

Temporary Outdoor Dining Guidelines

In an effort to assist our local restaurants and food service establishments, the Village of Mokena will be allowing certain businesses to utilize portions of their property for outdoor dining purposes. During this time, all businesses (*including those with existing outdoor dining or beer gardens*) must apply for a Temporary Outdoor Dining Permit prior to conducting any outdoor dining operations (*application attached*). At a minimum, the application shall include the following:

1. **Business plan with proposed hours of operation.**
2. **Diagram showing the proposed dining area, including table placements, seat counts, access points, and locations of refuse containers and/or serving stations, etc.**
3. **Written approval of the plan by the property owner (if different from the applicant).**

In accordance with local ordinance and State Guidelines, please note the following restrictions that apply to all requests for temporary outdoor dining:

- No outdoor preparation of food or service bars will be allowed.
- Tables, chairs, booster seats and highchairs are to be sanitized after each use.
- Smoking *is not* allowed in the outdoor dining area.
- Live entertainment and electronically amplified music or sound *is not* permitted.
- Outdoor trash receptacles shall be provided and properly emptied/maintained.
- Accessible walkways must be maintained to the interior restrooms.
- Waitresses and waiting staff shall wear personal protective equipment.
- Tables should be spaced so that seats are at least six feet apart from the seats of the neighboring tables.
- Owners must police their outdoor dining areas to ensure that social distancing is being practiced. Uncontrolled violations of social distancing may result in the revocation of the outdoor dining permit.
- There shall be no standees within the dining area. Owners must turn away customers, or provide a waiting area designed for social distancing once the outdoor dining area is full.
- Temporary outdoor lighting may be permitted as long as it meets all applicable building code and life safety standards, and does not negatively impact neighboring properties and/or tenants.

Temporary Tents/Canopies:

- Tents or canopies can only be utilized with the following restrictions:
 - All tents or canopies must be fire rated.
 - Tents and canopies must be open on all sides.
 - Tents and canopies must be properly secured.
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Utilization of Parking Areas:

- If the outdoor dining area is located in a parking lot, temporary physical barriers shall be used to separate the outdoor dining area from the rest of the parking lot.
 - Not more than 25% of a parking lot can be utilized for an outdoor dining area.
 - In multi-tenant plazas not more than 25% of the overall parking lot can be used by all tenants wishing to do business outdoors.
 - Outdoor dining areas cannot block drive aisles, fire lanes, or access to other tenant spaces, and clear access must be provided to all accessible parking spaces
 - Outdoor dining areas cannot be placed on any public property including public sidewalks without specific approval of the Village.
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Liquor/Alcohol Sales:

- Those establishments with approved liquor licenses shall be permitted to serve alcohol within the designated outdoor dining area; however, any alcohol served in an open container must be consumed on site, and cannot be transported and/or removed from the outdoor dining area.
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Terms of Use:

- Outdoor Dining Permits are temporary in nature and may be revoked if the conditions of the permit are not adhered to.
- The permit holder understands that the temporary outdoor dining permit may be terminated by the Village with 24 hours' notice.
- Upon expiration of the existing State orders restricting capacity, or upon a State order allowing 100% restaurant capacity indoors, the use of parking lots or other areas for temporary outdoor dining shall cease, barriers placed therein shall be removed, and all areas used for temporary outdoor dining shall be returned to their original use.

ATTACHMENTS:

- Temporary Outdoor Dining Permit Application
- Sample seating diagram

Please contact the Community Development Department at (708)479-3930 with any questions regarding the Village's Temporary Outdoor Dining Guidelines.



