



Extended Patio & Outdoor Seating 2021

Introduction

Given the success of the Extended Patio program in 2020, the City of Albany would like to continue that success in 2021 by providing additional outdoor seating opportunities to businesses throughout the City and their patrons.

FAQ

What is allowed?

1.1. What is allowed under the Extended Patio Program?

- i. Expansion of sidewalk cafés beyond the sidewalk space as allowed by New York State Liquor Authority (NYSLA).
- ii. Expansion of sidewalk cafés that require removal of public parking spaces (for pedestrian walkways or actual patios).

1.2. What is the difference between a sidewalk café and the expanded patio & outdoor seating?

The expanded sidewalk café program permits the expansion of the dining area past the sidewalk space as allowed by NYSLA, and the expansion of a dining area that will require the removal of parking spaces for pedestrian walkways or actual patios. The City of Albany will coordinate with the business to provide barriers, ADA accessible ramps or other infrastructure to create a safe outdoor dining area and pedestrian zone.

Figure 1 Example: Sidewalk Cafe

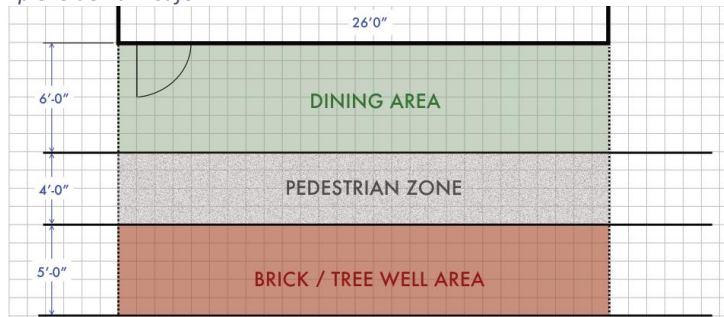
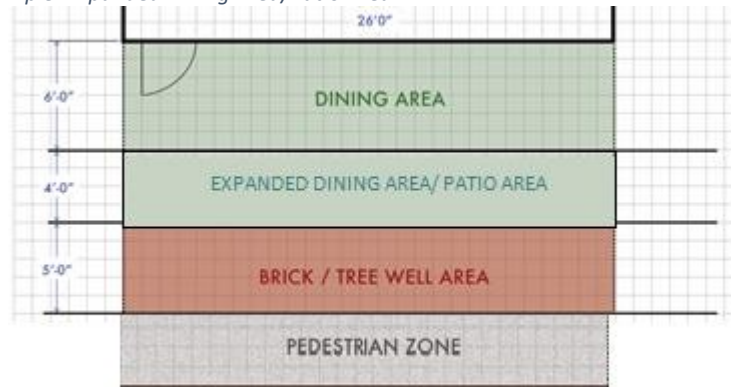


Figure 2 Example: Expanded Dining Area/Patio Area



1.3. Do I need to notify the New York State Liquor Authority that I am expanding the area of my café?

If alcohol will be served, you must notify the New York State Liquor Authority within five (5) business days and provide the NYSLA with a copy of the plan diagram.

You must submit an updated diagram to the NYSLA at temporaryalterations@sla.ny.gov. Include your license serial number in the subject line. Please copy the City of Albany Department of Planning on your e-mail to NYSLA at dpd@albanyny.gov.

Failure to do so shall subject a licensee to disciplinary charges for illegal extension of premises.

Compliance with all NYS SLA and City of Albany rules is the responsibility of the establishment.

1.4. Can food and/drink be consumed while standing?

No, all consumption must be while seated at tables, bars, counters, or similar contrivances per NYSLA guidelines.

1.5. Can I have live entertainment in my outdoor dining area?

No music or entertainment of any type is permitted outdoors per the Revocable Street Privilege permit.

1.6. Is outdoor cooking allowed?

No outdoor cooking of any type is permitted in sidewalk or outdoor cafes per the Revocable Street Privilege permit.

1.7. Can I move or adjust the barriers after the City of Albany has completed installation?

The barriers cannot be moved once installed. If the barriers are moved or altered please contact the City of Albany. The City will schedule an adjustment within 2 weeks.

What is the Application Process?

2.1. How do I request an expanded patio or outdoor seating permit?

Requests should be submitted to the Department of Planning & Development via email at dpd@albanyny.gov or via regular mail to:

City of Albany Department of Planning and Development
200 Henry Johnson Boulevard, Suite 3
Albany, NY 12210.

The following documents must be provided in order for your request to be considered:

- i. Fully dimensioned plan of the proposed café area that clearly delineates that boundaries of the traditional café space and expanded café space.
- ii. Proof of insurance coverage naming the City of Albany as additional insured.
- iii. A check made payable to “City of Albany, Treasurer” in the amount of the application fee. On the check memo line please indicate on how many parking spots and if the spots are metered or unmetered. Your application with be incomplete without this information.

2.2. If I applied for an expanded patio or outdoor seating last year, do I need to submit a new application?

If you already have an outdoor café permit (revocable street privilege), you will not need to file a new application. However, supplemental documentation as delineated above is required to be provided for an expanded café space and will be added as an addendum to your application.

To apply for the expanded café space, you will need to include a fully dimensioned plan of the proposed café area that clearly delineates that boundaries of the traditional café space and expanded café space.

You will need to include an updated Certificate of Insurance naming the City of Albany as an additional insured that will be valid through the café season. If the Certificate of Insurance expires a new Certificate of Insurance naming the City of Albany as an additional insured must be provided to continue operations.

2.3. What is the cost for the added public space?

If businesses are required to use additional parking spaces to create the expanded patio or outdoor seating, businesses will pay \$200 per parking spot for the 2021 season. Checks should be made payable to *Treasurer, City of Albany*. On the check memo line please indicate an estimate on how many parking spots and if the spots are metered or unmetered. Your application with be incomplete without this information.

2.4. What if I don't know how many parking spaces I will be using?

Determination of parking spaces can be done in coordination with Traffic Engineering by contacting:

William Trudeau
Chief Supervisor of Traffic Engineering
wtrudeau@albanyny.gov
(518) 434-5791

2.5. How long is the process to have a functioning extended patio?

Once the application is submitted, the City will try to approve and provide set-up as quickly as possible depending on if there are any questions or issues with the application as well as the availability of barricades for the area. The process may take up to 2 weeks if there are issues with the application.

Miscellaneous:

3.1. When will Covid-19 exemptions of timing restrictions be lifted in Lincoln and Washington Park?

Due to the increasing number of vaccinations and a decrease in quarantines, parking restrictions in both Lincoln and Washington Park will reinstate on June 1st.

3.2. When will restaurant delivery zones be withdrawn?

Restaurant delivery zones will be removed as of May 1st except in specialized circumstances due to the increasing nature of capacity and less independence on delivery.