



CITY OF PRINCE RUPERT CORPORATE POLICIES

POLICY NAME	Sidewalk Patios on City Property	POLICY NO.	GOV-17-2023
EFFECTIVE DATE	5/25/2005	REVISION DATE (Acceptance Date)	7/22/2024
APPROVED BY:	<input checked="" type="checkbox"/> COUNCIL <input type="checkbox"/> CITY MANAGER		

POLICY STATEMENT

This policy defines a process by which restaurant or cafe operators may apply to encroach onto or occupy a portion of the public sidewalk directly adjacent to the restaurant’s property for the purpose of extending seating capacity to an outdoor area while enhancing the streetscape of the downtown core.

PURPOSE

To provide a guide to the issuance of permits for placement of limited street furniture (daytime) and construction of sidewalk cafes or patios associated with adjacent restaurant property.

PROCEDURE:

The following types of applications may be submitted under this policy:

1. **Applications for Small Sidewalk Patios.** Patios where furniture is brought in each evening and does not exceed two (2) tables (maximum 24” width) and four (4) chairs.
2. **Applications for Large Sidewalk Patios.** This involves occupation of City controlled property that is more extensive than above and requires the installation of railings, or other defined boundaries on the sidewalk.
3. The necessary application packages are attached and include:
 - a) Small Patio – 18 pages
 - b) Large Patio – 19 pages
4. The Development Services Department will assist the proponent with this proposal that must be submitted to the City Manager for approval, who may in his discretion refer it to City Council for approval. Any applications that are not approved by the City Manager shall be forwarded to City Council for their information.