

Extension of Premises

and Outdoor Expansions for Restaurants

As a result of the COVID-19 pandemic and its economic effects on the restaurant industry, a number of cities and towns have expedited their processes for extension of premises and created temporary use permits to allow businesses to expand their operations outdoors.

Steps for Expansion

Operators should consult with their local jurisdiction for temporary outdoor expansion applications, as specific requirements may vary by municipality. Business owners should expect the following steps as part of the application process:

1.

AUTHORIZATION

Receive authorization from landowner for proposed expansion

2.

APPLICATION PROCESS

Begin application process with **LOCAL MUNICIPALITY** & provide necessary materials including aerial photos or sitemap with labels denoting roads, emergency exits, & fire lane access. Inspections or site visits may be a part of application process

3.

EXTENTION OF PREMISE

If establishment serves **ALCOHOL**, complete Department of Liquor Licenses & Control Extension of Premise Application

4.

INSURANCE COVERAGE

Ensure applicable **INSURANCE COVERAGE** requirements are MET

5.

SUBMIT APPLICATION

Submit application with **MUNICIPALITY**. If **APPROVED**, the **DURATION** of the Temporary Permit may be tied to Local Emergency Declaration

For a list of municipalities with expedited processes in place visit: [azleague.org/...](http://azleague.org/)