



Resource Guide

Virginia Executive Order 67
Information For Restaurants & Businesses During Phase 3
COVID-19



GUIDANCE FROM ARLINGTON COUNTY AND VA STATE AGENCIES

Information for this guide was provided by Arlington County and Virginia state agencies to ensure that businesses in Arlington County have the most reliable information possible to open safely. The following agencies provided content for this guide:

- Commonwealth of Virginia, Office of Governor Ralph Northam
- Arlington County Police Department - Business Outreach Unit/Arlington Restaurant Initiative
- Arlington County Economic Development Office - BizLaunch
- Arlington County Department of Human Services – Public Health
- Arlington County Fire Prevention Office
- Arlington Community Planning, Housing and Development - Planning, Zoning, and Code Enforcement
- Arlington County Department of Environmental Services
- Virginia Alcohol Beverage Control Authority

Contact the ACPD Business Outreach Unit



BSIOutreach@arlingtonva.us

Contact BizLaunch



703-228-0808



bizlaunch@arlingtonva.us

The Internet references cited in this publication were valid as of the date of this publication. Given that URLs and websites are in constant flux, neither the author(s) nor the Arlington County Government and its agencies can vouch for their current validity.

ORDER 67 - SAFER AT HOME: PHASE THREE

On July 1, 2020 at 12:00 a.m., Northern Virginia will be entering “Phase Three” easing of certain temporary restrictions as discussed in Executive Order 67 (“Order”). The Order also requires that businesses follow [Guidelines for All Business Sectors](#). In anticipation of moving into Phase 3, we have created this guide to assist restaurants and businesses with this transition. The link for Executive Order 67 can be found [here](#).

FORWARD VIRGINIA PHASE THREE (3) BEGINNING JULY 1		
ON WEDNESDAY, JULY 1, VIRGINIA MOVES FROM PHASE 2 TO PHASE 3	PHASE TWO	PHASE THREE
RETAIL	Open at 50% capacity	Open; 6 ft physical distancing required
GATHERINGS	50 person limit	250 person limit; or 50% occupancy of event space
RESTAURANTS, BREWERIES, FOOD COURTS, WINERIES, ETC.	Takeout, delivery; indoor and outdoor seating at 50% capacity	Open; 6 ft physical distancing required; Bar seats and congregating areas must be CLOSED
FITNESS AND EXERCISE FACILITIES	Open at 30% capacity, maintaining; 10 ft physical distancing	Open with 75 % capacity; maintaining 10 ft physical distancing
PLACES OF WORSHIP	Drive-in services; Indoor at 50% capacity	Open; 6 ft physical distancing required
FARMERS’ MARKETS	Open with 6 ft physical distance	Open; 6 ft physical distancing required
BARBER SHOPS, SALONS, TATTOO SHOPS, SPAS, TANNING, NAIL SALONS	Appointment only, 6 ft physical distance, at 50% capacity	Open; 6 ft physical distancing required
PRIVATE CAMPGROUNDS	Open for overnight stays (14 days or less) with 20 ft between sites	Open
ENTERTAINMENT AND AMUSEMENT BUSINESSES	Varied	Open with occupancy restrictions
SWIMMING POOLS	Open for lap swimming and deck seating; 10 ft physical distance	Open at 75 % capacity; 10 ft physical distancing required
CHILDCARE	Open for working families	Open
RECREATIONAL SPORTS	Varied	10 ft physical distancing; lesser of 50% occupancy or 250 person limit
WWW.VIRGINIA.GOV/CORONAVIRUS/FORWARDVIRGINIA/		

ONWARD ARLINGTON – Preparing for Phase Three

VIRGINIA ALCOHOLIC BEVERAGE CONTROL AUTHORITY (VA ABC)

6308 Grovedale Drive Alexandria, VA 22310
(703) 313-4432



Virginia ABC has created an expedited approval process for businesses considering temporary outdoor seating areas (TOSA) only while the Governor's Executive Orders 61 and 62 are in effect. More information on the process can be found here: [VA ABC Executive Order Topic 16 \(05/13/20\) ABC Response to Temporary Approval of Outside Dining Areas](#) and [Licensee FAQs: Outside Dining Areas](#)

