

# Temporary Outdoor Patio and Retail Space Requirements

## General Requirements:

1. Only be considered for businesses within commercial districts within Morinville.
2. Be temporary in nature and only allowed in approved areas adjacent their business.
3. Be permanently removed by September 30, unless otherwise approved by the Town. The Town however may terminate any temporary patio and retail permissions upon 24 hours notice.
4. Not encroach on the roadway and must be fully located on the sidewalk.
5. Not extend beyond the façade width of the business, unless otherwise approved by the Town.
6. Only be open between the hours of 9 a.m. and 10 p.m. Temporary patio and retail must be closed no later than 10 p.m. and sidewalks reopened, with all furnishings and barriers removed by 10:30 p.m.
7. Be enclosed with a 1.0 m tall barrier (railing, fence, planters, etc.) that defines the patio and retail area. This barrier shall meet the requirements of Alberta Gaming, Liquor and Cannabis (AGLC), if alcohol is to be served within the patio and retail area.
8. Properly designed with all furnishings placed to ensure patrons and servers have adequate space to move around safely and comfortably.
9. Maintain a minimum 1.5 m clear path to the entrance of the business for access and egress purposes.
10. Placed as to not interfere with pedestrian crossing areas, fire hydrant access, or any other municipal or utility infrastructure deemed necessary to be accessed by the Town.
11. Not have any cooking or food and drink preparation within the temporary patio and retail area.
12. Not have any outdoor speakers or sound systems used within the patio and retail space.

## Additional Requirements:

- If liquor is to be served, the applicant must receive approval from the Alberta Gaming, Liquor and Cannabis.
- The use of the temporary patio and retail area shall comply with the Community Standards Bylaw at all times.
- The business owner is expected to maintain the temporary patio and retail area in a clean and hygienic manner and secure or store the patio furniture and barriers when not in use.
- No sidewalk patio furniture, such as tables or chairs, shall be secured to the pavement, trees, or public street furnishings.
- Server greeting stations may be permitted within the patio and retail area but shall not be secured to the pavement and must be removed when the area is not in use.
- No signage is permitted as part of a temporary patio and retail. This includes any signage suspended or attached to the barrier enclosing the patio and retail area. As an exception, a menu board or A-board sign will be permitted for each temporary patio and retail, preferably located at the entrance.
- Only businesses with valid Town of Morinville Business Licences shall be allowed to operate a temporary patio and retail.
- Smoking shall be prohibited on all temporary patio and retail.
- Ramps from the sidewalk to the roadway shall be required to ensure public accessibility is provided around any temporary patio and retail area.
- Barriers required as part of a traffic accommodation plan will be provided by the Town free of charge. No temporary patio and retail space will be allowed to operate until barriers are installed by Infrastructure Services.

## Application Requirements:

### Applications for temporary patio and retail must include:

- A completed application and agreement form.
- A site plan showing:
  - The adjacent building façade and/or any existing patios.
  - The location of all existing doorways or exits fronting onto the sidewalk.
  - The proposed location of the patio and retail including all tables and chairs.
  - Any Town infrastructure including trees, benches, garbage cans, fire hydrants, etc.
  - The dimensions of the proposed patio and retail, including the length and depth.
  - The total number of proposed seats clearly written on the plan.
- Specifications of the proposed barrier design and materials delineating the patio and retail area. An image or drawing should be included.
- Traffic mitigation plan with specifications for proposed barrier design and materials that will clearly separate pedestrians areas from traffic.
- Proof of insurance with the Town of Morinville, listed as an additional insured party, and a minimum \$2 million in liability.