



SPECIAL NOTES

FOR PUBLIC SPACE RENTAL APPLICANTS

Please refer to this form when applying for the following permits: Sidewalk Cafés, Parking, and Display and Sale of Merchandise.

1. All plans filed for public space rental should be designed in accordance with the guidelines and standards posted in the DC Register, dated August 26, 1983 (DCMR 24).
2. The public space rental applicant must provide the proper tax lot and square number of the abutting property in order to determine if the space to be leased is in an area subject to the review of the Fine Arts Commission (Old Georgetown Act or the Shipstead-Luce Act) or the Historic Preservation Commission. It can be determined at the time the applicant picks up the public space rental information package if the area is subject to Fine Arts or Historic Preservation Review. No action will be taken on the public space rental submission until approval from the affected review group has been received.
3. The rental fee shall be determined by the Director of Finance and Revenue and will be based on a percentage of the assessed value of the equivalent area of the privately owned space immediately abutting the space to be utilized. Public space rental fees are as follows:
 - a. Unenclosed Sidewalk Cafes: Five dollars (\$5.00) per square foot of public space to be used.
 - b. Enclosed Sidewalk Cafes: Ten dollars (\$10.00) per square foot of public space to be used.
 - c. Display and Sale of Merchandise: Four percent (4 %) of the assessed value of an equivalent area of the privately owned space immediately abutting the space to be used.
 - d. Parking of motor vehicles: Seven percent (7 %) of the assessed value of an equivalent area of the privately owned space immediately abutting the space to be used.

Should you require additional assistance or information in preparing your application, please contact the Permit Center, 1100 4th Street, SW, Third Floor, (202) 442-4670 between the hours of 8:30am and 4:00pm, Monday through Friday.