

Under the Protecting Chicago Reopening Framework, phase three allows for restaurants and coffee shops to open for outdoor dining. The City of Chicago is working to make sure that all business owners, including restaurateurs, have the resources they need to open safely and responsibly when we shift to phase three beginning on June 3rd. This document provides an overview of the outdoor dining options for restaurants and coffee shops during phase three of the Protecting Chicago Reopening Framework.

What type of outdoor dining is allowed?

During Phase Three, restaurants and coffee shops can open for outdoor dining. This includes seating areas that are fully outdoors, in addition to:

- Rooftops
- Rooms with retractable roofs
- Indoor spaces where 50% or more of a wall can be removed via the opening of windows, doors, or panels, provided that dining tables are within 8 feet from such openings

What licenses and/or permits do I need to open for outdoor dining?

To open in Phase Three for outdoor dining, an establishment must have a Retail Food Establishment license from the Department of Business Affairs and Consumer Protection (BACP). Establishments are required to have a Tavern or Consumption on Premises-Incidental Activity license in order to serve alcohol.

To operate a room with a retractable roof, or an indoor space where 50% or more of a wall can be removed via the opening of windows, doors, or panels, operators will not need any additional permits or licenses if those spaces are currently licensed.

To operate a rooftop or outdoor patio on private property, operators will need to hold the corresponding Outdoor Patio License if they serve alcohol. This is an existing, permanent license type. Note- this license is not required if the operator does not serve alcohol.

To operate on the sidewalk directly adjacent or in close proximity to the licensed establishment, operators will need to hold a Sidewalk Café Permit. This is an existing permit.

To operate in the street or on other private property (i.e., parking lots), operators will need to obtain approval for Expanded Outdoor Dining. This is a new process created specifically for temporary phase three outdoor dining.

How do I obtain a Retail Food Establishment, Tavern, Consumption on Premises-Incidental Activity License, or Outdoor Patio License?

These licenses are issued by BACP. While offices are closed to the public, BACP continues to process new and renewal license applications. Interested applicants should visit www.chicagobusinessdirect.org or contact customer service at revenuecs@cityofchicago.org for more information.

How do I obtain a Sidewalk Café Permit?

Sidewalk Café Permits are issued by BACP. [Click here](#) for more information on obtaining a sidewalk café permit and to access the application.

How do I obtain approval for Expanded Outdoor Dining?

Applications and more information will be available at www.chicago.gov beginning on June 1. Applications must be submitted by Chambers of Commerce, SSAs, Business Associations or by 3 or more establishments applying together.

My Retail Food Establishment license has expired during the COVID-19 pandemic. Can I still open?

The City of Chicago has extended the expiration date for licenses that expire during the COVID-19 pandemic. All BACP-issued licenses that expire between March 15 and June 30, 2020 will be considered active until July 30, 2020. However, BACP continues to process new and renewal license applications. Interested applicants should visit www.chicagobusinessdirect.org or contact customer service at revenuecs@cityofchicago.org for more information.

What guidance must restaurants and coffees shops follow during Phase Three?

In addition to opening only for eligible outdoor dining, all restaurants and coffee shops are expected to adhere to the following guidance:

- Tables must be spaced 6 feet apart
- Limit dining to no more than 6 people per table
- Limit gatherings to no more than 10 individuals
- Ensure protective gear is worn by employees and guests (face coverings can be removed while customers are seated and eating)

The full guidance for the food service industry can be [found here](#).