



## **“Calistoga is Open for Business” Temporary Support and Recovery Program**

**Purpose:** Recognizes that many Calistoga restaurants, tasting rooms, and retail businesses will be challenged to comply with new guidelines to allow for reopening due to COVID-19. State and county social distancing requirements and seating capacity limits may require elimination of a number of seats in the interior dining and exterior patio areas, or strict limits in the number of patrons at any one time. This program would relax, on a temporary basis for sixty (60) days, and could be extended, normal restrictions that may limit placement of seating or merchandise on additional patio, walkway space, off-street private parking areas, and/or allow seating and limited retail to be placed on adjacent lawn or other areas. Businesses would be responsible to submit a proposed plan for temporary modified operations to the City for approval. In no case would this approval result in net seating for the business greater than what existed prior to March 16, 2020.

### **Key Elements:**

- There will be no formal processing fee associated with this program.
- Each business and property is unique and will need to identify the specific adjacent space proposed to be used such as patios, walkways, lawn areas, and parking areas.
- The City recognizes that businesses currently require increased flexibility in terms of needs for additional signage and would provide information on any new temporary signage.
- All temporary use of the additional space would need to comply with the following:
  - COVID-19 specific requirements established by the State and County.
  - ADA accessibility requirements for use of the temporary area.
  - Any applicable ABC licensing requirements
  - Sign-off by the Napa County Department of Environmental Health
  - Business must otherwise be in good standing with the City of Calistoga in terms of business license, use permits, or outstanding building permits
- Each business may add to or include their COVID-19 information and procedures they have put in place to the allowable menu board during this temporary period.
- Each business would submit a proposed plan including the above elements including a sketch/site plan of areas where seating is to be relocated.
- If the plans require temporary construction, plumbing, electrical work, or tents, the Building or Fire Officials may require permits for those elements of the project. Any such required permits will be expedited.
- Each business, if approved by the City, will sign a form acknowledging the temporary nature of these provisions and modifications and any included conditions.
- The program may be continued beyond the existing sixty (60) day period based on review of operational impacts and need due to COVID-19.



### **Checklist:**

- Submit materials to Planning & Building Department:
  - Submit to Zach Tusinger, Planning & Building Director
    - 707-942-2830 or [ztusinger@ci.calistoga.ca.us](mailto:ztusinger@ci.calistoga.ca.us)
    - Please email all documents in pdf format.
  - Application form
  - Request letter
  - Basic site plan drawing
  - Information regarding any new temporary signage
- Confirm valid Calistoga Business license
- ABC sign-off (if applicable) – 707-576-2165
- Napa County Environmental Health sign-off – 707-253-4471
- Building, Electrical, or Tent Permits (if applicable) – 707-942-2827

### **Questions?**

Zach Tusinger

Planning & Building Director

[ztusinger@ci.calistoga.ca.us](mailto:ztusinger@ci.calistoga.ca.us)

707-942-2830

**Note:** This program is intended for limited, temporary changes to outdoor areas. More substantial changes, or changes intended to be permanent in nature, may require going through the City's Design Review (and potentially Use Permit) process.



**“Calistoga is Open for Business”**

**Temporary Support and Recovery Program**

This program is intended to offer businesses flexibility in their seating and retail arrangements, to the extent possible, in order to cope with the new demands caused by COVID-19. It allows businesses a 60-day period (that may be extended for longer periods) for additional limited seating on patios, walkways, or off-street parking areas, and provisions for limited additional temporary signage.

Business Name: \_\_\_\_\_

Applicant/Title: \_\_\_\_\_ Email: \_\_\_\_\_

Business Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address (if different from business address): \_\_\_\_\_

Type of Business: Restaurant  Tasting Room  Retail  Other

Please attach a request letter describing the proposed additional seating/accommodations and any added temporary signage.

Please attach a sketch of a site plan showing the new temporary site configuration, location of added outdoor seating, and proposed temporary signage.

Additional items apply for the duration of the program: 1) The City may deny the proposed plan for failure to comply with the requirements of the program or federal, state, or local laws or regulations. 2) Program may be extended beyond the sixty (60) days based on City staff's review of operational impacts and need. 3) The City may revoke the temporary approval for any business failing to abide by program requirements.

Signed (Applicant): \_\_\_\_\_ Date: \_\_\_\_\_

Signed (Property Owner): \_\_\_\_\_ Date: \_\_\_\_\_