



COVID-19 OUTDOOR ACCOMMODATIONS

TOWN OF SMITHTOWN

Suffolk County, New York

APPLICATION FOR TEMPORARY OUTDOOR ACCOMMODATIONS

Application to assist existing restaurants in the Town of Smithtown who have been authorized by the Governor of the State of New York to re-open, but do not have the indoor area or facilities to accommodate social distancing requirements and wish to use outdoor areas on a temporary basis to expire on November 1, 2020.

This application can be submitted at the Planning Department or via email at smithtownplanning@smithtownny.gov. No fee required.

CHECKLIST OF REQUIRED ITEMS

- A copy of this form must be completed, and filed with the following at the Planning Department:
- Applicable plans indicating location of proposed outdoor accommodation area(s)

Please Answer: How many outdoor seats are proposed? _____

How many seats are currently approved for the establishment? _____

Will a tent be proposed? Yes No If yes, indicate size: _____

APPLICANT

Business Name: _____

Address: _____

SCTM#: District 800, Section _____, Block _____, Lot _____ Zoning District: _____

Applicant's interest in site (Owner, Contract Vendee, Tenant, Attorney, etc.): _____

Signature of Applicant	Date

CONTACT

Name: _____

Address: _____

Phone: () _____ Email: _____

PROPERTY OWNER ENDORSEMENT

Be advised that I am the owner of record of the property referenced herein and having reviewed the proposal herein, hereby consent to this and approve this application. By this application, the owner does hereby authorize employees or agents of the Town of Smithtown, in conjunction with this application, to enter and inspect the project site. Furthermore, I understand that the Town shall retain the right to revoke this permit at any time if deemed necessary.

Name: _____ Firm Name: _____

Address: _____

Phone: () _____ Email: _____

Signature of Property Owner	Date



TOWN OF SMITHTOWN

APPLICATION FOR TEMPORARY OUTDOOR ACCOMMODATIONS

GUIDELINES

- ✓ This application is for the temporary use of outdoor area by food service establishments as a result of the COVID-19 pandemic.
- ✓ Submit a plan showing the location of proposed outdoor seating. Plan can be hand drawn on existing survey, site plan or aerial map from Google Maps/Earth, Bing, etc.
- ✓ Illustrate the location of outdoor seating tables and/or chairs in accordance with the social distancing guidelines.
- ✓ The total number of seats for the outdoor accommodation area shall be indicated on the plan. The total number of seats, indoor plus outdoors, shall not exceed the total permitted by Suffolk County of Department of Health Services.
- ✓ There must be a physical barrier or separation to protect customers from vehicle traffic, such as bollards, substantial planter boxes or equivalent. Barriers shall not exceed four (4) feet in height.
- ✓ The Town may request a parking analysis to ensure that adequate parking for facility is always provided.
- ✓ COVID-19 outdoor accommodations must meet Fire Code standards, including points of egress, access to fire extinguishers, and tent and awning ratings, if applicable. Seating shall not block entrances, exits, fire lanes, hydrants, sprinkler connection points, drive aisles, back-up areas, pedestrian or handicapped access.
- ✓ COVID-19 outdoor accommodation areas shall not be located within 150 feet of a structure used for residential purposes, shall only be utilized between the hours of 8:00 AM and 9:00 PM and shall expire on November 1, 2020. All items located within the outdoor accommodation area shall be removed no later than November 6, 2020.
- ✓ COVID-19 outdoor areas must be maintained and free of trash and other debris and trash receptacles provided. Restaurants with a liquor license must obtain approval from the state to serve alcohol in an outdoor area. Nothing herein shall permit outdoor bars.
- ✓ Any electrical work to be performed must be completed by a licensed and insured electrician.
- ✓ Tents are included in this application and shall comply with the standards set in Section 273 of the Town Code.
- ✓ The COVID-19 temporary outdoor accommodation permit and layout plan shall be posted in the business window and be visible at all times for inspection.

- ✗ DO NOT use handicap/ADA parking stalls for outdoor seating. Do not block handicap/ADA routes (path from ADA parking stalls to sidewalk curb ramps to store entrances. Do not reduce sidewalk widths to less than 36".
- ✗ DO NOT remove existing natural areas or required buffers.