2.2.2 APPROVAL PROCESS FLOWCHART OUTDOOR CAFÉS ON PRIVATELY OWNED PUBLIC SPACES (POPS)

Outdoor Café Approval Process Outdoor cafés in a privately-owned space with a public easement dedicated for public use (plazas, courtyards, pocket parks, etc.) will be required to obtain a **Get Ready** Use Permit approval by the County Board. In some cases, a site plan amendment may also be required. **Concurrent Reviews/Approvals Plan Your Project** • Consultations with staff prior to submission are encouraged Design guidelines for Privately Consultation Owned Public Spaces in the Public if desired Spaces Master Plan (pg. 235). Outdoor Café License Conditionally Café License Review Information about Use Permits Issued *Obtain use permit Information about Site Plan Amendments Set Up Outdoor **Building Permit Building Permit Final** Café/Request Building **Submit Applications** Review/Issued Approval Inspection(s) Certificate of **Occupancy Permit** Request CO Occupancy Permit Issued Inspection(s) Review **Open Outdoor** Cafe

^{*}Requires County Board Approval prior to administrative review.