



COVID-19

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# **OUTDOOR RESTAURANT DINING GUIDELINES**

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MAY, 2020

# BUSINESS RE-OPENING EFFORTS

The Town of Guilford shares in the commitment to see your establishments reopen and your employees return to work. Through coordination with the First Selectman's office and members of the Economic Development, Health, Fire, Zoning, Building, and Police Departments, the Town is assisting businesses with their reopening and guiding them in the safety protocols prescribed by the Public Health Department. This document has been created to provide information for the reopening of restaurants with outside dining expansion. In accordance with Governor Lamont's Executive Order 7MM, the Town of Guilford has established a streamlined process to temporarily expand or establish an outdoor dining area during this pandemic period. When restrictions for indoor seating are removed, we stand prepared to work with you to implement the safety protocols for those future operations.

Town staff will work with you and your employees to address the many challenges ahead. We are determined to support your operations and return to profitability. For assistance with your application for Temporary Certificate for Outdoor Seating, please contact [Erin Mannix](#), Zoning Enforcement Officer at (203) 453-8031.

The Town of Guilford will be following the guidelines established by Governor Lamont in the [REOPEN Connecticut](#) guidelines. The guide also contains helpful links to guide you through the reopening process. The guide can be found on the State of CT website or by clicking the link attached.

## **Important Contacts:**

[Brian McGlone](#), Economic Development Coordinator (203) 453-8071

[Dennis Johnson](#), Health Director (203) 453-8118

[Kimberly Norman-Rosedam](#), Building Official (203) 453-8029

[James Considine](#), Deputy Fire Marshal (203) 453-8056

[Butch Hyatt](#), Deputy Chief of Police (203) 453- 8246

## Temporary Certificate for Outdoor Dining

- Per Governor Lamont's Executive Order 7MM, expansion of a previously approved outdoor dining area or establishment of new outdoor dining may be authorized subject to review and approval by the Local Enforcement Official. The Zoning Enforcement Officer is the designated Local Enforcement Official for the Town of Guilford. Restaurants shall submit an application for Temporary Certificate of Outdoor Dining (which can be found at the end of this document) to begin the approval process.
- The Local Enforcement Official shall refer applications, if in need of comments, to any of the following agencies: Building Official, Health Director, Fire Marshal, Town Engineer, Police Dept., Board of Selectmen, and CTDOT (ALL FEES WAIVED).
- Temporary Certificates for Outdoor Dining will be valid until full indoor dining restrictions are lifted by the State of Connecticut unless otherwise required by a subsequent Governor Executive Order.
- Application for Temporary Certificate for Outdoor Dining MUST include the application form, and all associated documents as detailed in the **"Standards and Submission"** document (which can be found at the end of this document)
- Prior to the re-opening of your restaurant, you are required to complete the self-certification process as described in the [REOPEN Connecticut](#) guidelines and receive a Reopen CT Badge.

## General

- ALL BUSINESSES SHALL COMPLY WITH DECD GUIDELINES.
- Patio space and tents shall not block fire department access.
- Customers shall be served only when seated at tables. No standees.
- No outdoor food or beverage prep shall be permitted.
- No outside music or sound system shall be allowed unless otherwise permitted by the P&Z Commission.
- Social distancing of 6ft must be maintained. No waiting queues are permitted; patrons are required to make reservations or restaurants shall have a mobile device notification.
- Outdoor area must close no later than 9pm (Sunday-Thursday) 11pm (Friday and Saturday). Requests for variations may be submitted.
- Outdoor seating areas are limited to lots and street faces that must include a commercial use or be located in a commercial zoning district.
- Must maintain clear path for pedestrians; a minimum of 6ft. Failure to abide by the required criteria can be cause for the Town of Guilford to revoke the right to have outdoor seating.
- Dining areas must be protected from vehicle traffic with an approved method when appropriate and must not interfere with access for first responders.

## Tent Requirements

- Permits are required only for tents greater than 700sqft if open on all sides. All tents must comply with the following:
  - No sides
  - If there is temporary heat installed, it needs to meet the requirements of the building and fire codes
  - Membrane material should comply per Sec. 3103.5.8 of the State Building Code regardless of the size of the tent
  - No cooking under the tent
  - Electricity is allowed with appropriate building permits
  - NO SMOKING signs shall be posted
  - No flammable liquids or gases(this includes LP gas) shall be brought into any tent
  - Fire extinguishers are required
  - Means of egress shall have suitable exit indicating signs.
  - Tents with center poles shall have them securely lashed to ground driven stakes
  - Tents shall not be erected for more than 180 consecutive days per CFSC 3103.5

## Helpful Links

[State of Connecticut REOPEN Guidelines](#)

[Office of Economic Development](#)

[Temporary Certificate for Outdoor Dining](#)

[FDA: Food Safety during Pandemic](#)

[FDA: Best Practices for Food Stores and Restaurants](#)

[CDC: Reopening of Public Spaces](#)

[Guilford GIS Mapping](#)

[CTDOT Permit Procedures](#)