



Outdoor Dining Application

Department of Planning and
Economic Development
433 River Street, Suite 5001
Troy, N.Y. 12180

(518)279-7412
www.troyny.gov

This application pertains to businesses with valid food service establishment licenses and that would like to provide outdoor dining opportunities on the publicly owned sidewalk or right-of-way. This form should be updated with configuration or business ownership changes, as needed.

Business Information

Legal Entity / DBA: _____ EIN #: _____
Business Address: _____
Owner / Manager: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Telephone: _____ Fax: _____
Email: _____

Property Owner (If different from above)

Name _____
Address _____ City: _____ State: _____ Zip Code: _____
Telephone: _____ Fax: _____
Email: _____

Zoning Classification

Number of Outdoor Tables Number of Outdoor Seats

Proposed Hours for Outdoor Dining

Will Liquor Be Sold? Yes No

If yes, please follow guidelines set by the Rensselaer County Health Department and NYS Liquor Authority permits for outdoor dining.

The following information must be submitted with this application:

- Site Plan:** Indicating proposed location of the outdoor dining area and the area's distance from all of the property lines and cut sheets demonstrating the type of barricades, landscaping or other features that will be utilized to define the outdoor dining area and enhance the aesthetic appeal of the area. Hand drawn plans to scale are acceptable.
- Proof of Insurance:** If the outdoor dining area is on the sidewalk or public right-of-way, you must provide evidence of general liability insurance.
- Copy of SLA permit.**

Outdoor Dining Agreement

I do hereby agree to comply with the following stipulations:

1. The sidewalk and walkway areas will be maintained in a clean and safe condition.
2. The required open portion of the sidewalk will be kept free from any obstructions or encroachments pertaining to the restaurant use and will be compliant with the guidelines set forth in the Americans with Disability Act (ADA).
3. In no event shall the operation of the outdoor dining area reduce the open portion of the sidewalk to less than three feet (3') in width.
4. The business agrees to close the outdoor dining portion at 9 PM.

Additionally, I do hereby certify that the information contained in this application and addendums (if applicable) has been furnished by me is true and correct. I understand that any untrue, inconsistent or misleading information shall be cause for the refusal to grant, or the revocation of, any license to operate in the City of Troy. I have read and understand by obligations under appropriate City Ordinances respective to the license(s) for which I am applying. I further certify that if any of the foregoing information changes during the course of the license year, I will notify the City, in writing, within (7) days of such change.

Signature

Date

Print Name

Title

For Office Use Only

All Information Received?

Site Plan

Furniture Specs

Hours of Operation

Proof of Insurance

Signed Agreement

Action:

Approved

Conditionally Approved

Denied

Terms of Conditional Approval

Name

Date

Title