**Town of Old Saybrook**

**Outdoor Activities Questionnaire/Narrative**

*Updated to: 5/18/2020*

Business Name & Location:

Interior Building Occupancy & Indoor Seating Count:

Zoning Approved Outdoor Seating Count:

Proposed outdoor seating or occupancy:

Note: Businesses are responsible for the maintenance of the reduced capacity of 50% or less of the normal indoor occupancy and the 6’ of social distancing requirements.

Describe the proposed or modified outdoor activities:

Hours of Operation (Days, opening and closing times):

Note: Executive Order 7MM limits outdoor activities to 9.p.m Sunday -Thursday and 11 p.m. on Fridays and Saturdays unless hours were previously approved by the Zoning Commission prior to the COVID 19 pandemic.

Are activities proposed on Town or State property, sidewalks, streets or adjacent properties?

If yes, please attach a letter of permission from the property owner to this application.

For properties with multiple businesses or multiple uses, describe how the uses will interact.

Examples: A restaurant with takeout and outdoor dining. A property with a combination of uses (retail, restaurant, service businesses).

How does the proposal implement safety measures, particularly where activity is proposed in an active parking lot, sidewalk or street?

Examples: Clear Drive Aisles? Pedestrian/Patron safety? Vehicle sight lines? Barriers? Note: Traffic cones may not provide adequate protection.

Describe how the proposal incorporates accessibility.

Examples: Accessible parking spaces, seating, pathways.

Describe any lighting or noise proposed and how noise will be controlled particularly when located near a residential use.

Note: Lighting should be downcast and avoid glare onto other properties not subject to this application.

Describe any privacy measures taken to minimize disturbance (if any) to abutting uses.

Example: Fencing, barriers, landscaping.

Is expanded or new sales of alcohol outdoors proposed?

*Note: Alcohol sales may be relocated from indoors to outdoors. New liquor applications will require a different permit application. Any business selling alcohol for consumption on the premises must sell food.*

Is live music, outdoor cooking or a food truck proposed?

*Note: Outdoor cooking and live music will require a different application unless previously approved by the Zoning Commission. If a food truck is proposed, please attach authorization from the Board of Selectmen.*

Is a tent or tents prosed? If a tent is proposed, indicate the size and purpose of the tent (ie: dining, retail, etc… Please attach specifications that the tent meets construction, wind load, installation standard and fire ratings. **An inspection by the Building Official & Fire Marshal will be required**. Building & Fire Code requirements are not exempted by Executive Order 7MM.

Will any seats, merchandise, furniture or other items be placed in a manner that will obstruct distancing paths or means of egress?

Describe proposed methods of waste management and odor control.

Example: Efforts to reduce litter and deter birds/rodents.

Describe how your business will provide restrooms, handwashing and/or hand sanitizer stations for customers and employees.

Note: Restrooms are required but may limited by occupancy or segregated for employees and patrons.

Describe any COVID signage proposed including the number and approximate location of signs.

COVID signage is defined as any outdoor, non-internally-illuminated, non-animated signage that is 15 square feet in size or smaller and contains directions, social distancing instructions, or other signage that might customarily be displayed within the building, including but not limited to menus or specials.

If your business is a restaurant, please attach your self-certification from the DECD to this application. Certification is a requirement for reopening.

The Department of Economic and Community Development (DECD) has published guidelines to aid owners in the re-opening process. The application and the most updated guidance for businesses at the CT Coronavirus website <https://portal.ct.gov/coronavirus>

Please add any additional information about your application.