



Town of Hingham

Outdoor Table Service Application

To ensure that restaurants are able to operate successfully during the COVID-19 economic recovery, the Town of Hingham established an application process pursuant to Governor Baker’s Covid-19 Order No. 35 for restaurants temporarily to expand into available private and public space while maintaining public health and safety requirements. A copy of the Hingham Outdoor Table Service Policy is available [here](#):

To submit your application and required documentation, please email restaurantopening@hingham-ma.gov.

Restaurant Information		
Date:		
Business Name:		
Address:		
Contact Name:	Email:	Phone:
Permitted seating capacity:	Proposed seating capacity:	Net Change:
Type of seating area (please check one):		
<input type="checkbox"/> Private (Onsite hardscape, landscape or parking area) <input type="checkbox"/> Public (Sidewalk or other public space)		
If seating area is proposed to be located within an existing parking area, indicate how many parking spaces will be displaced and how many will remain available for the restaurant:		
Number of displaced parking spaces: _____ Number of remaining parking spaces: _____		
Provide a detailed description of the expanded parking area, including the surfacing material, surrounding barrier and covering if applicable: (Add additional sheet if necessary)		
Hours of operation (please indicate AM or PM):		
<input type="checkbox"/> Weekdays [Monday-Thursday] – Proposed Hours: _____ to _____		
<input type="checkbox"/> Friday/Saturday – Proposed Hours: _____ to _____		
<input type="checkbox"/> Sunday – Proposed Hours: _____ to _____		
Will alcohol be served in an expanded outdoor seating area? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, an application to modify your existing license must be submitted: Link is found here.		
If you do not hold a liquor license, but your common victualler license must be modified to provide service to a new or expanded outdoor service area, the following application is required: Link is found here.		
Additional site or operational modification proposed (additional approvals may be required):		
<input type="checkbox"/> Tent or other covering. Link is found here.		
<input type="checkbox"/> Outdoor entertainment. Link is found here.		
<input type="checkbox"/> Other. Describe: _____		
Prepare and submit a site plan and diagram of the planned outdoor table service area that meets applicable state and local requirements as outlined in the Hingham Outdoor Service Policy.		

Any approval for expanded outdoor table service will expire on November 1, 2020 or the date COVID-19 Order No. 35 is rescinded, whichever is sooner, and the restaurant shall automatically revert back to its status prior to the approval.