

Outdoor Dining Tent Resource Guide

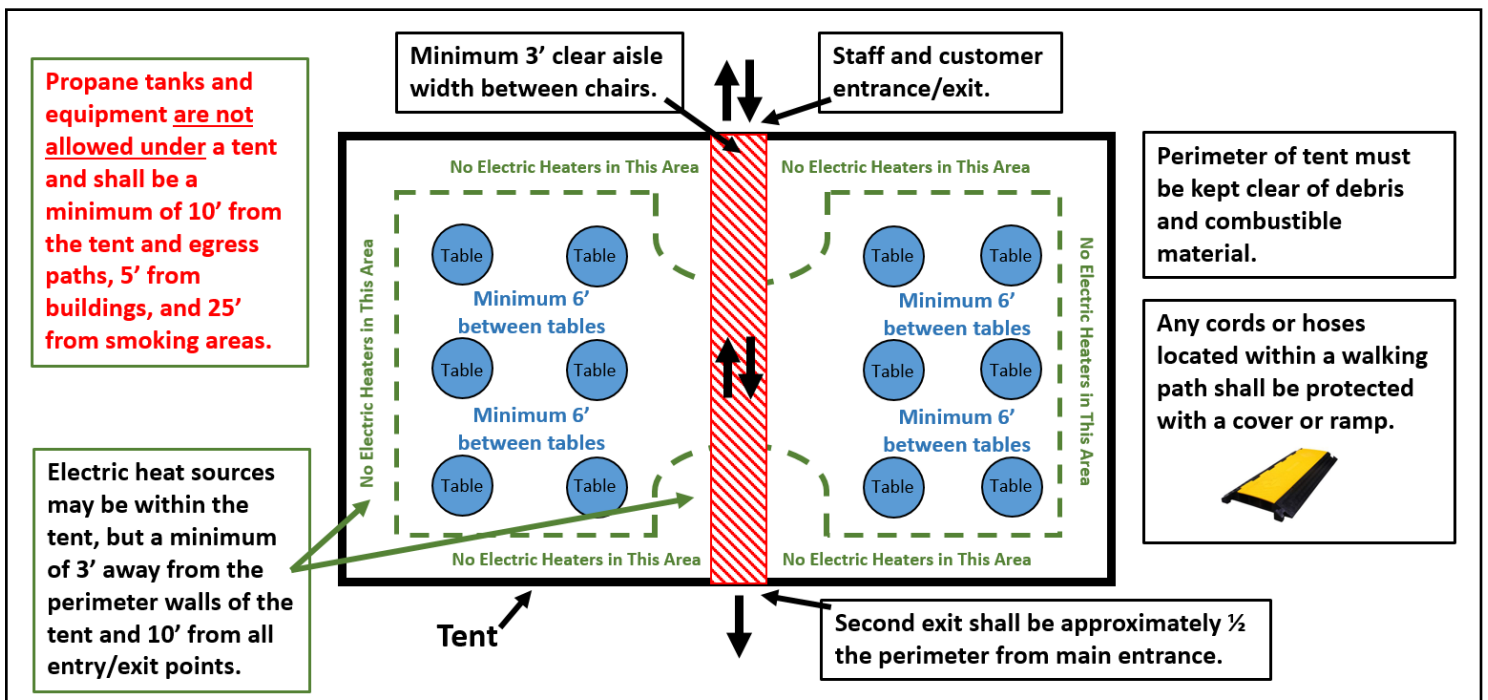
INTRODUCTION: The Village has developed this Outdoor Dining Tent Resource Guide to provide some guidance for restaurants looking to utilize outdoor dining tents within the applicable Restore Illinois Plan guidelines. To support local restaurants, the Village will review requests for outdoor dining tents without charging a fee, as well as review other plans or ideas to help winterize an outdoor dining area. Please note that any future changes to the Restore Illinois Plan, and associated guidelines, may impact your business operations and any associated outdoor dining area.

