



DORCHESTER COUNTY HEALTH DEPARTMENT
Environmental Health Food Protection Program
 3 Cedar Street, Cambridge, MD 21613
 Phone: 410-228-1167 Fax: 410-901-8192

**APPLICATION FOR NEW OR EXPANDED
 TEMPORARY OUTDOOR DINING SPACE
 DUE TO COVID-19**

****NO FEE****

PLEASE PRINT OR TYPE

FACILITY NAME: _____

EXACT LOCATION: _____
 (STREET OR ROAD, TOWN, STATE, AND ZIP CODE)

OWNER/OFFICER OF BUSINESS: _____

MAILING ADDRESS FOR WRITTEN CORRESPONDENCE:

PHONE: Food Service Facility: _____ **Owner/Officer:** _____

**EMAIL ADDRESS FOR FOOD SERVICE FACILITY RELATED
 CORRESPONDENCE:**

**PROPERTY OWNER
 NAME:** _____

PROPERTY OWNER ADDRESS: _____

**PROPERTY OWNER PHONE
 NUMBER:** _____

NUMBER OF OUTDOOR TABLES PROPOSED: _____

WATER SUPPLY: _____ **Public** _____ **Private Well**
SEWAGE DISPOSAL: _____ **Public** _____ **Private Septic**

SIGNATURE OF APPLICANT: _____

TITLE OF APPLICANT: _____

OFFICIAL USE ONLY

I. D. NUMBER _____ **DATE REVIEWED** _____

Please use this space to show the layout of your proposed dining area. Indicate number of chairs per table and show distancing between tables and a.) other tables b.) walkways and through fairs. Please show location of nearest available hand sinks or hand sanitizing stations (hand sanitizing is NOT a proper substitute for proper hand washing for restaurant staff). If more space is needed a separate layout may be attached.

Please Note that the review of this application does not imply approval from any other State, County, City, or municipal agency. Other approvals may need to be obtained by your facility to expand your dining area.

General Guidelines for Outdoor Seating

- Must follow current MARYLAND STRONG: ROADMAP TO RECOVERY and all CDC Guidelines.
- Must adhere to all conditions of the Governor's most current executive order as it pertains to physical distancing, face coverings and hygiene for retail and food service establishments.
- Outdoor seating or new use areas may not be located within a required yard setback, stormwater management facility, drainage area or closer than ten feet to any well.
- Outdoor seating will be limited by state restrictions on restaurant capacity, but in no instance can previously permitted seating levels for the food service facility be exceeded.
- Customers shall be served only when seated at tables. No standees.
- Must maintain six feet between tables as measured from the closest chair to closest chair as measured when occupied.
- Social distancing must be maintained. No waiting queues are permitted.
- All food and drink must be provided from within the facility's kitchen/bar. No outside wait stations for food/beverage are permitted without additional approval from Dorchester County Environmental Health Food Protection Program.
- Any facilities on private septic systems cannot go over the previously established occupancy limit.

Tent Requirements

All tents must comply with the following:

- No sides.
- No cooking under the tent.



Maryland

Best Practices for Businesses to Reopen RESTAURANTS AND BARS



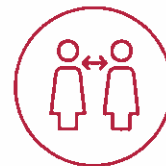
OPEN FOR RESTAURANTS AND BARS

- Develop a plan or checklist for reopening consistent with [CDC](#), [FDA](#), and [National Restaurant Association](#) guidance that includes:
 - Staff training
 - Leave policies, absenteeism plans, and employee screenings
 - Facial covering requirements for patrons and staff
 - Physical facility evaluation for any damage or issues caused by vacancy. Follow [CDC](#) and [Maryland Department of the Environment](#) guidance on reopening buildings, including checking mechanical, air, and water/ice systems. Ensure all water lines are flushed, including equipment water lines and connections, according to the manufacturer's instructions.
 - Social distancing protocols and procedures for staff, vendors, and patrons, with special consideration for entrances and exits, queues, bottlenecks, facility layouts, and safe capacity limits
 - Communications and signage
 - Routine and frequent environmental cleaning and disinfecting, especially for high-touch surfaces, in accordance with [CDC recommendations](#)



