



2021-2022 Outdoor Dining Temporary Tent Application (Private Property)

If your restaurant has existing outdoor dining on your private property, you may apply to install a temporary tent or structure. The City is not accepting applications for temporary tents or structures in City right-of-way.

By signing this application, the applicant acknowledges that this temporary installation is authorized through April 25, 2022 and agrees to remove all evidence of outdoor dining improvements approved under this permit on or before that date. The City of Louisville is offering this program in response to the COVID public health crisis and does not expect to continue this program on an ongoing basis after this upcoming winter. The approval of this permit does not create an expectation or authorization that this, or a similar program, will be offered in subsequent years.

Establishment: _____

Owner/Operator Name: _____

Address: _____

Phone: _____ Email: _____

Proposed length of tent installation: _____

Describe proposed tent type and use: _____

Applications should be emailed to building@louisvilleco.gov Email questions or call 303-335-4592

Temporary tents are allowed at grade, but must be properly secured to prevent the tent from becoming a wind-blown projectile. Ballasts should be weighted according to the tent manufacturer's installation instructions. If using stakes, ensure that stakes and guy lines do not post a tripping hazard and that ballasts do not have any sharp edges that would cause injury. Grills and cooking equipment of any kind are not allowed inside tents.

- Tents within 12 feet of a building must not exceed 400 SF. Any unenclosed canopies that are at least 12 feet from all adjacent buildings may be up to 700 SF.
- Enclosed tents may not exceed 400 SF.

Submittal Checklist:

- ✓ Application
- ✓ Scaled site plan or aerial image of property showing the proposed location of the tent and including:
 - Any proposed electrical connections and generators
 - Any proposed heaters and associated connections
 - Any proposed lighting
- ✓ Details of proposed tent, including:
 - Size
 - Height
 - Partially/fully enclosed (if enclosed then location and size of doors)
 - Registered Flame Resistant Product Information for tent structure
 - Tie-down method, including the weight of anchor on each corner
- ✓ If dining area includes liquor service and the addition of your tent changes the area of the outdoor seating approved by the State, you will need to submit a new Temporary Modification of Premises form (see attached DR-8442)

Approvals: (City Staff Use Only)

	<i>Initials</i>	<i>Date</i>
City Planning and Building Safety	_____	_____
Economic Vitality	_____	_____
City Clerk (Liquor Licensing)	_____	_____
Fire District	_____	_____

By signing below, the owner or operator of the establishment holding a temporary outdoor dining permit agrees to comply will all applicable State of Colorado and Boulder County public health orders and guidance related to outdoor dining areas. The owner also agrees to maintain the tent/structure from becoming an attractive nuisance, to remove snow from the tent to prevent a collapse, **and has reviewed and agrees to comply with the attached packet of some of the Building and Fire Code for tents and membrane structures and any additional conditions deemed necessary by the Fire District or Building Department. No Open Flames or Gas Heaters allowed in tents or within 20 feet of tents per section 3107.4 of the Fire Code. Tents must pass inspection by the Fire District or Building Department before they are occupied.**

Owner or operator signature: _____ Date: _____