

Emergency Temporary Modification of Premises –

The Emergency Regulations were adopted to allow on-premises liquor licensed businesses to apply for temporary modifications with their local and state licensing authority and to pre plan for temporary outdoor seating areas that support social distancing requirements.

- How do I apply for the Temporary Modification of Premises?
 - Complete the Modification of Premises Application using [DR 8442 – Permit Application and Report of Changes](#) and include the following documentation:
 - Describe the modification proposed and the start date.
 - Confirm the proposed space complies with local building and zoning laws.
 - Attach a diagram of the temporary premises with an outline of the entire licensed area.
 - Attach any existing leases, statements of use, permits, easements, or other documents that show legal possession of the premises.
 - Attach a control plan which details boundaries of the licensed premises, ingress/egress, signage, hours of operation, preventing sales to underage or intoxicated persons.
- For businesses within the Downtown Development Authority that have an Outdoor Dining Lease, please complete the [Outdoor Dining Lease Amendment](#).
- Where should I submit the forms?
 - Turn all forms and documentation into the City Clerk’s office. To expedite the application, you have the option of paying the \$150 fee to the State [online](#). The City is waiving the fee for Temporary Modification of Premises and the application will be expedited.

Please visit the [State of Colorado’s website](#) for more information or contact the City Clerk’s office at 970-244-1509.