



Paul E. Cohen
Town Manager

Office of the Town Manager
50 Billerica Road
Chelmsford, MA 01824-2777

Phone: (978) 250-5202
Fax: (978) 250-5252

To: Select Board
From: Kristina Bruce, Support Services Coordinator
Date: September 24, 2020
Re: **Restaurant Temporary Outdoor Seating**

On June 1, 2020 the Select Board approved temporary outdoor seating in accordance with COVID-19 Order No. 35 and as presented in a guidance document compiled by various Town departments, with the added provisions that outdoor dining areas must close by 10:00 PM, and that no live entertainment is permitted without express approval of the Board. That approval is set to expire on November 1, 2020.

COVID-19 Order No. 50, issued by Governor Baker on September 10, 2020, makes several changes to the provisions regarding outdoor dining. Notably, there is no longer a requirement that covered outdoor dining spaces remain at least fifty percent unenclosed, and local licensing authorities may now approve requests to extend temporary outdoor dining beyond November 1, 2020. Extensions may be granted for any period up to 60 days past the end of the state of emergency.

The Town's temporary outdoor seating team has enumerated the following relevant provisions:

- **Enclosed Areas:** Restaurants fully enclosing their outdoor seating areas must coordinate with the Fire Prevention Department regarding safety provisions such as emergency lighting, exits and signage, fire extinguishers, and line-of-sight issues.
- **Heaters:** All outdoor heaters must be approved and permitted by the Fire Prevention Department. Carbon monoxide detectors may be required. Permit fees will be waived.
- **Snow/Ice:** Restaurants seeking to extend their temporary outdoor seating beyond November 1, 2020 must coordinate with the Building and Fire Prevention Departments regarding plans to manage snow and ice.
- **Property Owner Approval:** Signed approval of the property owner should be obtained for extensions beyond November 1, 2020.

In response to COVID-19 Order No. 50, I respectfully request that the Select Board consider extending its June 1, 2020 approval of temporary outdoor seating beyond the initial expiration date of November 1, 2020.

*Enc: COVID-19 Order No. 50 of Sept. 10, 2020
ABCC Advisory of Sept. 11, 2020
Chelmsford Guidance Regarding Temporary Outdoor Seating as of June, 1 2020*