



OUTDOOR SEATING PERMIT APPLICATION

City of Novi Community Development Department

45175 Ten Mile, Novi, MI 48375

248.347.0415 248.735.5600 fax

www.cityofnovi.org

OFFICE USE ONLY

PERMIT:

CHECK ALL THAT APPLY:

- Up to 20 Seats
- Greater than 20 Seats
- Yearly Renewal

BUSINESS INFO

Restaurant Name		Plaza Name		Parcel ID / Sidwell Number	
Address		Suite	City		State Zip
Phone Number		Alternate Phone Number		Email Address	

APPLICANT INFO

Name		Is the applicant the property owner?		If not, applicant must complete Property Owner Info and attach written authorization.	
Address		Suite	City		State Zip
Phone Number		Alternate Phone Number		Email Address	

PROPERTY OWNER INFO

Name					
Address		Suite	City		State Zip
Phone Number		Alternate Phone Number		Email Address	

OUTDOOR SEATING INFO

Total Square Feet	Outdoor Seating Area Dimensions
Number of Tables, Chairs, Table Umbrellas, and Additional Items (Railings, Trash Receptacles, Posts, etc.)	

DOCUMENTS

I have attached the following:

- Two (2) Detailed Plans Showing Seating Layout & 6 ft. Walkway Clearances (sealed plans for 21 or more seats)
- Notarized Property Owner Authorization Statement (if applicable)
- \$70.00 Plan Review Fee (new applications for 20 or less seats only)
- Signed Copy of This Application

For reference see [Zoning Ordinance 4.84](#)

Signature of Applicant

Title of Applicant

Date

Printed Name of Applicant

Phone Number of Applicant