



TOWN OF SHELTER ISLAND
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Shelter Island
New York 11964

Arthur P. Bloom, Fire Marshal
firemarshal@shelterislandtown.us

Tel. (631) 749-0400 x2107

June 5, 2020

To: Restaurants and food service establishments

Re: COVID-19 - Outdoor Dining Guidance

As of June 3, 2020, restaurants and food service establishments in regions that have reached Phase 2 may open outdoor spaces with seating for customers, provided customers can be seated at tables that are appropriately distanced. **Our region is anticipated to open on or about June 10, 2020.**

With this in mind, you should compile a Site Safety Plan and incorporate the attached guidance into food service operations. Your operational plan would be based on your total occupancy as determined by the Fire Marshal's Office. The plan must incorporate the following:

1. New York State Department of Health Interim Guidance for Outdoor and Take-Out/Delivery Food Services During COVID-19 Public Health Emergency must be read and affirmed with New York State.
<https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/OutdoorTakeoutDeliveryFoodServicesMasterGuidance.pdf>
2. For businesses licensed under the Alcoholic Beverage Control Law, adherence to NYS State Liquor Authority guidance must be met. <https://sla.ny.gov/new-york-state-liquor-authority-guidance-outdoor-expansion-licensed-premises-response-covid-19>
3. Outdoor seating must meet Fire Code standards, including points of egress, access to fire extinguishers, and tent and awning ratings, if applicable. Seating shall not block entrances, exits, fire lanes, hydrants, sprinkler connection points, drive aisles, back-up areas, and pedestrian or handicapped access.
4. Outdoor seating must have barriers to protect seating areas from parking/driving areas.
5. Face masks must be accessible and provided by the establishment to anyone who wants them and hand sanitizer should be available at several locations within the establishment

Site inspections will be conducted to ensure compliance. Per NYS guidance, Safety Site Plans must be available prior to opening. You may open prior to the site inspection.

Should you have any questions or concerns please contact the Fire Marshal’s Office at the number or email below.

We look forward to assisting you and working together to assure a safe season for all.

Sincerely,

Arthur P. Bloom,
Fire Marshal
firemarshal@shelterislandtown.us
631-749-0400 x2107

***By signing this document, I acknowledge that I have read the above state requirements and I understand that I will adhere to all the stipulations listed above, and that I further acknowledge, that if I fail to comply with the stipulations, that I will be liable to have my permit to operate revoked.**

Business Name: _____

Signature of Owner: _____

Print Name: _____