



Temporary Outdoor Dining Permits – Public Sidewalks or Streets

Restaurants that need to use additional space on the public sidewalk or street can easily expand outdoor dining areas or establish new ones. Filling out an application is simple and there is no fee for this permit.

1. If your business has not already discussed their space needs with a City staff member please email permitstatus@manassasva.gov or call 703-257-8278 to verify space needs and if use of a public street or sidewalk is required.
2. Filling out an application is simple and there is no fee for this permit. Interested businesses should email permitstatus@manassasva.gov with a request to setup an outdoor area on the public sidewalk or street and include the following information:
 - A. Property address
 - B. Seating capacity and copy of existing certificate of occupancy (jpeg or pdf file). If a business does not have a copy please indicate in the email.
 - C. Hours of operation
 - D. Proposed safety measures to delineate the area (fence, cones, etc.)
 - E. Drawing/map of outdoor area footprint (can be drawn on a google aerial map, section of site plan, etc.)
 - F. A copy of businesses' Certificate of Insurance that names the City of Manassas as additionally insured in the following minimum amounts:
 - a. Workers' Compensation – Unlimited – Statutory – in compliance with the Workers Compensation Law of the Commonwealth of Virginia. Employers Liability limits of \$500,000 each person; \$500,000 each person-disease and \$500,000 policy limit – disease.
 - b. Commercial General Liability – Combined single limit of at least \$1,000,000 per occurrence and \$2,000,000 general aggregate (per location). Policy shall be endorsed to name the City as an additional insured.
 - G. A copy of the insurance endorsement (example attached)

If a business has questions regarding this information they can email permitstatus@manassasva.gov or call the permit office at 703-257-8278. Any restaurant that serves alcohol and intends to do so outside of a previously approved footprint must also contact the VA ABC to obtain permission for extending the limits of an existing ABC permit. VA ABC has already issued guidelines for these uses and is making it easy for businesses to comply with the law.



Permisos Temporales para Comer al Aire Libre: Aceras o Calles Públicas

Los Restaurantes que necesitan usar espacio adicional en la acera o calle pública pueden expandir fácilmente áreas de comedor al aire libre o establecer otras nuevas. Llenar una solicitud es simple y no hay tarifa para este permiso.

- A. Dirección de propiedad
- B. Capacidad de asiento y copia del certificado de ocupación existente (archive jpeg o pdf). Si una empresa no tiene una copia, porfavor indíquelo en el correo electrónico.
- C. Horas de operación
- D. Medidas de seguridad propuestas para delinear el área (cerca, conos etc.)
- E. Dibujo o Mapa de la marca del área exterior (se puede dibujar en un mapa aéreo de Google, sección del plano de sitio, etc.)
- F. Una copia del certificado de Seguro de la empresa que nombre a la ciudad de Manassas como asegurado adicional en las siguientes cantidades mínimas.
 - A. Compensación de Trabajadores- Ilimitada-Estatutaria-en conformidad con la ley de Compensación de trabajadores del estado de Virginia. Límites de responsabilidad del empleador de \$ 500,000 por persona; \$ 500,000 por enfermedad de persona y \$ 500,00 límite de póliza- enfermedad.
 - B. Liabilidad General Comercial- Límite único combinado de al menos \$ 1,000,000 por ocurrencia y \$ 2,000,000 de agregado general (por ubicación). La póliza sera endorsadá para nombrar a la Ciudad como un asegurado adicional.
- G. Una copia del endoso del Seguro (ejemplo adjunto)

Si una empresa tiene preguntas sobre esta información, puede enviar un correo electrónico a permitstatus@manassasva.gov o llamar a la oficina de permisos al 703-257-8278. Cualquier restaurante que sirva alcohol y tenga la intención de hacerlo fuera de una marca previamente aprobada también debe comunicarse con VA ABC para obtener permiso para extender los límites de un permiso ABC existente. VA ABC ya ha emitido pautas para estos usos y está facilitando que las empresas cumplan con la ley.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – STATE OR GOVERNMENTAL AGENCY OR SUBDIVISION OR POLITICAL SUBDIVISION – PERMITS OR AUTHORIZATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Governmental Agency Or Subdivision Or Political Subdivision:

City of Manassas
9027 Center Street, Manassas, VA 20110

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. Section II – Who Is An Insured** is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following provisions:
1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.
However:
 - a. The insurance afforded to such additional insured only applies to the extent permitted by law; and
 - b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.
 2. This insurance does not apply to:
 - a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
 - b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".
- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**
- If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:
1. Required by the contract or agreement; or
 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.
- This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.