



Temporary Outdoor Seating Application

Town of La Plata
305 Queen Anne Street • P.O. Box 2268
La Plata, MD 20646
Main: 301-934-8421
Planning: 301-934-8811
Fax: 301-934-3965
www.townoflaplata.org

Date Issued: _____

Please complete the information below prior to your submission. This application will be required in order to accept and process your submission. **All information must be complete or the submission will be returned to the applicant. The Town's approval only allows for the set up of the extended area. You should seek appropriate approvals to serve food/alcohol from the Health Department and Liquor Board, as needed.**

Contact Information					
Applicant			Property Owner		
Name:	_____		Name of Owner/Manager:	_____	
Restaurant Name:	_____		Company:	_____	
Address:	_____		Address:	_____	
	City	State	Zip Code	City	State
Phone:	_____		Phone:	_____	
				Day Contact #	After Hours Contact #
Email:	_____		Email:	_____	

Permit Information

Normal Occupancy maximum for your restaurant: _____

Number of customers you plan to serve in extended outdoor area: _____

Outdoor dining area dimensions: _____ x _____ (In Feet)

Will you be installing a canopy: **Yes** **No** (Enclosed tents will not be allowed)

Where will customers have access to restroom facilities: **Indoors** **Outdoor (Port-a-pots)**

Do you plan to serve alcohol: **Yes** **No**
(Before serving alcohol in any outdoor seating areas, you must receive approval from the Charles County Liquor Board).

Will you provide lighting? **Yes** **No** (If yes, lighting must be shown on required diagram)

Will you be providing fencing? **Yes** **No** (If yes, fencing location must be shown on required diagram)

Submittal Requirements (Must be submitted with application)

- Diagram of the proposed seating area and site plan.
- Written Permission from the property owner

Disclaimer: I certify that the information provided is true and complete to the best of my knowledge. I hereby certify that I am the owner, or I have received approval from the subject property owner to act on their behalf. I hereby acknowledge that any approvals received to operate with an extended outdoor footprint are TEMPORARY and can be revoked or amended by the Town of La Plata at any time. I also understand that there may be additional approvals required from other agencies, such as the Charles County Health Department and Charles County Liquor Board, and that I will seek those approvals before operating. I also acknowledge the risks involved in providing temporary outdoor service and I will make every effort to obey safety precautions as listed in writing and as explained to me verbally. By signing below I forfeit all rights to bring a suit against the Town of La Plata for any injury/accident associated with providing extended temporary outdoor seating to the public.

Signature: _____ Date: _____

For Office Use Only			
Approvals	Approved	Denied	Date
Code Enforcement			
Planning			

This approval (and all accessories approved under it) is **temporary** and will expire 30 days after the State of Maryland opens full dine-in capacity at restaurants, unless a renewal application is filed and approved. At the time of expiration, all outdoor facilities must be removed.

CONDITIONS OF APPROVAL

1. Permit required
 - a. An Outdoor Seating permit application and required submittal documents must be submitted to the Town of La Plata planning department for review and approval;
 - b. A site plan which illustrates the existing building, proposed fence area, proposed table/chair locations, fire extinguisher location, any fire hydrants/fire lane areas, where restrooms & handwashing are/will be located, any proposed canopy areas, ADA access, existing kitchen area, garbage receptacles, exit route plan for occupants under canopy is required;
 - i. Please show an access path for emergency services (unimpeded by parking) to all points of the dining area and the associated building
 - ii. The plan should not impede any walkways/sidewalks. Pedestrian traffic must be maintained on all sidewalks.
 - iii. If you plan on serving over 50 people in the extended area, your plan should have two separate areas of ingress/egress and should account for ADA accessibility
 - c. Applicant must provide written permission of the property owner at the time of application;
 - d. Inspections of any proposed outdoor seating areas will be required.
2. Design Review Board
 - a. All provisions under Town Code Section 16-11 and 16-12 will be suspended during the duration of this permit.
3. Operational standards
 - a. Safe social distancing space of six feet must be maintained in all areas
 - b. Sound amplifiers, noise-making devices, excessively loud music and other unreasonable disturbances to the public peace are not permitted;
4. Safety
 - a. Outdoor seating may not restrict or interfere with the ingress or egress of an abutting property owner or tenant, create or become a nuisance or hazard to public health, safety or welfare;
 - b. Outdoor seating may not increase traffic congestion or delay or create an obstruction to adequate fire, police or sanitation vehicles;
 - c. No outdoor seating areas are permitted in a restricted parking zone, with a designated right-of-way, or within fifteen (15) feet of a fire hydrant and must be located on the restaurant property;
 - d. Customers must have readily available access to restrooms at all times, during operating hours;
 - e. A fence is required if the proposed area is adjacent to a public right of way (sidewalk, parking lot, etc). Please provide information about the temporary fence/barrier that will mark off the area. Fence should be sturdy/secure and not blow over easily. It should also not block access points to the building, fire lanes, or fire hydrants.
 - f. Outdoor port-a-pots should be ADA accessible and offer hand-washing stations;
 - g. Indoor restrooms should allow for safe social distancing and necessary sanitation amenities.