



## OUTDOOR SEATING OPTIONS FOR RESTAURANTS AND BARS

### RESTORE ILLINOIS: PHASE 3 EFFECTIVE MAY 29, 2020

Phase 3 provides bars and restaurants the option to resume operations for outdoor seating only. Tables must be six feet apart, masks and distancing measures for staff must continue to be followed, and other precautions and guidance as has been issued by the [Illinois Department of Commerce Restaurant & Bars for Outdoor Dining Guidelines](#). Municipalities are encouraged to help restaurants and bars expand their outdoor seating options.

Geneva as a non-home rule municipality must follow rules mandated by the Illinois Liquor Control Commission. Under normal conditions, such rules do not authorize the City to allow liquor service on public property, however the Illinois Liquor Control Commission has temporarily altered these regulations.

An [interactive web map](#) has been created to help identify opportunities for additional outdoor seating areas. The map shows restaurant locations, right-of-way lines, and City owned public parking areas. Using the search bar, a business can be located by name or address. The draw tools can create lines and polygons to indicate proposed outdoor seating. The measurement tool will calculate the area and the print icon is located under the search bar.

All outdoor dining areas must continue to comply with Kane County Health Department regulations. Upon expiration of the existing State orders restricting capacity, or if the Mayor’s Executive Order is repealed, the use of parking lots or other areas for temporary outdoor seating shall cease and all areas used for temporary outdoor seating shall be returned to the original use. For additional assistance, please contact Cathleen Tymoszenko, Economic Development Director at 630-232-7449 or [ctymoszenko@geneva.il.us](mailto:ctymoszenko@geneva.il.us).

RESTORE ILLINOIS: PHASE 3	
OUTDOOR SEATING OPTIONS FOR RESTAURANTS AND BARS	
Issued 5/30/20	
Private property	Outdoor seating may be established on private property yards, courtyards, or parking areas with owner consent and in compliance with distance and outdoor dining regulations. Parking restrictions will be relaxed during this temporary period. ADA parking spaces must be maintained. <b>A restaurant or bar with a current liquor license may only sell or serve alcoholic beverages on the expanded seating area by submitting a Temporary Outdoor Seating Liquor application to <a href="mailto:jfornari@geneva.il.us">jfornari@geneva.il.us</a>. If no alcoholic beverages are to be sold or served in the expanded area, no City approvals are required.</b>
Public property	If private property options are unavailable or very limited, outdoor seating may be located on public property using public parking lots, sidewalks, or parkways, only if certain conditions are met. City approval is required and can be initiated by submitting a Request for Use of Public Property.

## REQUEST FOR USE OF PUBLIC PROPERTY

Submit application electronically to [ctymoszenko@geneva.il.us](mailto:ctymoszenko@geneva.il.us)

Criteria for Consideration:

- Public property includes public parking lots, sidewalks and parkways. If a public parking lot is located in near proximity, it should be requested for use. The use of public property will be considered only when other options are not available.
- Tables must be located as close to the building wall as possible and may be placed on sidewalk areas only if there is adequate means for pedestrians to pass safely on the remaining public area. On-street parking spaces can be used for pedestrian passage and server areas. Tables cannot be located in on-street parking space areas.
- Priority for the use of a public space will be given to full service restaurants and bars that do not have the ability to provide private property outdoor dining or where private property locations are very limited due to social distancing requirements (i.e. five tables or less).
- Temporary physical barriers must be used to separate an outdoor seating area from the rest of the parking lot or to close driveways. Businesses are required to provide their own barriers for the delineation of spaces. Ground stakes are not allowed.
- ADA parking spaces are required and access to/from those spaces shall not be impeded. An outdoor seating area shall be accessible and shall comply with all applicable federal, state and City laws, ordinances, regulations concerning accessibility and nondiscrimination in the providing of services.
- Businesses are required to dispose of trash generated from the outdoor seating area. Public trash cans may not be used.

Applicant Information:

**Business Name/Address**

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**Applicant/Contact Info**

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**Required Submissions**

Map depicting proposed outdoor seating area

Plan for garbage

Certificate of Insurance naming the City of Geneva as additional insured. All insurance shall be high hazard with limits of general liability not less than \$1,000,000 per occurrence and/or aggregate combined single limit for personal injury, bodily injury and property damage.

Written permission from the neighboring business/property owner if applicable. Outdoor seating areas may not expand outdoor dining in front of neighboring businesses without written permission.



CITY OF GENEVA  
TEMPORARY OUTDOOR SEATING LIQUOR LICENSE APPLICATION

DATE: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

MOBILE PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

(Attach evidence of valid liquor liability insurance with limits of not less than \$1,000,000.00 or indicate on file with City.)

**INCLUDE DRAWINGS/PLANS FOR THE OUTDOOR SEATING AREA WITH THE SUBMISSION OF THIS APPLICATION. DRAWING MUST INCLUDE LAYOUT WITH AS WELL AS PHOTOS OR ILLUSTRATION OF TYPE OF FENCE OR BARRIER TO BE INSTALLED.**

I, THE UNDERSIGNED, DO HEREBY STATE THAT I HAVE READ, UNDERSTAND, AND AGREE TO CONFORM TO ALL RULES AND REGULATIONS SET FORTH BY THE CITY OF GENEVA FOR A TEMPORARY OUTDOOR SEATING LIQUOR LICENSE. I FURTHER ACKNOWLEDGE FAILURE TO COMPLY MAY RESULT IN REVOCATION OF THE TEMPORARY OUTDOOR LIQUOR LICENSE. THIS TEMPORARY LICENSE IS ONLY VALID DURING THE PERIOD AUTHORIZED UNDER THE CITY OF GENEVA EXECUTIVE ORDER 2020-07.

_____	_____
Printed Name	Title
_____	_____
Signature	Date

**FOR OFFICE USE**

*✓ if received*

Seating/Area Map: \_\_\_\_\_

Example of Fencing/:

Or Barrier

Proof of Insurance: \_\_\_\_\_

Approvals: City Administrator \_\_\_\_\_

DATE APPROVED & ISSUED: \_\_\_\_\_