

Village of Vernon Hills
290 Evergreen Drive
Vernon Hills, Illinois 60061
(847) 367-3700

OUTDOOR ESTABLISHMENT PERMIT APPLICATION

New Permit (\$250.00) Annual Permit Renewal (\$100.00)

Business Name: _____

Address: _____

Applicant Name: _____

Mailing Address: _____

City/State: _____

Phone: _____

E-mail: _____

Operating Standards

Outdoor Dining & Seating

- (a) Unless otherwise stipulated in the Outdoor Establishment Plan, outdoor activities may operate year round.
- (b) All table umbrellas **must be free of advertising** and must be anchored to a moveable base.
- (c) All tables, chairs, and umbrellas shall be removed from pedestrian sidewalks and placed inside the establishment at the conclusion of the day.
- (d) All debris created from the seating must be removed from the sidewalk and placed inside the establishment at the end of the day.
- (e) At no time shall the tables and chairs block or impair pedestrian movement on all sidewalks or building exit aisles. A pedestrian walkway, a minimum of four (4) feet in width, shall be provided between any seating area and any street, parking lot, or other areas traveled by motor vehicles.
- (f) The owners and operators of the establishment shall hold the Village of Vernon Hills harmless against any and all claims for injury arising out of the outdoor seating.

- (g) No additional signage shall be displayed.
- (h) No Outdoor Establishment shall be located on any area designated for parking of motor vehicles.
- (i) Any business serving alcohol must have a barrier around the outdoor seating designating the area with planter, fencing, ropes, etc.
- (j) Outdoor Seating Areas will require a professionally drafted site plan, drawn to scale, specifically denoting the area(s) intended for use. Depending on the display type or seating area proposed, the following information shall be provided on the site plan.
 - ❑ Building, Parking Areas, and Pedestrian Sidewalks
 - ❑ The exterior boundaries and location of “Seating” area(s). Dimensions are required.
 - ❑ Size of dining tables, number of seats, etc.. Drawn to scale.
 - ❑ Location and width of sidewalks with dimensions shown between the “Seating” areas and vehicular traffic right-of-ways.
 - ❑ Location and width of building entrances and exits.

Outdoor Merchandise Display & Sales

- (a) Unless otherwise stipulated in the Outdoor Establishment Plan, outdoor activities shall not commence before April 1 of any given year and shall be removed by September 30 the same year.
- (b) No merchandise shall be stored on areas other than those depicted on the plan.
- (c) Merchandise shall not be stored immediately adjacent to any street, parking lot, or other area traveled by motor vehicles unless separated by a fence, wall, and four (4) foot pedestrian walkway.
- (d) At no time shall display areas or merchandise block or impair pedestrian movement on sidewalks or building exit aisles. A pedestrian walkway, a minimum of four (4) feet in width, shall be provided between any merchandise or display and any street, parking lot, or other areas traveled by motor vehicles.
- (e) No Outdoor Establishment shall be located on any area designated for parking of motor vehicles.
- (f) The owners and operators of the establishment shall hold the Village of Vernon Hills harmless against any and all claims for injury arising out of the outdoor sales.
- (g) No additional signage shall be displayed.
- (h) Outdoor Merchandise Displays and Outdoor Seating Areas will require a professionally drafted site plan, drawn to scale, specifically denoting the area(s) intended for use. Depending on the display type or seating area proposed, the following information shall be provided on the site plan.

(i) Outdoor Merchandise Displays will require a professionally drafted site plan, drawn to scale, specifically denoting the area(s) intended for use. Depending on the display type or seating area proposed, the following information shall be provided on the site plan.

- Building, Parking Areas, and Pedestrian Sidewalks
- The exterior boundaries and location of "Display" area(s). Dimensions are required.
- Size of display racks, pallets, dining tables, number of seats, etc. Drawn to scale.
- Location and width of sidewalks with dimensions shown between the "Displays" areas and vehicular traffic right-of-ways.
- Location and width of building entrances and exits.

I, the undersigned agree to comply with all the conditions listed above. I further agree that upon a violation of any of the above operational standards will be cause for the Village to terminate the permit thus causing the outdoor establishment activities to cease immediately.

Date: _____

Signature: _____

Title: _____

For office use only:

Approved: _____ Date: _____

Conditions: _____