



May 27, 2022

Dear Merchant,

To continue supporting businesses that are still utilizing temporary outdoor operations, the City of Concord has extended the Temporary Master License Program for New or Expanded Outdoor Operations, from its current expiration date of June 30, 2022 to September 30, 2022. This program allows licensed businesses to **temporarily** establish expanded outdoor operation and dining areas without licensing costs.

In addition, to support businesses seeking to establish permanent outdoor eating areas, the City is also extending the timeframe whereby qualifying businesses can establish permanent outdoor eating areas without incurring permitting fees to September 30, 2022.

The extension of the Temporary Master License Program allows for businesses that are still recovering from the impacts of the COVID-19 pandemic to take advantage of the summer foot traffic to help boost sales through outdoor operational areas for shopping and dining. This extension applies to those businesses that have applied for, received, and are still utilizing temporary outdoor dining structures, as the deadline to apply for a temporary master license has expired as of March 31, 2022.

Please be advised all temporary outdoor operations and dining activity under the temporary master license program must cease and temporary structures must be removed no later than September 30. Businesses that are looking to establish permanent outdoor dining spaces and structures without incurring fees should contact the Planning Division to 1) determine if they are eligible for a permanent structure, and 2) submit an application and supplemental materials. Application materials and instructions on how to submit can be found at www.cityofconcord.org/176/Planning-Permits.

For questions related to outdoor operations, please contact the Planning Division at zoning@cityofconcord.org or by calling 925-671-3152. For general business support, please contact Economic Development Specialist Robert Carrera at robert.carrera@cityofconcord.org or by calling 925-671-3018.

Sincerely,

City of Concord

Planning Division

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