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COMMUNITY BOARD 2 APPLICATION FOR A STATE LIQUOR AUTHORITY LICENSE ADDENDUM FOR OUTDOOR SEATING

For a Liquor License Application that includes any outdoor areas, please complete the following:

- Submit a diagram of outdoor seating indicating length and width of area(s) and location of all tables and chairs. Include all obstructions (trees, fire hydrants, proximity to bus stops, bike racks, signs, etc.).
- Submit photos of the premises where the sidewalk café and/or roadbed will be located. Required photos show one frontal, one left and one right side view of proposed sidewalk café and/or roadbed.
 - Photos must show complete sidewalk and/or roadway area where sidewalk café and/or roadbed will be including views to curb and neighboring properties.
 - For rear yard, show photos of yard and surrounding area, including upper view of adjacent buildings.

Name of Applicant: _____

Address of Premises: _____

Sidewalk café will have no more than *(If premises is located on a corner please indicate for both streets):*

_____ tables and _____ seats on _____ Street

_____ tables and _____ seats on _____ Street

Hours of sidewalk café: _____ to _____ .

Describe any obstructions (trees, fire hydrant, proximity to bus stop, etc): _____

Roadbed will have no more than *(If premises is located on a corner please indicate for both streets):*

_____ tables and _____ seats on _____ Street

_____ tables and _____ seats on _____ Street

Hours of roadbed: _____ to _____ .

Describe any obstructions (trees, fire hydrant, proximity to bus stop, etc): _____

Rear yard / Rooftop (circle) will have no more than _____ tables and _____ seats

Hours of rear yard / rooftop: _____ to _____ .

Does seating extend beyond the business frontage? ___No ___ Yes

Will outdoor dining structures **on the sidewalk** be enclosed on three (3) or more sides? ___No ___ Yes

Will outdoor dining structures **on the roadbed** be enclosed on three (3) or more sides? ___No ___ Yes

Is there any outdoor music, speakers or TVs? ___No ___ Yes, please describe: _____

Will heating elements be used? ___No ___ Yes, please describe: _____

SECTION 1: Site Plan

- This Site Plan form is required to be uploaded in the “**Roadway Site Plan**” field of your online application.
- Refer to the [How to Apply](#) page in the Dining Out NYC website for more information about the application process.

Identify Permitted Parking Location:

- Identify the Parking Sign in front of or around the area where your roadway setup would be located.
- Roadway cafes can only be placed in:
 1. Parking spaces, which include: metered and non-metered spaces, commercial parking, alternate side parking, angled parking, and seasonally restricted parking. **P1- Parking Space**
 2. Loading areas, including loading only, truck loading, hotel loading, and no parking zones. **P2- Loading Area**
 3. Floating Parking Lane- a parking lane that is separated from the curb by a protected bicycle lane that is adjacent to the curb. **P3- Floating Parking Lane**

Use the space below to draw or upload your Site Plan representing your cafe perimeters, furniture, and clearances.

Length of roadway cafe: _____feet

Width of roadway cafe: _____feet

Roadway Cafe Site Plan Form

Applicant Name: _____

Restaurant Name: _____

FSEP Number: _____

Drawing Requirements

Food service establishment frontage shown by:

- Line representing space occupied in building
- Labels
- Length

Street names:

- Labels on each street

Sidewalk shown as:

- Line representing street curb
- Width measured from building line to curb line

Roadway shown as:

- Lines indicating parking lane
- Width of parking lane

Cafe perimeter shown as:

- Lines indicating perimeter
- Length and width of all three sides

Set-up furniture (tables, chairs, etc.) shown as:

- Lines or symbols at approximate location within setup

Elements or objects shown as:

- Lines or symbols
- Labels
- Distance from cafe perimeter

Utility coverings shown as:

- Symbols representing the approximate shape of the covering within the setup

- MANHOLE COVER
- UTILITY COVERING

SECTION 2: Required Clearances

- Please provide distances from the following objects.
- Only provide a distance if the listed object is within 15 feet of your proposed setup.
- Leave box blank if not applicable.
- Refer to the [Setup Guides](#) in the Dining Out NYC website for more information regarding clearances.

