



**DESIGN GUIDELINES
FOR LARGE SIDEWALK PATIOS ON CITY PROPERTY
AND
SAMPLE DRAWINGS**

**For additional information:
Phone: 3-1-1 (outside Vancouver, 604-873-7000)
E-mail: street.activities@vancouver.ca
or
Visit Engineering Services, 507 W Broadway (5th Floor)**

HOW TO APPLY FOR A LARGE SIDEWALK PATIO

Apply for your patio permit online. Please go to <http://vancouver.ca/doing-business/sidewalk-patio-with-liquor-service-large-patio-permit.aspx>, then under apply online section click on "apply online" button to create an online account and have the following ready for your online application:

- Copy of your current business license
- Drawings in 11" x 17" format of the proposed patio, front and side elevations, and the complete interior drawings (preferred measurements in metric) - see sample drawings at the back
- \$208.08 application fee (non-refundable)

Multiple departments will look at the application to make sure it meets City requirements (such as washroom facilities, accessibility, sidewalk clearance for pedestrians, and so on). Engineering Services will coordinate these approvals. The approvals take several weeks to complete.

DESIGN GUIDELINES FOR LARGE SIDEWALK PATIOS

Below are guidelines for sidewalk patio design. These are relatively general to encourage a variety of looks by restaurant or limited service food establishment owners.

- When designing your patio it is important to keep in mind that the patio has to be removable within 24 hours if so required.

***Please note that each application will be evaluated on different criteria depending on location, design, pedestrian volume etc.**

Location:

- Typically, a patio is adjacent the restaurant (food primary licence) or limited service food (liquor primary) establishment's property (front or side). The City may also consider patio proposals close to the curb (excluding Liquor Primary establishments). Curbside patios will be considered based on location, business license (excludes Liquor Primary establishments), and other special conditions, and will be on a trial basis only.
- If the patio straddles both City and private property, the following two permits are required: Sidewalk Patio Permit obtained through Engineering Services (this application form), and a Development Permit obtained through Development Services Enquiry Centre (604-873-7611).

Sidewalk and other clearances:

- The 2040 City of Vancouver Transportation Plan places a high priority on pedestrians, therefore maintaining sufficient sidewalk space is crucial. Generally, a minimum of **2.43 m (8 ft.)** clearance from the proposed patio to the nearest sidewalk obstruction (tree, bike rack, parking meter post, sign post, utility pole, bench, bus shelter and other sidewalk amenities) is required. Where there is high pedestrian volume such as near intersections of busy commercial streets the minimum clearance is **3.65 m (12 ft.)**. Measurements are to be taken from proposed railing to nearest obstruction or to the curb if there is no obstruction. Where there are locations with wide sidewalks, patios may not occupy more than 50% of the sidewalk;
- The clearances for pedestrian walkway must remain as straight and clear as possible; pedestrians are not to be routed around the patio or obstructions.

- The patio must not block access to Fire Department connections, City sewers, City water works, B.C. Gas valves or other underground kiosks, and exits from the adjacent building;

Patio design and appearance:

- **The patio is to be designed to be capable of being removed given 24 hour notice.**
- The Patio has to be marked off by means of railings or planters creating an 'OPEN' appearance (the term **OPEN** is referring to the visual obstruction created by the railing material e.g. wood, glass, aluminium, cast iron railing etc.). One of the goals of the Patio Program is to maintain a dynamic interaction between patio patrons and pedestrians. To help achieve this goal, the visual obstruction (railings/demarcation) must be less than 50% of the total railing area (length x height). In other words, the demarcation may **NOT** form a solid continuous barrier;
- Bollards and chain fencing is not permitted as it may create a hazard to pedestrians with a visual disability; the maximum railing height allowed is 1 metre (40") and the minimum is .75 m (30"); **no material** may be used between the railings and any overhang;
- The use of well-maintained plants is encouraged within the defined area, however, planters may not form a continuous solid barrier;
- Placement of any items beyond furniture, such as electrical features, must first be approved by the City;
- Advertising and signage is not permitted to be attached to the railings of your patio
- If you wish to make any alterations to your patio, please contact the Sidewalk Patio Program Coordinator.

