



COVID-19 PHYSICAL DISTANCING PROMOTION PROJECT

Temporary Sidewalk Retail Area Extension Permit Application

Municipality of Jasper Bylaw Enforcement Service
PO BOX 520, Jasper Alberta T0E1E0
P.780-852-5514 F.780-852-5519
E. bylaw@town.jasper.ab.ca

Date of Application:
Date of Application Accepted:
Business License Number:

Application Requirements Check list:

- Submit application a minimum of 5 business days prior to project start date for review
- Active MOJ Business License with the Municipality of Jasper
- Submit Site Plan
- Provide proof \$5 Million liability Insurance with MOJ listed as an additional insured party
- Letter of Consent from Lessee (if different from applicant)
- Provide proof of consultation with adjacent Business

BUSINESS DETAILS

Business Name:

Business Street Address:

LEGAL DESCRIPTION

Lot:		Block:	
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NAME OF LESSEE TO PARKS CANADA

Mailing Address:

Tel No:

Cell No:

Email:



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NAME OF APPLICANT/AGENT (person or business that is applying for permit)

Mailing Address:			
Tel No:		Cell No:	
Email:			

SITE DATA

Sidewalk:	Width:		Length:		
Retail Area Extension Dimensions (from Property Line):	Width:		Length:		
Do you intend to use the parking lane to divert the sidewalk around the Retail Area Extension?				Yes	No

TEMPORARY SIDEWALK RETAIL AREA EXTENSION PERMIT TERMS AND CONDITIONS

1. All definitions are as per Municipality of Jasper Commercial Use of Public Space Bylaw#193 and Traffic Bylaw #195
2. The applicant must submit a Site plan showing existing façade, property line and proposed sidewalk Retail Extension, and any sidewalk re-routing. These plans must:
 - a. comply with– Temporary Boardwalk Sidewalk Specification (Appendix A) and
 - b. include materials and colour
 - c. include Landscaping details
3. If you intend to install a Temporary Sidewalk in the parking lane it must:
 - a. be wide enough to allow for 2metres Physical Distancing of pedestrians;
 - b. not extend into the driving lane;
 - c. allow for passage of mobility scooter and wheelchairs;
 - d. be temporary in design and be free floating, and not affixed to any roadway or sidewalk;
 - e. not encroach on restricted use areas designated by Provincial or Municipal Laws e.g. No Parking Zones or Crosswalk zones.
 - f. include maintenance and safety checks schedule
 - g. Comply with additional standard set out in Appendix A

NOTE: Applications for Temporary Sidewalk Retail Area Extensions on Connaught Dr come with an added safety requirement of a concrete safety barrier(“jersey barrier” or similar) placed before the boardwalk.



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4. If using the Parking Lane for placing displays/products, then:
 - a. the section of parking lane being used must have the following:
 - i. Concrete Safety barriers (“Jersey” barriers or equivalent) along the width and length of the section of parking lane being used.
 - ii. Concrete Safety barriers must be placed no more than 1.21metres apart
 - iii. Any gaps between the Concrete Safety Barriers must have fences/railing installed to prevent people from walking into the driving lane.
 - iv. Sidewalk Curbs bordering the Temporary Retail Area Extension must be marked with warning tape or similar advising the public of the tripping hazard.
 - b. A 2metre wide section of sidewalk between the property line and Temporary Retail Area Extension must be kept clear for pedestrians, users of mobility scooters and wheelchairs to pass by.
5. If you do not intend to use the Parking Lane:
 - a. There must be a 2m wide section of sidewalk from the curb to the Sidewalk Retail Extension set aside for a pedestrian Bypass;
 - b. This pedestrian bypass must allow for passage of mobility scooter and wheelchairs;
6. The Sidewalk Retail Area Extension must be cordoned off using fencing or similar
7. The Applicant agrees to be solely responsible for the adherence by all persons connected with this business to the permit requirements. The Applicant agrees to comply with all Municipality of Jasper Guidelines, Laws and Bylaws now in force or which may hereafter come into force in the Municipality of Jasper.
8. The Applicant must ensure that the Permit must be conducted in accordance with governing Occupational Health and Safety Regulations, and with any and all applicable Municipal, Provincial and Federal bylaws, guidelines, acts, regulations and/or laws.
9. The Applicant understands that the Sidewalk Retail Area Extension Permit is the property of the Municipality of Jasper, is non-transferable and that the Manager of Bylaw Enforcement Services or their designate may revoke or suspend the permit if the permit area is required for any street works, utility installation or special event or if any terms and conditions of the permit are not adhered to.
10. The Sidewalk Retail Area Extension shall be temporary in nature and designed so that the entire structure and its appurtenances including, but not limited to chairs, tables, displays, fencing, bollards and planters can be easily removed during periods of non use. No permanent fixing of fencing or displays to the sidewalk is permitted. The Municipality of Jasper reserves the right to request the user to remove the Sidewalk Retail Area Extension within 24 hours if required.
11. The Sidewalk Retail Area Extension and furniture must be kept clear of snow and ice.
12. The Sidewalk Retail Area Extension will be kept free of litter & debris, which will be disposed of in a garbage receptacle and not swept onto the street.



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13. The bypass sidewalk must be maintained free of any obstruction. No sandwich boards or other obstructions are permitted within this area.
14. Applicant will provide proof of insurance with the Municipality listed as an additional insured party (minimum \$5million liability with the Municipality of Jasper listed as an additional insured party).
15. Evidence must be provided of the Applicant's consultation with adjacent businesses.
16. A Permit Fee must be paid as set out in Schedule A of the Municipality Of Jasper Commercial Use of Public Space Bylaw #193
17. **Duration of approval:** Temporary Sidewalk Retail Area Extension Permit is valid until October 16th, 2020 – boardwalk and Sidewalk Retail Area Extension outlined in the attached plan must be removed by October 16th, 2020.