Elements with minimum 15 feet clearance from roadway cafe:

- R01- Subway Stair: Open End _____ feet
- R02- Fire Hydrant _____ feet

Elements with minimum 10 feet clearance from roadway cafe:

- R03- Subway Elevator Entrance _____ feet
- R04- FDNY Curb Cut _____ feet
- R05- MTA Curb Cut _____ feet

Elements with minimum 5 feet clearance from roadway cafe:

- R06- Curb Cut _____ feet
- R07- Emergency Exit Hatch _____ feet
- R08- Subway Stair: Closed End _____ feet
- R09- Subway Elevator: Non-Entry _____ feet
- R10- Bus Stop Pole:
Non- Approaching Side _____ feet
- R11- CitiBike/Bike Share Station _____ feet
- R12- Bike Corral _____ feet
- R13- Micromobility Station _____ feet
- R14- Drainage Infrastructure _____ feet

Elements with minimum 3 feet clearance from roadway cafe:

- R15- Elevated Train Infrastructure _____ feet
- R16- Transformer Vault _____ feet

Elements with minimum 1 foot and 6 inches clearance from roadway cafe:

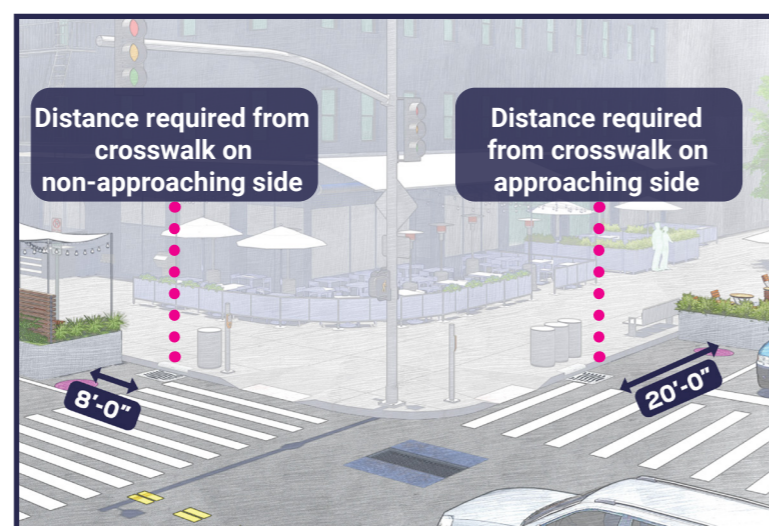
- R17- Vent Infrastructure _____ feet

Elements with minimum 6 inches clearance from roadway cafe:

- R18- Thermoplastic Marking _____ feet

Roadway cafe distance from crosswalks:

- R19- Adjacent to non-approaching side of crosswalk (min. 8 foot distance) _____ feet
- R20- Adjacent to approaching (stopping) side of crosswalk (min. 20 foot distance) _____ feet
- R21- No crosswalk present (maintain 20 feet from curb line of intersecting street) _____ feet



SECTION 3: Material Requirements

- Please indicate which of the following materials will be part of your roadway cafe by checking the box next to the category. If applicable, please confirm the materials comply with the Dining Out NYC requirements.
- Refer to the [Setup Guides](#) in the Dining Out NYC website for more information regarding materials.

Materials Checklist:

- *Required***
- Barriers**
 - Maintained on all sides of the cafe except the side fronting the ground floor restaurant.
 - Not permanently affixed to the roadway.
 - 30-42 inches tall (excluding planting), and at least 4 inches in width.
 - Barriers are interconnected with each other.
 - Any cladding over the barriers is securely fastened or affixed.
 - Minimum 4 inches wide reflective strip on each barrier on the outward facing side.
 - Water-filled with a minimum of 150 pounds per linear foot of barrier length.
 - If your proposed barriers will utilize fill materials other than water please check this box. This may require additional information from the applicant and further review by the Dining Out NYC team, as well as supporting DOT units and City agencies.