OPEN FOR EMPLOYEES

- Employees should be trained in and understand current COVID-19 health and workplace guidelines, such as hand hygiene and cleaning protocols, along with proper PPE use and disposal.
- Implement a daily screening process for workers, which includes [CDC](#) or MDH recommended health questions, and consider temperature testing.
- Direct sick workers to follow [CDC](#) and state guidelines regarding home isolation for suspected or confirmed COVID-19 infections and returning to work.
- Encourage employees to maintain social distancing, including during breaks, and modify procedures to avoid staff congregation.



OPEN FOR SOCIAL DISTANCING

- Establish a 6-foot marking system to visually demonstrate the recommended social distancing at all locations where customers and staff congregate.
- Modify floor plans to ensure patrons are seated at least 6 feet away from each other, except for households seated together. For facilities with booth seating, the social distance of 6 feet must be maintained by closing every other booth.
- Designate and signpost the direction of foot traffic in main circulation paths. Consider one-way circulation routes.



Best Practices for Businesses to Reopen RESTAURANTS AND BARS

- Minimize congregating in common areas through signage, floor markings, barriers, and employee communications. Restrict access to areas where social distancing and social gathering requirements cannot be followed.
- Customers seated at the bar must comply with the appropriate social distancing guideline of at least 6 feet. Standing in a bar area should not be permitted.
- Use a reservation system wherever possible to avoid crowding. Use phone apps, texting, or signs to let patrons know when their table or carryout order is ready. Avoid the use of pagers.
- Prepare guidance on facility capacity, how customers queue in and outside of the store, and curbside pickup. Be mindful of creating situations that might cause lines and crowds.
- Post signage advising customers to not enter the establishment if they are sick or symptomatic. Provide a phone number or website for alternative purchasing methods, such as carryout or delivery, which should be encouraged.
- If possible, set aside special hours for vulnerable or at-risk customers.
- No more than six people may be seated at a table. Large gatherings and parties should not take place at this time.



OPEN FOR CLEANLINESS AND COMFORT

- Frequently clean and disinfect facilities per [CDC guidelines](#), particularly high touch areas, and every table after each use. Use cleaners appropriate for food contact surfaces that still meet the [EPA criteria](#) for use against COVID-19.
- When removing soft goods from the table, place in a tote to await laundry service and launder the soft goods in the warmest water possible.
- The use of buffets or similar serving format shall not be used at this time.
- For customer comfort, place table settings after the party is seated, provide condiments in either single use containers or disinfected manufactured packaging. Use menu boards, disposable menus, or mobile ordering apps. If a facility uses regular menus, they must be cleaned and sanitized between each customer's use.
- Multi-use amenities and unnecessary items such as magazines, coupons, menus and brochures should be removed from areas open to the public.
- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees and customers, particularly at key patron and employee entrances and contact areas where guests are likely to congregate.
- Where possible, implement and encourage touchless payment.



OPEN FOR COMMUNICATIONS

- Employees and customers should continue to wear facial coverings where applicable or required; removal of masks is appropriate when customers are consuming food and beverage.
- Provide disposable hand towels and trash bins in restrooms, so that customers can exit the restrooms without touching doors handles with clean bare hands.
- Communicate commitment to cleanliness by posting compliance adherence with the [CDC's guidelines](#).
- Show customers care by having signage that details social distancing protocol and COVID-19 prevention.
- Communicate with employees and customers on the measures taken for their comfort and on the shared responsibility to monitor their health and stay home if not feeling well.
- Communicate to customers in advance or during the reservation process about any changes to their dining experience, including procedures for seating, serving, ordering, paying and wearing face coverings.
- Reach out to customers through communication channels that you are open for business.

All Executive Orders still in effect must be complied with. See most up to date orders here: governor.maryland.gov/covid-19-pandemic-orders-and-guidance.