



Supervisor Tony Buffington
Blue Ridge District
NewsFlash



County Process & FAQ's for Food & Beverage Establishments in Need of Temporary Permit to Add or Expand Outdoor Seating

*Businesses located in one of Loudoun's Incorporated Towns **must** seek approval from their respective Town - Not the County.*

Sent: May 28, 2020

Apply for New or Expanded Temporary Outdoor Seating Permit

Good afternoon Businesses,

Under **Phase One**, restaurants, food courts, breweries, microbreweries, distilleries, cideries and wineries have the option to operate with outdoor seating **IF they have a permit** for the sale of alcohol from BOTH the:

- **Virginia Department of Health;** and the,
- **Virginia ABC**

To obtain approval from the Virginia ABC, establishments wishing to add or expand outdoor seating, must show that Loudoun County has approved the seating area.

To obtain written approval from Loudoun County for adding or expanding outdoor seating, establishments must submit an application for a Temporary Outdoor Seating Permit and include a sketch of the area to be used.

See below for FAQ's and the County's press release which includes a [link](#) for additional details.

Businesses with additional questions about the application process should contact Evan Harlow at 703-777-0395 or by [email](#).

Businesses needing help determining the approved occupancy of their establishment should contact Chris Thompson at 703-771-5527 or by [email](#).

FAQ's

What if my business does not sell alcohol? *A temporary outdoor seating permit is required, whether or not alcohol is sold and consumed. The County staff will review the temporary outdoor seating application to verify:*

- The amount of seats being provided and that this amount does not exceed 50% of the approved indoor occupancy load*
- That the outdoor seating areas are not be located within any vehicular travel lanes, fire lanes, handicapped accessible area, or required access to and from the building and that the seating shall does not block pedestrian walkways or be located in an area that will block the use of parking spaces required for the establishment.*
- That if tents or other temporary structures are provided, that any necessary permit approvals are achieved*

- *Adequate parking exists if outdoor seating areas are placed in the parking lot*
- *That the lighting and noise zoning ordinance requirements are met.*

My business already has a permit for outdoor seating. Do I still need to do this? *The temporary outdoor seating application submission is not required for any existing outdoor seating that has been previously approved by the County. **The Temporary Outdoor Seating application submission is for those establishments that do not already have an outdoor seating permit, or those that currently have an outdoor seating permit and wish to temporarily expand previously approved outdoor seating areas.***



Loudoun County
 Department of Building & Development
 1 Harrison Street S.E., P.O. Box 7000, Leesburg, VA 20177-7000
 (703) 777-0220 www.loudoun.gov/buildingpermits

**TEMPORARY OUTDOOR SEATING
 PERMIT APPLICATION**

The temporary outdoor seating permit will become effective when Loudoun County enters phase 1 of the state's reopening plan. Once issued, this is a temporary approval and will expire on the earlier expiration of the restrictions on indoor occupancy in the Governor's Executive Orders or the rescission by the Board of Supervisors of the County's declaration of Emergency.

Business Name:

Business Type:

For Immediate Release:

As the region prepares for easing restrictions put in place in response to the COVID-19 pandemic, Loudoun County is outlining the process for temporary approval for restaurants and other food and beverage establishments that want to add or expand their outdoor seating.

Under [**Phase One of the Forward Virginia reopening plan**](#), restaurants, food courts, breweries, microbreweries, distilleries, cideries and wineries have the option to operate with outdoor seating if they have a permit from the Virginia Department of Health and Virginia Alcoholic Beverage Control Authority (Virginia ABC) for the sale of alcohol.

To obtain approval for added or expanded outdoor seating from the Virginia ABC, the establishments must show that Loudoun County has approved the seating area. **To obtain written approval from Loudoun County for adding or expanding outdoor seating, establishments must submit an application for a Temporary Outdoor Seating Permit and include a sketch of the area to be used.** There is no fee for this application. Issued approvals will be effective once Loudoun County enters the first phase of the reopening plan, which is scheduled to occur Friday, May 29, 2020.

The temporary permits will expire on the expiration of restrictions on indoor occupancy in the Governor's Executive Orders or the Board of Supervisors rescinding the county's Declaration of Emergency due to COVID-19, whichever comes first.

The occupancy of the outdoor seating area may not exceed 50% of the lowest occupancy load on the certificate of occupancy previously approved for indoor seating. In addition, the outdoor seating must:

- Be on the same parcel as the establishment that it serves.
- Not be located within any vehicular travel lanes, fire lanes, handicapped accessible area, or required access to and from the building.
- Not block pedestrian walkways or be located in an area that will block the use of parking spaces required for the establishment.

Establishments in Loudoun's [incorporated towns](#) should seek approval from the town.

If tents or other temporary structures are used, they may require a permit from the Loudoun County Fire Marshal's Office, depending on their size.

More information, including application requirements and a link to the Temporary Outdoor Seating Permit application, is online at loudoun.gov/outdoorseating.

Loudoun County encourages residents to stay informed about COVID-19.

- Visit loudoun.gov/coronavirus for more information about how to protect yourself and your family and to sign up for email and text updates on COVID-19.
- Text LCCOVID19 to 888777 to receive text alerts from Loudoun County about COVID-19.
- Text LCCOVIDESP to 888777 to receive text messages in Spanish from Loudoun County about COVID-19.

Residents with questions about COVID-19 may call the Loudoun County Health Department's information line, 703-737-8300, or send an email to health@loudoun.gov.

#

Coronavirus - We're in it together, we'll get through it together - Tony

Be safe!



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