



Development Services Division
12453 Highway 92, Woodstock, GA 30188
Office: (770) 592-6054
businesslicense@woodstockga.gov

Sidewalk Encroachment Application

Business Name:

Contact Name:

Email Address:

Contact Phone Number:

Mailing Address:

Business Location:

_____ **Opt-out: On behalf of the above business, I elect not to provide an Outdoor Display of Merchandise or Stoop Line Stand and not to provide the information required under the ordinance. I understand by doing so, this business is no longer authorized to provide an Outdoor Display of Merchandise or Stoop Line Stand. I may elect to opt back in at any time, however at such time I must complete the application and comply with the provisions of the ordinance. PLEASE SIGN BELOW.**

Sidewalk Encroachment permit application must include:

- Documentation showing that the applicant must have general liability insurance providing for the following limits naming the City of Woodstock as an additional insured in the following amounts: \$500,000 per person; and \$1,000,000 per occurrence, with an additional \$1,000,000 umbrella coverage.
- A diagram (see page 2) identifying the perimeter area, the dimensions of the area, the distance from perimeter to curb or nearest obstacle, number and placement of displays and/or stands, distance from the edge of the sidewalk to the curb, and location of sidewalk in relation to surrounding buildings, streets, and sidewalks along the location of all displays and stands.
Sec 82.18 3(c)(i).

Sidewalk Encroachment operational requirements, as stated in Section 82.18 of the Woodstock Code of Ordinances:

- A permitted Display of Merchandise may not extend more than five (5) feet from the front face of the building, while a Stoop Line Stand may not extend more than three (3) feet;
- There must be at least five (5) feet of public sidewalk between the sidewalk café and the edge of the sidewalk;
- All other applicable requirements of Section 82.18 of the Woodstock Code of Ordinances, which is attached to this form.

I certify that the information provided is true and correct to the best of my knowledge.

Print Name

Signature

Date



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Please check one of the following and give a short description of what will be placed in the encroachment area:

Display of Merchandise _____

Stoop Line Stand _____

Description of Encroachment _____

As required in Section 82.18 3(c)(i) of the Woodstock Code of Ordinances, a diagram identifying the perimeter area, dimensions of the area, the distance from perimeter to curb to nearest obstacle, and the number and placement of Displays/Stands.

Please place diagram in the box provided below. Utilize separate sheet if desired.