



**Chapter 196 Application**  
***Incorporated Village of Westhampton Beach***

Phone (631) 288-1654

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Email: [clerk@westhamptonbeach.org](mailto:clerk@westhamptonbeach.org)

[www.westhamptonbeach.org](http://www.westhamptonbeach.org)

Date: \_\_\_\_\_

Date Application Received: \_\_\_\_\_

**Please check which permit you are applying for (check all that apply):**

<b>OUTDOOR DINING</b>	<small>FOOD ESTABLISHMENTS</small>	<input type="checkbox"/> <b>NEW</b> \$350.00	<input type="checkbox"/> <b>RENEWAL</b> \$150.00
<b>OUTDOOR TABLES, CHAIRS &amp; BENCHES</b>		<input type="checkbox"/> <b>NEW</b> \$350.00	<input type="checkbox"/> <b>RENEWAL</b> \$150.00
	<small>NON-FOOD ESTABLISHMENTS</small>		
<b>OUTDOOR MUSIC</b>		<input type="checkbox"/> <b>NEW</b> \$350.00	<input type="checkbox"/> <b>RENEWAL</b> \$150.00

**APPLICATION REQUIREMENTS:**

- (a) Plot Plan-showing the location of outdoor tables, chairs and/or benches and music, garbage collection, barriers, etc.*
- (b) Indemnification Form Completed*
- (c) Certificate of Liability Insurance for use of Village Owned ROW Property*

**\*\*\* FAILURE TO SUBMIT THE AFOREMENTIONED MATERIALS WILL RESULT IN AN INCOMPLETE APPLICATION AND WILL BE RETURNED TO APPLICANT \*\*\***

**PART I: OWNER INFORMATION**

Suffolk County Tax Map Number: 0905- \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Property Location: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Mailing Address of Property Owner: \_\_\_\_\_

**APPLICANT INFORMATION:**

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

Home Phone #: (    ) - \_\_\_\_\_ Work #: (    ) - \_\_\_\_\_ Cell #: (    ) \_\_\_\_\_

Email Address of Applicant: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Business Phone #: \_\_\_\_\_

**PART II: VIOLATIONS**

Are there currently any violations of the Village Code OR ANY OTHER MUNICIPALITY at the proposed location? YES ☐ NO ☐

If "YES" please list and describe all violations:

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**PART III: DESCRIPTION OF OUTDOOR BUSINESS USE: MUST BE SPECIFIC**

*Days of Operation:* \_\_\_\_\_

*Time of Operation:* \_\_\_\_\_

*# of Tables:* \_\_\_\_\_ *# of Chairs:* \_\_\_\_\_

**PART IV: DESCRIPTION OF OUTDOOR MUSIC USE:**

*Days of Operation:* \_\_\_\_\_

*Time of Operation:* \_\_\_\_\_

*Type of Music:* \_\_\_\_\_

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**Note:** If this application is being made by someone other than the property owner, the property owner must sign the owner's authorization at the end of this form.

**PART IV: OWNER AUTHORIZATION**

**OWNER SIGNATURE:** \_\_\_\_\_

**OWNER PRINT NAME:** \_\_\_\_\_

Sworn to before me this \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
*PUBLIC SIGNATURE* NOTARY

(seal)

*Pursuant to Chapter 196-1 and 196-2 of the Village Code, Outdoor Dining and Outdoor Tables, Chairs and Benches shall be permitted during the period of April 15<sup>th</sup> through November 15<sup>th</sup> of each calendar year. Permits for Outdoor Dining or Outdoor Tables, Chairs and Benches are issued annually and applications must be received by February 1<sup>st</sup> in order to ensure a permit is approved by the Board of Trustees and secured for the calendar year. Submissions after February 1<sup>st</sup> cannot be guaranteed a permit.*

**Village Departments to Review Application:**

<b>Department:</b>	<b>Police</b>		<b>Fire</b>		<b>Public Works</b>		<b>Insurance Agent</b>		<b>Other</b>	
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### *Certification by Applicant*

I/We are duly authorized representative(s) of the group or organization named in this application, have read and agreed to abide by the aforesaid rules.

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Signature of Applicant or Representative

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Print Name and Title

----- SPACE BELOW IS FOR VILLAGE USE ONLY -----

Date Application Received:		Application Approved		Disapproved	
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- ☐ ***Plot Plan***-showing the location of outdoor tables, chairs and/or benches and music, garbage collection, barriers, etc.
- ☐ ***Indemnification Form*** Completed
- ☐ ***Certificate of Liability Insurance*** for Use of Village Owned ROW Property
- ☐ ***Fee:***        \_\_\_\_ NEW \$350.00        \_\_\_\_ RENEWAL \$150.00

\_\_\_\_\_  
(Signature of Mayor or Mayor's Designee)

Date: \_\_\_\_\_

Approval of Incorporated Village of Westhampton Beach Trustees (if necessary)

Date: \_\_\_\_\_

\_\_\_\_\_  
of Village Clerk)

Date: \_\_\_\_\_ (Signature

**VILLAGE OF WESTHAMPTON BEACH  
OUTDOOR DINING, TABLES, CHAIRS AND/OR MUSIC  
APPLICATION**

**IDEMNITY AGREEMENT**

**STATE OF NEW YORK}**

**}ss:**

**COUNTY OF SUFFOLK}**

**In consideration of issuance by the Village of Westhampton Beach of an Outdoor Dining, Tables, Chairs and/or Music Permit, the applicant voluntarily agrees to indemnify and hold the Village of Westhampton Beach and its officers, employees, and agents harmless from and against any and all losses, liabilities, damages, or costs including attorney's fees sustained by any person for personal injury, death, or property damage arising out of, or as a consequence to the use permit.**

**The undersigned further agrees to indemnify and hold harmless the Village and its officers, employees and agents from and against any and all losses, liabilities, damages, or costs including attorney's fees which may be imposed upon, incurred by or asserted against the Village by reason of any act of omission of the undersigned, which result in damage or injury of any kind to any person or any property and which arises out of or is any way connected with the use permitted by this permit.**

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**Applicant Signature**

**Sworn to before me this**

**\_\_\_\_\_day of \_\_\_\_\_, 20**

\_\_\_\_\_  
**Notary Public**