**Village of Mokena
Community Development Department**

*Planned Progress...
Pleasant Living*

11004 Carpenter Street, Mokena, IL 60448 Phone: (708) 479-3930 Fax: (708) 479-1137

Temporary Outdoor Dining Permit Application

Date Received: _____

Property Address: _____

Business Name: _____

Start Date: _____ Hours of Operation: _____

Required Submittals:

1) Business Plan including:

- Map/Aerial Image of outdoor dining location and parking lot barriers (if applicable)
 - Not more than 25% of a parking lot can be utilized for an outdoor dining area
- Table and Seating Layout
 - Tables should be spaced so that seats area at least six feet apart (no designated standing areas)
- Dining Area Access Points (Patrons & Staff)
- Refuse container locations
- Detailed specifications for any temporary accessory structures being proposed (ie; tents, canopies)

2) Signed Letter of Authorization from Property Owner*

* Signed letter of authorization is not required if the property owner is serving as the applicant

Property Owner Information

Property Owner Name: _____ Phone: _____

Address: _____

Applicant Information

Applicant Name: _____ Phone: _____

Applicant Waiver: *I have read and agree to comply with all locally adopted guidelines and regulations for temporary outdoor dining, and all applicable regulations adopted by the State of Illinois.*

Applicant Signature: _____ Date: _____

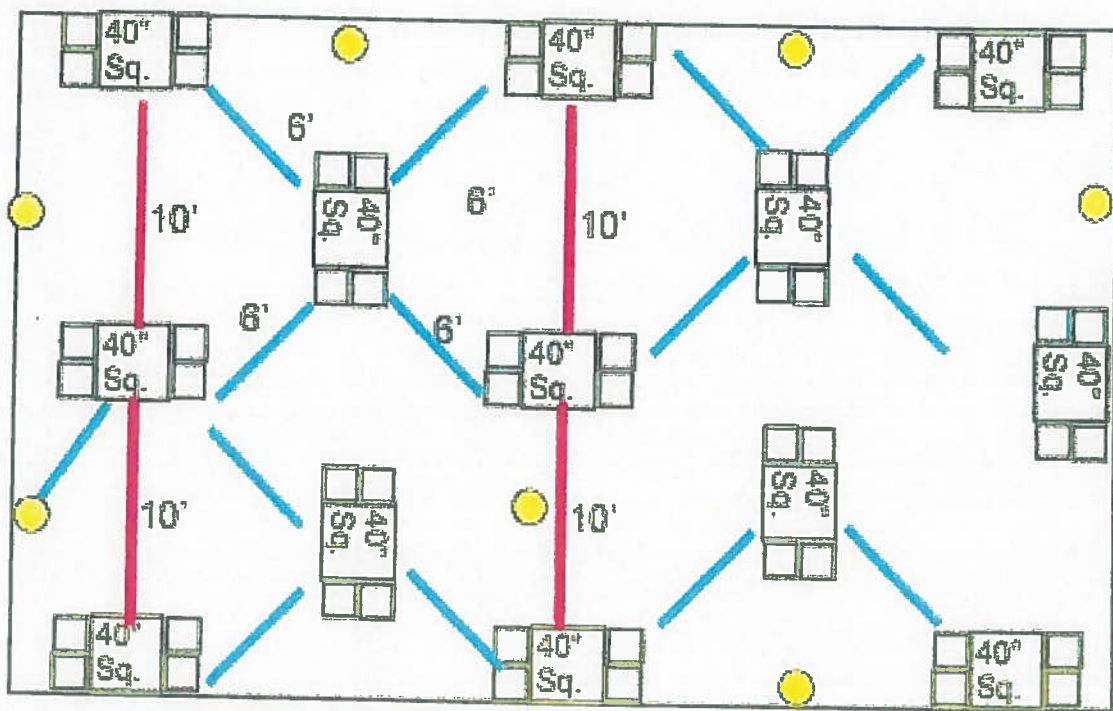
-Office Use Only- Approved: _____ Date Issued: _____ Permit Fee: (NO FEE)

Comments: _____

Permit No. _____

Fig. 1

Example of seating plan that adheres to social distancing requirements



13 Tables of 4 guests show in a 30' x 50' space

Spacing is based on the back of a chair being 18" away from table edge

● Server