

Temporary Modifications of Premises (COVID-19)

Emergency Regulation 47-302(F) and 47-1102 Guidelines and Application Checklist

These emergency regulations were adopted to allow on-premises consumption licensed establishments to apply for temporary modifications in order to pre-plan for temporary outdoor seating areas to support social distancing requirements while complying with all public health orders and other liquor laws and regulations.

What types of licenses qualify to apply for a temporary modification?

Hotel/Restaurant - Brew Pub - Distillery Pub - Vintner's Restaurant - Fermented Malt Beverage - Beer & Wine - Lodging & Entertainment - Optional Premises – Club - Arts - Breweries (State approval only) - Wineries (State approval only) - Distilleries (State approval only)

What application form is to be used for a temporary modification?

State form #8442 – Permit Application and Report of Changes (attached with areas required highlighted)

What documents are required to be submitted with the Permit Application and Report of Changes?

- Diagram of new, temporary area to be licensed that includes: a) dimensions of the new space; b) entrance/exit points; c) seating layout; d) boundaries (area may not block pedestrian movement and must provide for 52" of space to meet ADA requirements)
- Lease, deed, or other written permission to utilize the new space proposed for the temporary modification (if on a City-owned right-of-way, a revocable use permit will be issued with the temporary modification)
- Written Control Plan that includes: a) hours of operation; b) new signage plans; c) plan for music or entertainment; d) how service to underage individuals and intoxicated patrons will be monitored and prevented; e) security measures; f) description of barriers used to maintain boundaries of new space to be added; g) how overall area will be monitored to assure alcohol beverages do not come onto or leave the additional space; h) lighting plans
- If on a City-owned right-of-way, Certificate of Insurance naming the City as an additional insured in the amount of \$1 million dollars

Can I apply now, before we know an official dine-in opening date from the Governor?

Absolutely, yes! Download the required application, guidelines, and emergency regulations found at <http://greeleygov.com/government/cc/liquor-licensing> now and apply now. Complete applications with all required attachments and documentation can be submitted via email at cityclerks@greeleygov.com or dropped in the City Hall West parking lot drop box, which is checked each morning.

What are the fees for a temporary modification?

The City of Greeley is anticipating an application to the Greeley Area Recovery Fund for State and local costs associated with Temporary Modification Applications, so no fees are required at the time of filing your application.

When does the temporary modification expire?

Approved temporary modifications will expire in 120 days from the effective date of the emergency regulation, unless extended by subsequent State Rule or action.

How long will it take to process a temporary modification?

The City of Greeley and the State of Colorado will review these applications concurrently to help expedite approval and issuance of a temporary modification permit. The City of Greeley is anticipating a 10-12 day review period. A public notice will be required to be posted on the site provided by the City Clerk's Office.

Contact the Greeley City Clerk's Office at 970-350-9743 for specific questions or clarification.

Incomplete applications cannot be accepted in the spirit of expediency in approval for businesses!