Decks:

- A deck may be approved if there is a need to level a steep incline (more than 5%) or to harmonize indoor and outdoor seating levels. All deck structures require design drawings and a Schedule B sealed by a Structural Engineer. Schedule B "ASSURANCE OF PROFESSIONAL DESIGN AND COMMITMENT FOR FIELD REVIEW" of the BC Building Code can be found at www.bccodes.ca.
- If permitted, the deck to your sidewalk patio must be wheelchair accessible. Note that all decks permitted in Yaletown or Gastown must be finished with brick pavers in keeping with the heritage nature of the Yaletown and Gastown area;

Umbrellas and weather protection:

- No umbrellas must be attached to or overhang the patio railings. If umbrellas are used they must not interfere with pedestrians. If a canopy or awning is used, it may **NOT** use supports which rest on City street allowance and appropriate permits must be obtained;
- Transparent weather protection is permitted at each end of the patio during the winter term **ONLY**, no material is permitted across the front at any time;
- Placement of any items beyond furniture, such as electrical features, must first be approved by the City;

Fees:

Fees are subject to changes every year.

The large sidewalk patio permit allows operation during two terms:

Summer Term (April 1 - October 31) and/or **Winter Term** (November 1 - March 31)

Fees are also divided in two sectors:

Downtown (West of Main, North of False Creek)

Summer Term (7 months) = \$ 83.16/m² + GST

Winter Term (5 months) = \$ 59.18/m² + GST

Outside Downtown

Summer Term (7 months) = \$ 58.94/m² + GST

Winter Term (5 months) = \$ 42.03/m² + GST

- Fees can be paid yearly or seasonally.
- Fee area is calculated based on a projection of the outer most portions of the patios foot print and its impact on the lost pedestrian area.
- The fee is based on location and area. Payment can be made by post-dated cheque and are due before the opening of each term (on April 1 and November 1).

Legal Requirements:

- You must hold a valid business license as a restaurant or a limited service food establishment;
- You must obtain a liquor license extension if liquor is to be served in the sidewalk patio;
- You must enter into a license agreement with the City;
- All patio service stopped and all your customers relocated inside your establishment by 11:00 p.m. and ensure that the patio remains closed between the hours of 11:00 p.m. and 07:00 a.m. the following day, unless otherwise indicated on your business license or patio permit;

Inspections of the site may be carried out by Engineering Services before, after, and during sidewalk patio operations. However, the City is not obligated to perform such inspections and these inspections in no way relieve the applicant from the obligation to comply with these guidelines and the terms of the Sidewalk Patio Permit.

SMOKING REGULATIONS

Provincial restrictions and the City of Vancouver Health By-law restrict smoking in Vancouver:

- Smoking is prohibited: Within “customer service areas” (i.e. **open patios**) of food and/or liquor establishment
- Within 6 metres of an entryway, opening window or air intake of a building (including apartments and condominiums).
- Within 6 metres of the perimeter of a customer service area

Signage is required to be posted indicating the applicable smoking restrictions. For information on how to get no smoking signs please call 3-1-1

It is the responsibility of the establishment’s management to ensure patrons are not smoking where not permitted.

Note that upon conviction anyone who commits an offence against the Health By-law is punishable by fine of no less than \$250.00 and not more than \$10,000.