According to VA ABC, "existing outside dining areas (rooftops, patios, etc.) that have been previously approved by ABC prior to the public health emergency, the licensee who operates a previously approved PERMANENT outside dining area can keep that space open until 2:00 a.m. However, if a licensee with a permanent outside dining area expands that space on a temporary basis, then the expanded (temporary) space must adhere to the time constraints imposed in Topic 16, which permits the area to be used for the selling and consumption of alcohol." Per CPHD, "Alcohol sales within a TOSA are permitted between the hours of 9 a.m. and 11 p.m. daily". (see CPHD section below for more on TOSA's)

ARLINGTON COUNTY FIRE PREVENTION OFFICE (ACFD)

1020 N Hudson Street, Arlington, VA 22201
(703) 228-4644



Occupancy Capacity

- Your county issued Certificate of Occupancy was for fire safety and the Governors order of 50 percent outdoor capacity is focused on personal protection.
- Display the 50 percent outdoor capacity number for your businesses near the outside dining area.
- Dedicate a person to maintain the occupancy capacity number and they are responsible for the official count. The Fire Prevention Office (FPO) can educate businesses that have never done an occupancy capacity count.
- Maintain a safe egress path from the outside dining area and 50 or more patrons must have 2 egress access points.

Assembly Permit Inspections

- The Fire Prevention Office completed most of the annual assembly permits and remaining re-inspections will be scheduled by a Deputy Fire Marshal. If your re-inspection was not completed by May 29, your business can still open.
- Check your commercial hood fire suppression system to ensure compliance for service. The fire suppression system shall be tested every 6 months and witnessed by the FPO once a year. You can call (703)228-4647 to schedule a witnessed test.

ARLINGTON COMMUNITY PLANNING, HOUSING AND DEVELOPMENT (CPHD)

2100 Clarendon Boulevard, Suite 700, Arlington, VA 22201
(703) 228-3883

Temporary Outdoor Seating Area Permit

Temporary Outdoor Seating Areas (TOSAs) are newly created or expanded exterior spaces at restaurants, bars, or cafés where food and/or beverages may be served to up to 50% of the restaurant's occupancy capacity. These temporary spaces will assist businesses with serving more customers while complying with the Governor's Orders.

Arlington County has outlined an expedited, administrative process to review and approve TOSA applications. For businesses interested in serving alcoholic beverages, an approved County TOSA Permit is required to apply for a second permit from [Virginia's Alcohol Beverage Control Authority](#) (VA ABC).

For more information regarding TOSAs visit the [County's TOSA webpage](#).

Complete a [Temporary Outdoor Seating Area Permit Application](#)

ONWARD ARLINGTON – Preparing for Phase Three

ARLINGTON COUNTY DEPARTMENT OF HUMAN SERVICES – PUBLIC HEALTH (DHS-PH)

2110 Washington Boulevard, Suite 350, Arlington, VA 22204
(703) 228-7400

Best Practices for Re-Opening Retail Food Establishments During the COVID-19 Pandemic – Food Safety Checklist

<https://www.fda.gov/media/137867/download>

<https://www.fda.gov/media/137868/download>

Guidance for Food Establishments During COVID-19

Arlington County Public Health Division's (ACPHD) regulated businesses must strictly adhere to the Governor's Orders and the [Guidelines for All Business Sectors](#). The following activities are considered high risk for COVID-19 transmission, and may lead to a food establishment license suspension, after initial warning if observed by ACPHD:

- Seating patrons in the indoor areas
- No physical distancing between outdoor tables
- Allowing patrons to occupy bar seating and/or congregating in areas
- In use playgrounds, dance floors, and game areas
- Customers facing employees-not wearing face coverings
- Seating Parties of more than 10
- Failure to exclude employees diagnosed or symptomatic with COVID-19

The Order requires food establishments to post COVID-19 related signage. For sample signs that meet these requirements, visit the "Toolkit" section of the [Virginia Department of Health's Businesses webpage](#).

