

## Restaurant/Bar/Clubs Re-open Planning Guidelines and Questionnaire

The Village of Rantoul is excited to offer the opportunity for restaurants, clubs (as defined by the Village of Rantoul Liquor Ordinance) and Class A Liquor License holders to re-open beginning on May 29<sup>th</sup> for OUTDOOR SERVICE ONLY. In an effort to make sure each establishment will operate in a safe manner, keeping in mind the guidelines set forth by the Center for Disease Control and Prevention, the Illinois Department of Public Health, and the Champaign-Urbana Public Health District, this questionnaire, along with some guidelines, have been created to guide your re-open planning process. This application will need to be completed and returned to Scott Eisenhauer at the Village of Rantoul, either by email at [seisenhauer@myrantoul.com](mailto:seisenhauer@myrantoul.com) or by mail at 333 Tanner Avenue, Rantoul, IL 61866. Upon its receipt, review, and acceptance, a temporary permit to operate outdoors will be provided, and it is ONLY upon receipt of that permit that you can begin your outdoor service. PLEASE REMEMBER, ALL LOCAL ORDINANCES AND STATE STATUTES APPLY.

The following guidelines must be met when preparing your re-open plan:

Hours of operation are Monday thru Thursday 6:00am to 10:00pm, Friday and Saturday from 6:00am to 11:00pm and Sunday from 12 noon to 10:00pm. RESTAURANTS may open on Sunday earlier than 12 noon BUT cannot sell alcoholic liquor until 12 noon.

No amplified noise is allowed before 10:00am nor after 10:00pm.

For beverages, only plastic cups or cans can be utilized.

For establishments selling alcoholic liquor of any kind---the outdoor area of business MUST be designated by a physical barrier approved by law enforcement; this physical barrier may be a fence, rope, or some other means to delineate the area upon which service may occur and consumption of alcoholic liquor may occur; this area must be monitored to ensure that no one enters the space illegally, AND that at no time any container is used to transport alcoholic liquor out of the designated area. ALL ESTABLISHMENTS SELLING ALCOHOLIC LIQUOR OF ANY KIND MUST MEET WITH VILLAGE OF RANTOUL LAW ENFORCEMENT OFFICIALS PRIOR TO RECEIVING A TEMPORARY PERMIT.

Indoor restrooms may be used but only one person is allowed in a restroom at a time, and the restrooms must be cleaned each hour the business is open. An adequate supply of soap, disinfectant, hand sanitizer, and paper towels must be available.

Employees of each business will be required to wash their hands for 20 seconds no less than every 30 minutes. They should also wash their hands upon arrival to work, prior to and during food preparation, when switching between tasks, before donning gloves to work with food or clean equipment or utensils, after handling soiled dishes and utensils, after coughing or sneezing, after eating or drinking, after smoking or vaping, after handling a cell phone, or after using the restroom.

For food, businesses should use single packet condiments or serve condiments in a container which can be sanitized or disposed of after use. Tables should also not be pre-set, with plates and silverware brought to the table after the guests are seated. Also, no self-service food areas (buffets, salad bars, beverage stations used by guests, coffee stations) allowed.

No more than six individuals may be seated together at the same table.

You must maintain the outdoor service area in a clean manner. Appropriate trash receptacles must be in number to support the capacity, must be emptied routinely to avoid any overflow at any time, and must be kept odor free. At no time is trash allowed to remain on the ground past one hour of closing each day, and no trash shall ever leave the premises. At closing each day, management is responsible for making sure no trash has left the outdoor service area, and if so, should be collected and deposited into a trash receptacle prior to emptying for the day.

Ample lighting should be available for safe movement of people at all times throughout your hours of operation. Also, the grounds within the outdoor service area should be inspected and maintained in a way to minimize slips, trips, and falls.

All age restrictions, as outlined in the Village of Rantoul Code of Ordinances, will be enforced

No business shall open temporarily under this Executive Order without a permit from the Village of Rantoul. That permit will be issued upon receipt and review of your application. Failure to abide by any of the guidelines set forth, and all state and local ordinances and statutes, may result in a violation which could lead to suspension or revocation of this permit, and/or your annual license.

Registered corporate name of applicant \_\_\_\_\_

a. Doing Business As \_\_\_\_\_

b. Address: \_\_\_\_\_

c. Telephone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

d. Email Address: \_\_\_\_\_

1. What will be your hours of operation for outdoor service:

a. Monday thru Thursday: \_\_\_\_\_

b. Friday and Saturday: \_\_\_\_\_

c. Sunday: \_\_\_\_\_

2. Describe how your customers will order, and be served, by your staff: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

3. Describe how you will ensure your staff complies with all recommended safety precautions, social distancing, and personal protection: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Describe your plan for lighting, amplification of sound, any plans for music or bands, trash collection, and grounds maintenance: \_\_\_\_\_

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

5. Do you plan to use tents or other structures, and if so, how: \_\_\_\_\_

\_\_\_\_\_

6. Please provide a sketch of your site plan, including how tables and chairs will be arranged, and how this outdoor service area configures to your property (a sketch is all that is required, not architectural renderings):

**OWNER AUTHORIZATION FORM**  
**for a**  
**TEMPORARY OUTSIDE SERVICE APPLICATION**

As Owner of \_\_\_\_\_,  
the undersigned hereby applies for a Temporary Outside Service Permit issued by the Village of Rantoul, allowing my business to operate during the Executive Order period as declared by Governor J. B. Pritzker for the State of Illinois, and by Mayor Charles Smith of the Village of Rantoul.

The undersigned understands the guidelines set forth by the document attached, outlining rules and regulations for operation during this time under this permit. The undersigned also understands that all safety precautions as outlined by the Center for Disease Control and Prevention, the Illinois Department of Public Health, and the Champaign-Urbana Public Health District MUST be followed. The undersigned also acknowledges understanding of all local and state ordinances and statutes, and knows compliance with them are required.

Finally, the undersigned recognizes that any violation of any of the guidelines set forth in this document, any violation of state statute, or any violation of local ordinance may result in the suspension or revocation of this temporary permit, and may result in the suspension or revocation of the annual license (if applicable) permitted by the Village of Rantoul.

By:

\_\_\_\_\_  
Name of Business Printed

By:

\_\_\_\_\_  
Owner of Business Signature

Dated: