

**Village of Vernon Hills  
290 Evergreen Drive  
Vernon Hills, Illinois 60061  
(847) 367-3700**

**OUTDOOR ESTABLISHMENT PERMIT APPLICATION**

New Permit (\$250.00)                       Annual Permit Renewal Due Date: April 5 (\$100.00)

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Operating Standards**

**Outdoor Dining & Seating**

- (a) Unless otherwise stipulated in the Outdoor Establishment Plan, outdoor activities shall not commence before April 15 of any given year and shall be removed by September 30 the same year.
- (b) All table umbrellas must be free of advertising and must be anchored to a moveable base.
- (c) All tables, chairs, and umbrellas shall be removed from pedestrian sidewalks and placed inside the establishment at the conclusion of the day.
- (d) All debris created from the seating must be removed from the sidewalk and placed inside the establishment at the end of the day.
- (e) At no time shall the tables and chairs block or impair pedestrian movement on all sidewalks or building exit aisles. A pedestrian walkway, a minimum of four (4) feet in width, shall be provided between any seating area and any street, parking lot, or other areas traveled by motor vehicles.
- (f) The owners and operators of the establishment shall hold the Village of Vernon Hills harmless against any and all claims for injury arising out of the outdoor seating.

- (g) No additional signage shall be displayed.
- (h) No Outdoor Establishment shall be located on any area designated for parking of motor vehicles.

**Outdoor Merchandise Display & Sales**

- (a) Unless otherwise stipulated in the Outdoor Establishment Plan, outdoor activities shall not commence before April 15 of any given year and shall be removed by September 30 the same year.
- (b) No merchandise shall be stored on areas other than those depicted on the plan.
- (c) Merchandise shall not be stored immediately adjacent to any street, parking lot, or other area traveled by motor vehicles unless separated by a fence, wall, and four (4) foot pedestrian walkway.
- (d) At no time shall display areas or merchandise block or impair pedestrian movement on sidewalks or building exit aisles. A pedestrian walkway, a minimum of four (4) feet in width, shall be provided between any merchandise or display and any street, parking lot, or other areas traveled by motor vehicles.
- (e) No Outdoor Establishment shall be located on any area designated for parking of motor vehicles.
- (f) The owners and operators of the establishment shall hold the Village of Vernon Hills harmless against any and all claims for injury arising out of the outdoor sales.
- (g) No additional signage shall be displayed.

I, the undersigned agree to comply with all the conditions listed above. I further agree that upon a violation of any of the above operational standards will be cause for the Village to terminate the permit thus causing the outdoor establishment activities to cease immediately.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

**For office use only:**

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Conditions: \_\_\_\_\_