



# TEMPORARY PERMIT OUTDOOR DINING AREA

Under Minnetonka City Code, outdoor dining areas are allowed only by conditional use permit; the conditional use permit process is a legal process that can take up to 120 days to complete. Given the unprecedented situation caused by COVID-19, the economic implications to restaurant owners and employees, and the social desires of restaurant patrons, the City will temporarily suspend the conditional use permit requirement. **The city will administratively issue temporary permits for new outdoor dining areas or to expand existing outdoor areas. The permits will be valid for 120-days from the date of approval or as provided by emergency ordinance of the City of Minnetonka, whichever comes first.**

**SUBMIT THIS COMPLETED APPLICATION AND REQUIRED DOCUMENTATION TO:**  
[zoning@minnetonkamn.gov](mailto:zoning@minnetonkamn.gov)

Restaurant Information		
Name		
Address		
Liquor	Will liquor service will be provided in the new or expanded space?	YES                  NO
Note, an updated certificate of liability insurance must be provided for the new/expanded space.		
Restaurant Representative/Contact		
Name		
Email		
Phone		
Property Owner		
Name		
Email		
Phone		
Conditions of Approval		
Please read and check all boxes below. In doing so, you acknowledge that you understand the conditions of approval for temporary or expanded outdoor dining areas.		
	The dining area is associated with a restaurant already licensed by the city.	
	Liquor service may not occur without: (1) an existing liquor license; (2) updated liability insurance; and (3) an uninterrupted fence enclosure or similar.	
	The area will be located adjacent to the existing restaurant or outdoor dining area space.	
	The area will not be enclosed or covered by a tent or other similar material. Individual table umbrellas are allowed.	
	The area will not interfere with pedestrian or vehicular movement through the site or access by emergency vehicles such as fire trucks.	
	The area will be equipped with refuse containers and periodically patrolled for litter.	
	No speakers or audio equipment audible from adjacent properties will be located in the area.	
	The area will be fully closed to patrons by 10 p.m. daily.	

**Required Documentation**

	Site plan showing the location of the new or expanded outdoor dining area. <b>NOTE: If the area will be located within a parking lot, the property owner must also sign this application.</b>
	If liquor will be served, an updated certificate of liability insurance covering the new or expanded outdoor dining area.

**ACKNOWLEDGMENT**

In signing and submitting this application, I acknowledge:

- The information provided in this application is correct.
- I have read and will comply with requirements of all Minnesota Executive Orders applicable to the conduct of the business, including Executive Order 20-56 and the Minnesota Stay Safe Plan developed by the Minnesota Commissioners of Health, Employment and Economic Development, and Labor and Industry
- I have read and will comply with the city’s conditions of approval outlined on the preceding page.
- I understand the city may inspect the outdoor dining area at any time to ensure compliance with the conditions of approval.
- I understand that the city may add conditions to this permit to address unforeseen problems.
- I understand the city may revoke this permit if the new or expanded outdoor dining area is deemed to be detrimental to the public health, safety and welfare of the general public.

\_\_\_\_\_  
Restaurant Owner Signature Date

\_\_\_\_\_  
Property Owner Signature Date

**APPROVAL**

This temporary permit is approved subject to conformance with the submitted site plan, the conditions outlined on the preceding page, and the signed acknowledgement above. This permit will expire on \_\_\_\_\_ or as provided by emergency ordinance of the City of Minnetonka, whichever comes first.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Julie Wischnack, AICP, Community Development Director Date  
(Required for restaurants serving liquor.)