

Town of Suffield
Land Use Office
230 C Mountain Road, Suffield, CT 06078
Phone: 860-668-3848 Email: bhawkins@suffieldct.gov

**TEMPORARY PERMIT APPLICATION TO ALLOW/MODIFY OUTSIDE DINING
AT EXISTING LICENSED FOOD SERVICE FACILITIES
FOR THE DURATION OF ALL APPLICABLE EXECUTIVE ORDERS**

Applicant: _____

Restaurant Location: _____

Applicant Phone No: _____ Applicant Email Address: _____

REQUIREMENTS CHECKLIST/PROCEDURE:

- **ATTACH SITE PLAN SKETCH of Proposed Outside Dining Area with tables and chairs**
- **Seating must be located on the same property as the licensed food service facility and shall not occupy or impede fire lanes or be located in a Town or State Road Right-of-Way**
- **Seating cannot impede necessary parking, access to sidewalks, or obstruct building egress. Care should be taken to protect the outdoor dining area from vehicles.**
- **Seating must comply with the “Governor Ned Lamont Sector Rules for May 20th reopen, dated May 8th, 2020”, the guidelines provided by the CT Department of Economic & Community Development and as may be revised from time to time.**
- **Contact the North Central District Health Department for their outdoor dining guidelines at 860-745-0383.**
- **When complete scan and email the application(s) and site plan sketch to the following staff: jtaylor@suffieldct.gov, bhawkins@suffieldct.gov, mthibedeau@suffieldct.gov, rbrown@suffieldct.gov**

Signature of Applicant _____
Date

Signature of Property Owner _____
Date

Fire Marshall Approval/Date _____

Police Department Approval/Date _____

Planning & Development Director/ZEO Approval/Date _____

PERMIT EXPIRATION DATE: _____