



Temporary Outdoor Dining During COVID-19 Emergency

County of Henrico, Virginia
Department of Planning

Post Office Box 90775, Henrico, VA 23273 | Phone: (804) 501-4602 | Fax: (804) 501-4379 | email: planning@henrico.us | <https://henrico.us/planning>

Name of Restaurant: _____

Property Address: _____

Location: _____

Property Owner: Name: _____	Phone: _____
Address: _____	Fax: _____
City/State/Zip: _____	Email: _____
24-hour Contact: Name: _____	Phone: _____
Address: _____	Fax: _____
City/State/Zip: _____	Email: _____

Will the temporary outdoor dining include a tent larger than 900 square feet, or any other structure that requires a building permit?

YES NO (If yes, a building permit application is required.)

Will alcoholic beverages be served in the temporary outdoor dining area?

YES NO (If yes, owner is responsible for complying with all regulations of the Virginia ABC Board.)

The owner of the property consents to the proposed changes to the parking lot layout or availability of spaces.

YES NO Signature: _____

The applicant will comply with all Health Department regulations for preparing and serving food and beverages.

YES NO Signature: _____

***Approval subject to Forward Virginia Guidelines (<https://www.virginia.gov/coronavirus/forwardvirginia/>).
The temporary outdoor dining area must be removed at the end of the COVID-19 state of emergency.***

Please include a scale drawing showing the layout of tents, tables, seating, fencing, ingress and egress, parking, drive aisles, restroom facilities, and any other pertinent information. If you need help, the Planning Department staff may be able to provide the current site layout.

TO BE COMPLETED BY COUNTY STAFF

GPIN: _____ POD #: _____ ZONING: _____

APPROVED: Signature: _____ Date: _____