



MEMORANDUM

TO: Mayor and Council

FROM: Robert Spillar, P.E., Director, Austin Transportation Department

DATE: August 2nd, 2017

SUBJECT: 8/3/2017 Council Meeting Item #50: Amendments to City Code Chapter 14-4

CC: Robert Goode, P.E., Assistant City Manager

The purpose of this memo is to provide additional information about the application process for Sidewalk Cafés. A question from Council at the City Council Work Session on August 1st was asked about procedures for notification of adjacent businesses.

The existing ordinance requires notification of adjacent property owners and tenants under section 14-4-8. This notification process happens at the initial application stage as well as during a renewal process if the adjacent property owners or tenants change. In addition to these notifications, a notice is placed prominently in the window of all business providing information about the sidewalk café permit and contact information should anyone want to report a concern.