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SIDEWALK PATIO – DOWNTOWN, POLICY

SUMMARY

Title of Document:	Sidewalk Patio – Downtown, Policy
Title of Designated Responsible Manager:	Development Manager, Planning & Design
Original Date Approved:	April 19, 2004
Approved By:	City Council
Last Revision:	2011
Next Review Date:	Not defined

PURPOSE

The Downtown Sidewalk Patio Policy is an approval process that coordinates the interests of several City departments in order to facilitate the private development of downtown sidewalk patios on City property.

BACKGROUND

In order to “encourage the development of an atmosphere of dynamism and vitality in the downtown” the **Downtown Area Redevelopment Plan** (1988, Bylaw 4183, Sec4.2.2(i)) states that “The City will encourage park and street activities such as vendors, street festivals, sidewalk cafes and outdoor sidewalk merchandise displays.”

For 16 years the City received no enquires from private business owners about the possibility of creating sidewalk cafes or patios. Then, upon a request in 2004, City departments found they had no processes to regulate how such a patio should be developed or operated or insured. Moreover, the cross-departmental concerns complicated what would appear to be a very simple development.

This policy and attendant procedure was created to reconcile those interests and enable a “one-stop” application process for downtown businesses qualified to operate a sidewalk patio. Subsequent revisions to the policy were aimed at making the application process easier for applicants.

SUPPORTING INFORMATION

- The Downtown Area Redevelopment Plan, (1988, Bylaw 4183)
- April 19, 2004 Council Agenda & Minutes
- Downtown Sidewalk Patio Policy 2004
- March 21, 2005 Council Agenda & Minutes
- Downtown Sidewalk Patio Policy 2005
- July 23, 2007 Council Agenda & Minutes
- Downtown Sidewalk Patio Policy 2007

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- Downtown Sidewalk Patio Policy 2011
- Streets and Roads Bylaw (1994, Bylaw 3446)
- List of Approved Sidewalk Patios

POLICY STATEMENT

A portion of a City sidewalk in the downtown area may be used for outdoor food and beverage patio service provided the patio is developed in accordance with these regulations and procedures or as approved by the Municipal Planning Commission.

SUPPORTING PROCEDURES

Downtown Sidewalk Patio Procedure

RELATED POLICIES, PROCEDURES, DOCUMENTS, OR FORMS

- Downtown Sidewalk Patio Procedure
- Downtown Sidewalk Patio Application Form & Sample Design and Design Regulations
- Insurance Certificate
- Downtown Sidewalk Patio Agreement

RESPONSIBILITY FOR POLICY DEVELOPMENT AND IMPLEMENTATION

- Development Manager, Planning & Design
- Right of Way Coordinator, Planning & Design
- Land Lease Coordinator, Opportunity Lethbridge

KEY FUNCTIONAL STAKEHOLDERS

The following business units / organizations have some involvement in / jurisdiction over this policy:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Infrastructure Services - Transportation • Opportunity Lethbridge • Planning and Design Department | <ul style="list-style-type: none"> • Fire Prevention • City Solicitor's Office • Integrated Risk Management • Alberta Liquor & Gaming Commission |
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KEY POLICY DEVELOPMENT STAKEHOLDERS

The following agencies, organizations, individuals have an interest in development of or changes to this policy:

Internal to the City

- City Council
- Heart of City Redevelopment Committee
- Urban Revitalization Manager

External

- Downtown Lethbridge BRZ
- Lethbridge MainStreet Programme
- Downtown Business Owners

DEFINITIONS

n/a

CONTACTS (2021)

- Development Manager, Planning & Design
- Right of Way Coordinator, Planning & Design
- Land Lease Coordinator, Opportunity Lethbridge

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POLICY STATUS

Current Status:	In Effect		
Policy History:	Date	Approval Body	Change Summary
Original	April 19, 2004	City Council	
Revision	March 21, 2005	City Council	MPC authorized to approve patios that differed from the design standards, lease fee changed from an liner foot to a square foot calculation
Revision	July 23, 2007	City Council	patios allowed to remain in place year around, lease fee pre-set, application fee eliminated
Revision	1/1/2011	Administration	insurance and encroachment agreement requirements streamlined
Revision	2013	Administration	re-written and re-organized to suit the present format
Revision	2021	Administration	Updated to current corporate names & departments & branding, and updated document names
Policy Author:	Development Manager, Planning & Design		
Authored Date:	March 1, 2013		
Next Review Date:	Not currently defined. As determined by General Manager, Planning & Design		