



Outdoor Café Encroachment Permit Application

City of Elizabethtown, Department of Planning and Development

200 West Dixie Ave – PO Box 550

Elizabethtown, KY 42702 (270) 982-3226

Official Use Only
Date received: _____
Received by: _____

Encroachment Location

Business Name: _____ Business License #: _____

Address: _____
Street Address _____ Unit # _____

Applicant Details

Primary Contact (check one): Business Owner/Manager Property Owner

Business Contact

Name _____

Address _____

City/State/Zip _____

Phone _____

Email _____

Property Owner

Business Name _____

Contact Name _____

Address _____

City/State/Zip _____

Phone _____

Email _____

Required Submittals

The following items must be submitted along with this application per Elizabethtown Code of Ordinances section 121.26:

- A copy of a valid Elizabethtown business license
- Proof of current liability insurance
- A drawing of the proposed seating area showing the locations and dimensions of the area, all proposed encroachments and publicly-owned benches, tables and other objects within the area.
- ABC License #: _____
- Health Department Permit

Affidavit of Assurances and Application Signature

I do hereby certify that the information provided herein is both completed and accurate to the best of my knowledge, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. I further acknowledge that I have been provided with the standards and requirements for operation of an outdoor café under Ordinance No 18-2023.

Applicant Signature: _____ Date: _____

Printed Name: _____

Property Owner Signature: _____ Date: _____

Printed Name: _____