

 <p>CITY OF <i>Lethbridge</i></p>	<p>Infrastructure Services Planning &amp; Development</p> <p><b>PROCEDURES</b></p>	<p>Procedure Number  2020-03</p>
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## Temporary Parking Lot Patios for Social Distancing: Procedure

### Summary

Title of Document:	Temporary Private Parking Lot Patio: Procedure
Title of Designated Responsible Manager:	Senior Development Officer, Planning & Development
Original Date Approved:	June 15, 2020
Approved By:	Director, Infrastructure Services
Last Revision:	February 1, 2021
Next Review Date:	Not defined

### Purpose

This procedure is to allow for the placement of temporary patios for commercial businesses within their privately owned parking lots to help businesses social distance during the COVID-19 pandemic. This is only a temporary procedure and will expire December 31, 2021. The rules and regulations are similar to those in the Downtown Sidewalk Patio Policy, and ensure the safety and orderly extension of business floor space outside and onto private parking lots.

### Limited Applicability

The temporary patio's in this limited time procedure are only for previously approved:

- Restaurants
- Entertainment Establishments
- Retail Stores

### Application Process:

- a) To apply, an applicant must:
  - a. Submit a temporary Development Permit application form
  - b. Provide written proof of landowner authorization and/or condominium board approval if the business is located within a condominium.
  - c. Submit the following as part of the application
    - i. **Site plan** (or detailed description of the site). This may include:

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1. The entire front of the building, the location of the door, the curb and the distance between the curb and any pedestrian sidewalks or walkways,
  2. The location of the proposed patio barrier in the parking lot and the distance from the barrier to the curb,
  3. The length and depth of the sidewalk patio and its opening(s),
- ii. Elevation drawings.** This may include:
1. A drawing of the barrier posts, rails, and stiles, its height and design with a description of what it will be constructed of and its color and finish, or a photograph,
- d. Pay the application fee (\$60)

### General Design Requirements:

- The patio is to be located in the parking stalls directly in front of the business (or business bay) and cannot be located in front of other adjacent businesses. Unless an agreement is in place between business owners, and evidence of such must be provided to the development officer, the patio is permitted only on the portion of private parking lot that abuts the related building face.
- The patio and adjacent sidewalk must be kept clean and clear of any hazards including the timely removal of refuse.
- The parking lot patio barrier must be maintained so that it remains stable, secure, and attractive. The barrier shall not be permanent and shall not cause any damage to the surfaced finish of the parking lot and must be able to be removed within 24 hours. Example of barrier styles include:
  - Post and chain type designs
  - Planters
  - Etc.
- The patio boundaries must be clearly marked (e.g. using reflective tape etc)
- Patio umbrellas must not be affixed to the patio barrier or into the surfaced finish of the parking lot.
- Patios must be kept tidy and cannot be used for storage of any kind.
- No open flames are permitted.
- No parts of the patio, including decorations shall pose a hazard (e.g. thorns, poisonous plants, sharp edges, tripping hazards, etc.)
- The Applicant must comply with relevant City Bylaws, including the Noise Bylaw which states that bells, whistles, music or other attention seeking or intrusive sounds are not permitted between 10:00 p.m. and 9:00 a.m.

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- The patio layout must accommodate wheelchairs and must not impede wheelchair access to the related building or to neighbouring buildings or businesses.
- Any other design requirements as required by the Alberta Gaming and Liquor Commission, as applicable.

### Supporting Documents

- Land Use Bylaw 6300
- Downtown Sidewalk Patio Policy (2018-11)

### Responsibility for Procedure Implementation

- Manager, Planning & Development

### Definitions

n/a

### Procedure Status:

**Current Status:** in effect (expires **December 31, 2021**)

**Date Effective:** June 4, 2020

**Approval Details:** approved by Director, Infrastructure Services

**Endorsement Details**

**Next Review Date:** n/a

**Procedure Author :** Planner 1

**Authored date:** June 4, 2020

**Contacts:**

- Senior Development Officer, Planning & Development
- Manager, Planning & Development