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Lessee to Parks Canada Agreement As of the date of this application:

Name of Lessee to Parks Canada:	
Email:	Telephone#:
Mailing Address:	

I am the Lessee to Parks Canada of the lands described in the application. I have examined the contents of this application and certify that the information submitted with it is correct insofar as I have knowledge of these facts, and concur with the submission of the application. I acknowledge that the lands described in the application may be subject to applicable laws, regulations, and guidelines including, but not limited to, the Municipality of Jasper Bylaws, the Jasper National Park Management Plan, and the Canadian Environmental Assessment Act. I agree to comply with all provisions of the Municipality of Jasper Bylaws and any other applicable legislation, if this application is approved.

 Signature of Lessee to Parks Canada
 (may be signed by agent if letter of authority provided by the Lessee to Parks Canada)

 Date

Applicant Declaration:

By signing this application for a Temporary Sidewalk Retail Area Extension Permit, the applicant submits that they have read and agree to all of the terms and conditions related to a Temporary Sidewalk Retail Area Extension and will abide by them.

I, _____, solemnly declare that the statements made by me upon this application are to the best of my belief and knowledge a true and complete representation of the purpose and intent of this application.

 Signature of applicant or agent

 Date



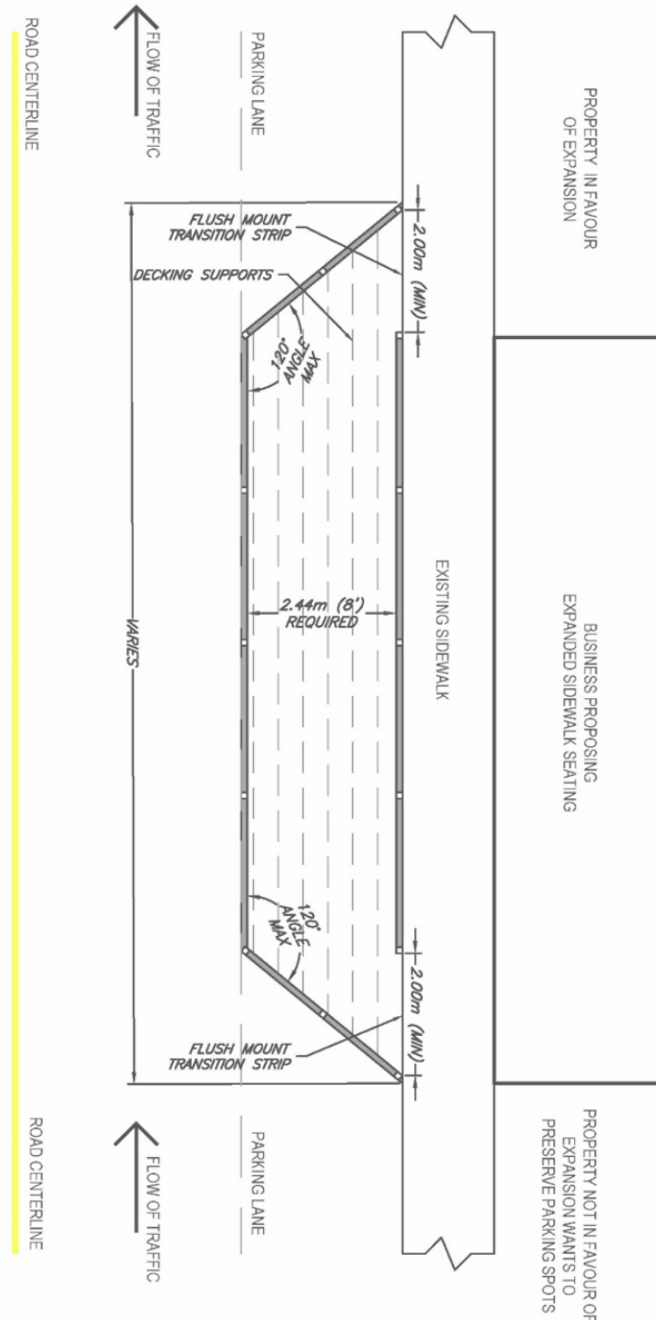
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Appendix A – Boardwalk Specifications

NOTES:

1. ALL MATERIALS MUST BE SCREWED FLUSH OR COUNTER SUNK.
2. TRANSITION GAP (10mm or 3/8") FROM CURB TO BOARDWALK MUST BE SMOOTH AND FREE OF TRIPPING HAZARDS.
3. PARTITION MUST CONTAIN PRESSURE TREATED LATTICE.
4. PARTITION POSTS MAY HAVE DECORATIVE TOPS.
5. THERE CANNOT BE ANY ADDITIONS TO THE BOARDWALK, SUCH AS FLOWER POTS, HANGERS, ADVERTISING BANNERS, ETC.
6. BOARDWALK MUST NOT IMPEDE STORM WATER FROM FLOWING DOWN THE STREET.
7. PILOT PROJECT ONLY APPROVED FOR 2020. MUST BE REMOVED BY 16 OCT 2020.



BOARDWALK DETAIL

STANDARD DETAILS

SCALE: N.T.S.

DATE: 2020/06/04

STD. DWG NO.

J-01



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Appendix A – Boardwalk Specifications

