

# SECTION 1: Site Plan



- This Site Plan form is required to be uploaded in the “Roadway Site Plan” field of your online application.
- Refer to the [How to Apply](#) page in the Dining Out NYC website for more information about the application process.

### Identify Permitted Parking Location:

- Identify the Parking Sign in front of or around the area where your roadway setup would be located.
- Roadway cafes can only be placed in:
  1. Parking spaces, which include: metered and non-metered spaces, commercial parking, alternate side parking, angled parking, and seasonally restricted parking.  P1- Parking Space
  2. Loading areas, including loading only, truck loading, hotel loading, and no parking zones.  P2- Loading Area
  3. Floating Parking Lane- a parking lane that is separated from the curb by a protected bicycle lane that is adjacent to the curb.  P3- Floating Parking Lane

Use the space below to draw or upload your Site Plan representing your cafe perimeters, furniture, and clearances.

## Roadway Cafe Site Plan Form

Applicant Name: \_\_\_\_\_

Restaurant Name: \_\_\_\_\_

FSEP Number: \_\_\_\_\_

### Drawing Requirements

#### Food service establishment frontage shown as:

- Line representing the establishment’s space facing the sidewalk
- Length
- Label

#### Street names:

- Labels on each street

#### Sidewalk shown as:

- Line representing street curb

#### Roadway shown as:

- Width of curbside lane

#### Cafe perimeter shown as:

- Lines indicating perimeter
- Length and width

#### Set-up furniture (tables, chairs, etc.) shown as:

- Lines or symbols at approximate location within setup

#### Elements (in Section 2 of this form) within 15 feet of cafe perimeter, shown as:

- Lines or symbols
- Distance from cafe perimeter
- Labels

#### Utility coverings (water/gas valves, and pull boxes) shown as:

- Symbols representing the location within the setup

North arrow

Length of roadway cafe: \_\_\_\_\_feet

Width of roadway cafe: \_\_\_\_\_feet

## SECTION 2: Required Clearances

- Please provide distances from the following objects.
- Only provide a distance if the listed object is within 15 feet of your proposed setup.
- Refer to the [Setup Guides](#) in the Dining Out NYC website for more information regarding clearances.

### Elements with minimum 15 feet clearance from roadway cafe:

R01- Subway Stair: Open End \_\_\_\_\_ feet       R02- Fire Hydrant \_\_\_\_\_ feet

### Elements with minimum 10 feet clearance from roadway cafe:

R03- Subway Elevator Entrance \_\_\_\_\_ feet       R05- MTA Curb Cut \_\_\_\_\_ feet  
 R04- FDNY Curb Cut \_\_\_\_\_ feet

### Elements with minimum 5 feet clearance from roadway cafe:

R06- Curb Cut \_\_\_\_\_ feet       R11- CitiBike/Bike Share Station \_\_\_\_\_ feet  
 R07- Emergency Exit Hatch \_\_\_\_\_ feet       R12- Bike Corral \_\_\_\_\_ feet  
 R08- Subway Stair: Closed End \_\_\_\_\_ feet       R13- Micromobility Station \_\_\_\_\_ feet  
 R09- Subway Elevator: Non-Entry \_\_\_\_\_ feet       R14- Drainage Infrastructure \_\_\_\_\_ feet  
 R10- Bus Stop Pole:  
 Non- Approaching Side \_\_\_\_\_ feet

### Elements with minimum 3 feet clearance from roadway cafe:

R15- Elevated Train Infrastructure \_\_\_\_\_ feet       R16- Transformer Vault \_\_\_\_\_ feet

### Elements with minimum 1 foot and 6 inches clearance from roadway cafe:

R17- Vent Infrastructure: \_\_\_\_\_ feet       R18- Manholes \_\_\_\_\_ inches  
 utility vent poles, vent  
 grates, subway grates

