

Addendum to Special Events Permit for Temporary Outdoor Dining Facility

Application submission requirements

1. Completed Township Temporary Use Permit Application available on the Township website at <https://www.umtownship.org/departments/safety-code-enforcement/documents-and-forms/>
2. Operation Plan for utilizing temporary outside seating. Plan must include but not limited to serving operations, sanitary facility locations, reservation systems if applicable, hours of operation and compliance with CDC & Montgomery County Dept of Health guidelines.
3. Site plan indicating:
 - temporary outside dining location
 - area dimensions, including seating layout
 - protective barrier/fencing/temporary structure
 - traffic circulation, including impacts on parking, if applicable
 - location of curbside pickup, if applicable
4. Approval from property owner if a leased/rented property.
5. Copy of required insurance certification, including coverage of the expanded area.
6. Restaurants/Food establishments serving alcohol must include appropriate License/Approval from the PA Liquor Control Board for the temporary outside dining area.

Guidelines

All temporary outdoor seating areas must adhere to the following:

1. All restaurants/food establishments must adhere to the recommendations and requirements of the Montgomery County Department of Health and the CDC.
2. Compliance with any PA Liquor Control Board License issued for the existing facility and temporary outdoor dining area.
3. Social distancing must be adhered to wherever possible and large gathers of people waiting for tables is prohibited. All table service restaurants are encouraged to use a reservation process to prevent capacity issues to prevent patrons from congregating while waiting for service. To limit the potential

gathering of people waiting for a table, patrons should wait in their vehicles until their table is ready.

4. All temporary outdoor dining areas approved via the Township's Temporary Use Permit must be closed no later than 10:00PM unless required to close earlier by any County or State regulation or license. Any existing outdoor patio areas being utilized and approved under the facilities original Use & Occupancy permit may stay open in accordance with the establishments existing hours of operation.
5. All temporary installations including electric, water means of egress, occupancy, lighting, and temporary structures must meet the Township's adopted building, fire and accessibility codes.
6. All outdoor seating and pathways must be spaced at least six feet apart.
7. The number of seats in the temporary outdoor seating area cannot supplement indoor seating above the establishment's approved occupancy certificate.
8. All temporary outdoor dining areas must be maintained clean of litter, garbage and refuse.
9. Patrons may use the restaurant's existing restroom facilities, unless otherwise prohibited, necessitating temporary facilities. Wash stations and hand sanitizing stations for staff is required.
10. Appropriate lighting, including emergency lighting, of the temporary outdoor space is required if operating outside of daytime hours.
11. No handicapped accessible parking spaces may be utilized for expanded outdoor seating.
12. All access to the site and existing building must be maintained to ensure compliance with the International Building and Fire Code.
13. Access to fire hydrants, fire hose connections for sprinkler systems, and exterior entrances and exits of all buildings shall not be obstructed at any time by barriers, structures, seating, equipment or storage.
14. Designated curbside pick-up locations need to be separated from the temporary outdoor seating area by an approved barrier. Parking spaces should be dedicated for pick up customers.
15. Temporary barrier materials should be utilized to better define boundaries of the temporary outside dining area.
16. If a temporary outdoor dining space is located within a parking area, remaining available parking spaces shall meet the minimum required by Chapter 165-191 of the Twp Zoning Code for all outdoor and temporary dining areas. The use of shared parking areas for outside dining is prohibited unless applicant can show remaining spaces meet the parking requirements of Section 165-191 for all shared parking users.

17. A temporary physical barrier must be placed separating the dining from any parking area. Any equipment or furniture placed in the parking area cannot be placed closer than 5 feet from the edge of any adjacent travel lane.
18. No additional signage shall be permitted except one menu board up to six square feet may be placed on an easel or other easily removable fixture, except that the establishment identified on the permit and/or its logo shall be permitted on umbrellas.
19. No cooking, preparation or storage of food may take place outdoors or under temporary structures.
20. Disposable paper menus are required.
21. Temporary structure materials shall be flame retardant or flame-resistant treated and manufacturers/testing agency certification labels are required to be affixed to the temporary structure or documentation of certification submitted with the permit application.
22. Temporary outdoor dining areas shall not include patron accessible beverage/bar service or waiting/lounge area.
23. Outdoor dining areas shall not include and television screens or media projection devices however, background music will be permitted.
24. No temporary outside dining area may project into the right-of-way of any Township or State roadway.
25. Temporary dining areas shall be at least 50' from any trash receptacles, enclosure, grease collection bins and outside storage areas.