



TOWN OF GOFFSTOWN
16 MAIN STREET
GOFFSTOWN, NH 03045
WWW.GOFFSTOWN.COM
603-497-8990

Temporary Outdoor Seating Permit

Date Received: _____	Approval #: _____
Date Approved: _____	Expiration Date: Expires with Emergency Orders
Conditions: _____	

Place of Assembly Permit: _____	

Temporary authorization of outdoor seating may be granted to restaurants to establish outdoor seating, per the Stay at Home 2.0 Order and Guidelines. Permittees are still required to adhere to all Life Safety Codes. Authorization is limited to the timeframe of the Governor's Emergency Orders, and any seating approved under this authorization must be removed or returned to its original status (prior to this authorization) within 14 days of the Emergency Orders expiring.

Any outdoor seating during the COVID-19 pandemic, must be reviewed and approved by the Planning Director, Health Office and Fire Department, before use of the space is allowed. Once the Authorization request has been submitted, please allow 48 hours for processing.

****** Note – IF there is a later change to the recommended social distancing space required by the Executive Order and the permittee wishes to change the seating layout, they are required to contact Goffstown Fire Prevention for assistance in assuring changes will not negatively affect fire/life safety codes.***

Planning Director: _____

Date: _____

Health Officer: _____

Date: _____

Fire Department: _____

Date: _____



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This permit is relative only to Governor's Executive Order regarding the 2020 Pandemic. It shall not be construed to be used in another situation unrelated to this specific event.

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Property Information

Property Owner: _____ Map/Lot #: _____

Business Owner: _____ Phone #: _____

Business Address: _____

Email Address: _____



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Proposed Plan Information

of Tables: _____ # of Seats: _____ Total # of Seats: _____
Alcohol Served: ____ Yes ____ No Expiration Date of Liquor License: _____
Operating Hours: _____
Lighting changes: ____ Yes ____ No - if "YES" please describe below

*** Please be aware lighting changes *may* require an electrical inspection

Square Footage of Dining Area: _____ If a Tent is being used – Dimensions of Tent: _____

Proposed Plan Layout

The Proposed Plan Layout must be attached on a separate sheet and MUST show –

1. Sketch of site must show building where food/beverage service will be coming from
2. Dimensions of Proposed Dining Area
3. Tables
4. Spacing between tables and any other proposed fixed objects
5. Lighting – if applicable. Lighting must be secured/supported – if supports are required – show / define in sketch
6. Any other proposed changes to the site

If the plan proposal includes a **tent**, business must adhere to the following requirements:

NFPA defines a Tent as a temporary structure, the covering of which is made of pliable material that achieves its support by mechanical means such as beams, columns, poles, or arches, or by ropes or cables or both.

1. Obtain local Place of Assembly Permit for tent.
2. Install tent in accordance with manufacturer's instructions and NH Fire Marshall's checklist:
<https://www.nh.gov/safety/divisions/firesafety/documents/TentInspectionChecklist.pdf>
3. Tents **shall not have sides** (overhead cover only).
4. Complete required local inspections.
5. Obtain Place of Assembly permit as needed from the Goffstown Fire Department.
6. Permit will be based on State Fire Code occupant load numbers and not reduced COVID seating/social distancing.
7. Reduced capacity to be determined by the restaurant based on the orders of the Governor and Health and Human Services.



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Stay at Home Order 2.0 – Restaurant Guidelines

1. As an extension of the curbside and delivery model, restaurants are permitted to offer outdoor dining beginning on Monday, May 18, 2020. Restaurants are permitted to expand outside wherever an outdoor area can be set up safely, such as parking spaces close to entrances, sidewalks, existing patios, lawn areas. Outdoor areas must be able to be cleaned and disinfected, as appropriate. The outdoor space must be clearly delineated and distanced from the general public. If expansion is in a shared space, restaurants must coordinate and seek approval from local authorities.
2. Seated indoor dining is not permitted.
3. Tables for outdoor seating must be limited to no more than six (6) guests per table.
4. Tables spacing must be maintained so people sitting at adjacent tables are more than 6 feet apart, and to allow employees/servers to stand back 6 feet from a group's table (e.g. when taking an order) and still maintain a minimum of 6 feet from other adjacent tables.
5. Reservations or call ahead seating is required to promote social distancing and prevent groups of guests waiting for tables. Establishments may use a text alert system to alert guests of available seating, an intercom system for guests waiting in their vehicles, or only one member of the party being allowed to wait in the waiting area for their table to be ready.
6. Reservations should be staggered to prevent congregating in waiting areas. Waiting areas should build in social distancing so customers and employees are spaced at least 6 feet apart (either through spacing of seating while waiting, or demarcation's on the floor).
7. Bar seating areas must remain closed.
8. Signage must be prominently posted throughout the venue to ask customers if they are experiencing COVID-19 symptoms, including:
 - a. Fever
 - b. Respiratory symptoms such as sore throat, cough, or shortness of breath
 - c. Flu-like symptoms such as muscle aches, chills, and severe fatigue
 - d. Changes in a person's sense of taste or smell
 - e. If you answered yes to any of these questions, please do not put our employees and other guests at risk and come back another day when you feel better.
9. Customers should be asked to bring and wear a cloth face covering when entering and exiting a facility to protect other patrons and employees during the seating and exiting process, or when getting up to use the restroom. Cloth face coverings are not required while a customer is seated and dining outdoors.
10. Alcohol-based hand-sanitizer must be made readily available at the reception desk for both customers and employees