### Elements with minimum 6 inches clearance from roadway cafe:

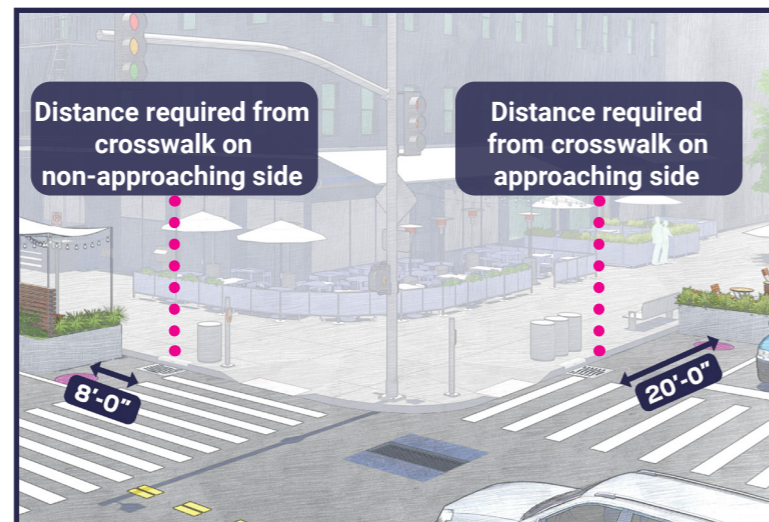
R19- Thermoplastic Marking \_\_\_\_\_ feet

### Roadway cafe distance from crosswalks:

R20- Adjacent to  
 non-approaching side of  
 crosswalk  
 (min. 8 foot distance) \_\_\_\_\_ feet

R21- Adjacent to  
 approaching (stopping)  
 side of crosswalk  
 (min. 20 foot distance) \_\_\_\_\_ feet

R22- No crosswalk present  
 (maintain 20 feet from  
 curb line of intersecting  
 street) \_\_\_\_\_ feet



Check this box if none of the objects listed above are within 15 feet of the proposed setup.

## SECTION 3: Material Requirements

- Please indicate which of the following materials will be part of your roadway cafe by checking the box next to the category. If applicable, please confirm the materials comply with the Dining Out NYC requirements.
- Refer to the [Setup Guides](#) in the Dining Out NYC website for more information regarding materials.

### Materials Checklist:

#### \*Required\*

#### **Barriers (All of the following must be met)**

- Maintained on all sides of the cafe except the side fronting the ground floor restaurant.
- Not permanently affixed to the roadway.
- 30-42 inches tall (excluding planting), and at least 4 inches in width.
- Barriers are interconnected with each other.
- Any cladding over the barriers is securely fastened or affixed.
- Minimum 4 inches wide reflective strip on each barrier on the outward facing side.
- Water-filled with a minimum of 150 pounds per linear foot of barrier length.

#### \*Optional - Only check the material categories you intend to use in your roadway cafe\*

#### **Flooring (if using, all of the following must be met)**

- Durable, lightweight, easily removable, mold-resistant, elevated from the ground level to allow for drainage, and removable to allow for cleaning.
- Flush with the curb line (except if located on a slope, be flush to the greatest extent feasible), and compliant with applicable accessibility requirements.
- Maintains a 6 inch covered channel between curb and base of flooring to allow for drainage.

#### **Furnishings (if using, all of the following must be met)**

- Lightweight and easily movable.

#### **Vertical Screenings (if using, all of the following must be met)**

- Located between the barrier and 6 feet above the cafe base or floor.
- Located on the roadway facing side, does not extend the beyond the perimeter of the roadway cafe, and is not affixed to the outward facing side of barriers.
- Easily removable, comprised of non-opaque, fire-grade, and wind resistant materials.
- If within 50 feet of any regulatory or warning signs, does not exceed 46 inches in height.

#### **Overhead Coverings/ Umbrellas (if using, all of the following must be met)**

- Minimum of 7 feet and maximum of 10 feet from the base or floor of the roadway cafe.
- Has a weighted base and any support structures are not affixed to the outward facing side of barriers, are of sufficient size and strength, made of durable materials, and free of defects.
- Easily removable, comprised of fire-grade and wind resistant materials.
- If within 50 feet of any regulatory or warning signs, does not exceed 46 inches in height.

#### **Lighting and Electrical Connections (if using, all of the following must be met)**

- Any lighting is outdoor rated, properly secured, and lightweight.
- At least 14 feet above sidewalk, and 18 feet above roadway.
- Not attached to any City property, including street trees.
- Electrical work complies with the applicable requirements set forth in DOT's rules and the New York City Electrical Code. Please note that this may require additional permits from DOB or FDNY, and/or approval from the Landmarks Preservation Commission (LPC) as applicable.