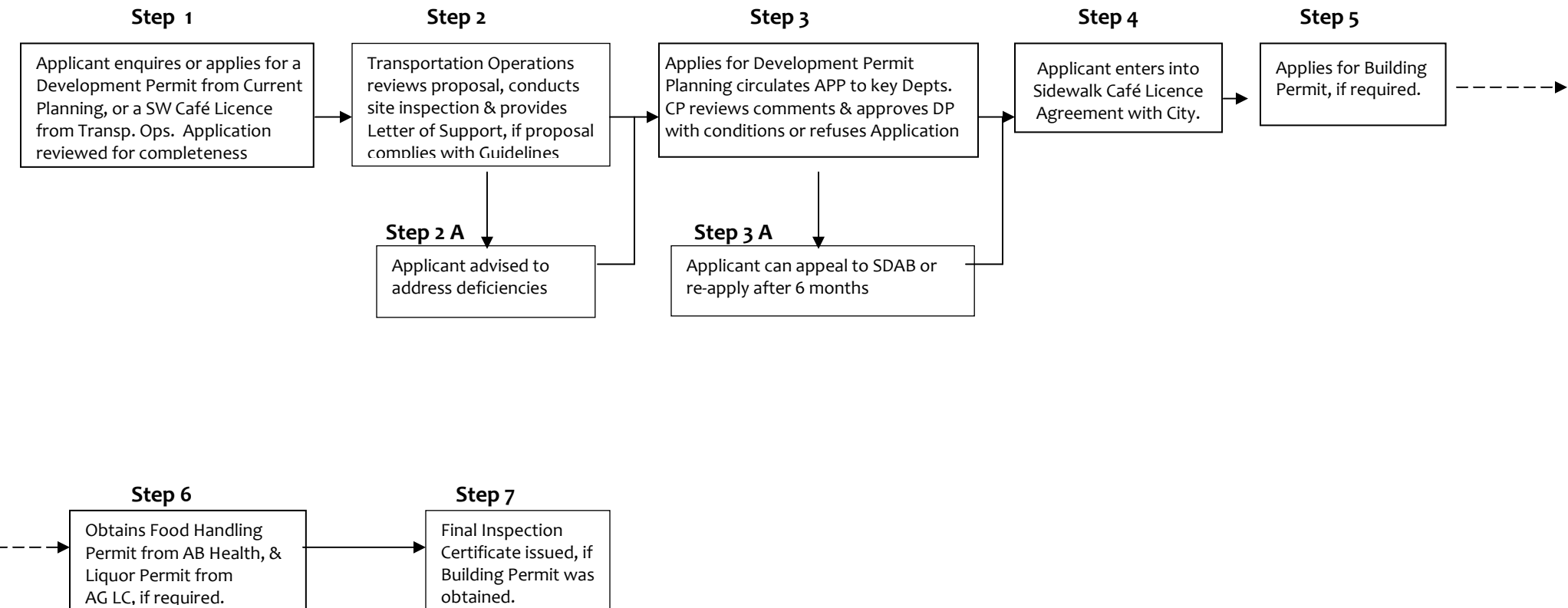


Enclosure 1

EXISTING SIDEWALK CAFÉ PROCESS



Enclosure 2

SIDEWALK CAFÉ FEES and TIMELINES (2012)

STEPS	Approx. Time	Fees (2012)
Step 1 Submit the Sidewalk Café License Application Form and fees to Current Planning or Transportation Services.	1 week	\$100.-(non refundable)
Steps 2 Arrange & attend on- site meeting with Transportation Operations to review site context and general compliance with Sidewalk Café Guidelines.	1-2 weeks	None
Step 3 Applicant applies for a Development Permit to Current Planning Branch.	3 weeks	\$235. + \$100, if notification is required.
Step 4 Applicant enters into a Sidewalk Café License Agreement with Transportation Operations.	2-4 weeks	\$100 transferred from Step 1. Renewal Fees \$100/5 years
Step 5* Applicant applies for a Building Permit if construction of awnings/canopies and /or decks are involved.	2-4 weeks	\$9.80 per \$1000. of construction value. Minimum \$146.
Step 6 A) Food Handling Permit from Alberta Health Services, and B) Liquor License from Alberta Gaming and Liquor Commission, if alcohol beverage is contemplated.	2 weeks 3 weeks	A) \$100. B) \$200. (Non refundable.) \$200 per Year –Licence Fee
Step 7* Applicant secures a Final Inspection Certificate, if a Building Permit was issued.	1 week	N/A

