

Outdoor Patio Approval (RROW)



Property Information

Municipal Address:

Applicant Information

Name:

Company Name:

Mailing Address:

Phone:

Email:

Registered Landowner (if not the applicant)

Name:

Company Name:

Mailing Address:

Phone:

Email:

Are you the Registered Owner of the Property?

YES

NO

- If NO, please obtain Owner Authorization (below)

Declaration of Agent's Authorization

As the Applicant indicated on this application, I declare that the owner/owners of the proposed development site described on this application have granted consent to me, to serve as their authorized agent to complete this application on their behalf.

I further declare that:

- The owner/owners are aware of the request being made on their behalf, and that all information provided in this application is truthful, complete, and accurate for the submission being made.
- The owner/owners grant authorization for City staff to enter onto the proposed development site when necessary to evaluate the site in relationship to this application being made.
- The owner/owners will cooperate with the City to provide all necessary information reasonably required and/or requested by staff to allow for the proper review of this approval.

I HAVE READ, UNDERSTOOD and AGREE TO THE "DECLARATION OF AGENT'S AUTHORIZATION"

PROJECT DETAILS – COMMERCIAL OUTDOOR PATIO APPROVAL

All applications must comply with the City of Medicine Hat's **Public Roads Bylaw No.4346**.

***Please note, approvals from the Alberta Gaming, Liquor and Cannabis, and Alberta Health Services may also be required.**

- Outdoor Patio Applications will only be permissible for restaurants and café establishments
- Outdoor Patio Applications shall be submitted a **MINIMUM** of **5 BUSINESS DAYS** in advance of the expected start date.

	Required Item	Format Requirements
	<p>1. DETAILED DESCRIPTION OF THE PROPOSAL</p> <ul style="list-style-type: none"> All patio infrastructure must be removed by September 30th of the current calendar year <p>Patio Installation Date: _____ Patio Removal Date: _____</p> <p>Hours of Operation: _____</p>	
	<p>2. SITE PLAN <i>(A 1:200 metric scale is recommended)</i> See example on Pg. 5</p>	<p>The site plan must include the following:</p> <ul style="list-style-type: none"> North arrow Location – including municipal address and legal description (Lot, Block, Plan) All property lines Front, rear, and side setbacks of the patio from all property lines and all buildings on the site Dimensions of the proposed patio, showing all exits All existing structures, with dimensions Identify adjacent city streets, sidewalks, curbs and proposed and existing curb cuts Location and number of tables / chairs Location of parking areas including length and width of stalls, driveway, etc. Location of outdoor storage areas and method of screening (if applicable) Location of drive thru and turning radii for drive thru (if applicable) Turning radii for large vehicles (if applicable) Location of garbage enclosures Location of Road Right of Way and public sidewalk Identify location of all existing and proposed service lines – electric (including overhead), gas, water, sanitary sewer as well as easements, utility rights-of-way, and swales on property
	<p>3. ELEVATION DRAWINGS <i>(A 1:200 metric scale is recommended)</i> See example on Pg. 6</p>	<p>The elevation drawings must include:</p> <ul style="list-style-type: none"> Exterior of proposed outdoor patio Description of exterior finishing materials of patio, and railings. Dimensioned height from grade on each elevation.

	4. NEIGHBOURING BUSINESSES/ PROPERTY APPROVAL	<ul style="list-style-type: none"> Confirm that all neighbouring businesses/ property owners have no objections to the patio installation, and that on-street parking may be reduced within the vicinity of the business. <p>Yes No Initial _____</p>
	5. CERTIFICATE OF LIABILITY INSURANCE	<ul style="list-style-type: none"> Commercial General Liability Insurance with the City of Medicine Hat listed as an "Additional Insured" with a minimum of \$2,000,000 coverage. Documentation must be provided to the Municipal Works Department as part of this application.
	6. ALBERTA GAMING, LIQUOR AND CANNABIS & ALBERTA HEALTH SERVICES APPROVALS	<ul style="list-style-type: none"> Confirm that your proposed service meets relevant Alberta Health liquor and food regulations. Confirm with Alberta Gaming, Liquor and Cannabis that your proposed alcohol service meet regulations. Approval of the Outdoor Patio Application is conditional on the approval of the Alberta Health and AGL permits after inspections have been completed. Submit permits to the Municipal Works Department once they have been approved.

APPLICANT ACCEPTANCE OF TERMS		
Name (Print):	Signature:	Date:

MUNICIPAL WORKS DEPARTMENT COMMENTS (Department Use Only):

MUNICIPAL WORKS DEPARTMENT APPROVAL (Department Use Only):

Reviewed By:

Signature:

Date Approved: