bike Corral

☐ Parklet

PROJECT NAME: \_\_\_\_\_ FEE: \$ 100

PROJECT ADDRESS(ES): \_\_\_\_\_

### CONTACT INFORMATION

APPLICANT

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

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

City, State, Zip: \_\_\_\_\_

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

PROP. OWNER

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

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

City, State, Zip: \_\_\_\_\_

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

OTHER

Name and Role: \_\_\_\_\_

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

## REQUIRED ATTACHMENTS FOR ALL APPLICATIONS

- ☐ Photos of existing site (labeled)
- ☐ Proof of liability insurance naming the City as an additional insured.
- ☐ Payment of permit fee: \$100 in cash, check, or credit card made payable to the City of Emeryville.
- ☐ Site Plan

## REQUIRED FOR SIDEWALK CAFES

- ☐ Specifications for the design of all sidewalk café furniture and fixtures (such as manufacturer's specifications or photos) and information on methods and materials used for any elements affixed to the sidewalk.
- ☐ Will alcoholic beverages be served?
  - ☐ Yes: Submit a copy of ABC license and show on the site plan how the café will be clearly delineated from the adjacent sidewalk (such as by a rope, chain, or painted line).

## REQUIRED FOR BIKE CORRALS AND PARKLETS

- ☐ Installation plan (how long will it take to both install, and remove, the bike corral or parklet)
- ☐ Traffic control plan (during installation and removal)
- ☐ Specifications for the design elements and installation elements (such as manufacturer's specifications, how to affix and fasten elements securely for safety and to prevent theft, etc.).

**BY SIGNING THIS APPLICATION BOTH THE APPLICANT AND PROPERTY OWNER AGREE TO MAINTAIN THE SIDEWALK CAFÉ, PARKLET AND/OR BIKE CORRAL.**

### INDEMNIFICATION:

Applicant, its assignees, and successor-in-interest shall defend, hold harmless, and indemnify the City of Emeryville as well as the Bay Cities Joint Power Insurance Authority and their respective officials, officers, agents and employees (the Indemnified Parties) against all claims, demands, loss, liability, damage, judgments or other forms of legal and or equitable relief, including attorney fees and costs, sustained by any person or property, which may or shall result from the operation, use, or maintenance of a sidewalk café, bike corral, or parklet pursuant to this permit.

I (We) certify under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
Applicant's Signature(s)

\_\_\_\_\_  
Date

I (We), \_\_\_\_\_, hereby verify under penalty of perjury that I (we) am (are) the owner(s) of property involved in this application; that I (we) join in said application, and that the statements and information contained herein are in all respects true and correct.

\_\_\_\_\_  
Property Owner(s) Signature(s)

\_\_\_\_\_  
Date