

This application is for a maximum of two tables and four chairs aligned parallel to the associated business.

Applicant

Full Name: _____

Mailing Address: _____ Postal Code: _____

Phone: _____ Cell: _____ E-mail: _____

Comments or contact instructions: _____

Property Owner Information (if different from owner)

Full Name: _____

Mailing Address: _____ Postal Code: _____

Phone: _____ Cell: _____ E-mail: _____

Property Information

Address: _____

Property Identification Number (PID): _____

Zoning Designation: _____

Land Use Designation: _____

Business Frontage (metres or feet): _____

Business Information

Business Name: _____

Hours of Operation: _____

Application Acknowledgment

Should there be any change in ownership or legal description of the property, I undertake to notify the Planning and Development Services Department immediately to avoid any unnecessary delay in processing the application.

I accept responsibility for delay caused by incorrect or insufficient submission materials. Processing begins only when an application is certified as complete. To be considered complete, the application must include this completed form, required fees, and supporting plans, relevant property title charges, documents and/or drawings as required.

Personal Information provided on this form is collected under the authority of the Community Charter/Local Government Act and will be used only for purposes related to your application. Your information will not be released except in accordance with the Freedom of Information and Protection of Privacy Act. Questions about the collection of personal information may be referred to City Hall at 250-992-2111.

Applicant Name (Print)

Applicant Signature

Date



Outdoor Cafe Permit - Small

Authorization of Owner (If applicable)

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By signing this application I authorize the above applicant to apply for this permit, receive and submit information regarding this property and this application, and otherwise act on behalf of the property owner regarding this application.

Owner's Name (Print)

Owner's Signature

Date



Every project is different and includes different land-use/building considerations, please contact us to discuss your project.

This checklist must be followed and submitted with your application form. If the application is incomplete it will affect the processing time of the pending application. Please complete the application by initialling in the box under "Copies Attached" to verify completion of each submittal requirement. City staff will review the checklist and application package. Only complete applications will be accepted and assigned for review.

Forms and Fees

Document	Copies Required	Details	Notes	Copies Attached	Accepted (staff)
Application Form	1	An Outdoor Cafe Permit - Small application form must be completed and signed at time of submission.		<input type="checkbox"/>	
Application Fee	1	A refundable application fee, based upon the current effective Fee Schedule.		<input type="checkbox"/>	
Copy of Insurance Certificate	1	Liability of \$2,000,000 with City as co-insured.		<input type="checkbox"/>	
Encroachment Agreement	1	An Encroachment Agreement with the City of Quesnel.		<input type="checkbox"/>	

Plans Required

Document	Copies Required	Details	Notes	Copies Attached	Accepted (staff)
Photographs	1	Photographs of furnishings being used.	Max size: 11"x17" PDF file	<input type="checkbox"/>	
Drawing	1	Showing table/chair location and walkway width (1.5 m minimum)	Max size: 11"x17" PDF file	<input type="checkbox"/>	