

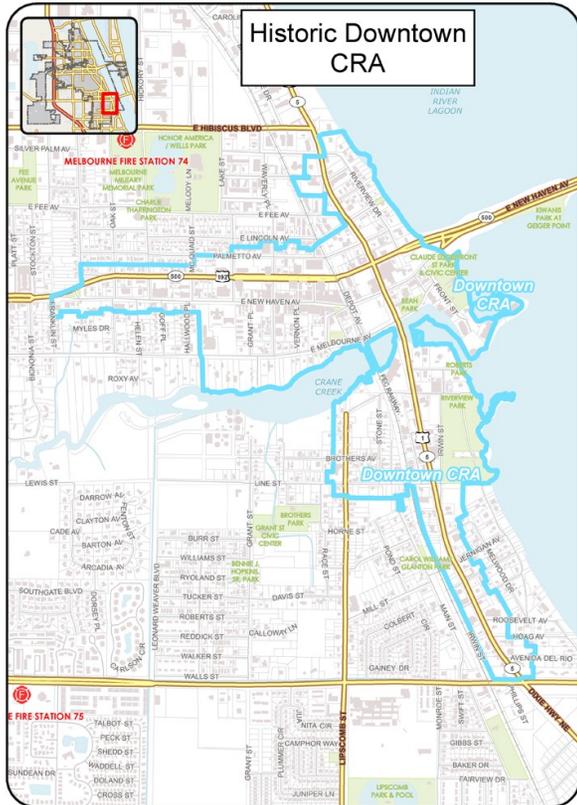


Property Eligibility

Businesses located in the Melbourne Downtown CRA may be permitted outdoor display and outdoor seating if they are located in one of the following areas:

- C-3 zoning district
- C-2 zoning district
- C-1 zoning district

Contact the Community Development to determine eligibility.



Applications

Any of the applications mentioned in this brochure can be requested in person, over the phone, or via email. They are also available online at www.melbourneflorida.org/downtown-cra.

- *On-Site Use Permit*
For private property
- *Sidewalk Use Permit*
For public right-of-way/sidewalk



Outdoor Seating & Display in the Melbourne Downtown CRA



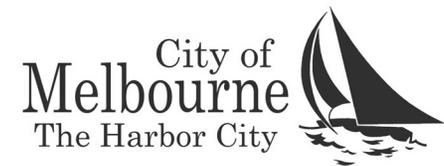
Contact our staff with any questions related to outdoor display or dining. We are happy to assist you!

What you need to know about displaying merchandise or offering outdoor dining

Community Development
(321) 608-7500
community.development@mlbfl.org

Melbourne City Hall
3rd Floor, Room 316
900 E Strawbridge Avenue
www.melbourneflorida.org

November 2016





Outdoor Seating

Outdoor seating is permitted on private property along 100% of a restaurant's street frontage, except around access areas and other obstructions, and in county or state right-of-way.

A 5-foot clear pedestrian access aisle must be maintained at all times in the public right-of-way.

The City requires a permit for all outdoor seating, whether it is located in the public right-of-way or on private property.

A permit application will require the submittal of a scaled site plan indicating all dimensions related to accessibility and clearance requirements and location of the tables and chairs.

On Private Property

Outdoor seating on private property is required to have an *On-Site Use Permit*. No annual renewal is necessary.

On Public Sidewalk

Outdoor seating areas in the public right-of-way/ sidewalk are required to have a *Sidewalk Use Permit*. This permit is \$100 annually plus \$25 per seat. Proof of liability insurance coverage is required.

Requests for both *On-Site* and *Sidewalk Use Permits* require a non-refundable review application fee of \$30 at time of submission.

Outdoor Display

Displayed merchandise may be placed in a permitted outdoor display area. This area must be contiguous and may not exceed 25 square feet, as approved on a scaled site plan.

A 5 foot clear pedestrian access aisle must be able to be maintained at all times in the public-right-of-way.

Advertisement and signage are not permitted in the permitted area. See column to right to learn more about business promotion ideas allowed by Code.

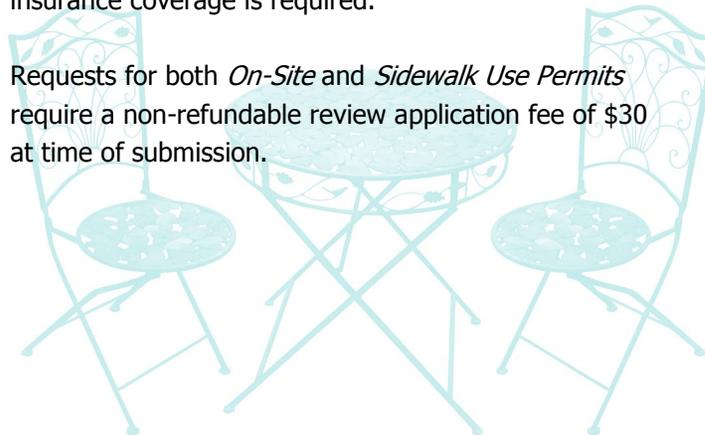
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On Public Sidewalk

Outdoor display areas in the public right-of-way/ sidewalk are required to have a *Sidewalk Use Permit*. This permit is \$100 annually and proof of liability insurance coverage is required.

Requests for both *On-Site* and *Sidewalk Use Permits* require a non-refundable review application fee of \$30 at time of submission.



Business Promotion Ideas

There are several code compliant ways to promote your business in Downtown Melbourne:

1. **Building Signs:** Up to 10% of the façade. Historic and Architectural Review Board (HARB) approval and a sign permit may be required. Includes wall and window mounted signs like chalkboards, white boards, and menu cases.
2. **Murals:** One full wall mural permitted. HARB approval and a sign permit are required.
3. **Flags:** Up to 4 per property. Can be flown from a permitted rigid flag pole, a wall mounted flag pole, or from a flexible rod or pole. Flags may not be placed in the right-of-way. Permit may be required.
4. **Business Wayfinding Program:** Ability to have off-site, directional signage. These permanent metal signs are placed strategically throughout Downtown to direct pedestrian traffic toward businesses. Contact Melbourne Main Street at (321) 724-1741 with questions.
5. **Special Activity Permits:** Business owners have the ability to apply for a special event permit a set number of times each year. During these events, businesses are allowed to temporarily increase the number and types of signage allowed on their property. For example, during special events, a business may use promotional banners, inflatable signs, and A-frame signs, which are not typically allowed. Contact the Clerk's Office at (321) 608-7220 for information on special activity permits.