

PARKLET APPLICATION

PERMIT NO.: _____ **PERMIT VALID:** _____
COMPANY NAME: _____ **OWNER/MANAGER:** _____
CONTACT PH/EMAIL: _____
PATIO LOCATION: _____
BILLING ADDRESS: _____

SAFETY REQUIREMENTS

1. The patio space and adjacent sidewalk must be clear of any hazards including the **timely** removal of snow, ice and refuse. This includes the cleaning of vomit, cigarette butts and other waste that may have accumulated from activities surrounding the parklet. In the event of non-compliance, parklet borrowees may lose their permit and parklet will be removed.
2. All outdoor furniture must be of a commercial grade and shall not be secured to municipal infrastructure (e.g. the sidewalk, tree wells/trees, posts, fire hydrants, parking meters, street lights, bicycle racks, etc.)
3. No open flames are permitted.
4. A minimum of 1.8m (6') of unobstructed pedestrian space must be maintained between the outer extents of the patio (including but not limited to: lights, plants, tables, chairs, umbrellas, awnings, etc.) and any municipal infrastructure. (e.g. tree wells, posts, fire hydrants, parking meters, street lights, bicycle racks, etc.).
 - a. If a detoured walkway is built through a parking lane (on a roadway) to accommodate a sidewalk patio, the detoured sidewalk must meet the minimum unobstructed 1.8m (6') walkway clearance for pedestrians.
5. No parts of the patio, including decorations shall pose a hazard (e.g. thorns, poisonous plants, sharp edges, tripping hazards, etc.)

OPERATIONAL REQUIREMENTS

1. Stacked storage of tables and chairs is not permitted when the patio is not in use.
2. Exterior lighting within an approved patio shall be down-facing to minimize light spill into abutting properties and shall not interfere with the public thoroughfare, and be cordless.
3. 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.
4. A garbage can must be provided within the patio area.
5. The patio layout must accommodate wheelchairs and must not impede wheelchair access to the related building or to neighbouring buildings or businesses.
6. All patio outdoor furniture and other fixtures such as flower planters, portable lights, decorations, etc. must be located within the patio area and not in the pedestrian travel area, with the exception of umbrella canopies which may extend into the pedestrian travel area provided that there is a minimum 2.1 meters (7 feet) ground clearance.

SPECIFIC CONDITIONS

1. All parklets are limited to the period between May 1 and October 15.
2. All outdoor furniture shall not be left unsecured after business hours.
3. The parklet area shall not be used for storage.
4. The Applicant must provide a letter of support with each annual application from the adjoining property owners (support from 66% of the black face in question is required).
5. The parklet shall not exceed the width of the abutting on-street parking stalls.
6. The parklet will require additional traffic barriers (e.g. jersey barriers, large planters, etc.) to ensure the safety of the patio users and/or pedestrians, dependent on the design submitted. Any barriers used for the parklet must be constructed so that they can be completely removed within 24 hours. No permanent attachment of any fence or barrier to City property is permitted.
7. The design of the parklet should direct patrons to access/egress at the ends on its sidewalk-facing side and ensure that the transition between the existing sidewalk and parklet is fully accessible and mobility friendly. so that they can be completely removed within 24 hours. No permanent attachment of any fence or barrier to City property is permitted.
8. The parklet must not interfere with storm water draining, restrict access to catch basins/maintenance holes/utilities, or be located within 5m (16'5") of a fire hydrant or fire lane.
9. The parklet cannot be physically attached to the surface of the road, sidewalk or boulevard.
10. Furniture, planting of flowers and container-grown vegetation are all encouraged but shall not extend past the boundaries of the patio.
11. In accordance with the Streets Bylaw (#3446), no item with a height greater than 1m (3'4") above the established elevation, measured from the top of the curb where there is a sidewalk or from the level of the crown of the Roadway where there is no sidewalk, shall be placed within a triangle formed on a corner site by the way of two curb lines adjoining an intersection, including an alley intersection, and two points located 8m (26'3") from the said corner where the curb lines meet.

I have read and will abide by the above mentioned special conditions.

Applicant Signature: _____

Infrastructure Service Approval: _____

