



Department of Development Services
205 Lawrence Street
Marietta, Georgia 30060

ENCROACHMENT PERMIT APPLICATION FOR OUTDOOR CAFÉS

Applicant Name: _____ Phone: _____

Business Name: _____

Business Address: _____

Business Owner: _____ Phone: _____

Home Address: _____

24 Hour Contact: _____ Phone: _____

Email: _____

Signature of Business Owner Date: _____

THE APPLICANT MUST SUBMIT THE FOLLOWING ADDITIONAL INFORMATION

For Café Permit RENEWALS:

- Application fee as calculated for café permit issued in previous year
- Proof of liability insurance identifying the City of Marietta as an additional insured for a minimum of \$1,000,000.00 (copy of current policy required)
- Revised location and layout of tables and chairs, if applicable
- Signed Release & Indemnity Agreement (see next page)
- Copy of valid business license to operate a business establishment adjacent to the public property.
The business must be a restaurant which receives over 50% of its annual revenue from the sale of prepared food items.

NEW Café Permits – in addition to the above information, must also include:

- Proof of any required ABC license, health permits or other state permits
- Photographs or drawings of proposed tables, chairs (black metal only), umbrellas, etc.
- A sketch or site plan drawn to scale showing the existing public area and adjacent private property
- The proposed location and layout of tables and chairs (a four-foot clear path must be maintained)
- Signed [Release & Indemnity Agreement](#)
- Written consent of adjacent property owner if tables are to be placed in front of an adjacent business

Online Submittal at www.sagesgov.com/marietta-ga

- ☐ Select “Outdoor Café Permit Application” option

TO BE COMPLETED BY PLANNING AND ZONING DEPARTMENT

DATE APPROVED: _____

DATE DENIED: _____

Planning & Zoning Manager