

Business Reduced Capacity Guidance

City of Santa Monica | 6.16.2020 – Version 1.3

Emergency Operations Center | COVID-19

Overview

Effective May 26, 2020 the Los Angeles County Department of Public Health issued a new Public Health Order which allows for the reopening of all retail establishments within the City of Santa Monica with a limited capacity established at no more than 50% of the business's approved capacity. Additionally, on June 9, 2020, the Public Health Officer's Orders permitted the operation of additional establishments at a reduced capacity as detailed within Health Orders Appendices on the County's Coronavirus website – www.publichealth.lacounty.gov/coronavirus.

Applicability

This guidance applies to establishments where the general public is granted access to a specific area of an approved business (e.g. retail and service-provider locations, dining, salons and barbershops, and areas approved for public gatherings.) This guidance does not apply to high-risk businesses, recreational sites, outdoor activities, or locations where the County Health Order has required an extended closure.

The contents of this guidance shall not apply to locations where the public does not have general access to portions or spaces within a facility – independent office buildings, office spaces, breakrooms, staff areas, and manufacturing/logistics businesses without a store front.

Limitations and Repeal

The Business Reduced Occupancy Guidance shall not permanently reduce the capacity of businesses impacted by the Los Angeles County Public Health Orders. Upon rescinding or modification of the County's Health Order, the requirements of this plan shall be modified and/or repealed by the City of Santa Monica.

This guidance shall not supersede any stricter limitations imposed by any County of Los Angeles or City of Santa Monica department and/or any authority having jurisdiction.

Enhanced Protective Measures

This guidance shall continue afford owners and managers the discretion to implement stricter guidelines and further reduce the capacity for their facility to protect the health and safety of their staff and members of the public.

General Guidelines for Santa Monica Businesses

All business-types which received the expressed approval from the Los Angeles County Department of Public Health to reopen at a reduced capacity should produce and maintain the City of Santa Monica's reduced occupancy signage.

For businesses-types with a pre-determined occupant load for their facility, managers should take the assigned occupant load of the permitted facility and reduce the capacity by the approved percentage provided by the Los Angeles County Department of Public Health. Reference the Los Angeles County Health Officer Orders – Appendices.

Example A: Occupant Load (capacity) assigned by the Santa Monica Fire Department is posted at 84. The County has approved the business to open at 50% capacity. The responsible party will divide 84 by 50% and post 42 as allowable occupancy for the establishment.

Example B: Occupant Load (capacity) assigned by the Santa Monica Fire Department is posted at 190. The County has approved the business to open at 60% capacity. The responsible party will divide 190 by 60% and post 114 as allowable occupancy for the establishment.

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For retail, business, and food establishments which do not have an assigned occupant load (capacity) issued by the Santa Monica Fire Department, the responsible party shall measure the publicly occupied space and divide the total square footage by 120.

Example C: The responsible party will measure the occupied area and determine the cumulative area. (40ft long 30ft wide) $40 \times 30 = 1,200$ square feet. The responsible party will then divide 1,200 by 120 which equals 10 people.

For gym and/or exercise facilities which do not have an assigned occupant load (capacity), the responsible party shall measure the publicly occupied space and divide the total square footage by 100.

Example D: The responsible party will measure the occupied area and determine the cumulative area. (200ft long 100ft wide) $200 \times 100 = 20,000$ square feet. The responsible party will then divide 20,000 by 100 which equals 200 people.

The responsible party shall take the final number, sign, and date all blanks on Appendix 1. This document shall remain in clear sight until the repeal of the emergency order.

Posting of Documentation

All applicable businesses are requested to post Appendix A to the main entry point(s) of their facility. The documentation shall include the capacity/occupant load for the facility based on the Los Angeles County Public Health Emergency Order.

The completed document shall be readily available for members of the public to view prior to entering the facility and readily available for business staff to review during operation. Documentation shall remain in place until the repeal of the local emergency order.

Questions

For any questions about occupancy guidance for businesses in Santa Monica, please contact Santa Monica Fire Department's Fire Prevention Bureau at sm.fireprevention@smgov.net or (310) 458-8915. For general economic recovery question or Santa Monica's response to COVID-19, please email info@santamonica.gov or call (310) 458-8400.