

Permit Application for Temporary Outdoor Expansion Due to COVID-19



Either bring or send packet
(application and drawing) to:

**PERMITS – McMinnville Fire Department,
175 NE 1st Street,
McMinnville, OR 97128.**

Open 8:00 AM – 5:00 PM, Monday – Friday

BEFORE EXPANDING YOUR OUTDOOR SEATING AREA BEYOND PREEXISTING AREAS, PLEASE CONTACT OLCC TO CONFIRM YOU ARE PERMITTED FOR SERVING ACOHOL IN THE EXPANDED AREAS

THIS APPLICATION IS FOR BUSINESS EXPANDING ONTO PRIVATE PROPERTY ONLY, ANY BUSINESS USING PUBLIC RIGHT OF WAY WILL NEED TO UTILIZE A DIFFERENT PERMIT PROCESS, CALL THE FIRE DEPARTMENT FOR DETIALS

ANY OUTDOOR SEATING AREAS MUST COMPLY WITH OREGON HEALTH AUTHORITY’S REOPENING GUIDELINES

Name of Business: _____

Contact Name: _____ Phone: _____

E-mail Address: _____

Location/Address: _____

Property Owner/Manager Name: _____ Phone: _____

Signature of Property Owner/Manager permitting outdoor expansion: _____

Type of Use i.e. Restaurant Seating, Church Services, Etc.: _____

Days of the Week & Hours of Operation for Expansion: _____

Do you plan to utilize music or voice amplification? If so please explain: _____

Please use the space provided for a brief description of your expansion and attach a drawing. Be sure to indicate the following items on your map if they are included in the expansion: Layout of area with a seating chart, measurements, booths, tables, tents, shelters, fencing, barricades, parking, ADA parking, and all other structures, all exits clearly marked. Description:

PLEASE ATTACH YOUR DRAWING ON A SEPARATE PAGE

The permit can be revoked for failure to comply with the specified “Conditions of Use” by a Fire Officer or Inspector of McMinnville Fire Department for due cause.

Conditions of use:

THIS PROPERTY IS APPROVED BY ORDER OF THE FIRE MARSHAL: _____

This signed document serves as the temporary permit for outdoor expansion on private property.

ALL PERMITS ARE TEMPORARY THROUGH LABOR DAY 2020 AND MAY BE EXTENDED OR TERMINATED EARLY