Sample signage:

[Entrance sign, option 1](#)

[Entrance sign, option 2](#)

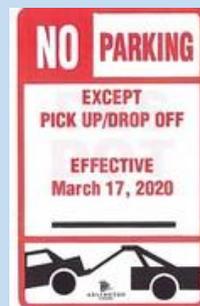
[Public Health Reminders sign](#)

[Table tent](#)

ARLINGTON DEPARTMENT OF ENVIRONMENTAL SERVICES (DES)

2100 Clarendon Boulevard, Suite 710, Arlington, VA 22201
(703) 228-6570

In an effort to help slow the spread of coronavirus (COVID-19), and to encourage the safe option of curbside pick-up from our incredible range of restaurants, County is designating free short-term curbside parking spaces outside businesses offering pick-up food orders. Businesses can request sign installation by calling 703-228-5000 or emailing DESContactCenter@arlingtonva.us.



FEDERAL RESOURCES

CENTER FOR DISEASE CONTROL (CDC)

This interim guidance is based on what is currently known about the coronavirus disease (COVID-19). The Centers for Disease Control and Prevention (CDC) will update this interim guidance as needed and as additional information becomes available.

[CDC Interim Guidance](#)

[Keeping the Workplace Safe](#)

[Reopening Restaurants and Bars During COVID-19 Pandemic](#)



U.S. OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA)

OSHA released [Guidance on Preparing Workplaces for COVID-19](#).

U.S. SMALL BUSINESS ADMINISTRATION (SBA)

[SBA Coronavirus Relief Options](#) - In addition to traditional SBA funding programs, the CARES Act established several new temporary programs to address the COVID-19 outbreak.



1-800-659-2955
(TTY: 1-800-877-8339)



disastercustomerservice@sba.gov



[SBA Newsroom](#)

U.S. INTERNAL REVENUE SERVICE (IRS)

[The Internal Revenue Service](#) is offering resources to assist businesses and individuals with tax returns for 2019 as well as tips for how to respond to coronavirus.

U.S. GENERAL SERVICES ADMINISTRATION (GSA)

[The General Services Administration](#) offers opportunities for private organizations to respond to clean up of the COVID-19 – and resources to help businesses who are currently contracting or leasing with the federal agency.

STATE RESOURCES – COMMONWEALTH OF VIRGINIA

OFFICE OF THE GOVERNOR – GOVERNOR RALPH NORTHAM

For more information regarding Coronavirus (COVID-19) Response or Executive actions, please click the link below. You can also subscribe for email updates.

<https://www.governor.virginia.gov/>

Governor Northam's [Executive Order 63](#) announces face covering requirement and workplace safety regulations.

Face coverings are required inside all public buildings starting Friday, May 29.



VIRGINIA ALCOHOLIC BEVERAGE CONTROL AUTHORITY (VA ABC)

The link below contains VA ABC's Covid-19 response and a message to their customers and industry partners.

<https://www.abc.virginia.gov/covid-19>



VIRGINIA EMPLOYMENT COMMISSION (VEC)

The Commonwealth of Virginia has taken unprecedented steps to fight the spread of COVID-19 as well as making substantial moves to help those in the workforce who've been affected by this global event. This page will serve as your online resource to learn about any changes to the benefits application process along with VEC office closings, pertinent news releases and links to other helpful sites.

<https://www.vec.virginia.gov/covid19>



LOCAL – ARLINGTON COUNTY GOVERNMENT

ARLINGTON COUNTY GOVERNMENT

County Manager's Office
2100 Clarendon Blvd Suite #302, Arlington, VA 22201
(703) 228-3120



For information and resources bookmark [Arlington County's COVID-19 webpage](#).

ARLINGTON ECONOMIC DEVELOPMENT (AED)

1100 N Glebe Road, Arlington, VA 22201
(703) 228-0808

BizLaunch is here to support your business during these unprecedented times. You can review our [recent webinars here](#) on how to best pivot your business and to how to increase sales. We will be hosting several more virtual business programming events throughout the summer months so please sign up for our BizLaunch [email list serve here](#).

Arlington Economic Development offers [a Covid-19 Web site](#) with all of the latest tools and resources to help our business community. Information is updated daily. You can also market your business for free on our Web site at the [link here](#).

