



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive

Grosse Pointe Woods, Michigan 48236-2397

E-mail: building@gpwmi.us

Guidelines for first time Outdoor Café permit applicants:

Consult attached ordinance and document submission requirements.

1. Outdoor permit fee: \$400.00 (new application – requires zoning and planning review) and \$100.00 (permit fee) - Total \$500.00 | \$100 annual permit renewal fees thereafter.
2. Building must have a valid certificate of occupancy
3. Outdoor seating limited to the hours of operation
4. Applicant responsible for obtaining and maintaining their own general liability, premise liability, personal liability and or product liability insurance.
5. Applicant must supply their own tables. Chairs must leave 4 feet of public sidewalk non-obstructed per local city ordinance.
6. Applicant shall observe all provisions of all local codes and ordinances of the City of Grosse Pointe Woods and provide sketch drawn to scale of seating area. Please see Sec. 60-6.5 B of the Ordinance (attached below for all necessary elements to include in the sketch).
7. By signing this form, this permit holder expressly releases the City from any and all claims and/or causes of action and future employees of whatever type, wherever such claim and/or causes of action arose or arises.
8. The current permit expiration date is: _____

Applicant Name (Print): _____

Applicant Signature: _____ Date: _____

NOTE: Wayne County approval is required if seating is located within the right-of-way.

Building Official Approval: _____

Date: ____/____/____



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Phone: 313-343-2426 – E-mail: building@gpwmi.us

Outdoor Cafe Renewal Permit Application

Annual Renewal Permit Fee: \$100.00 Cash or check made out to **City of Grosse Pointe Woods**

Outdoor Seating Capacity: _____ Date: _____ Permit# _____

Permit is good from **May 1st** through **November 1st** annually.

Business Name: _____

Business Address: _____

Business Phone: _____

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone: _____

Email Address: _____

Liability and insurance

The permittee agrees to indemnify, defend and hold harmless the city, its officers, agents and employees from any and all claims, liability, lawsuits, damages and causes of action which may arise out of use of a permit. The permittee shall enter into a written agreement with the city to evidence this indemnification.

- The permittee shall acquire and keep in full force and effect, at its own expense, the following insurance requirements for the entire permit period:
 - a. **No alcohol permit.** Commercial general liability insurance in the amount of \$1,000,000.00 per occurrence for bodily injury and property damage. The city must be named as an additional insured on this policy and an endorsement must be issued as part of the policy evidencing compliance with this requirement.
 - b. **Alcohol permit.** Commercial general liability insurance in the amount of \$2,000,000.00 per occurrence for bodily injury and property damage. The city must be named as an additional insured on this policy and an endorsement must be issued as part of the policy evidencing compliance with this requirement.