



# Seasonal Outdoor Customer Seating

## City of Rye, New York Planning Department

1051 Boston Post Road, Rye, New York 10580

Phone: (914) 967-7167

Fax (914) 967-7185

[www.ryeny.gov/planning.htm](http://www.ryeny.gov/planning.htm)

**A. Establishment Name:** \_\_\_\_\_

**B. Applicant or Representative:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**C. Property Owner:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

**D. Property Information:**

Street Address: \_\_\_\_\_

City: Rye State: NY Zip: 10580

Property Area (Acres): \_\_\_\_\_

Tax Map Designation: Sheet: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_

**E. Application Information:**

Area of outdoor seating: \_\_\_\_\_

Number of tables: \_\_\_\_\_

Size of tables: \_\_\_\_\_

Table material type and color: \_\_\_\_\_

Number of chairs: \_\_\_\_\_

Chair material type and color: \_\_\_\_\_

Days and hours of outdoor seating: \_\_\_\_\_

**F. Application Submission Information**

1. A plan shall be provided with appropriate dimensions showing the following:
  - The size and configuration of the outdoor customer seating area and the extent of encroachment (if any) on adjacent City property. If seating is proposed in front of an



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adjacent establishment the owner/operator of that adjacent establishment and property owner shall also endorse this application.

- The location of adjacent buildings and storefront entrances.
  - Dimensions to City curb and other existing obstructions (e.g. trees, signs, planters or other street amenities)
2. If any outdoor customer seating is located on City property the applicant shall provide the City of Rye with an insurance certificate naming the City as an additional insured in the amount of \$2 million and shall provide a signed and notarized indemnification and hold harmless agreement.
  3. Fees:
    - Application Fee: \$500
    - License Fee: \$100 per table (*applicable to applications located on City property*).
  4. Applications must be submitted not less than ten days before a Planning Commission Meeting. Upon submission of an application the applicant shall post in the front window of the establishment the following sign having a minimum size of 2 feet by 3 feet. The size of lettering shall be a minimum of 2 inches, except that the words "PUBLIC NOTICE" appearing at the top of the sign shall have no less than 5 inch high lettering.

### PUBLIC NOTICE

AN APPLICATION FOR SEASONAL OUTDOOR CUSTOMER SEATING HAS BEEN SUBMITTED FOR THIS ESTABLISHMENT AND WILL BE CONSIDERED BY THE RYE CITY PLANNING COMMISSION AT ITS NEXT AVAILABLE MEETING.

ADDITIONAL INFORMATION IS AVAILABLE AT THE CITY PLANNER'S OFFICE AT RYE CITY HALL, 1051 BOSTON POST ROAD.

### G. Signatures

By signing this application the applicant attests that to the best of his or her knowledge all information provided herein is accurate and truthful. The signature of the applicant and owner also grants consent to having any City Staff or Board or Commission members responsible for of the review or approval of this application to enter the property of the subject application.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature(s)

\_\_\_\_\_  
Date