

Where do I apply for a café permit?

The City Auditor and Clerks Office accepts applications for café permits for restaurants that provide food service. The application can be found at the City website www.sarasotagov.com or call 941-954-4103

Your permit will require:

A deposit and application fee and an annual renewal fee due Dec 31 each year.

A detailed scale drawing of the café and the adjacent right-of-way showing all existing and proposed features. For café layout information please contact Neighborhoods & Development Services, Engineering Division, 941-365-2200 ext 4375.

A copy of your menu

A copy of your State of Florida Business and Professional Regulation License and a copy of your City and County Local Business Tax Receipt.

A certification of insurance in the requirement amount with City of Sarasota as additional insured.



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Outdoor Café Guidelines and Requirements



For application information
please call 941-954- 4103
for layout information call
941-365-2200 ext 4375

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A café can active a public space

The City of Sarasota downtown masterplan outlines design elements to develop and maintain a vibrant downtown/urban area with good pedestrian features and an active urban space. These features include having sufficient walking areas and outdoor seating and dining. The City of Sarasota welcomes these outdoor areas and also works to ensure access to shops, restaurants and stores. To accomplish both of these efforts, the City and the café operators will need to work together to develop a café plan that provides a



sufficient clear walking area and allows for public seating. In addition, the café area must remain clean and safe. To accomplish

these goals, the City has developed rules and guidelines under which the café must operate. Please take a moment to review these rules and inform your staff and patrons. If we work together, we can have great urban spaces.

Keeping a clear walk area

One of the most important requirements and the requirement which will be reviewed most often is the clear walkway. To provide for pedestrian traffic and good mobility for wheelchairs, walkers and strollers, a clear walking area must be maintained. This walk area needs to be free of all obstacles.



Example of a good clear walk area



Example of an area with obstructions within the walk area.



People will move chairs on occasion but please, have staff adjust chairs as necessary to keep walkway clear. Inform your patrons to replace chairs when they are leaving. This will help keep walkway open. Please inform your staff that this is a pedestrian thoroughfare so they need to service the table without interference with the flow of pedestrians.

Keep area clean and free of



Post your permit showing approved café area in a visible location.

By providing the approved permit, staff and patrons will be better able to help keep the area in order. The public will also know what the permit area is and what is permitted in the area.

For a full listing of all rules, please refer to Ordinance 09-4837 and your permit application.