

**SIDEWALK PATIO APPLICATION**

Date of Application: \_\_\_\_\_

**Application Type**

Check off all that apply:

- Sidewalk Patio
- Parking Patio
- Seasonal Boardwalk

Season:

- Summer (May 1<sup>st</sup> to September 31<sup>st</sup>)
- Winter (October 1<sup>st</sup> to April 31<sup>st</sup>)

*Note: Only Sidewalk Patios are eligible for the winter season*

**Business Information**

Business Name: \_\_\_\_\_

Corporation Name (if available): \_\_\_\_\_

Business Owner/Contact: \_\_\_\_\_  
*Last*
*First*
*Middle*

Address: \_\_\_\_\_  
*Street Address*
*Unit #*

\_\_\_\_\_

*City*
*Province*
*Postal Code*

Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Business Extension Information**

1. Do you presently hold a valid Town of Nipawin Commercial Business License?  YES  NO
2. Do you hold a minimum \$2,000,000 liability insurance for the business extension operation?  YES  NO  
*Note: Proof of liability insurance must list the Town as an additional insured and must show a minimum of \$2,000,000 liability. The liability must indemnify the Town safe and harmless from any and all claims of injury to persons or damage to property attributable, in whole or in part, to the existence, location and operation of the commercial activity in the public right-of-way.*
3. Will your business operate for the full season?  YES  NO  
 If no, please provide a start and end date: \_\_\_\_\_  
*Start date*
*End date*
4. Will the business extension extend beyond the frontage of the business?  YES  NO
5. Will alcohol be served on the sidewalk or parking patio?  YES  NO  
 If yes, approval to serve alcohol in the business extension must be obtained from the Saskatchewan Liquor and Gaming Authority.
6. Dimensions of the business extension: \_\_\_\_\_  
*Note: The dimensions of a standard angle parking stall are 15ft by 12ft. For parking patios and seasonal boardwalks, please ensure plans do not exceed these measurements for each angle parking stall used.*
7. Outdoor seating capacity: \_\_\_\_\_

8. Fencing (describe type, material, anchorage style, height of fence): \_\_\_\_\_  
 \_\_\_\_\_
9. Furniture installation (describe type, material and dimensions): \_\_\_\_\_  
 \_\_\_\_\_
10. Landscaping features (describe type, material): \_\_\_\_\_  
 \_\_\_\_\_
11. Will temporary heaters be used?  YES  NO  
 If yes, please specific the type of heater: \_\_\_\_\_
12. Will tents and/or wind barriers be used?  YES  NO  
 If yes, please specific the type of tent or wind barrier, material, dimensions, anchorage style: \_\_\_\_\_  
 \_\_\_\_\_

### Additional Information for Parking Patios and Seasonal Boardwalks

*Not applicable for sidewalk patios.*

13. How many parking stalls are you proposing to use? \_\_\_\_\_
14. What type of parking stall are you proposing to use?  Angled  Parallel
15. If constructing a deck or platform, describe type, material and dimensions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
16. Describe what traffic calming and safety measures are being taken (ie. traffic barriers, traffic glow posts, fencing):  
*Note: Parking patios or seasonal boardwalks must have traffic barriers with reflective markings, traffic glow posts or fencing.*  
 \_\_\_\_\_  
 \_\_\_\_\_
17. Lease of municipal barricade blocks: Number \_\_\_\_\_  
 \$15 per block per month for "LEGO" type block.

### Site and Elevation Plan

Please provide a site and elevation plan which shows the dimensions of the proposed Sidewalk Patio, Parking Patio and/or Seasonal Boardwalk. Include the placement of all traffic calming and safety measure (ie. traffic posts and concrete barriers) and proposed placement of accessories such as planters, tables, chairs and fence.

The plan should show the location of nearby utility poles, hydrants, etc. The site plan MUST show a clear pedestrian passage way a minimum of 1.5 metres. Include heights of items being placed. A sample site plan is on page 4 of this application.

**The application will not be accepted until a plan is submitted.**

## Checklist

An application is not complete until all relevant information is provided. Please check off the following information if it has been provided with this application:

- Site Plan
- Application fee and Deposit cheque or letter of credit
- Proof of Insurance
- Written approval from neighbouring property owners. *(Only applicable for businesses proposing to operate beyond the frontage of their property)*

## Declaration of Owner/Applicant

I agree to abide by all laws and regulations, bylaws and resolutions governing the sidewalk sale, sidewalk patio, parking patio or seasonal boardwalk operation must satisfy all levels of government agencies.

I also agree to save the Town harmless of all activities undertaken by the sidewalk patio, parking patio or seasonal boardwalk operation.

I understand the Town reserves the right to withdraw use of the Boulevard at any location for the failure to meet one or more of the regulations.

I hereby declare that the information contained within this application is true to the best of my knowledge.

I hereby acknowledge that it is my responsibility to ensure compliance with any applicable municipal bylaws, provincial or federal acts and regulations.

I acknowledge that submitting this application does not constitute an approval.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

## The Process

Provide the completed application to:  
Town of Nipawin Civic Office  
210 2<sup>nd</sup> Avenue East  
Nipawin, Sk

OR Email your completed application to:  
Planner.landplanning@nipawin.com

Contact us during regular business hours:  
Monday – Friday from 8:15a.m. to 4:30p.m.  
(306) 862-9866

Administration will review applications on a case by case basis and recommend its decision to Council. As part of the process, your application may be referred to relevant agencies.

If there are any questions or additional information required, the department will contact you. Once your application is approved, you will receive written confirmation and your license by mail. Being granted a permit does not relieve the applicant from complying with all Municipal Bylaws or Provincial and Federal Legislation.

Approval Date:

Reviewed and Approved By:

Council Resolution #:

**DRAFT**  
**Parking Patio**  
**Site Plan**

