



CITY OF RANCHO MIRAGE

PLANNING DIVISION

COVID-19 Temporary Use Permit

Outdoor Commercial Uses

In response to the economic impacts of COVID-19, the City Council authorized the relief of certain Zoning Ordinance requirements for temporary uses and commercial signage to allow businesses in commercial zones to continue to offer goods and services in compliance with State and County mandates relative to COVID-19. Examples of uses that qualify for this TUP include, but are not limited to, outdoor dining, outdoor retail, outdoor exercise/yoga classes, and outdoor salon/barbers.

Fees are waived for COVID-19 Temporary Use Permit (TUP) applications. These temporary provisions shall remain in effect until the local emergency proclamation is rescinded or until such time as the City suspends, terminates or amends these procedures.

City staff are available to review any preliminary proposals prior to submitting formal applications. Please contact the Planning Division at (760) 328-2266 or Planning@RanchoMirageCA.gov for assistance. For additional resources, please visit the City's [COVID-19 Business Services Page](#).

I. Application Requirements

- Completed TUP application (Application fees waived for COVID-19 TUPs)
- Written authorization from the property owner/manager (if applicant is not property owner)
- A dimensioned site plan or aerial photo showing the location of the outdoor commercial activity area(s) any proposed physical structures, such as tents/canopies and enclosures.
- A conceptual signage plan that shows the proposed location(s) and dimensions for all temporary signage, if applicable.
- A copy of approval from the Department of Alcohol and Beverage Control (ABC) if alcohol service is provided.

II. Application Review Process

- A complete application package shall be submitted to the Planning Division by e-mail, mail, or in-person.
- Upon receipt of a completed COVID-19 TUP application, Planning staff will review the application and contact the applicant within three (3) business days.

III. General Information

- The property owner/applicant shall comply with all health orders and guidance for restaurants and/or retail provided by the Governor's Office and the County of Riverside.
- The applicant is responsible for obtaining all permits/approvals it may be required to obtain from other public agencies to engage in the activities associated with TUP.
 - Riverside County Department of Environmental Health (food services): (760) 320-1048
 - Structures such as tents and canopies require Fire Department approval. For more information, please contact Jacqueline Palmieri, Fire Safety Specialist, at (760) 324-4511 x307 or JacquelineP@RanchoMirageCA.gov.
 - If the TUP application involves a license to sell alcoholic beverages, a copy of your approval from the Department of Alcohol and Beverage Control (ABC) may be required prior to permit issuance. Any licensee with on-sale retail privileges may qualify for a COVID-19 Temporary Catering Authorization through the local ABC office. Please refer to [ABC-218 CV19 Instructions](#) for additional information.



**CITY OF RANCHO MIRAGE
PLANNING DIVISION
COVID-19 Temporary Use Permit Application**

TUP20-_____ <input type="checkbox"/> Approved <input type="checkbox"/> Denied
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The COVID-19 Temporary Use Permit (TUP) is for businesses in commercial zones to continue to offer goods and services in compliance with State and County mandates relative to COVID-19. Examples of uses that qualify for this TUP include, but are not limited to, outdoor dining, outdoor retail, outdoor exercise classes, and outdoor salon/barbers. Please contact the Planning Division at (760) 328-2266 or Planning@RanchoMirageCA.gov for assistance.

Business Name: _____

Business Address: _____

Applicant Name: _____

Mailing Address: _____

Phone No.: _____ E-Mail Address: _____

Property Owner: _____

Phone No.: _____ E-Mail Address: _____

TEMPORARY USE TYPE (CHECK ONE)

- Outdoor dining with alcohol service Outdoor dining (no alcohol service) Outdoor exercise
- Outdoor merchandise display/retail Outdoor salon/barber Other (please attach description)

APPLICATION CHECKLIST

- Written authorization from the property owner/manager (if applicant is not property owner)
- A dimensioned site plan or aerial photo showing the location of the outdoor commercial activity area(s) any proposed physical structures, such as tents/canopies and enclosures.
- A conceptual signage plan that shows the proposed location(s) and dimensions for all temporary signage, if applicable.
- A copy of approval from the Department of Alcohol and Beverage Control (ABC) if alcohol service is provided.

I acknowledge the filing of this application and certify that all of the above information is true and correct.

Print Name: _____ **Signature:** _____ **Date:** _____

STAFF USE ONLY		
TUP20-_____	Date Submitted: _____	Reviewed By: _____