



OUTDOOR DINING APPLICATION FORM

Email: outdooruses@cityofnapa.org

Mailing Address:
PO Box 660
Napa, CA 94559

Planning Division
1600 First Street
707.257.9530

APPLICATION TYPE - check all applicable items

- Outdoor Dining Permit
 - Private property (privately owned outdoor space)
 - Public property (sidewalks, streets, plazas)
 - Other

SUBMITTAL REQUIREMENTS

This form must be submitted to the Planning Division with the materials identified in the **Submittal Requirements** handout for Outdoor Dining Permits.

SITE INFORMATION - type or print

Address(es) _____
 APN(s) _____

CONTACT INFORMATION - type or print

Applicant* _____
 Address _____
 City _____ State _____ ZIP _____
 Phone _____ Email _____

Property Owner* _____
 Address _____
 City _____ State _____ ZIP _____
 Phone _____ Email _____

CONDITIONS OF APPLICATION

- All materials and representations submitted in conjunction with this form shall be considered a part of this application.
- Indemnification.** The Applicant(s) agree(s) to defend, indemnify and hold the City, its agents, officers, and employees harmless from any claim, action or proceeding to attack, set aside, void or annul an approval of the City concerning the project.

I have read and agree with all of the above. The above information and attached documents are true and correct to the best of my knowledge.

Applicant _____ Date _____
 Property Owner** _____ Date _____
 Property Owner** _____ Date _____

**All property owners holding a title interest must sign the application form. If there are more than two, list name, address, phone number, and signature on a separate sheet.

CONTACT INFORMATION INSTRUCTIONS

*An "Applicant" is any person, firm, partnership, association, joint venture, corporation or any entity, combination of entities or consortium who seeks approval of a City permit or other Project entitlement for the use of property.

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The **Applicant** shall be the primary billing contact for all processing and development fees associated with the application. The **Applicant** may additionally identify an “**Authorized Agent**.” An **Authorized Agent** is any person, firm, partnership, association, joint venture, corporation or any entity, combination of entities or consortium authorized by the **Applicant** to represent and act on behalf of the **Applicant**. If identified in this application, the **Authorized Agent** shall receive all written correspondence from the City regarding the application and any hearings or proceedings scheduled before the Planning Commission, City Council or other appointive City Boards and Commissions, but shall not be responsible for the payment of development or processing fees.

The “**Property Owner**” of property means a person, persons or corporation holding fee title to the real property within the City as shown on the most recent assessor’s roll in the County of Napa upon which the Project is proposed. **Property Owner** and **Applicant** may be the same person or legal entity, or may be different. For example, in the case of a person or entity holding an option on the land, or other contractual relationship with the property owner, the fee owner(s) of the property would be the **Property Owner**, and the person or entity seeking the approvals or permits and holding an option to purchase the property would be the **Applicant**. If **Applicant** and **Property Owner** are the same person or entity, please enter “*Same as Applicant*” in the area provided for **Property Owner** information. In the event that **Applicant** and **Property Owner** are different, all **Property Owners** must sign on the following page to authorize the **Applicant** to file an Application for the City permit or Project entitlement on his or her property.

Planning Division Use Only

Date Stamp

Project Number _____

Project Name _____

Project Planner _____