



TEMPORARY BUSINESS EXPANSION PERMIT and ADMINISTRATIVE LICENSE AGREEMENT: Public Rights of Way, Property and Vehicle Use Areas

- As set forth by the State of Colorado and the Jefferson County Public Health Department, businesses in the City of Golden may be permitted to temporarily expand in adjacent public rights of way with an Administrative License Agreement and on their property and vehicle use areas such as sidewalks, streets, alleys and parking areas with a Temporary Business Expansion Permit.
- The expansion is temporary and shall expire upon the termination of the City's Declaration of Local Disaster Emergency.
- Expansions must be mindful of the City's Municipal Code, especially Chapter 18.40 regarding on-site design requirements, and Section 4.90.060 and how the site and use would relate to the flow of pedestrians, vehicular and emergency access as well as protecting the health, safety and welfare of the public and adjacent properties' uses.

Rules:

1. **General:** Each business must comply with social distancing requirements as set forth by Jefferson County Public Health Department and the State of Colorado, as they may be amended during the effective period of these provisions.
2. **Pedestrian Areas:** Pedestrian areas on and adjacent to a property must be maintained to the maximum extent practicable, allowing two way foot traffic and minimum size of 6 feet in width in a continuous pathway.
 - a. Pathways for pedestrians that are not clearly defined by the inherent site design should be clearly marked with tape, cones, bollards, ropes and other measures to make social distancing possible and safe. The use of semi-permanent measures such as spray paint, concrete, rocks, timbers and like materials is prohibited.
 - b. Pathways may not block existing ADA routes.
3. **Rights of Way:** Businesses and use expanding into dedicated public rights of way, especially vehicular areas for parking and travel, will need to ensure proper barriers, safety measures and signage are planned for and implemented.
 - a. Permission for adjacent businesses to use public rights-of-way is by City permit only and will be evaluated on a case-by-case basis.
 - b. The Public Works Department may request additional safety measures dependent on the proposal, hours of operation and other factors based on the application.
 - c. Social distancing requirements must also take into consideration individuals patronizing adjacent businesses. City Staff shall notify the Applicant if an adjacent business has a

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4. **Vehicular Use Areas (Private Parking Lots and Drive Aisles):** The utilization of designed vehicular use areas located on a property for other uses such as staging, delivery, pedestrians, bicycles, furniture, fencing and other non-traditional uses shall prioritize the social distancing needs of patrons, employees and the general public over the access of any vehicles, except in cases where emergency vehicles must access a site or area.
 - a. **Parking:** Parking requirements are based on use and location of the business, detailed in Chapter 18.36 of the Municipal Code.
 - b. As a rule, parking for retail space is based on the square footage of the use space, and restaurant parking is based on the number of seats and Staff is generally authorized to allow a reduction in parking ratio requirements for temporary expansions.
 - c. **Ingress/Egress:** The expansion may not obstruct any ingress or egress to and from any existing structures or parking areas.
5. **Building Code:** Temporary roofed structures, such as tents or sheds, must be permitted by the City and secured properly to prevent damage from high winds.
6. **Fire Code:** Access for fire trucks is required, particularly for any new or existing structures, which means at least a 20-foot fire lane that must be kept clear of merchandise, vehicles and other obstructions in case of an emergency. Fire extinguishers may also be required for expanded use areas.
7. **Dining/On-site services and consumption:** Any expansions or modifications of an existing liquor license must be authorized by the City Clerk's office.
8. **Signs/wayfinding:** Temporary signs located for wayfinding, traffic control and posting of site regulations is allowed without a permit so long as the sign locations are within the expansion area and the signs do not block lines of site or emergency access to the site. Adherence to the City's Municipal Code for signs is still required.
9. **Lighting:** Any temporary lighting associated with the expansion of the business or use must meet the City's Municipal Code.