

TEMPORARY PREMISES EXTENSION



City of Bisbee
Community Development Department
76 Erie Street
P.O. Box 4601
Bisbee, Arizona 85603-4601
PHONE: (520) 432-6000
EMAIL: tcoleman@bisbeeaz.gov

For Office Use Only	
Permit #	

You can also apply online for eligible permits at
<https://bisbee.portal.iworq.net/BISBEE/new-permit/600/765>

PLEASE BE ADVISED OF THE FOLLOWING INFORMATIONAL NOTICE:

PUBLIC RECORDS - This application and any document supplied as part of this application is considered a public record and may be disclosed pursuant to A.R.S. § 39-121 or displayed electronically by the City of Bisbee.

Business Name:			
Primary Contact:		Business Phone:	
Address:		Mobile Phone:	
City/State/Zip:		E-mail:	

The following items must be provided with this application:			
<input type="checkbox"/>	If the area of the desired extension is owned or controlled by some other person or entity, a written confirmation of permission to use the area as an extension of your premises.		
<input type="checkbox"/>	An exhibit (map) depicting the existing business operations and the area to be extended.		
<input type="checkbox"/>	A schematic showing operations within the extension area, including seating and maximum occupancy, to confirm compliance with social distancing and other CDC or AZDHS health directives.		
<input type="checkbox"/>	A description of the design and positive barriers to delineate the boundaries of the extended premises. Jersey Barriers, reflective delineators, or other approved devices shall be used to separate the exterior premises from adjacent parking / Drive Lanes / Street.		
<input type="checkbox"/>	If the desired extension of premises is on to public rights-of-way or public parking, a written confirmation that the applicant has adequate insurance for the extended premises and the City is a named additional insured.		
<input type="checkbox"/>	If the desired extension of premises will be used to serve alcohol, written confirmation that the applicant has complied with the provisions of liquor regulation to include appropriate separation of the area to properly monitor ingress and egress, limit access to minors and monitoring of consumption. Noncontiguous extensions may not exceed 60 feet from the permanently licensed premises and shall be subject to other standards and approval by the Arizona Department of Liquor Licenses and Control.		
<input type="checkbox"/>	If known, date premises will be ready for inspection.	Date:	

***Changes shall not be made to an approved layout without providing an updated layout plan and scheduling a new premises inspection.**

Signature of Owner/Agent: _____ Date: _____

Printed Name of Owner/Agent: _____ Date: _____

Contact person to answer questions and provide assistance during the permit application process:

Theresa Coleman, City Manager; Phone: 520-432-6000; email: tcoleman@bisbeeaz.gov

A premises verification inspection is required. This inspection can be requested by **emailing** tcoleman@bisbeeaz.gov, or by **calling** (520) 432-6000. You will need to provide your permit number so be sure to have it handy. Requests for next day inspections must be received before 3pm. Excludes Holidays and Weekends.