Optional- Only check the material categories you intend to use in your roadway cafe

- Flooring**
 - Durable, lightweight, easily removable, mold-resistant, elevated from the ground level to allow for drainage, and removable to allow for cleaning.
 - Flush with the curb line (except if located on a slope, be flush to the greatest extent feasible), and compliant with applicable accessibility requirements.
 - Maintains a 6 inch covered channel between curb and base of flooring to allow for drainage.
- Furnishings**
 - Lightweight and easily movable.
- Vertical Screenings**
 - Located between the barrier and 6 feet above the cafe base or floor.
 - Located on the roadway facing side, does not extend the beyond the perimeter of the roadway cafe, and is not affixed to the outward facing side of barriers.
 - Easily removable, comprised of non-opaque, fire-grade, and wind resistant materials.
 - If within 50 feet of any regulatory or warning signs, does not exceed 46 inches in height.
- Overhead Coverings/ Umbrellas**
 - Minimum of 7 feet and maximum of 10 feet from the base or floor of the roadway cafe.
 - Has a weighted base and any support structures are not affixed to the outward facing side of barriers, are of sufficient size and strength, made of durable materials, and free of defects.
 - Easily removable, comprised of fire-grade and wind resistant materials.
 - If within 50 feet of any regulatory or warning signs, does not exceed 46 inches in height.
- Lighting and Electrical Connections**
 - Any lighting is outdoor rated, properly secured, and lightweight.
 - At least 14 feet above sidewalk, and 18 feet above roadway.
 - Not attached to any City property, including street trees.
 - Electrical work complies with the applicable requirements set forth in the DOT's rules and the New York City Electrical Code.

- Please check this box if you are submitting additional documents for review. Documents may include technical drawings prepared by a licensed professional.

SECTION 1: Site Plan

- This Site Plan form is required to be uploaded in the “**Sidewalk Site Plan**” field of your online application.
- Refer to the [How to Apply](#) page in the Dining Out NYC website for more information about the application process.

Identify Clear Path Requirements:

Clear path requirement for your sidewalk cafe can be found by identifying your corridor type on the DOT's Pedestrian Mobility Plan [Pedestrian Demand Map](#).

- C1- Global Corridor (12 feet Clear Path)
- C2- Regional Corridor (10 feet Clear Path)
- C3- Neighborhood Corridor, Community Connector, or Baseline Street (8 feet Clear Path)

Setup Area Identification :

- Please check this box if you plan to have outdoor dining located partially within private property. If you are uncertain, please request records from your property owner/manager.
- Please check this box if all or part of your sidewalk cafe is in a sidewalk widening area, developed pursuant to the NYC Zoning Resolution. If so, indicate the property line in the site plan drawing below.

Use the space below to draw or upload your Site Plan representing your cafe perimeters, furniture, and clearances.

Length of sidewalk cafe: _____feet

Width of sidewalk cafe: _____feet

Sidewalk Cafe Site Plan Form

Applicant Name: _____

Restaurant Name: _____

FSEP Number: _____

Drawing Requirements

Food service establishment frontage shown by:

- Line representing the establishment's space facing the sidewalk
- Length
- Labels

Private Property shown as:

- Dashed line

Street names:

- Labels on each street

Sidewalk shown as:

- Line representing street curb
- Width measured from building line to curb line

Building entrances shown as:

- Label

Cafe perimeter shown as:

- Lines indicating perimeter
- Length and width

Set-up furniture (tables, chairs, etc.) shown as:

- Lines or symbols at approximate location within setup

Elements (in Section 2 of this form) within 15 feet of cafe perimeter, shown as:

- Lines or symbols
- Distance from cafe perimeter
- Labels

Utility coverings (water/gas valves, and pull boxes) shown as:

- Symbols representing the location within the setup

North arrow

SECTION 2: Required Clearances

- Please provide distances from the following objects.
- Only provide a distance if the listed object is within 15 feet of your proposed setup.
- Refer to the [Setup Guides](#) in the Dining Out NYC website for more information regarding clearances.

Elements with minimum 15 feet clearance from sidewalk cafe:

S01- Subway Stair: Open End _____ feet

Elements with minimum 10 feet clearance from sidewalk cafe:

S02- Subway Elevator Entrance _____ feet S04- MTA Curb Cut _____ feet

S03- Exhaust Duct _____ feet S05- FDNY Curb Cut _____ feet

Elements with minimum 8 feet clearance from sidewalk cafe:

S06- Street Tree Bed _____ feet S13- Newsstand _____ feet

S07- Mailbox _____ feet S14- Streetlight _____ feet

S08- LinkNYC Kiosk _____ feet S15- Bus Stop Pole _____ feet

S09- Wayfinding Kiosk _____ feet S16- Fire Hydrant _____ feet

S10- E-charging Station _____ feet S17- Bus Stop Shelter _____ feet

S11- Parking Meter _____ feet S18- Traffic Signal _____ feet

S12- SBS Fare Machine _____ feet

Elements with minimum 5 feet clearance from sidewalk cafe:

S19- CitiBike/Bike Share Station _____ feet S24- Emergency Exit Hatch _____ feet

S20- Bike Corral _____ feet S25- Subway Stair: Closed End _____ feet

S21- Micromobility Station _____ feet S26- Subway Elevator: Non-Entry _____ feet

S22- Primary Building Entrance _____ feet S27- Siamese Connection _____ feet

S23- Curb Cut _____ feet

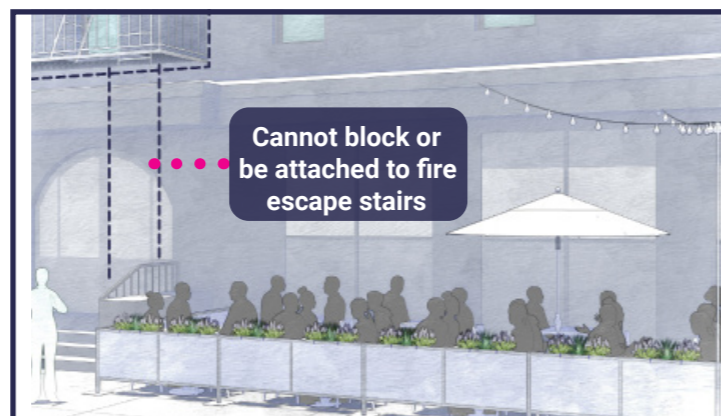
Elements with minimum 3 feet clearance from sidewalk cafe:

S28- Elevated Train Infrastructure _____ feet S29- Transformer Vault _____ feet

Elements with minimum 1 foot 6 inches clearance from sidewalk cafe elements:

S30- Vent Infrastructure: utility vent poles, vent grates, subway grates _____ inches S31- Manholes _____ inches

Check this box if none of the objects listed above are within 15 feet of the proposed setup.



SECTION 3: Material Requirements

- Please indicate which of the following materials will be part of your sidewalk cafe by checking the box next to the category. If applicable, please confirm the materials comply with the Dining Out NYC requirements by checking the box next to the associated requirement.
- Refer to the [Setup Guides](#) in the Dining Out NYC website for more information regarding materials.

Materials Checklist:

Required

Perimeter Demarcation (All of the following must be met)

- Perimeter demarcation must be clear and visible by using a lightweight and removable self-supporting base wall, railing, planter, fence, or stanchion and rope.
- Maximum height is 2 feet 6 inches (excluding planting(s)).
- Not affixed to the sidewalk.

Optional- Only check the material categories you intend to use in your sidewalk cafe

Furnishings (if using, the first two below must be met)

- Lightweight and easily movable.
- Not affixed to the sidewalk.
- Check here if you plan to place tables/chairs on top of a cellar or basement door. If so, please complete the [Cellar or Basement Door Certification](#)

Awnings Physically Attached to the Building (if using, all of the following must be met)

- Minimum 8 feet height from the ground and does not exceed 10 feet height.
- Easily removable, comprised of fire-grade and wind resistant materials.
- Does not extend beyond the perimeter of the sidewalk cafe.
- Complies with the New York City Building Code. Please note that this may require additional permits from DOB, and/or approval from the Landmarks Preservation Commission (LPC) as applicable.

Overhead Coverings/ Umbrellas (if using, all of the following must be met)

- Minimum 7 feet height from the ground and does not exceed 10 feet height.
- Easily removable, comprised of fire-grade and wind resistant materials.
- Does not extend beyond the perimeter of the sidewalk cafe.
- The umbrella/overhead covering has a weighted base and any supports are not affixed to the sidewalk.
- Any support structures are of sufficient size and strength, made of durable materials, and free of defects.

Lighting and Electrical Connections (if using, all of the following must be met)

- Any lighting is outdoor rated, properly secured, and lightweight.
- Connection is directly connected to ground floor restaurant's power source and within the perimeter of the cafe.
- Does not extend beyond the perimeter of the sidewalk cafe.
- Does not exceed 10 feet in height.
- Not attached to any City property, including street trees.
- Electrical work complies with the applicable requirements set forth in DOT's rules and the New York City Electrical Code. Please note that this may require additional permits from DOB or FDNY, and/or approval from the Landmarks Preservation Commission (LPC) as applicable.

