



CITY OF EASTHAMPTON • MASSACHUSETTS  
OFFICE OF THE MAYOR  
**Nicole LaChapelle**

**Parking Space to Dining Conversion  
Application Form– August 2020**

**Background**

On March 10, 2020, Governor Charlie Baker declared a state of emergency in the Commonwealth of Massachusetts. On June 5, 2020 Governor Baker announced Phase II of the Massachusetts Reopening Plan, which included mandatory safety standards for restaurants to serve patrons outdoors. State requirements can be viewed online here:

[https://easthamptonma.gov/images/Restaurants\\_Circular\\_Eng\\_FINAL.pdf](https://easthamptonma.gov/images/Restaurants_Circular_Eng_FINAL.pdf)

The Mayoral Order as it relates to allowing the conversion of public parking on Main Street for the use as restaurant dining space shall be valid until November 30, 2020

Pursuant to the Mayoral Order issued on August 31, 2020, restaurants on Main Street may apply to convert parking spaces to dining areas. A restaurant operating in accordance with the mandatory safety measures and any other applicable local or state requirement may make an application to convert public parking for the use as restaurant dining space.

**Application**

Please complete this form to the extent feasible and submit it to the City Planner by email ([jbagg@easthamptonma.gov](mailto:jbagg@easthamptonma.gov)). Once complete, the form and associated plans will be sent Police, DPW, Mayor's office, and Planning Department for review and approval. To the extent possible, these applications will be reviewed and either approved, additional information requested, or denied within 24 hours.

**Required Information**

1. Please submit a map of the area to be used, with dimensions.
2. Please describe the materials to separate areas from cars (with an emphasis on concrete barriers):

3. Please provide a timeline for how long it will be in place:

4. Please list and identify who will be responsible for managing the space, including a plan for trash management

5. Please describe any exterior lighting (if applicable), exterior heating (if applicable)

6. Please list the anticipated hours of operation

**Conditions**

Any such request that is approved may be implemented immediately in compliance with all other orders, requirements, or provisions of local and state regulations and shall be in place no later than November 30, 2020. Applicants shall be solely responsible for all costs associated with any conversion and must be separated from vehicles by concrete barriers.

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**Signature of applicant**

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**Date**