



August 26, 2021

Dear Merchant,

To further support businesses as the local economy recovers from the COVID-19 pandemic, the City of Concord is waiving the fees for the permitting process to establish a Sidewalk Café and Outdoor Eating Area through June 30, 2022. As a result of this waiver, qualifying businesses that serve food and beverages can establish **permanent** outdoor eating areas without incurring permitting fees.

This action follows the [July 15 letter to merchants](#), through which the City of Concord announced the extension of the Temporary Master License Program for New or Expanded Outdoor Operations, which allows licensed businesses to **temporarily** establish expanded outdoor operation areas without licensing costs, also through June 30, 2022.

By waiving fees for both the temporary program established to allow flexible business operations during COVID-19 and permanent Sidewalk Café and Outdoor Eating Areas, the City of Concord is allowing qualifying businesses with temporary outdoor setups a pathway to establish permanent outdoor operations, while also allowing businesses that do not have licensed temporary setups to move straight to a permanent process.

It is highly encouraged that businesses interested in taking advantage of the fee waiver [contact the Planning Division](#) by January 21, 2022 to determine whether there is potential at their site for a permanent Sidewalk Café or Outdoor Eating Area through the review and approval of an Administrative Permit. Applications from businesses outside the [Sidewalk Café boundaries](#) may require an Administrative Permit or Minor Use Permit.

Please read the [FAQs](#) to learn more about how the program extension and temporary signage deadline may impact your business. The application for a permanent Sidewalk Café or Outdoor Eating Area can be found [here](#).

For questions about outdoor operations, please contact the Planning Division at zoning@cityofconcord.org. For general business support, please contact Economic Development Manager Marie Suvansin at marie.suvansin@cityofconcord.org.

Sincerely,

The City of Concord