

# Kennewick StrEatery Program Guidelines & Application



## Objective

This program is designed to create outdoor dining spaces and encourage pedestrian activity in Downtown.

## Program Requirements

- Proposals shall be made for outdoor dining spaces and associated infrastructure, but need not be a ‘parklet’ or other predetermined type of structure, presuming that the proposal seeks to introduce outdoor dining in an area of need that would otherwise not have the space or infrastructure necessary.
- Proposals may designate public property adjacent to the business location, but approval may be dependent upon the City’s need for infrastructural access and the maintenance of the public right-of-way to maintain accessibility.
- Proposals need not be extensive in detail.

## Submittal

Applications are accepted on a first-come first-serve basis. Please remit completed applications to Rohana Carmichael via email at [rohana.carmichael@ci.kennewick.wa.us](mailto:rohana.carmichael@ci.kennewick.wa.us).

|   |  |                  |  |
|---|--|------------------|--|
| Applicant Name  |  | Applicant Title  |  |
| Applicant Phone   |  | Applicant Email  |  |
| Applicant Mailing Address   |  |                  |  |
| Applicant Relationship to Business  |  |                  |  |
| Business Name   |  | Business Phone   |  |
| Business Legal Name   |  | UBI Number       |  |
| Project Physical Address  |  |                  |  |
| Is the property owner different than the business owner?  |  |                  |  |
| <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, complete section in yellow below) |  |                  |  |
| Owner Name  |  |                  |  |
| Contact Phone   |  | Property Manager |  |
| Contact Mailing Address   |  | Contact Email    |  |
| Have you obtained permission to complete this project from the property owner?                      |  |                  |  |

1) Please provide a description of the proposed improvements and note how you believe they will enhance the area surrounding your business. Attach a photo, rendering, or sketch of the proposed improvement to this application. Attach additional pages as necessary.

Please note the following in your description:

- The approximate location of the outdoor seating and/or public space
- The number of additional patrons you expect to serve due to this improvement
- A description of how the space will be utilized and/or maintained year-round
- A description of how you will decorate the space
- How the space augments your existing business enterprise

2) Will the project require any permits?  Yes  No (If yes, complete section 2a)

2a) Please indicate which permits you may need to obtain.

- |   |  |
|---|--|
| <input type="checkbox"/> Building Permits     | <input type="checkbox"/> L & I Electrical Permits              |
| <input type="checkbox"/> Sewer/Water Permits  | <input type="checkbox"/> Kennewick Irrigation District Permits |
| <input type="checkbox"/> Right-of-Way Permits | <input type="checkbox"/> Washington State Liquor Licensing     |

3) Have you consulted with the City's Building Official on your proposal?  Yes  No

4) Can the project be completed before the end of this year? Please explain.

**Application Requirements**

Please check the box beside each item to note that you have met that requirement.

|                          |  |
|--------------------------|--|
| <b>✓</b>                 | <b>Requirements for Submittal</b>  |
| <input type="checkbox"/> | The business applicant has a current City of Kennewick Business License or Endorsement               |
| <input type="checkbox"/> | The project complies with Kennewick Municipal Code and all applicable building and life safety codes |
| <input type="checkbox"/> | The project improvements are clearly visible to the general public                                   |
| <input type="checkbox"/> | The project is well designed, and the applicant provided a sketch or rendering of the proposal       |
| <input type="checkbox"/> | The project is permanent and long lasting  |

| Application Review Criteria  |  |
|--|--|
| It is recommended that projects submitted attempt to fulfill some or all of the criteria listed below. It is not required that a project fulfills each criterion. The City reserves the right to reject or table applications for further review if they do not meet the criteria described. |  |
| <input checked="" type="checkbox"/>  | <b>CRITERIA CONSIDERED</b>   |
| Physical   |  |
| <input type="checkbox"/>   | The project enhances the building and surrounding commercial area  |
| <input type="checkbox"/>   | The project enhances existing historical or architectural features   |
| <input type="checkbox"/>   | The project is designed in consistency with the surrounding area   |
| <input type="checkbox"/>   | The project enhances the immediate common area shared by two or more businesses  |
| <input type="checkbox"/>   | The project is decorative and/or artfully designed in compatibility with its surrounding area  |
| <input type="checkbox"/>   | The project enhances the private or public space it occupies and provides an outdoor dining option that would not otherwise be possible at the project site              |
| Relationship Building  |  |
| <input type="checkbox"/>   | The project provides additional outdoor seating not generally available in the area the business occupies  |
| <input type="checkbox"/>   | The project is performed in tandem with another demonstrated economic development effort in the immediate area, or is a collaboration by two or more adjacent businesses |
| Employment Creation  |  |
| <input type="checkbox"/>   | The business can maintain appropriate staffing level for proposed project.   |
| <input type="checkbox"/>   | The position added or created is available to low and moderate-income persons living near to the project area  |

By signing below, I certify that I am the legal representative of the properties and/or businesses described within this application and have reviewed all guidelines and application requirements as set forth by the City of Kennewick. Further, I affirm that the information I have provided is true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Date Signed

TO BE COMPLETED BY CITY

|                       |
|-----------------------|
| Date Received by City |
| Name of Recipient     |