



2020 Temporary Outdoor Dining Application Form

General information	
Restaurant Name:	
Property Address:	
Restaurant Contact Person:	Contact Phone:
Restaurant Contact Email:	
Property Owner:	Property Owner Phone:
Property Owner Email:	

To Be Completed By All Restaurants

Please read and initial each box to confirm that all parties understand the standards and requirements for temporary outdoor dining areas.

Requirement	Initial
All State COVID-19 Preparedness Plan requirements will be met.	
Total dining capacity including expanded outdoor dining area will not exceed previous restaurant dining capacity including indoor and outdoor dining.	
Adequate parking must be provided, including required ADA accessible parking spaces.	
No portion of outdoor dining shall be located within any public right-of-way (sidewalks/trails, boulevard or streets), unless specific approval has been granted by the City.	

Outdoor dining seating shall not obstruct required drive aisles or fire lanes.	
Outdoor dining area shall be setback a minimum of 20 feet from a public right-of-way, five-feet from side and rear lot lines.	
Outdoor dining shall not interfere with any pedestrian walkways or impede ADA accessible routes intended for the general public, unless other accommodations are provided. A minimum four (4) feet wide area shall remain clear on walkways for entry into the restaurant building and adjacent uses.	
The outdoor dining shall be ADA accessible and not restrict accessibility in other areas inside or outside the restaurant.	
Restrooms and sanitation services must be provided for customers utilizing outdoor spaces.	
All trash and debris must be regularly cleaned from the property. Normal property maintenance standards must be upheld at all times.	
The outdoor dining shall comply with all noise and nuisance regulations found in City Code.	
The outdoor dining shall conform to all fire and building codes related to the number and types of exits that are required.	
The restaurant owner and property owner (if different), understand that all temporary outdoor dining areas must be removed no later than December 31, 2020.	
The restaurant owner and property owner (if different), understand a permit is required if a tent exceeding 400 square feet or a canopy (open on all sides at all times) exceeding 700 square feet is proposed for temporary dining area. Please call Inspections 763-509-5430 for a permit application. Portable gas heaters are prohibited in conjunction with a tent.	
The temporary outdoor dining area shall be delineated.	

This Portion To Be Completed By Alcohol License Holders	Initial
The applicant certifies that all requirements in State Statute Section 340 A shall apply to the temporary outdoor dining area.	
The temporary outdoor dining area shall be completely enclosed as approved by staff.	
Hours of operation of an outdoor dining shall be restricted to the hours of operation of the restaurant's interior space.	
A certificate of liquor liability insurance will be necessary to assure coverage is extended to the temporary outdoor dining area.	

Required Documentation

All restaurant owners and property owners (if not the same as the restaurant owner) shall read, sign and submit this form before temporary outdoor dining is added. Completed forms can be emailed to planning@plymouthmn.gov.

A sketch plan, aerial or drawing shall be attached to this form (the plan), depicting the location of the temporary outdoor space, handicapped parking spaces, emergency access points to the property and building, locations of any temporary structures, and location of sanitation and restroom facilities. Completed site plans can be emailed to planning@plymouthmn.gov. The plan shall describe how the seating area will be delineated (i.e., ropes, cones, planters, fencing, etc.). Seating must be separated from vehicles by an approved barrier(s). If landscaping is removed to accommodate the outdoor dining it shall be replaced by May 31, 2021.

Alcohol license holders shall also submit a certificate of liquor liability insurance indicating coverage is extended to the temporary outdoor dining area.

By signing below, I hereby certify the following:

The information provided on this form is correct.

I will comply with all building code and fire code regulations and understand that violations of such codes may be grounds for revocation of my ability to install temporary outdoor dining.

I have read and acknowledge the City Policy for Temporary Use of Outdoor Customer Service Areas.

I have read and understand the temporary outdoor dining shall be removed no later than December 31, 2020.

I understand the city may inspect the outdoor dining area any time to enforce compliance with the above provisions. Additionally, the City may require the temporary outdoor dining to be closed if it is detrimental to the health, safety and welfare of the general public.

(For alcohol license holders) I understand that this application alters the licensed premise of my alcohol license. Any violations of Federal, State or City regulations in the temporary outdoor dining area may result in civil or criminal penalties against me or my license. I further understand that liquor liability insurance must be kept in-force for the temporary outdoor dining area.

Restaurant Owner Signature
Date

Property Owner Signature
Date



Policy for 2020 Temporary Outdoor Dining Areas

Pursuant to Council Resolution 2020-174, the City of Plymouth has declared a Peace Time Emergency due to the COVID-19 Health Pandemic. In response to certain federal and state orders precluding or restricting use of outdoor space, and to limit physical distance between employees and customers, the city is implementing the Policy for 2020 Temporary Outdoor Dining Areas.

Effective immediately, and notwithstanding any city code provision to the contrary, any business located within a commercial or industrial zone may establish drive-up or drive through areas, customer order and pick-up areas, and customer seating and service areas on its property to facilitate safe commercial activity conducted within the confines of federal and state guidelines. The temporary outdoor use may occur in parking areas or green space areas without a need for a variance with the submission and approval of a 2020 Temporary Outdoor Dining Application Form. If a business is not the fee owner of the property used by the business for temporary outdoor use, the temporary outdoor use must have written approval from the fee owner of the premises (such signature shall be provided on the application form).

Submittal of the 2020 Temporary Outdoor Dining Application Form is required prior to establishing these outdoor dining areas. Business operators may be required to provide a traffic management plan to ensure traffic management is in place, ADA parking stalls are available, and sidewalk usage is unobstructed. Businesses wishing to expand outdoor space upon which alcoholic beverages are consumed must do the following:

- Complete the 2020 Temporary Outdoor Dining Application Form, including the additional section on alcohol. This shall include a plan that shows how the outdoor dining area will be completely enclosed.
- Provide a brief narrative that outlines the change in operations, describes plans to adhere to social distancing standards, addresses any potential noise or nuisance issues that may arise, and certifies that all requirements in State Statute Section 340 A shall be met.
- Provide a certificate of liquor liability insurance to assure coverage is extended to the temporary outdoor dining area.

The terms and conditions of this order may be modified or clarified by subsequent order and those changes may have retroactive effect. This policy shall take effect immediately and will discontinue on December 31, 2020 unless repealed or extended by subsequent City action, termination of the state of emergency, or further restrictions implemented by state or federal authorities.