

Temporary Retail Outdoor Expansion Checklist



ARAPAHOE COUNTY
COLORADO'S FIRST

Applicant Business:

Address:

Contact Name:

Phone:

Email:

On May 25, 2020 Governor Polis issued Executive Order 2020 079 allowing restaurants to resume in-person dining at reduced capacity. Colorado Department of Health and Environment (CDPHE) also issued Public Health Order 20-28 including guidance for restaurants and food service that encourages "outdoor in-dining." In response and in an effort to support local business in unincorporated Arapahoe County, the Board of County Commissioners passed [Resolution Number 200269](#) to relax the enforcement of County zoning requirements, allowing businesses to establish outdoor service areas. Please read the entire County [resolution](#). Submittal of this form and attachments of checklist items is the first step in approval from Arapahoe County for expanded outdoor services. Call Zoning at 720-874-6711 if you have any questions. Each case will be assessed individually for compliance with fire district, building, engineering and transportation requirements. It is the goal of the County to approve these as quickly as possible anywhere between 2-5 business days based on compliance and accuracy of submitted documentation.

Please download this document to your desktop. If you have trouble with the submit button, simply send this as an attachment to rrimer@arapahoegov.com.

A site layout must be provided to Arapahoe County Planning Division which illustrates the following:

- Locations of outdoor seating or business areas
- Any parking areas or walkways or landscape areas that will be disrupted by the expansion
- How access, ADA accommodations, and emergency egress will be maintained
- The location and type of fencing or other barriers to be used
- Any lighting, signage, or flags to be added to the site or attached to structures a temporary basis

No business areas, lighting, fencing or signage may be located within a public right-of-way without consultation/permission from the County's Director of Public Works. The business owner is responsible for determining the necessity of building or electrical permits for the type of lighting to be used.

Temporary structures such as tents shall only be allowed in accordance with the applicable Public Health Orders and must otherwise comply with applicable setbacks and building permit requirements.

Location of tables, seating and other areas must provide for adequate emergency egress from buildings and designated outdoor areas and must maintain ADA access for ingress/egress, restroom access and parking.

Outdoor service/business areas, including tables and seating, must comply with applicable requirements and guidelines in Public Health Orders and/or related guidance documents for spacing of people for social distancing. Such areas should be separated and defined by fencing or barriers. <https://covid19.colorado.gov/safer-at-home/restaurants-food-services>

The business owner shall be the owner of or otherwise have authorization to use the proposed temporary outdoor service area by lease, license agreement or other written permission of the owner of the proposed area.

Consult with your local fire district/authority to ensure compliance with fire safety requirements.

No outdoor speaker systems or outdoor entertainment will be added for the temporary business expansion beyond that already approved and in use for the permanent business operation.

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Arapahoe County Public Works and Development | Zoning Division | 720-874-6711