***Note:** Steps 5 and 7 are only required if awnings/canopies or decks are constructed.

Enclosure 3

CANADIAN CITIES-SIDEWALK CAFÉ INFLUENCES- A Comparison

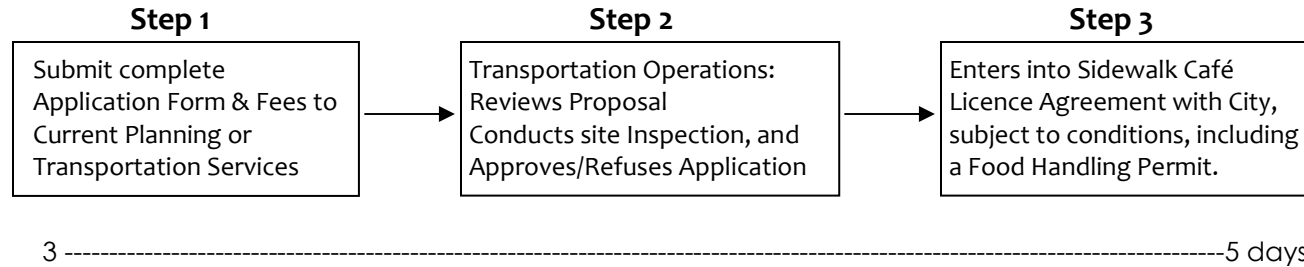
SIDEWALK CAFÉ INFLUENCES	EDMONTON (812,200)*	TORONTO (2,615,060)*	CALGARY (1,096,833)*	VANCOUVER (642,000)*	KELOWNA (179,840)*	WINDSOR (319,245)*
No. of Discrete Approval Steps	9	10	6	Small scale-4 steps Large scale-6 steps	2 Programs: 1. Seating & 2. Extension	Mini Sidewalk Café-4 Regular Sidewalk Café-7
Preliminary Review/approval	Y-Transportation Operations	NR./ Commissioner of B & I	Y-Pre-application meeting	Y-On site inspection	No.	No
Development Permit	Required from Planning	Permission by Commissioner	Required on private property	Permit required	Permit required	Permit required
Building Permit Required	If construction is involved	If construction is involved	No	Only if structural changed	If construction is involved	May involve Encroachment A
Sidewalk (Boulevard) Café Licence	Approved by Transp. Ops.	Approved by Commissioner	License of Occupation-Roads	Admin-Engineering Services	Permit	Sidewalk Cafe Agreement
Food Services Permit Required?	Required-Health	Medical Officer of Health	Required-AB Health Services	Required	Yes	Yes
Liquor License Required?	Yes AGLC (fees\$100. + \$15. R)	Yes	Required-AGLC	Required	Yes	Yes
Liability Insurance	\$2,000,000-	\$2,000,000. Minimum.	\$2,000,000.	\$2,000,000.	\$2,000,000.	\$2,000,000.
Average fees to secure a SW Cafe	\$610.00 + DP fee if required	Varies depending on size-\$277.66	\$ 912.00	Ranges from min. \$369. to	\$8.00/sq m/month for May 1 to	\$3105 approx.

	(\$ 100.00-AGLC included).	min + Per m ² fees		\$224. + \$5.03-7.07/sq. ft.	Aug.30. only	
Average Days to Approval	6-8 weeks	35 days approx.	6-8 weeks	6-8 weeks Large Scale 1-2 Days –Small Scale	variable	6-8 weeks
Is there a fast track approach to approval?	No.	Yes	No-process is streamlined	Yes. 2 streams	Yes-2 streams	Yes-2 streams
BEST PRACTICE DESIGN ELEMENTS						
Café Site must abut existing approved use	Yes	Yes	Yes	Yes	Yes	Yes
Is on-street parking allowed as a Café site	No	No	License of Occupation-Roads	No	Yes-require decommissioning	No.
Demarcate Site by railing, fence or other	Yes	Yes	Yes	Planters or railings	Fencing	Railings or 1.02 m fencing
Sidewalk Café Season	April 1 st to October 31 st each	April 1 st to March 31 st	Yes	April 1 st to Oct.31 st	May 1 st to August 31 st .	April 1st. to November 30 th .
Is SWC permitted other times of the year?	Yes- with restrictions	Yes	Pop up Cafe	Small Sidewalk Patio	No cost –balance of year	Yes-subject to conditions.
Is advertising permitted on Site?	No	Yes	No	No	Signage -yes	No general advertising
Are Gas heaters allowed?	No	Yes, including propane	No	Yes-Portable heaters	No	Yes-Propane requires Commercial L Insurance
Are there regulations for landscaping?	No	Yes + Tree Planting fee of \$3000 for 1 tree	No	Yes-	Planters allowed	Planters and baskets allowed
Is additional parking required	Yes	Yes	2.8stalls/10m ² if area is more than 25.m ² . or cash in lieu.	Yes	No	Yes

Is a minimum un-obstructed sidewalk width prescribed?	Yes - 1.5m	2.0m min.	2.0m	2.5m to 3.7m in high volume pedestrian areas	2.0 m	1.2 to 2.0 m
Minimum Setbacks from Curb	3.5 m in heavy pedestrian SW	2.1 m	2.1m	2.5m	2.0m	2.4 m
Are Side walk Café restricted only to restaurants, bars & nhbd. Pubs?	Generally	No-	No-other commercial use listed.	No	no	Yes
Is a SW Café Licence transferrable?	No.	No, unless done by CC.	No	No	No	No
Can Alcohol be dispensed on site?	No-must be served from premise	No	No	No	No	No
Is there a minimum separation distance adjacent to residential use?	None	25 m from residential zone	25 m from residential or industrial zone	No-controlled through the Noise Bylaw.	N/A	Not addressed. SW Cafe shall not create adverse impact.

