2.1 STEP-BY-STEP PROCESS

1

REVIEW THESE DESIGN GUIDELINES

2

CONSULT

A consultation with county staff is encouraged.

3

DETERMINE ELIGIBILITY

Restaurants seeking permitted seasonal outdoor dining areas must have a valid Arlington County business license and current applicable filings and taxes.

4

DETERMINE LOCATION

Determine the location of the café and applicable approval path and permits needed.

5

SUBMIT APPLICATION

Submit application through Permit Arlington, pay fees and provide supporting documentation.

6

SET-UP/REQUEST INSPECTION

Upon conditional approval, set up café and request inspection.

7

DISPLAY CERTIFICATES AND LICENSES

Display Certificate of Occupancy (and Outdoor Café License if required) on premises and open café.