BizLaunch still offers virtual one-on-one mentoring sessions. If you are interested in expanding or growing your business, [please visit here](#). Mentors are available via [SCORE at this link](#). If you have questions feel free to reach the BizLaunch Team at 703-228-0808.

ARLINGTON RESTAURANT INITIATIVE (ARI)

Arlington County Police Department – Business Outreach Unit
1425 N Courthouse Road, Arlington, VA 22201
(703) 228-7423



In an effort to increase safety for citizens and to provide restaurant owners and staff, as well as special event staff, with resources to maximize their safety and viability, the Arlington County Police Department has partnered with County agencies to establish the Arlington Restaurant Initiative (ARI). The goal of ARI is to raise the standards of restaurants that serve alcohol, streamline processes within the County Government and maintain Arlington County as a safe destination for nightlife and entertainment.

ARLINGTON PUBLIC LIBRARY

Various locations

- Free, small-business resource [databases and tools](#) to utilize for your business.
- The Business Librarian is available for scheduled resource calls during this time. [Schedule an appointment](#) to review the databases.
- The Webinar featuring, "[Best Researching Tools for Entrepreneurs](#)," reviews the free databases and how to access information.

NONPROFIT/MEMBERSHIP/PRIVATE ORGANIZATIONS

U.S. CHAMBER OF COMMERCE



U.S. Chamber of Commerce

Guidance for Employers

The following guidance may help prevent workplace exposures to acute respiratory illnesses, including the Coronavirus, in non-healthcare settings. The guidance also provides planning considerations if there are more widespread, community outbreaks of the Coronavirus from the Centers for Disease Control and Prevention (CDC). This guidance is based on what is currently known about the Coronavirus Disease 2019 (COVID-19).

For more information: [US Chamber of Commerce Foundation Guidance for Employers](#)

Coronavirus Response Toolkit

The U.S. Chamber has compiled CDC's coronavirus recommendations for businesses and workers across the country. We continue to encourage American businesses to follow data-based guidance from the CDC and state and local officials.

For more information: [US Chamber of Commerce Coronavirus Response Toolkit](#)

ARLINGTON CHAMBER OF COMMERCE

During this challenging time, be assured that the Arlington Chamber of Commerce is here to support you however we can. We care deeply about the Arlington community, and understand that the coronavirus pandemic has already impacted you and your business. We will be updating our website regularly to provide our local business community with resources in response to this evolving situation.



LOCAL ORGANIZATIONS

Many local organizations who work with businesses are available via conference call or online tools to assist businesses during the Pandemic. Several also provide microloans.

If you need assistance, please feel free to reach out to BizLaunch's nonprofit partners:

- [SCORE](#)
- [Community Business Partnership](#)
- [ECDC Enterprise Development Group](#)
- [Latino Economic Development Center](#)
- [Mason Enterprise Center \(MEC\)](#)

RESPONSIBLE HOSPITALITY INSTITUTE

RHI is a nonprofit organization founded in 1983 with a mission to assist businesses and communities to plan safe and vibrant places to socialize.



NONPROFIT/MEMBERSHIP/PRIVATE ORGANIZATIONS

CONFERENCE FOR FOOD PROTECTION

This document includes guidance for several types of emergencies that a food establishment may encounter and is designed as an aid to operators of retail food stores and foodservice establishments (for example, bakeries, bars, cafeterias, camps, child and adult daycare providers, commissaries, convenience stores, grocery stores, interstate conveyances, meal services for home-bound persons, mobile food carts, restaurants, and vending machine operators). This is a diverse set of establishments, which includes both very large and very small entities.

Click here for the guide: [Food Protection Emergency Action Plan](#)

ARLINGTON COMMUNITY FOUNDATION

Arlington Community Foundation's long-standing [Prompt Response Fund](#) has helped us respond quickly to help our nonprofit partners when an emergency, disaster, or crisis hits. To meet the urgent challenges of the COVID-19 outbreak in Arlington, we are focusing our Prompt Response Fund exclusively on support to nonprofit organizations who are on the front lines with clients, patients, and residents impacted by the health crisis. This includes organizations focused on:

- Emergency food needs
- Health needs for the uninsured or underinsured, and
- Support for hourly workers displaced from their wage-earning positions.