

INSTRUCTIONS FOR TEMPORARY OUTDOOR DINING

The Incorporated Village of Lynbrook recognizes the importance of restaurant and/or eatery establishments to the local economy and is allowing applications for temporary outdoor dining use through December 30th, 2021. This will allow restaurants to open while adhering to social distancing guidelines.

Designated areas for outdoor dining are as follows:

- A portion of your existing parking lot which will require proper safeguards.
- Designated public areas approved by the Mayor and Board.

Applications can be submitted to the Building Department via mail or through our existing drop box located at Village Hall, 1 Columbus Drive, Lynbrook, New York 11563.

Applications for temporary outdoor dining through 12/30/2021 must include the following:

1. Completed temporary outdoor dining application form.
2. A copy of a property survey or detailed drawing showing proposed outdoor seating with total occupancy indicated. Tables and chairs must meet CDC and State guidelines.
 - a. Dining being placed on an existing parking lot/private property must depict tables and chairs.
 - b. Dining being placed on Village property will be subject to detailed drawings showing tables and chairs.
 - c. All tables and chairs on Village property can be set up no earlier than 5:30 pm and must be removed by no later than 10:00 pm.
 - d. Dining on Village property will require the applicant to provide proper liability insurance noting the Village as additionally insured.
 - e. Placement of tables on private parking lots will require a notarized signature, on the application from the current property owner.
3. There will be no fee for the permit.
4. Placement of tables will be permitted once approved by the Superintendent of Buildings.
5. Applicants can only apply for 75% of their current approved seating capacity with a maximum of ten (10) tables. All approvals will be based on the CDC guidelines.
6. Outdoor dining will only be permitted on dates approved by the Mayor and Board. Currently the Mayor and Board has approved Friday and Saturday from 6:00 pm to 10:00 pm. on Atlantic Avenue between Stauderman Avenue and Merrick Road. Other areas will be considered subject to the Mayor and Board discretion.
7. Tents exceeding 200 sq. ft. and canopies exceeding 400 sq. ft. are subject to Nassau County Fire Marshal approval.

All temporary outdoor dining use must be maintained in a clean and sanitary manner at all times.

INCORPORATED VILLAGE OF LYNBROOK

Temporary Outdoor Dining Application
(No Fee Permit)

Name of Establishment: _____

Location of Business: _____

Check One

Location of Tables & Chairs Village Property Private Parking Lot

Proper Safeguards Provided Yes No

Please Describe Safeguard Example, planting boxes, barricade, etc.

You must submit two sets of detailed drawings depicting tables and social distancing, to include all proper safeguards and approximate location on either private or public property.

If placed on Village property, proper Liability Insurance naming the Incorporated Village of Lynbrook as additionally insured.

Check One (Submitted with this application)

Yes No

Tables placed on private property require notarized, property owner signature granting permission.

Sworn to before me this

Property Owner Name

___ day of ___ 20___

Property Owner Signature

Notary Public

Applicant Signature: _____