



I certify that I have received a copy of these regulations and will comply with the regulations contained herein.

Name

Date

INSPECTIONAL
SERVICES DIVISION
630-823-5860

VILLAGE OF HANOVER PARK FIRE DEPARTMENT
Temporary Outdoor Dining Permit

Permit Application

1. A permit is required to temporarily expand outdoor food service for restaurants. Your application may also include a proposal to use a temporary tent at your discretion. There is no charge for this permit.
2. An informational handout for temporary tents is also available if a temporary tent will be added.
3. Submit a completed permit application for a **Temporary Outdoor Food Service Permit**.
4. Include a site plan or aerial image showing the approximate location for outdoor food service relative to the existing restaurant and surroundings. A plat of survey is not required.
5. Submit a drawing of the proposed outdoor food service area. Include the following:
 - Overall dimensions of the outdoor food service area.
 - Dimensions relative to existing structures and other site features such as walkways, parking, and carry-out/curbside service areas.
 - Entrance and exit points from the proposed outdoor food service area.
 - The placement of tables, with dimensions showing spacing to allow aisles and proper social distancing.
 - Location & type of barriers with detailed information on how barriers are to be mounted/secured in a temporary but safe manner.
 - Location of tent, if applicable.
 - Locations for anchoring devices of tent, if applicable.
 - Photos showing the area where the outside food area is to be located.
6. Restaurants providing temporary lighting shall submit for approval a temporary lighting plan with their permit application. The lighting plan shall comply with all relevant provisions of adopted village codes and ordinances.
7. Approved permits shall be valid for a period of ninety (90) calendar days unless revoked or rescinded prior to expiration. Extensions of up to ninety (90) days may be granted upon written request.
8. Approved documents shall remain on-site at all times and will be subject to inspection and verification.

General Requirements

1. Permit submittals shall comply with all Hanover Park adopted codes and ordinances as well as all State and Federal guidelines for health, safety, and mitigating the spread of the Covid-19 virus.
2. Information contained within this handout shall not preclude any requirements posted in the "Restaurants & Bars for Outdoor Dining Guidelines" produced by the Illinois Department of Commerce & Economic Opportunity.
3. Restaurants shall comply with protocols or guidelines issued by the Illinois Department of Commerce & Economic Opportunity, the Illinois Department of Public Health, the Centers for Disease Control, and all other official authority with regard to Health Codes, public safety, and COVID-19 protocols.
4. Permit applicants will be required to comply with the Hanover Park Administrative Policy Directive **Outdoor Dining - Recovery Phase of COVID-19 Pandemic Guidelines**. These guidelines are available to all applicants.

Inspection

1. A final health inspection is required prior to occupancy to verify compliance with approved permit submittal documents and all applicable codes.



2121 Lake Street Hanover Park,