RENEWAL AND OPERATING REQUIREMENTS FOR LARGE SIDEWALK PATIOS

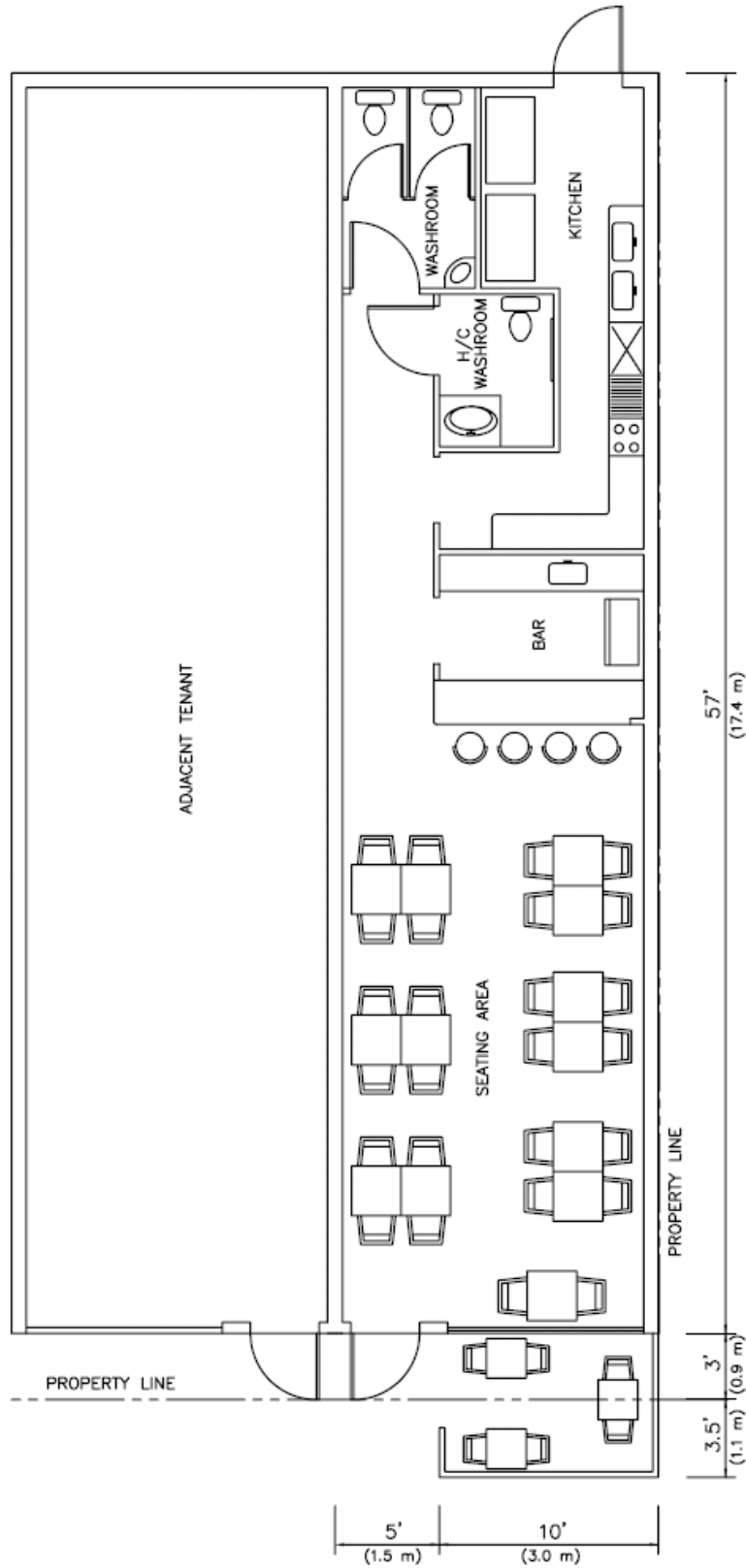
1. Once your sidewalk patio has been approved and authorized, you will receive a renewal notice prior to April 1st of each year. To obtain your yearly permit, you must complete the following requirements through your online account:
 - pay the permit fees (including post-dated cheques for the first day of each term during which you intend to operate). Interest of 15% per annum calculated daily will be charged on late payment;
 - upload a current restaurant or limited service food establishment business license;
 - upload a valid liability insurance in compliance with the Sidewalk Patio Licensing Agreement and as outlined in the application form.

In order to legally operate your patio, full amounts must be paid before the start of each term.)

Engineering Services will authorize you to operate your sidewalk patio by giving you a Sidewalk Patio Permit. You will not need to submit additional drawings unless you would like to change the layout or design of your sidewalk patio.

