

COVID-19 TEMPORARY OUTDOOR EXPANSION APPLICATION

City of Englewood Community Development Department
303.762.2342 commdev@englewoodco.gov

The City of Englewood is creating a temporary program to allow restaurants (to include coffee shops, bakeries, food trucks, etc.) and bars to operate in outdoor settings adjacent to their businesses. The intent of the program is to allow for greater physical distancing and safety for patrons when the state's public health orders allow restaurants and bars to resume sit-down service. While final rules and regulations are still in development, proposals could include expansion into designated outdoor areas such as adjacent parking lots, streets and sidewalks.

Eligible businesses must complete and email this **temporary** outdoor expansion application to commdev@englewoodco.gov for the city to review. Considerations for every proposal will include safety, mobility and local and emergency access. Only complete applications will be reviewed; city staff may request additional information not included in this application. As the requirements for state mandated social distancing evolve, this program may be modified or terminated. Any approval of this COVID-19 Temporary Outdoor Expansion Application will otherwise end on **December 1, 2020**.

Please Note – Liquor Consumption: For expansion of any **liquor** consumption area, a secondary permit is **required** from the City Liquor Authority. Please email jmckinnon@englewoodco.gov to apply for a liquor premise modification. Any temporary modification of premises for liquor consumption **expires 120 days** from the date the emergency regulation is adopted by the State Licensing Authority.

Privacy Information

Information provided in this application is considered a public record and may be subject to public disclosure through the Colorado Public Records Act.

BUSINESS INFORMATION

First/Last Name: _____

Name of Business: _____

Business Type: _____

Address of Business: _____

Email Address: _____ Phone Number: _____

Hours of Operation: _____ Type of Licenses Held: _____Liquor _____Food

LOCATION OF TEMPORARY USE (Check All That Apply)

- | | |
|---|---|
| <input type="checkbox"/> Expansion of existing patio ¹ | <input type="checkbox"/> Outdoor seating in city/public space |
| <input type="checkbox"/> Closure of alley or street | <input type="checkbox"/> Outdoor seating in parking lot |
| <input type="checkbox"/> Outdoor seating on public sidewalk | <input type="checkbox"/> Public parking lot |
| <input type="checkbox"/> In front of my business only | <input type="checkbox"/> Private parking lot ³ |
| <input type="checkbox"/> Extending in front of adjacent business ² | |

¹ For a permanent patio expansion please email commdev@englewoodco.gov to obtain more information on the process.

² Authorization from adjacent business owner is required.

³ Authorization from property owner is required.

_____ Other: _____

BUSINESS ACTIVITY

Briefly describe how you will use the expanded space.

OTHER INFORMATION

Proposed number of outdoor tables: _____ Proposed number of chairs: _____

Note: Maximum of 8 chairs per table. Tables must maintain 6 foot separation to adhere to state ordered distancing requirements.

Proposed number of shade coverings (pop-up tents; patio umbrellas; etc.): _____ Size: _____

Explain how the area will be secured and what materials will be used (cones, concrete barriers, railing, etc.)

REQUIRED DOCUMENTS (Submit with Application)

Drawing of the requested expansion area showing:

- Label streets
- Dimensions of expansion area
- Location of all tables/chairs, shade coverings
- Location of barrier and materials used to secure expansion area
- If applicable, distance from outdoor seating to edge of sidewalk
- If applicable, number of parking spaces being used for outdoor seating

If applicable, authorization from adjacent business owner to expand in front of their business.

If applicable, authorization from property owner to expand into private parking lot.

ACKNOWLEDGEMENTS

Please check each statement acknowledging that you have read and affirm the information you have submitted within this application is true and accurate to the best of your knowledge.

All required documents outlined above are attached and complete.

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- I shall follow all state ordered guidelines with respect to social distancing and proper sanitizing of all outdoor seating in the expanded area.
- I shall properly dispose of all trash in the expanded outdoor seating area.
- I shall be responsible for setting up and securing the outdoor seating each day until this program expires.
- Any type of open flame is prohibited.
- An approved City of Englewood liquor premise modification is **required** for consumption of alcohol in the expansion area.

Signature/Title

Date

STAFF USE ONLY

Date Received: _____

Approved/Denied: _____

Staff Assigned: _____

Date Approved/Denied: _____

Permit Number: _____

Date Business Notified: _____