APPLICABLE CODES & GUIDELINES:

- ✓ 2017 National Electric Code
- ✓ 2015 International Fire Code
- ✓ Restore Illinois Guidelines from the Illinois Department of Public Health
- ✓ Illinois Department of Commerce & Economic Opportunity Guidelines

GENERAL REQUIREMENTS:

- Restaurants that wish to operate temporary outdoor dining after November 2, 2020, shall submit a new tent application to the Village for review (which must comply with this Guide and the applicable Codes/guidelines).
- Any tent or related equipment shall be properly protected from any nearby vehicular or pedestrian traffic.
- If more than two sides of a tent are enclosed, the tent shall be considered indoors for purposes of the State's Restore Illinois guidelines.
- All tents in excess of 200 square feet must have a permanent label specifying the size and fabric of the tent.
- Per the International Fire Code, there shall be no devices with open flames located inside a tent.
- No cooking is permitted within a tent and only an approved kitchen shall be used to prepare and cook food.
- Heating devices used within a tent must be specifically listed as approved for use in a tent.
- The applicable Code requirements for doors or curtain coverings shall be followed.
- Minimum widths and clearances, as illustrated below, shall be maintained at all times:



GENERAL REQUIREMENTS (continued):

- The number of heaters, types of heaters, and proposed location of any heaters must be indicated on a plan and submitted to the Village for review.
- Ground mounted commercial grade electric heaters or electric tower heaters are permitted within a tent if they are installed per the manufacturer’s instructions/specifications and proper clearances can be maintained.
- Other types of commercial grade electric heaters (such as turbo heaters) may be installed outside a tent. Any associated duct work must meet the manufacturer’s instructions/specifications or use.
- Ceiling mounted or suspended heaters shall include an engineered design to confirm loads and support capacities.
- Propane heating equipment shall not be located within a tent or within 10 feet of a tent’s exits. Listed, non-combustible duct work may be used from a propane heater to a tent in accordance with the manufacturer’s instructions/specifications.

ELECTRICAL GUIDELINES:

- All electrical cords must be in good condition and of proper size.
- All lighting and electrical devices must be UL listed (or equivalent) and be rated for use in “wet” locations.
- All outlets used to provide power to tents must be GFCI protected.

FIRE & SAFETY GUIDELINES:

- All exit, emergency lighting, and exit illumination needs to be clearly and securely in place.
- Fire extinguishers shall be installed, inspected, and readily accessible.
- There shall not be any type of hay, straw, shavings, real Christmas trees, or other similar combustible materials located within a tent. The areas around the tent must be kept clear of any combustible materials or vegetation.
- The use of tents or other temporary structures may be deemed unsafe and prohibited during extreme weather conditions (due to conditions such as wind, snow, etc.). Business owners are ultimately responsible for monitoring weather conditions and ensuring safety for their employees and customers.
- All tent roofs shall be pitched and properly maintained to prevent any snow accumulation.
- The business owner will be required to have a tent inspected on a monthly basis to determine that the tent’s installation has been maintained per the manufacturer’s instructions/specifications, as well as all applicable Codes and guidelines. A report of these inspections shall be provided to the Palatine Fire Prevention Division.

NEXT STEPS: Businesses that **are currently using tents for outdoor dining** are asked to complete the following status update with the Village at your earliest convenience (please e-mail this completed section to mjacobs@palatine.il.us :

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

PLEASE MARK (WITH AN ‘X’) THE APPROPRIATE LINE BELOW:

_____ = We plan to remove our existing dining tent **on or before Monday, November 2, 2020;**

_____ = We plan to continue to utilize our existing tent **with no modifications and/or heaters;** or

_____ = We plan to continue to utilize our existing tent, **but with modifications and/or heaters. IF you check this line you will be sent a permit application to complete and submit (along with any associated documents required) to the Village for review prior to adding any equipment or modifying your tent. Any proposal must comply with this guide and any other applicable Codes or guidelines.**