2. It is important that you adhere to the plans that were approved by the Engineering Services, Planning & Development Services and Fire & Rescue Services. **If you wish to make any changes, please contact the Sidewalk Patio Program Coordinator (street.activities@vancouver.ca) to apply for authorization before making any alterations.**

SAMPLE SITE PLAN/SEATING PLAN



WEST 12TH AVENUE

YUKON STREET

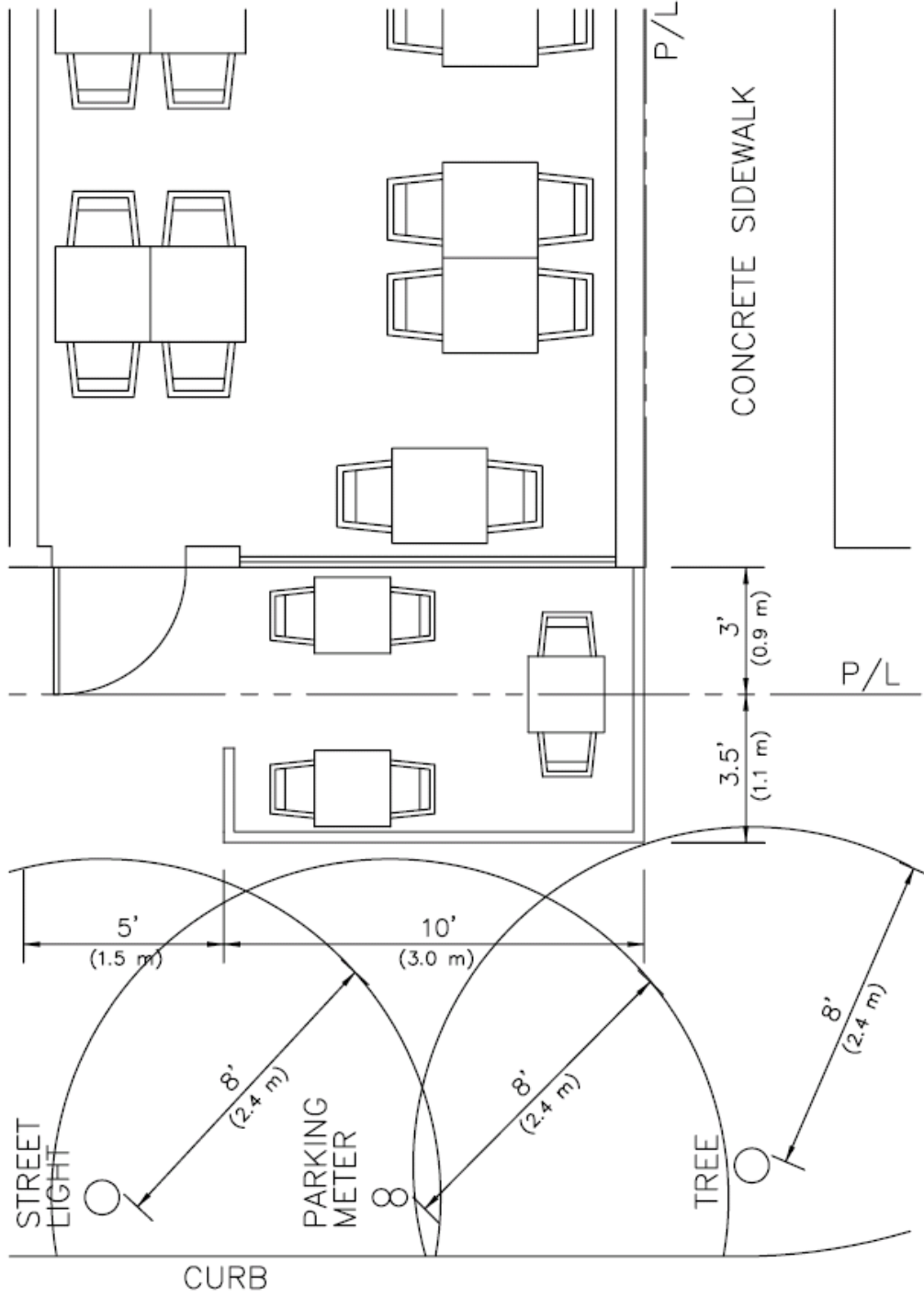
CITY HALL CAFE
ADDRESS: 453 W. 12th Avenue

SCALE: 1/8" = 1'-0" (1:100)

