

iv. Utility plan shall show all sanitary sewer, water, and storm sewer lines and easements granted to the Village for installation, repair and maintenance of all utilities, and meeting all of the Village standards for construction of utilities in the Village

4. All areas within the 100 year floodplain, wetland areas or bodies of water.

5. Existing and projected topographical contours at a minimum of two (2) foot intervals.

6. A copy of the proposed Master Deed and restrictions.

7. A completed Environmental Assessment Worksheet.

f. Expansion or Conversion of Site Condominium projects. Prior to expansion or conversion of a Condominium project to additional land, the new phase of the project shall undergo site plan review and approval.

20. OFF-PREMISE SIGNS.

Off premises signs are prohibited within the Village of Roscommon unless placement is on property under direct control of a public entity and written permission has been secured from the Village. (amended effective 8/18/02)

21. OUTDOOR SEATING.

No person or entity shall operate a restaurant in the Downtown Commercial District (C-1) which provides outdoor seating for the purpose of serving food or beverages to customers without a valid outdoor seating permit. No person or entity shall operate a business in the Downtown Commercial District (C-1) which provides outdoor seating as a part of that business without a valid outdoor seating permit. Said permit shall be in addition to any other license required by the Village of Roscommon or any other governmental unit. An outdoor seating permit shall only be granted if the establishment is in compliance with all federal, state and local laws, rules and ordinances.

a. Standards

Outdoor seating that meets the requirements of this section shall be treated as a permitted accessory use of the restaurant or business.

All outdoor seating shall meet the following standards.

1. Seating shall not be located on a public right-of-way or a side yard abutting a residential district.
2. Any music in the outdoor area must comply with the Village Noise Ordinance.
3. Operation of the outdoor seating area shall be limited to such times as the main place of business is open and in no event before 6:00 a.m. or after 11:00 p.m.
4. Self-closing trash containers shall be required in the outdoor seating area.
5. The outdoor seating area must at all times meet all applicable federal, state and village laws, ordinances and regulations concerning accessibility.
6. The outdoor seating area shall not obstruct any fire exit, fire escape or other required ingress or egress.
7. Operation of the outdoor seating area shall be limited to April 1 to November 1.
8. The outdoor seating area must be located on property owned by the proprietor or leased exclusively for the purpose of a restaurant.
9. No food or beverages shall be kept or stored in the outdoor seating area.
10. Outdoor lighting must be directed downward so as to not illuminate a residential district.
11. Used dishes, utensils or food scraps may not be kept in the outdoor seating area.

b. Procedure

1. The applicant must complete the Application form and return it to the Village Office with the required inspection fee.
2. The Village council shall from time to time review the amount of the inspection fee and determine the amount of the fee.
3. The Village department public works and fire department will review the accompanying plan for safety concerns.
4. The Village Zoning Administrator will review the application. When the zoning administrator determines that the application is complete, it will be submitted to the Planning Commission.
5. The Planning Commission will review the application and any comments of the village officials. If the application is complete and meets the standards in this ordinance, they will approve the application, deny the application with an explanation, or approve the application with conditions.

6. The Zoning Administrator shall inspect the final construction of the area to insure that it complies with the approved plan.
7. If an additional inspection is necessary, an additional fee will be charged.
8. When a permit is approved, it shall be valid until November 1 of the same calendar year.
9. Outdoor seating permits may be suspended or revoked by the Village Council for non-compliance with any federal, state, or local law, ordinance, or regulation.

c. Application

The application for an outdoor seating permit shall include all of the following:

1. Name and mailing address of the applicant.
2. A copy of a valid food license for the establishment.
3. The annual license fee.
4. A scale drawing of the site indicating all of the following:
 - A. The existing façade of the building.
 - B. Points of ingress and egress.
 - C. Property lines surrounding the outdoor seating area.
 - D. The uses of adjacent property.
 - E. The proposed location of tables, chairs, serving equipment, planters, fences, umbrellas and other facilities.
 - F. The material that will be used for furniture, fencing and other facilities.

VILLAGE OF ROSCOMMON OUTDOOR SEATING APPLICATION

Business Name: _____

Building Address: _____

Business Contact Person: _____

Mailing Address: _____

Phone Number: _____

Building Owner: _____

Owner Address: _____

Owner Telephone: _____

New ☐ Renewal ☐

The undersigned applicant affirms that:

- A. The information submitted herein is true and accurate to the best of my (our) knowledge.
- B. I (we) have read and understand the Standards and Procedures for Restaurant Outdoor Seating in the Village Zoning Ordinance.
- C. I (we) understand that if this application is approved any changes, alterations or modifications to the seating area must be authorized in writing by the Village Zoning Administrator.
- D. If unauthorized changes are made I (we) understand that the Village may withdraw its approval.

Signature of Applicant(s):

Date: _____

Date: _____

Attachments:

- Application Fee: New (\$50.00) Renewal (\$20.00)
- Copy of Business Food License
- Drawing to scale of site showing: seating, ingress, fire exits, surrounding property uses, lighting, and trash containers.
- List of materials to be used for furniture, fencing, etc.

OFFICE USE ONLY

Date Application Received: _____

DPW Review: _____

Fire Department Review: _____

Health Department Review: _____

Zoning Administrator Review: _____

Planning Commission Date: _____

Planning Commission Decision: _____