



CITY OF DANBURY

REQUEST FOR TEMPORARY OUTDOOR DINING PERMIT

The following information shall accompany this request for a **TEMPORARY OUTDOOR DINING PERMIT** for an existing restaurant in Phase 1 of Reopen CT Plan during the declared State of Connecticut public health and civil preparedness emergencies pursuant to Executive Order No. 7MM. Applications are available in the lobby at City Hall during regular business hours or online at <https://www.danbury-ct.gov/government/departments/permit-center/>. **Completed forms may be dropped off in the lobby of City Hall during regular business hours or emailed to the Permit Center at permitscentercounter@danbury-ct.gov. Forms will be entered in the City's electronic permitting system by Permit Center staff. There is NO FEE for this Permit.**

Accompanying the completed Permit Application shall be:

1. A drawing or illustration ("Concept Plan"), roughly to scale or dimensioned, depicting with reasonable accuracy the temporary outdoor dining area that is proposed to be used and what is proposed to be placed, built, or erected in the outdoor area (including but not limited to any tables, chairs, tent, canopy or covering), and a narrative (with or without accompanying illustrations) that explains any noise, waste management, odor, light pollution, and environmental impacts expected from same and how said impacts will be managed.
2. Indicate all Tax Assessor Lots where the temporary outdoor dining will take place. If temporary outdoor dining is proposed on a separate lot, indicate Tax Assessor Lot number and zoning district in which the lot is located. In this case, provide written permission from the person who owns the other property.
3. The Concept Plan shall also contain the information required per the City of Danbury Department of Health and Human Services ("DHHS") Restaurant Outdoor Dining Re-opening Guidance document, see attached.
4. Indication of whether the temporary outdoor dining area is proposed on a parcel with regulated wetlands and if so, identify the location of said activity in relation to the wetland boundary on an accompanying illustration drawn to scale.
5. Indication of hours of operation of temporary outdoor dining service. Permissible hours of operation end at 11 p.m. or earlier on Friday and Saturday nights and at 9 p.m. or earlier on all other days of the week. Any other hours of operation of the temporary outdoor dining area beyond these hours require approval.
6. Signature of Property Owner, if Applicant is not the owner of the site.
7. Acknowledgement on Application of compliance with Section 28-53 of the City of Danbury Code of Ordinances, Noise Ordinance.
8. Acknowledgement on Application of compliance with the DHHS Restaurant Outdoor Dining Re-opening Guidance document.

9. Acknowledgement of business owner's responsibility to maintain the temporary outdoor dining area in a condition free and clear of any litter resulting from use of such outdoor space.
10. Business owner to certify that Concept Plan, and all supplemental documents are, to the best of its knowledge, true, complete, accurate, and correct.
11. Use of City right-of-way (sidewalks, green spaces, public open spaces, and local public road) for temporary outdoor dining activity requires approval by the City of Danbury Director of Public Works. If the right-of-way includes a local road used for public transportation, the Director of Public Works shall consult with the Local Traffic Authority and, if required, the Connecticut Department of Transportation.
12. Indication as to whether the sale of alcoholic beverages is proposed in the temporary outdoor dining area.
13. Detailed canopy, umbrella, or tent information/specifications as may be required for issuance of a tent permit for tents greater than 400 square feet in area. Contact the Building Official and/or Fire Marshal for tent requirements.

Please note that the ZEO, or his designee, or the Local Enforcement Official for this Application may require the Applicant to submit additional and more detailed information that he deems necessary to protect public health, safety and the environment, in order to complete an Application.

No restaurant shall be permitted to provide temporary outdoor dining until such time as a Temporary Outdoor Dining Permit has been issued and all required inspections have been completed.

Failure to comply with *all* noted requirements may result in a denial of the Permit.

THE FOLLOWING CONDITIONS WILL BE ATTACHED TO THE PERMIT. Other additional conditions may be attached to the Permit depending on the individual Permit review.

