



## **EXPANSION OF OUTDOOR DINING Application requirements and instructions**

Pursuant to the Delaware Liquor Control Act and Commissioner's Rules, licensees of the OABCC who wish to expand their premises to include outdoor seating for dining and service of alcohol must submit the following:

- \$25 filing fee.
- A letter of request which explains the nature of the outdoor dining area, including intended dates of construction.
- A detailed floor plan showing the proposed outdoor dining area, the point(s) of contact with the licensed premises, point(s) of ingress/egress, seating and table arrangements, and appropriate fencing or enclosures.
- A letter approving the outdoor dining area from the appropriate political subdivision (county, city or town) and, if required, building permits with Certificate of Occupancy due prior to inspection.
- Written permission from the owner of the property, if leased premises

After the application materials have been submitted and approved, a successful inspection of the outdoor dining area must be conducted, which includes a \$25 fee.

If you have any questions, please contact OABCC at (302) 577-5222.