DATE: FEBRUARY 2006

SITE PLAN/SEATING PLAN

SAMPLE SITE PLAN/PATIO PLAN



WEST 12TH AVENUE

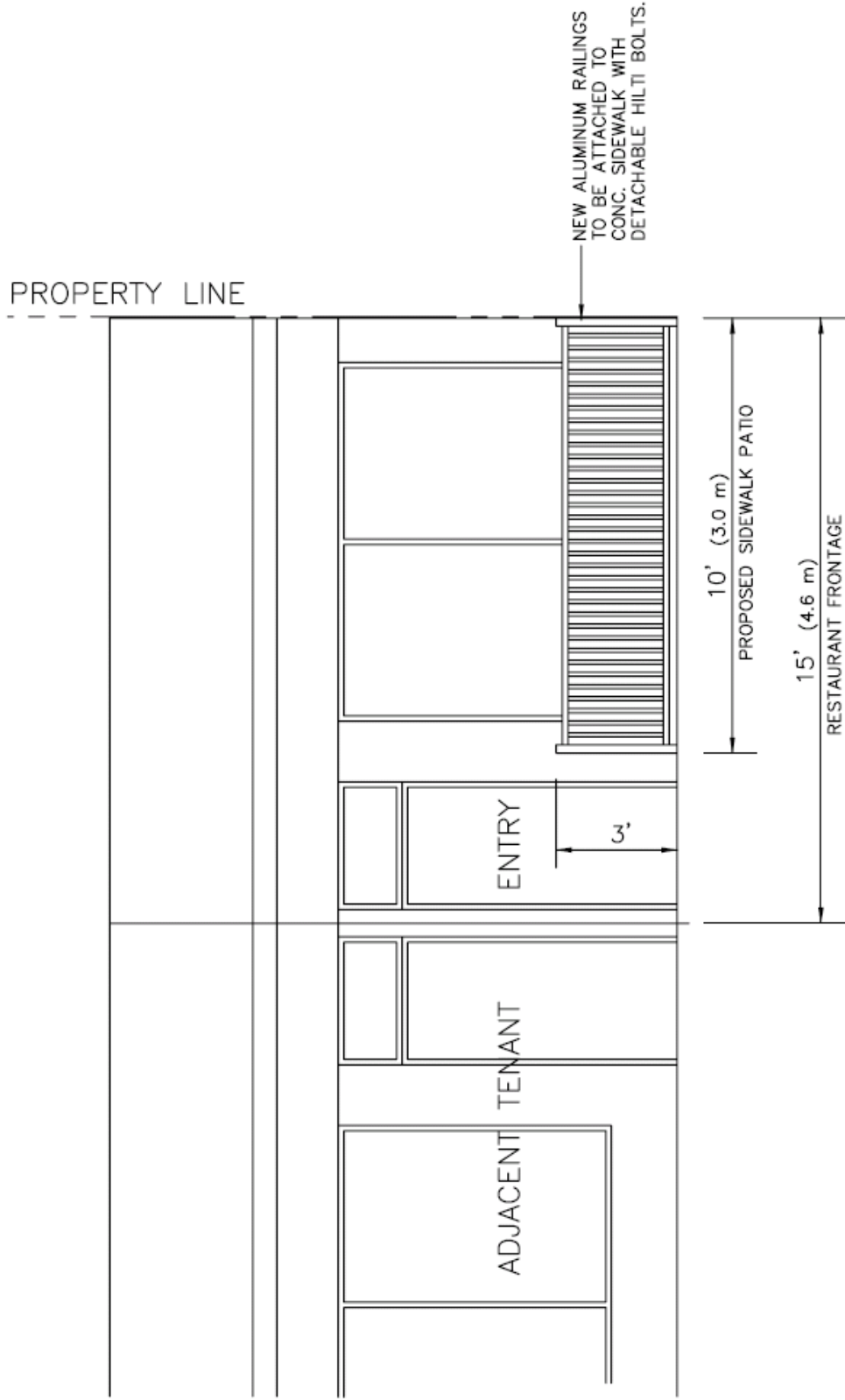
CITY HALL CAFE
ADDRESS: 453 W. 12th Avenue

SCALE: 1/4"=1'-0" (1:50)

