



**CITY OF COCOA BEACH**  
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[www.cityofcocoa-beach.com](http://www.cityofcocoa-beach.com)

## REQUEST FOR OUTDOOR SEATING Downtown Overlay District

Outdoor Seating (310)

Case# \_\_\_\_\_ Date \_\_\_\_\_

**Applicant Information: (Please Print or Type)**

**NOTE:** Two (2) copies required, unless otherwise indicated. There is no fee for this review.  
 Staff will have up to 10 days to review this application.  
 “CBC” indicates Cocoa Beach Code. “LDC” indicates Land Development Code.

**Applicant/Agent Name and Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Agent/Applicant Phone:** \_\_\_\_\_ **Fax/Mobile** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_ [Recommended]

**Owner Name and Address (if different than above):** \_\_\_\_\_  
 \_\_\_\_\_

**Owner Phone:** \_\_\_\_\_ **Fax/Mobile:** \_\_\_\_\_

**Owner E-Mail Address:** \_\_\_\_\_ [Recommended]

**Project/Business Name:** \_\_\_\_\_

**Project/Business Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Zoning:** \_\_\_\_\_ **Future Land Use:** \_\_\_\_\_

This application was prepared and approved with the full knowledge and consent of the undersigned (Owner) \_\_\_\_\_, and is a full and complete representation of the proposed actions/development of the subject property. The Owner authorizes the agent (Agent) \_\_\_\_\_ to pursue this request for zoning and/or building/planning review. The Owner further authorizes City Staff, as necessary, reasonable right of entry to the subject premises, for review purposes, based upon this application.

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

Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Personally known \_\_\_\_\_, or produced identification \_\_\_\_\_

Signature of Notary: \_\_\_\_\_

# APPLICATION CHECKLIST

## SUBMITTAL DOCUMENTS:

**Pursuant to Land Development Code (LDC) Section 2-20-Downtown Area Overlay District (DOD) and Neighborhood Subdistrict Administrative Requirements, the following items shall be provided for review of an outdoor seating request:**

- \_\_\_\_\_ 2 Copies of Letter of Intent summarizing the reason for the request:
- a) The amount and location of outdoor seating.
  - b) Hours of operation/use of the outdoor seating area.
  - c) What uses, other than seating are proposed for the outdoor seating area.

- \_\_\_\_\_ 2 Sets of Property Survey and Outdoor Seating Plan indicating:
- a) Location of all tables, chairs, and other seating areas.
  - b) Identification of all required egress routes.
  - c) Other information as necessary to comply with Life Safety Code and Florida Building Code.

**Section 2-21.** General Provisions for the DOD and the Neighborhood Subdistricts. The guidelines written below would apply to development in any of the Downtown Overlay District areas:

**P.** Outdoor Seating, Service and Entertainment. Outdoor restaurant seating is encouraged in the DOD. New requests for outdoor seating may be approved by the Administrator. Outdoor seating requests shall be in conjunction with and clearly accessory to any permitted or approved special exception for a restaurant, nightclub, or cocktail lounge use. The Administrator shall consider the criteria listed below when considering an application for outdoor seating and he/she may deny the request, approve the request, approve the request with conditions, or assign additional conditions and safeguards as deemed appropriate for each particular request:

1. Will the request cause damage, hazard, nuisance or other detriment to persons or property?
2. Will the outdoor lighting create a nuisance for neighboring properties?
3. Will the outdoor entertainment create a nuisance for neighboring properties and/or properties located outside of the DOD?
4. Should additional off-street parking be provided?
5. Will it be necessary to restrict the hours of operation for the outdoor seating?
6. Will the ADA required minimum five foot wide clear and unobstructed path on the sidewalk remain at all times after placement of the outdoor tables and chairs?
7. Have all other issues that are reasonably related to this request been considered?
8. Appeal of any decision of the Administrator may be made in accordance with the provisions of Chapter I, Article IX "Duties of Officials; Matters of Appeal" of this Code.