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To: ["Direct to Mayor and Council - DL"](#)
Date: 8/10/2023 4:03:22 PM
Subject: Council Memo – Patio Program Review Update – RTS# 14718
Attachments: Council Memo – Patio Program Review Update – RTS 14718.pdf

Dear Mayor and Council,

Please see the attached memo from Lon LaClaire. A short summary of the memo is as follows:

- For the summer season, 246 summer patio permits have been issued to date. Permits have been issued within targeted timeframes from receipt of a complete application:
 - 5 days for permit renewals
 - 2-4 weeks for new applications
- The Patio Program Review for patios on public property (summer and year-round) is underway, and will include a review of: permit fees, accessibility, and design guidelines.
- Accessibility specialists HCMA have been engaged to support the accessibility portion of this work, and are developing draft concept designs and guidelines recommendations.
- This fall, engagement specialist Ideaspace will lead stakeholder engagement, including with permit holders, BIAs, hospitality industry, and Persons with Disabilities Advisory Committee.
- Staff will report back on engagement findings and provide a full update on the Patio Program Review in late 2023.

Thanks,

Karen

Karen Levitt, Deputy City Manager (she/her)
karen.levitt@vancouver.ca

The City of Vancouver acknowledges that it is situated on the unceded traditional territories of the xʷməθkʷəy̓əm/Musqueam, Skwxwú7mesh/Squamish and səliwətaʔ/Tsleil-Waututh nations.

MEMORANDUM

August 9, 2023

TO: Mayor and Council

CC: Paul Mochrie, City Manager
Armin Amrolia, Deputy City Manager
Karen Levitt, Deputy City Manager
Maria Pontikis, Chief Communications Officer, CEC
Rosemary Hagiwara, Acting City Clerk
Teresa Jong, Administration Services Manager, City Manager's Office
Mellisa Morphy, Director of Policy, Mayor's Office
Trevor Ford, Interim Chief of Staff, Mayor's Office
Andrea Law, General Manager, Development, Buildings, and Licensing

FROM: Lon LaClaire
General Manager, Engineering Services

SUBJECT: Patio Program Review Update

RTS #: 14718

This memo provides an update on the Patio Program review and also provides a brief update on implementation of the Summer Patio Program.

Summer Patio Program Update

For the summer 2023 season to date, 246 summer patio permits have been issued (197 on public property and 49 on private property). Of these, 180 permits have been renewals of 2022 summer patios, while 28 applications have been received for new locations. The improved renewal process has allowed most businesses to receive their permit within five business days of providing complete documentation and fee payment. For new applications, most permits have been issued within the targeted two to four weeks from receipt of a complete application.

Patio Program Review: Permit Fees and Accessibility

As part of the ongoing Patio Program review, staff are reviewing permit fees, accessibility, and design guidelines for patios on public property (summer and year-round).

For the permit fee review, staff are conducting a jurisdictional scan of fees in peer municipalities, reviewing the City's costs to deliver the summer patio program including traffic safety measures, and engaging with industry stakeholders.

In response to Council's specific direction to create more robust accessibility guidelines for the Patio Program, staff have engaged accessibility specialists, HCMA Architecture + Design. This summer, HCMA has been consulting with stakeholders including persons with lived experience, conducting site audits of existing patios, and developing draft concept designs and recommendations for changes to design guidelines to improve the accessibility of patios and the surrounding public realm. This fall, draft design concepts and guidelines will be presented to the Persons with Disabilities Advisory Committee, as well as to industry stakeholders, including permit holders, BIAs and the recently formed hospitality working group, for feedback.

Engagement

In-depth stakeholder engagement for the full Patio Program review will be conducted in early fall 2023. Engagement specialist Ideaspace Consulting has been hired to develop an engagement strategy and facilitate discussions with food and beverage industry stakeholders, patio permits holders, BIAs and other impacted businesses and stakeholders. Key topics for this engagement will include draft permit fee review, draft accessibility recommendations, and considerations for other potential updates to design guidelines, including for design elements such as platforms, canopy structures and lighting.

Staff will update Council in late 2023 with findings from the stakeholder engagement and progress on the program review.

If you have any questions, please feel free to contact me directly.

A handwritten signature in blue ink, appearing to read 'Lon LaClaire'.

Lon LaClaire, M.Eng., P.Eng.
General Manager, Engineering Services

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