

DATE: March 22, 2022

TO: MAYOR AND COUNCIL

NAME AND TITLE: Deanna Wasnik, Director of Planning and Development

SUBJECT: Seasonal On-Street and Sidewalk Patios

ATTACHMENT(S): Information Guide: Seasonal On-Street & Sidewalk Patio Application Process

RECOMMENDATION(S):

That Council RECIEVES FOR INFORMATION the report dated March 22, 2022 from the Director of Planning and Development Titled “Seasonal On-Street and Sidewalk Patios”.

PURPOSE:

The purpose of this report is to provide Council with information related to the process for seasonal on-street and sidewalk patios.

Existing City bylaws already identify the regulations for seasonal on-street and sidewalk patios. Administration has created an Information Guide (attached) to provide a clear overview of the steps and information needed for business owners to obtain a seasonal on-street or sidewalk patio permit.

POLICY/REGULATORY ANALYSIS:

Highways Bylaw No. 8065, 2008

The City of Prince George Highways Bylaw No. 8065, 2008 (“Highways Bylaw”) is the bylaw responsible for approving occupancy within the City road right-of-way (i.e. street, sidewalk and boulevard).

A Highway Right-of-Way Occupancy Permit (“the Permit”) approves the use of a road, or a portion, for business uses. The Permit is issued following the submission and review of a Highway Right-of-Way Occupancy Permit application.

Seasonal On-Street and Sidewalk Patio Approval

The attached Information Guide titled “Seasonal On-Street & Sidewalk Patio Application Process” was developed to provide applicants with an overview of the process and information required for seasonal on-street and sidewalk patios. The Information Guide includes definitions of key terms, a list of the application information needed (i.e. application form, floor plan/elevation drawings), fees, operations and maintenance of the patio, and contact information.

SUMMARY AND CONCLUSION:

The installation of an on-street or sidewalk patio is a permitted use under the Highways Bylaw with an approved permit. The attached Information Guide titled “Seasonal On-Street & Sidewalk Patio Application Process” was produced to provide a clear overview of the steps and information needed for business owners to obtain a seasonal on-street or sidewalk patio permit.

RESPECTFULLY SUBMITTED:

Deanna Wasnik, Director of Planning and Development

PREPARED BY: Mandy Stanker, Acting Manager of Development Services

APPROVED:

Adam Davey, Acting City Manager

Meeting Date: 2022/04/11