

## FAQs—Temporary Outdoor Seating Permits

### Who Can Apply?

Restaurants, dining establishments, breweries, and microbreweries provided such businesses comply with the guidelines specified in the Executive Order 2020-4.

### When Can I Apply?

Immediately.

### How Can I Apply?

Complete the [Temporary Outdoor Seating Permit Application](#) and submit it to the Village with all the necessary attachments. Please review the [Temporary Outdoor Seating Policy](#) prior to submission. You can submit it in person or by mail to Mundelein Village Hall located at 300 Plaza Circle, Mundelein, IL 60060. You may also email the completed application to [info@mundelein.org](mailto:info@mundelein.org) or upload it to the [Online Application Submission Portal](#). Paper applications are available for pickup at the lower level entrance vestibule at Mundelein Village Hall.

### How Soon Will I Receive an Approval?

Upon the Village receiving the application, an approval should be granted within no more than 5 business days.

### When Can I Set Up the Outdoor Seating Area?

Once the permit is approved and the licensee has complied with the specified requirements, businesses can begin the set-up.

### What if I Decide to Add More Tables and Chairs?

Please contact the Village to have the application amended.

### When Does the Outdoor Seating Permit Expire?

The permit will expire when the Governor lifts the Executive Order restricting restaurant capacity.

### How Do I Apply to Have Outdoor Seating in the Parking Lot or Other Space?

If a business wishes to pursue placing tables and chairs in a parking lot, add fencing around the seating area and/or tents to protect patrons from the elements, this requires a review of the available site parking requirements and additional safety measures for the public, before a final formal approval will be issued.

### Do I Need to Apply for the Outdoor Dining Permit if I Have an Existing Outdoor Seating Area?

Establishments with existing permitted outdoor seating areas do not need to apply for temporary outdoor seating permit.

### Need Further Assistance?

For information and assistance please contact Assistant Village Administrator Peter Vadopalas at 847-949-3223 or visit: <https://www.mundelein.org/business/temporary-outdoor-seating-permits>