



## Sidewalk Café FAQ

City of Baker City  
Baker City Police Department  
1768 Auburn Avenue  
Baker City, OR 97814  
541-524-2014

### **What is a Sidewalk Café Permit?**

A Sidewalk Café Permit allows the holder of the permit to place tables and chairs within the public sidewalk area adjacent to the building or curbside for use by patrons to whom the business has provided food or beverage, per the City's Ordinance 3355.

### **Who is the Sidewalk Café Permit issued to and where can it be used?**

The permit is issued to the business owner for use by the single business and location named in the application.

### **Who is responsible for Sidewalk Café operations?**

The permit holder bears ultimate responsibility. Violations of the permit can result in suspension and/or revocation of the permit and potential fines. The City Manager and Code Enforcement Officer have the authority to determine when a violation exists.

### **How much does the Sidewalk Café Permit cost?**

The permit costs \$50.00 annually, as set forth by City Council.

### **Do I need liability insurance for a Sidewalk Café Permit?**

Yes. Before the permit can be issued, you must provide the City with a certificate of general liability insurance for one million dollars (1,000,000) per occurrence and five hundred thousand (\$500,000) per person. The City is to be named as an additional insured on the face of the certificate with the insurance company. The applicant must submit the certificate with their application.

### **When is a Sidewalk Café Permit valid?**

Permits are issued on an annual basis. All permits for the operation of a sidewalk café terminate at midnight on December 31<sup>st</sup> of the year in which the permit is issued unless a renewal application has been made. Applications can be found on the City website ([www.bakercity.com](http://www.bakercity.com)) under forms.

The allowed hours of operation of a sidewalk café shall be 6:00 a.m. to the closing time of the primary restaurant/business that the sidewalk café is affiliated with.

### **Where can my sidewalk café be located?**

The area permitted for a sidewalk café and its tables and chairs, and other associated equipment and furnishings may extend a distance from the outside wall of the restaurant **OR**



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from the curb only to a point where a minimum width of five (5) feet shall be provided at all times for continuous unobstructed pedestrian traffic on the sidewalk between the sidewalk café area or the nearest obstacle. The safety of both patrons and pedestrians should be considered when deciding to place a sidewalk café either adjacent to the building or curbside.

### **Do I ever need to remove my furniture?**

Long-term storage is prohibited. You may leave your sidewalk café furniture within your designated area overnight from March to November of each year.

### **Am I allowed to secure my furniture?**

Yes. It is preferred that furniture be secured in a fashion that allows for quick removal of the furniture, such as with a cable and lock. Furniture should not be bolted or otherwise fixed to sidewalks, asphalt, or building exterior walls.

### **How do I apply for a Sidewalk Café Permit and what should I do first?**

First, access the area in which you plan to have a sidewalk café located. Make sure that it will meet all the requirements as set forth in Ordinance 3355.

Second, begin your application process by either filling out the enclosed forms in this guideline, downloading them at [www.bakercity.com](http://www.bakercity.com), or visiting the Baker City Police Department at 1768 Auburn Avenue, Baker City, OR.

Third, pay the \$50.00 fee at City Hall, 1655 1<sup>st</sup> Street, Baker City, OR and turn in your application, OLCC license (if applicable), and certificate of liability insurance to the Baker City Police Department at the above address or by mail.

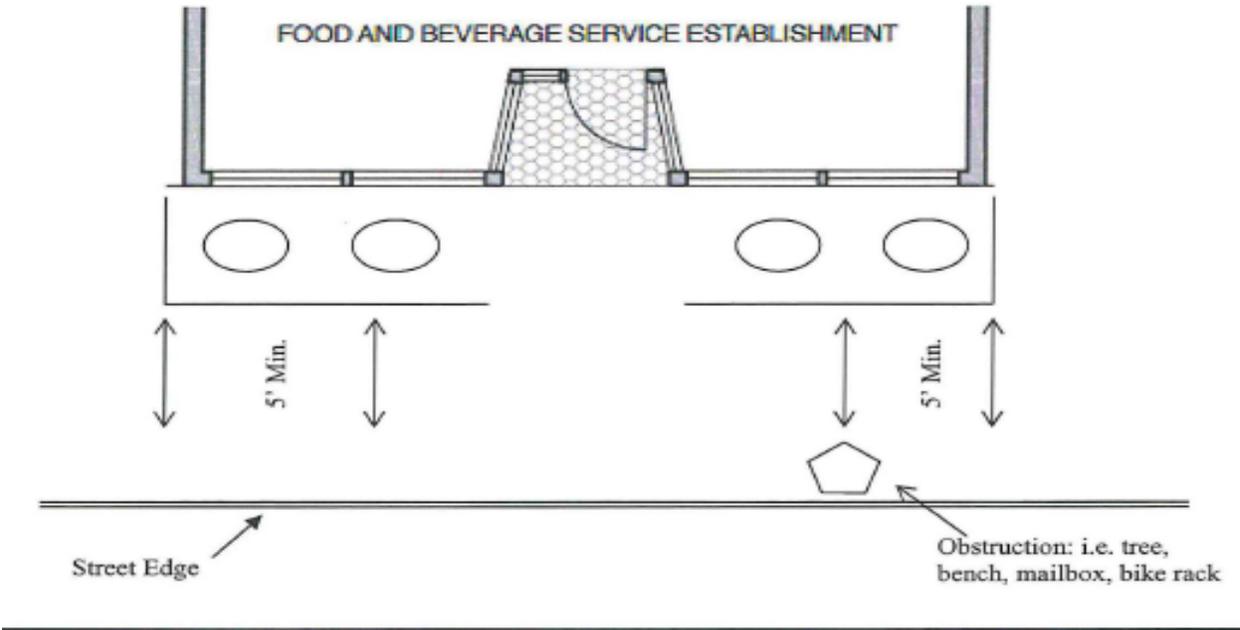
Please do not hesitate to contact, should you have questions.  
We can be reached at 541-524-2014.



# Sidewalk Café Examples

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## Example of a Sidewalk Café adjacent to building



## Example of a Sidewalk Café curbside

