MEMORANDUM

TO: Applicant

SUBJECT: Sidewalk Dining Application Packet

Pursuant to Columbus City Code Chapter 904, enacted December 16, 2002, the City of Columbus has established a policy and procedure to regulate the limited use or occupation of public sidewalk or other real property within the public right-of-way for sidewalk dining and installation of non-commercial private amenities, banner and flags.

The application name is “Sidewalk Dining Application”. For information and/or a complete packet, contact Hank Graham at (614) 645-7894 or by E-Mail at hcgraham@columbus.gov.

Enclosed within a complete packet should be the following documents;

1. This Cover Memo
2. Information and Checklist for Obtaining a Sidewalk Dining Lease (3 pages).
3. Application form (1 page).
6. Example drawing (1 page).