

# STAFF REPORT TO COUNCIL

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**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