



**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:** \_\_\_\_\_ **ANNUAL PERMIT FEE: \$150.00**

**Please check which permit you are applying for (check one):**

- OUTDOOR DINING**
- OUTDOOR TABLES, CHAIRS AND BENCHES**

**APPLICATION REQUIREMENTS:**

**YOU ARE REQUIRED TO SUBMIT THE FOLLOWING:**

**(a) Plot Plan-showing the location of all outdoor tables, chairs and/or benches.**

**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 MUNICIPALTY VIOLATIONS on the proposed location? YES \_\_\_\_\_ NO \_\_\_\_\_

If "YES" please list and describe all violations

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

**PART III: DESCRIPTION OF OUTDOOR BUSINESS USE:**

Type of Business: \_\_\_\_\_

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

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

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

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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

**PART III: OWNER AUTHORIZATION**

STATE OF NEW YORK )

) s s . :

COUNTY OF SUFFOLK )

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

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

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

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

(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.*