



Part One: Type of Application		Office Use Only
<input type="checkbox"/> Sidewalk Patio (Non-Fenced) Unfenced area used for dining and/or public seating purposes, along the frontage of the business.	<input type="checkbox"/> Curbside Patio Enclosed area, used for seasonal dining that extends over one to two parking stalls, along the frontage of the business.	Permit Number: _____ Permit Valid: _____ Date of Application: _____ Roll number: _____ PID(s): _____
<input type="checkbox"/> Sidewalk Patio (Fenced) Separated area by a fixed structure such as fencing, used for dining and/or public seating purposes, along the frontage of the business.	<input type="checkbox"/> Parklet Patio Temporary public seating area that extends over one to two parking stalls, along the frontage of a business. Includes Public seating, landscaping, and bike parking.	
Number of Patio Tables: _____ Number of Patio Chairs: _____	Number of Patio Parking Stalls: _____	

Part Two: Subject Business and Applicant	
Business Name (the 'Applicant'): _____	Civic Address of Business: _____
Contact Name: _____	Phone Number: _____
Mailing Address: _____	Email: _____

Part Three: Requirements and Conditions
<ol style="list-style-type: none"> The Applicant must obtain public liability insurance in the amount of \$2,000,000.00 and name the City as co-insured. The Applicant shall submit a Certificate of Insurance to the City prior to the occupancy or operation of the patio. The Applicant shall obtain the necessary licencing from the Interior Health Authority, Liquor and Cannabis Regulation Branch (LCRB) or other regulatory agency for the specific activity in which they are proposing to engage. The Applicant must comply with relevant City Bylaws, including the Quiet Hour regulations in the Noise Bylaw No. 1940. The use of the curbside patio shall be limited to the serving of foods and beverages and for dining businesses only. No further retail uses will be permitted within the patio area. The use of the parklet patio shall be limited to public seating only. No serving of foods and beverages or further retail uses will be permitted within the parklet patio area. The curbside patio is limited to the maximum width of the business and shall not extend in front of an adjacent business except with the agreement of the adjacent business provided to the City in writing. The Applicant for a parklet patio must provide a letter of support from the adjoining property owners (support from 66% of the block face in question is required). The patio is limited to a temporary six-month period between April 15th and October 15th, a yearly application and City approval is required. All structures must be removed by the last week of October, unless otherwise approved by the City in writing. All outdoor furniture (e.g. tables, chairs, umbrellas, etc.) must be in good condition and appearance. All outdoor furniture shall not be secured to City infrastructure (e.g. the sidewalk, tree wells/trees, posts, fire hydrants, parking meters, street lights, bicycle racks, etc.) unless otherwise approved by the City in writing. A patio area shall be located so that a minimum of 1.5 metres (5') walkway is maintained as an acceptable pedestrian thoroughfare. The patio shall not be located within 6 metres (20') of any corner.

13. The patio space and adjacent sidewalk must be clear of any hazards including the timely removal of snow, ice and refuse.
14. No parts of the patio, including decorations shall pose a hazard (e.g. thorns, poisonous plants, invasive species, sharp edges, tripping hazards, etc.)
15. The patio layout must accommodate mobility aids and wheelchairs and must not impede wheelchair access to the related building or to neighbouring buildings or businesses.
16. All patio outdoor furniture and other fixtures such as flower planters, etc. must be located within the patio area and not in the pedestrian travel area.
17. The use of the patio is limited to the regular hours of the business.
18. All patio outdoor furniture shall not be left unsecured after business hours.
19. The patio area shall not be used for storage.
20. The patio must not interfere with storm water draining, restrict access to catch basins / maintenance holes / utilities, or be located within 5 m (16'5") of a fire hydrant or fire lane.
21. Construction of the curbside / parklet patio area shall be at the same elevation as the abutting curb and sidewalk.
22. Construction of the curbside / parklet patio area surface must be non-slip and maintenance free. The use of carpet is prohibited.
23. A curbside / parklet patio will require additional traffic barriers (e.g. large planters, etc.) to ensure the safety of the patio users and/or pedestrians, dependent on the design submitted. Any barriers used for the patio 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.
24. Furniture, planting of flowers and container-grown vegetation are all encouraged for curbside / parklet patios but shall not extend past the boundaries of the curbside / parklet patios.
25. 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.
26. The design of the sidewalk / curbside patios shall be in accordance with [DS-1 Outdoor Patio Policy](#). The design of a Parklet Patio is subject to City staff review under the Parklet Pilot Program.

Part Four: Signatures

As the Applicant, I confirm that I have read the relevant City of Revelstoke bylaws and policies and this application is in conformance (unless a bylaw amendment or variance forms part of this application). I declare that the documents submitted in support of this applications are, to the best of my knowledge are true and correct.

I confirm that I have read and agree to abide by the above-mentioned conditions.

I understand that all fees charged in connection with this application are in accordance with the City of Revelstoke Fees and Charges Bylaw No. 2256.

I understand that the City retains the right to revoke any permission granted to use public sidewalks or parking stalls for the patio at any time where it is found that the use is creating difficulties deemed unacceptable to the City.

I understand that patio shall not be subleased or transferred to other parties.

I agree to indemnify and save harmless the City, its officers, employees and elected appointed officials, from and against all actions, proceedings, claims and demands by any person and to reimburse the City for all damages and expenses caused or contributed to by the negligence or other default of the Applicant, its servants or agents in respect of anything done pursuant or ostensibly pursuant to this permit, or caused or contributed to by the placement of the patio on the sidewalk or parking stalls.

I confirm that a COVID-19 Safety Plan exists for my business and will be made available to representatives of the City of Revelstoke upon request. I verify that my business has implemented Policies and Procedures to support the COVID-19 Safety Plan.

Applicant Name: _____ City of Revelstoke Approval: _____

Applicant Signature: _____ Date (Month, Day, Year): _____

Date (Month, Day, Year): _____