



VILLAGE OF KEY BISCAYNE

Department of Building, Zoning and Planning
88 West McIntyre Street, Suite 250 Key Biscayne, FL 33149
Phone (305) 365-5512 Fax (305) 365-5556
www.keybiscayne.fl.gov

OUTDOOR DINING APPLICATION AND PERMIT

A Site Plan, accompanied by all pertinent data, shall be submitted to and approved by the Village's Building, Zoning and Planning Department, Fire Department and Police Department. Such Site Plan shall be revocable at the will of the Village if any of the criteria or conditions of approval are violated or if new Regulations are adopted by the Village and not satisfied by the restaurant facility. Site Plans shall describe the location of all furniture, lighting and other related services and functions associated with the request for approval. All outdoor dining must be in compliance with the attached outdoor dining regulations in Section 30-112(j) of the Village Code.

Please include all documents for submission with the application and return to Teal Kawana, Code Enforcement Officer, at 88 West McIntyre Street, Suite 250, Key Biscayne, FL 33149 (Tel. 305-365-8917).

Applicant's Name: _____ Facility Address: _____

Telephone No.: _____ Email Address: _____

If different from the above:

Property Owner: _____ Address: _____

Telephone No.: _____

I (applicant), _____, certify that I have read and agree to comply with the Summary of Outdoor Café Dining Regulations.

 (Applicant Signature)

Department	Signature	Approved	Rejected	Date
Code Enforcement				
Fire				
Police				
BZP Director				

Comments:

OUTDOOR DINING SUPPORTING DOCUMENTS AND REGULATIONS

SUBMISSION REQUIREMENTS

Please attach the following documents to the application form:

1. Copy of the Village of Key Biscayne Local Business Tax Receipt for the restaurant.
2. A copy of the State restaurant license.
3. Photographs, drawings and/or manufacturer's brochures describing the appearance of the proposed tables, chairs, umbrellas. The Building, Zoning and Planning Director may require additional information in order to determine the appearance of the restaurant, café tables and chairs.
4. If you are not the owner of the property, a letter from the property owner, landlord or management company for the property stating that they agree to the establishment of your outdoor dining facility.

OUTDOOR DINING REGULATIONS

Village of Key Biscayne Code, Section 30-112 (j)

Tables and chairs may be placed outside of a restaurant on private property that is located on individual sites or within Shopping Centers. The tables and chairs may be used for dining purposes as an accessory to an indoor restaurant facility, subject to compliance with the following criteria:

1. Tables and chairs shall not be placed in a manner that restricts direct pedestrian access along a 44-inch wide pathway from the entrance of a Shopping Center to an elevator or steps. Tables and chairs shall not be placed in a manner that violates The Americans with Disabilities Act ("ADA");
2. Furniture is limited to tables, chairs and umbrellas;
3. Signage is prohibited on outdoor furniture;
4. The applicant shall submit evidence that the owner of the Shopping Center permits Outdoor Dining Facilities on the Premises;
5. Furniture which is composed of PVC, plastic, fiberglass, Formica or similar materials is prohibited;
6. An Outdoor Dining Facility shall not require additional Parking;
7. The Building, Zoning and Planning Director may establish conditions as part of the approved Site Plan. An appeal of the Director's decision shall be decided by the Village Council;
8. There shall be no outdoor music or amplification associated with the Outdoor Dining Facilities;
9. Tables and chairs that are not permanently attached to the floor shall be stored inside the restaurant providing such service, when the restaurant is closed;
10. Tables and chairs at each restaurant shall have a consistent design and color;
11. Tables and chairs shall be located directly in front of the restaurant Unit served;

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12. The restaurant providing such Outdoor Dining Facility shall provide bathroom facilities in accordance with the Florida Building Code;
13. Restaurants shall have any disposable tableware and accessories marked with its trademark or indicia of ownership and shall be responsible for all litter within a 300-foot radius;
14. All food preparation shall be from within the enclosed restaurant;
15. Pass-through windows, take-out windows or similar type of windows are not permitted; and
16. A Site Plan, accompanied by all pertinent data, shall be submitted to and approved by the Village's The Building, Zoning and Planning Department, Fire Department and Police Department. Such Site Plan shall be revocable at the will of the Village if any of the criteria or conditions of approval are violated or if new Regulations are adopted by the Village and not satisfied by the restaurant facility. Site Plans shall describe the location of all furniture, lighting and other related services and functions associated with the request for approval.

(BZP Outdoor Dining Application and Permit Form Electronic Version created 2/4/14)