

Pop-up Café Program Application

Help DOT create more open space in NYC!

Submit a proposal to take part in the new Pop-up Café Program.



If you are interested in implementing a Pop-up Café in the curb lane in front of your establishment, please complete the following application. Doing so does not bind you or your establishment to any particular proposal.

DOT will disqualify any site that is eligible for a sidewalk café license from DCA. Qualified sites will be evaluated based on geographic diversity, traffic safety, and design considerations: DOT will make the final determination on site feasibility.

Applications must be received by Friday, January 21, 2011 to either Popupcafe@dot.nyc.gov or fax to 212-839-6453.

Lead Applicant's Name: _____

Restaurant Owner: _____

Legal Name of Restaurant: _____

Business's Doing-Business-As Name: _____

Federal Tax Identification Number (EIN): _____

Food Service Establishment Permit Number: _____ Expiration Date: _____

Restaurant Location (Address): _____

City: _____ State: _____ Zip: _____

Applicant phone: _____

Applicant email: _____

Name of Property Owner: _____

Signature of Property Owner: X _____

Please note: A formal support letter from your Community Board will be necessary prior to final approval from DOT.

Traffic Questions

Please answer the following questions with regard to the curbside space directly in front of your establishment. Note: DOT staff shall conduct a field visit to assess proposed Pop-up Café sites.

How many moving lanes of traffic are on the street? _____

How many parking lanes are on the street? _____

What are the curbside parking regulations governing the proposed Pop-up Café footprint? (Please copy directly from the posted signage):

Are any of the following in the potential Pop-up Café area?

- | | | | |
|----|---|-----|----|
| 1. | A parking space governed by a single-space (traditional) parking meter? | YES | NO |
| 2. | A parking space governed by multi-space Muni Meters? | YES | NO |

A "yes" answer to any of the questions below shall eliminate your application from further consideration:

- | | | | |
|----|--|-----|----|
| 3. | A moving lane of traffic directly next to the curb at any time of day? | YES | NO |
| 4. | A fire hydrant? | YES | NO |
| 5. | An active bus stop? | YES | NO |
| 6. | An active driveway? | YES | NO |

Programmatic Questions

Please describe your establishment.

What are the operating hours of your establishment? _____

Why do you think this location is good for a Pop-up Café?

Please describe the character of the street and indicate if it is mostly commercial, residential or mixed.

Please explain how you plan to furnish the Pop-up Café platform. (e.g. tables, chairs, benches, shade structures...)

Is there anything else you would like to add?

Signed: _____

Dated: _____