Hudson Street - Roadway



Photo from Summer 2024 - Enclosure has been deconstructed

Hudson Street - Sidewalk



Photo from Summer 2024 - Enclosure has been deconstructed

Hudson Street - Sidewalk

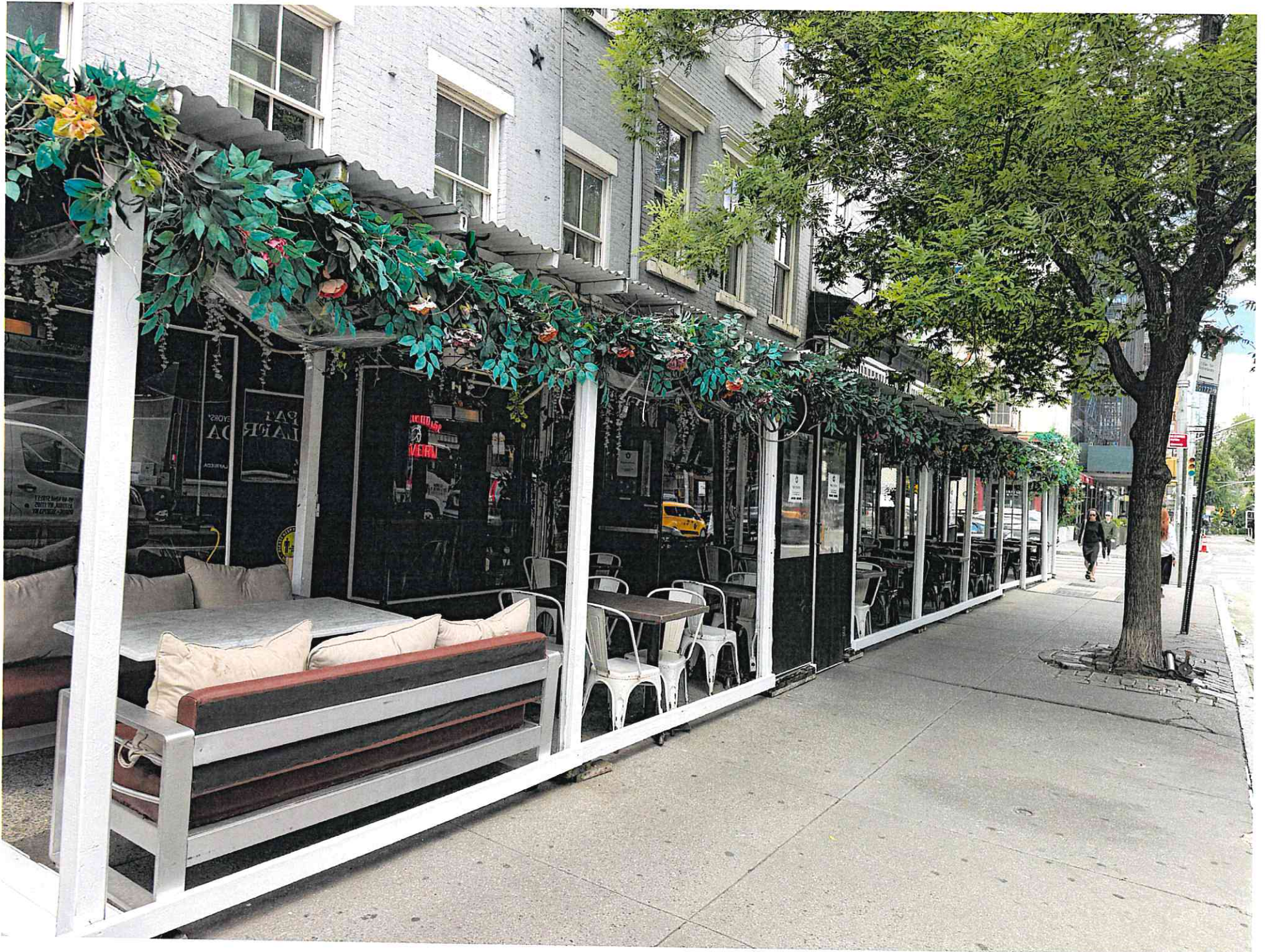


Photo from Summer 2024. - Enclosure has been deconstructed

West 11th Street - Sidewalk

