



Sidewalk Display Permit Application

A business fronting on Main St. may be issued an annual permit to display goods on the public sidewalks along Main Street in front of that business in accordance with the following requirements.

The fees associated with a Sidewalk Display Permit Application are as follows: \$ 25.00 (waived for 2019)

Applicants are asked to complete the Sidewalk Display Permit Application in its entirety and forward it to the Zoning Administrator as part of the permitting process.

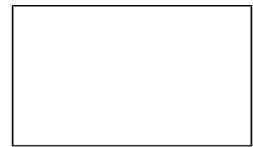
Once the Sidewalk Display Permit Application and supporting materials are determined to be administratively complete, the City will act on approving the application.

You may submit this form to staff at City Hall located at **66 S. Main St., Cedar Springs, MI 49319**, Monday thru Thursday 7:30 am to 5:30 pm. You may also place this application with appropriate payment in the dropbox located in front of City Hall or mail to **City Hall, P.O. Box 310, 66 S. Main St., Cedar Springs, MI 49319**.

Sidewalk Display Permit Application Information

1. The Sidewalk Display Ordinance can be read at Sec. 40-444 of the City's ordinances.
2. The applicant business must provide the City a copy of the commercial general liability insurance policy naming the City as additionally insured in an amount of at least \$1,000,000.00 and a copy of the certificate of insurance showing the premium to be fully paid through the permit term.
3. Any permit issued pursuant to this section, regardless of when it is issued during any calendar year, shall expire on December 31 of the calendar year in which it is issued.
4. The following requirements shall apply to any outdoor displays of goods:
 - a. No furniture, benches or other seating fixtures may be on the sidewalks unless they are for sale by the business they are in front of or a permit has been obtained from the city per section 40-470.
 - b. Displays shall be placed against the front wall of the building and shall not extend more than 36 inches from the building facade; provided that the sidewalk in front of the display shall remain unobstructed for a continuous width of at least 48 inches.
 - c. Displays may be no taller than five feet high, no longer than 20 feet long, or the length of the store's facade, whichever is less.
 - d. Buildings situated on a corner must also set the display at least three feet from the edge of the building to allow for traffic visibility.
 - e. Displays are allowed only during business hours and must be entirely removed at closing time.
 - f. Displays shall be removed during periods of inclement weather such as high winds or heavy rains during which the display may create a safety hazard.
 - g. Potentially dangerous merchandise such as gasoline, kerosene, guns, knives, breakable glass and similar goods shall not be displayed outdoors.
 - h. The merchandise displayed must be for sale by the business in front of which it is displayed.

Individuals wishing to receive assistance in completing the Sidewalk Display Permit Application are asked to contact City Hall at 616.696.1330.



Office Use

Sidewalk Display Application Permit

Applicant Name: _____ Date Submitted: _____

Business name and address: _____

Daytime Phone Number: (_____) _____ - _____

E-mail: _____

Please describe the goods to be displayed pursuant to this permit: _____

I have provided the City a copy of the commercial general liability insurance policy naming the City as additionally insured in an amount of at least \$1,000,000.00 and a copy of the certificate of insurance showing the premium to be fully paid through the permit term.

Yes **No**

I have reviewed the sidewalk display ordinance requirements and agree to follow those requirements.

Yes **No**

Applicant's Signature: _____

BY SIGNING THIS FORM I ACKNOWLEDGE THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND ACCURATE TO THE BEST OF KNOWLEDGE AND THAT I INTEND TO ABIDE BY THE REQUIREMENTS OF THE SIDEWALK DISPLAY ORDINANCE. I UNDERSTAND THAT THIS PERMIT MAY BE REVOKED IF I FAIL TO FOLLOW THE ORDINANCE REQUIREMENTS, I FURTHER PROMISE TO INDEMNIFY THE CITY FOR ANY CLAIMS ARISING OUT OF MY SIDEWALK DISPLAY

City Employee Receiving Application: _____

Zoning Permit Authorization: **Yes** **No** Date: _____ / _____ / _____

Zoning Administrator's Signature: _____

Fee Paid: Sidewalk Display \$ 25.00 (waived for 2019)

This form shall serve as the Sandwich Board Sign Permit