1. Operation of any temporary outdoor dining area shall at all times comply with the DHHS Restaurant Outdoor Dining Re-opening Guidance, and shall be subject to any inspection(s) said Department deems necessary.
2. This Temporary Outdoor Dining Permit is valid for 90 days from issuance and may be extended upon request during the declared state of civil preparedness and public health emergencies.
3. The Temporary Outdoor Dining Permit shall automatically cease upon the lifting of restrictions on the indoor use of restaurants for dining patrons pursuant to an Executive Order of the Governor of the State of Connecticut. Failure to cease temporary outdoor dining operations at that time may result in fines and/or the issuance of a cease and desist order.
4. The City of Danbury reserves the right to revoke, or deny the extension of, this Temporary Outdoor Dining Permit at any time for a violation of permit conditions.
5. The service of alcoholic beverages in Temporary Outdoor Dining Areas is prohibited unless said restaurant establishment shall currently have a valid license issued by the State of Connecticut Department of Consumer Protection Liquor Control Division. Said restaurant establishment shall at all times comply with the provisions of Executive Order No. 7MM, Section 3, regarding liquor service in connection with outdoor dining.
6. Live entertainment is prohibited without an independent approval pursuant to all applicable City of Danbury regulations.
7. This Permit is contingent on issuance of building, life safety, or any other permits as may be required.
8. Approval from the City of Danbury Environmental Impact Commission, if required, should outdoor dining area encroach into a regulated wetland area.
9. Outdoor COVID-19 signage for temporary outdoor dining areas containing directions, social distancing instructions, and special menus that are 15 feet in size or smaller, and non-internally illuminated and non-animated, do not require a sign permit. All other signs must comply with the City of Danbury sign regulations.
10. Outdoor cooking under any tent is prohibited.



CITY OF DANBURY

**TEMPORARY OUTDOOR DINING PERMIT
WITH/WITHOUT THE SERVING OF ALCOHOLIC BEVERAGES**

Name of Restaurant: _____ Address: _____

Tax Assessor Lot(s) Number: _____

Business Owner/Operator: _____ Property Owner: _____

Existing Approved Site Plan/Waiver Yes ___ No ___ Site Plan # _____; Waiver # _____

Existing Approval to serve Alcoholic Beverages Yes ___ No ___ DCP Liquor Control Permit # _____

Outdoor dining is proposed on another lot Yes ___ No ___; If Yes, indicate Tax Assessor Lot No. _____, address of lot _____; owner of lot _____;

Zoning District of lot _____ (lot must be in a commercial zoning district)

Attached to this Application are the following:

1. A Concept Plan as defined in these instructions, roughly to scale or dimensioned, depicting with reasonable accuracy the temporary outdoor dining area that is proposed to be used and what is proposed to be placed, built, or erected in the outdoor area (including but not limited to any tables, chairs, tent, canopy or covering), and a narrative (with or without accompanying illustrations) that explains any noise, waste management, odor, light pollution, and environmental impacts expected from same and how said impacts will be managed.
2. Detailed canopy, umbrella, or tent information/specifications as may be required for issuance of a tent permit for tents greater than 400 square feet in area. Contact the Building Official and/or Fire Marshal for tent requirements.
3. Written permission from the property owner of an adjacent or nearby lot upon which temporary outdoor dining is proposed authorizing use of said off-site lot for such purpose.
4. Illustration, drawn to scale, of location of the temporary outdoor dining area if proposed on a parcel with regulated wetlands.

I Business Owner and/or Operator hereby attest to the following (please initial):

_____ Said Concept Plan contains all the information required per the City of Danbury Department of Health and Human Services (“DHHS”) Restaurant Outdoor Dining Re-opening Guidance document.

_____ I will comply with Section 28-53 of the City of Danbury Code of Ordinances regarding noise and any other restrictions imposed by an Executive Order of the Governor of the State of Connecticut.

_____ Permissible hours of operation end at 11 p.m. or earlier on Friday and Saturday nights and at 9 p.m. or earlier on all other days of the week, unless longer hours are approved by the City.

_____ I will comply with the DHHS Restaurant Outdoor Dining Re-opening Guidance document.

_____ I accept responsibility and will maintain the temporary outdoor dining area in a condition free and clear of any litter resulting from use of such outdoor space.

_____ All of the information submitted with this Permit application are, to the best of my knowledge, true, complete, accurate, and correct.

I am requesting use of City of Danbury right-of-way or local road (sidewalks, green spaces, public open spaces, and/or streets) YES ___ NO _____.

I currently maintain a valid Liquor License issued by the State of Connecticut Department of Consumer Protection Liquor Control Division and intend to serve alcohol in this Temporary Outdoor Dining Area. YES _____ No _____

I, _____, owner/operator of the above-referenced existing restaurant have reviewed the Restaurant Outdoor Dining Re-opening Guidance issued by DHHS for temporary outdoor dining service during the declared state of civil preparedness and public health emergencies during the COVID-19 Pandemic and agree to follow all required guidance contained therein, and any other applicable laws, rules and/or regulations including but not limited to Governor Lamont's Executive Order No. 7MM.

Signature of Business Owner

Date

Print Name of Business Owner

Contact Information: Telephone _____

Email: _____

Signature of Business Operator, if different

Date

Print Name of Business Operator, if different

Contact Information: Telephone _____

Email: _____

Signature of Property Owner

Date