DATE: FEBRUARY 2006

PROPOSED EXTERIOR PATIO

SAMPLE FRONT ELEVATION



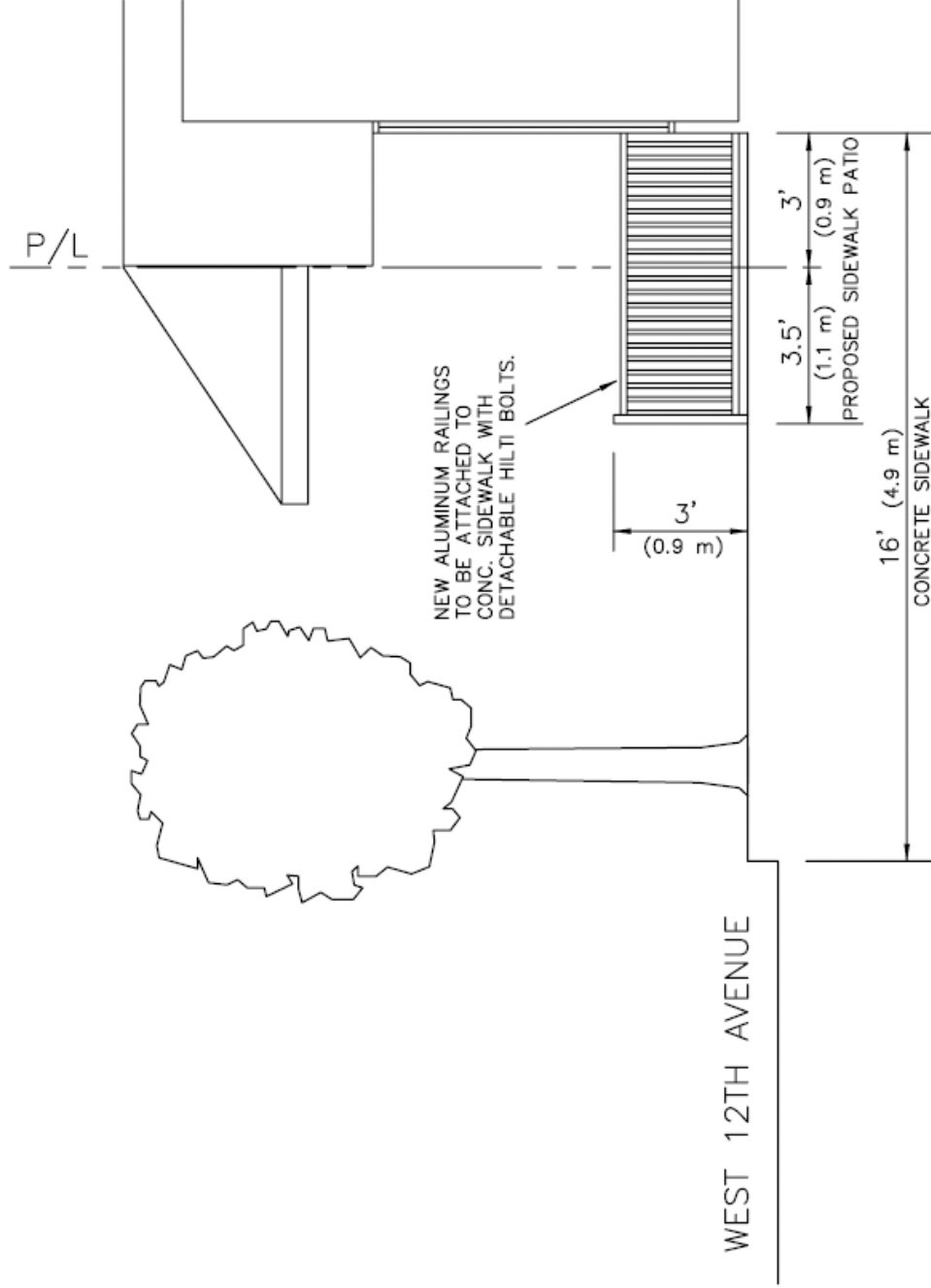
CITY HALL CAFE
ADDRESS: 453 W. 12th Avenue

SCALE: 1/4"=1'-0" (1:50)

DATE: FEBRUARY 2006

FRONT ELEVATION

SAMPLE SIDE ELEVATION



SIDE ELEVATION

SCALE: 1/4"=1'-0" (1:50)

DATE: FEBRUARY 2006

CITY HALL CAFE
ADDRESS: 453 W. 12th Avenue