

# Application for Revocable License to Use On-Street Parking for Outdoor Dining



City of Salem  
 Traffic Engineering Section  
 555 Liberty Street SE, Room 325  
 Salem OR 97301-3513  
 503-588-6211 | Fax 503-588-6025

Application Fee	\$ _____
Permit Fee	\$ _____
Automation Fee	\$ _____
Total Payment	\$ _____
AMANDA No.	_____

## APPLICANT INFORMATION:

Name of Applicant \_\_\_\_\_ Email \_\_\_\_\_

Phone \_\_\_\_\_ Applicant is:  Business Owner/Rep  Property Owner/Rep

Building Name \_\_\_\_\_

Building Address \_\_\_\_\_

Property Owner \_\_\_\_\_

Property Owner Address \_\_\_\_\_

Number of Parking Spaces (4 maximum) \_\_\_\_\_

Application is hereby made for a revocable license to install and maintain an outdoor dining facility in accordance with Salem Revised Code Chapter 76. The encroachment shall comply with all applicable codes of the City of Salem, including those with regard to structural safety, traffic, sanitation and land use, and fire requirements. The placing of the outdoor dining facility in a portion of the aforesaid public right-of-way does not give licensee or anyone else any permanent right to its continued use or occupancy of the right-of-way for such purpose. This license is revocable, and when requested to do so by the Public Works Director, the licensee, at the licensee's own expense, will remove the encroachment from the right-of-way. Upon failure to do so, the Public Works Director may cause removal of the encroachment at the cost and expense of the licensee. Annual permit fees shall be established by the City Council.

Items to be included:

- Map of the proposed dining area, including building locations, parking spaces, sidewalks, tree wells, right-of-way, and other structures
- Proof of insurance
- Written approval of property owner, if applicant is other than the property owner or their representative

## Additional Comments or Requirements

\_\_\_\_\_  
 \_\_\_\_\_

Initial \_\_\_\_\_ Date \_\_\_\_\_

I agree to the above-mentioned requirements in their entirety. I shall hold the City of Salem, its officers, agents, and employees free and harmless from any claims for damages to persons or property, including legal fees and costs of defending any actions or suits thereon, including any appeals therefrom, which may result from the granting of this license. Also, I agree to maintain in good order the awning within the right-of-way.

Licensee Signature \_\_\_\_\_ Date \_\_\_\_\_  
*Owner of Property*

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
*Public Works Department*