Enclosure 4

PROPOSAL – Minor Sidewalk Café



NOTES

1. Maximum Tables shall be 4 or 12 spaces
2. No Alcohol is permitted within SW Café Area
3. No Development Permit is required
4. Minimal Processing Fees
5. Site Plan must comply with SW Café Guidelines
6. Applicant shall provide proof of Liability Insurance to City
7. Additional Parking is not required

Enclosure 5

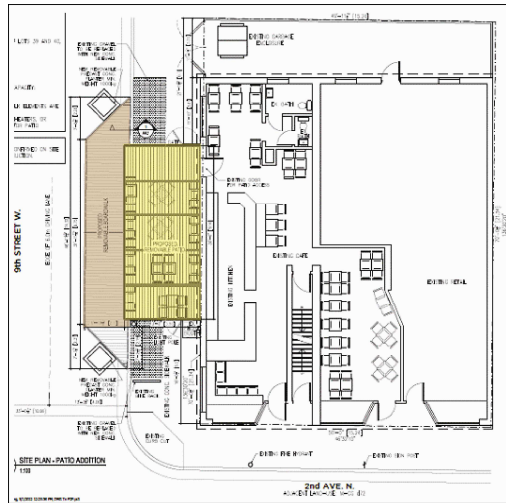
PROPOSAL – Major Sidewalk Café



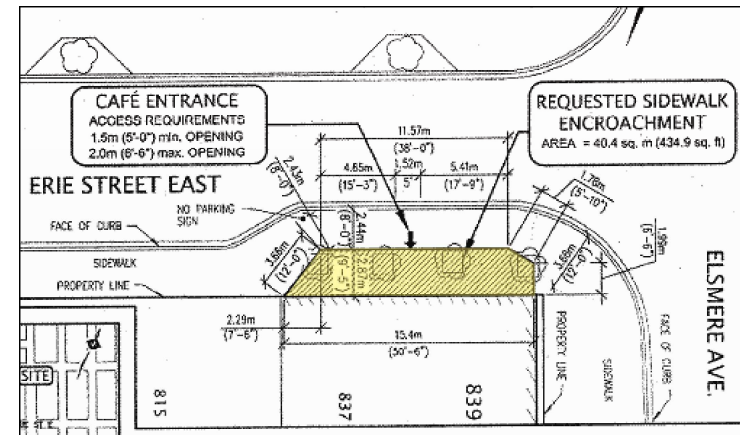
NOTES

8. Development Permit is required.
9. Site Plan must comply with SW Café Guidelines.
10. Liability Insurance, Food Handling Permit Liquor Licence are required.
11. Additional Parking, loading/unloading spaces are not required

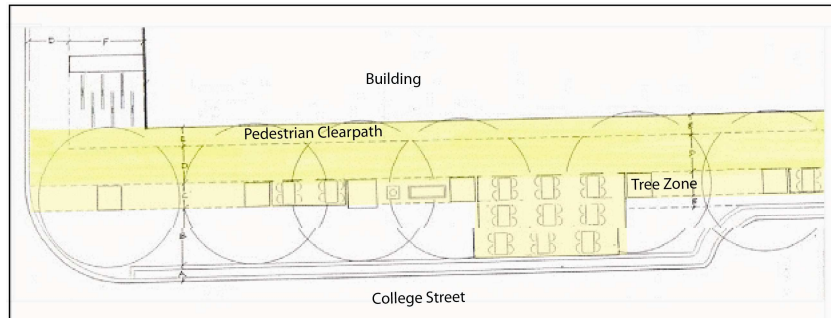
SIDEWALK CAFÉ DESIGN SOLUTIONS



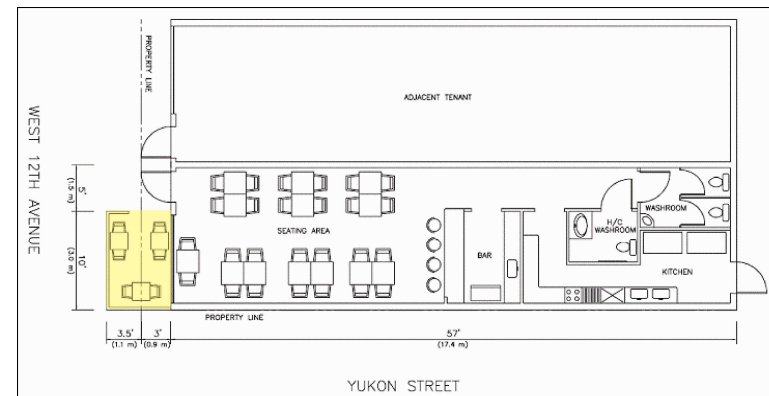
Sidewalk Café – Removable Boardwalk, Calgary



Minor Café with Extended Bulb, Windsor



Repurposed Sidewalk Collaboration - College Street, Toronto



Minor Sidewalk Café, Vancouver



Outdoor Patio – Charlotte, NC



Local Street - Toronto



Pedestrian Oriented – Sidewalk Café – NYC



Repurposed Street Café Gathering Place

