



## Sidewalk Seating/Retail Area Extension Permit Application

Municipality of Jasper Bylaw Enforcement Service  
PO BOX 520, Jasper Alberta T0E1E0  
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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 with materials sheet
- 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

**(Before completing this application, we recommend that the applicant read the Sidewalk Seating/Retail Area Extension Permit Application Guide 2021)**

### BUSINESS DETAILS

Business Name:

Business Street Address:

### LEGAL DESCRIPTION

Lot:

Block:



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## NAME OF LESSEE TO PARKS CANADA

Mailing Address:

<b>Tel No:</b>		<b>Cell No:</b>	
<b>Email:</b>			

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

Mailing Address:

<b>Tel No:</b>		<b>Cell No:</b>	
<b>Email:</b>			

## SITE DATA

<b>Sidewalk:</b>	<b>Width:</b>		<b>Length:</b>	
<b>Seating/Retail Area (from Property Line):</b>	<b>Width:</b>		<b>Total Number of Seats(if applicable):</b>	



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## SIDEWALK SEATING/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. Sidewalk Seating/Retail Area Extension Permit fees are as per Commercial Use of Public Space Bylaw#193 Schedule A
3. **DURATION OF APPROVAL:** Sidewalk Seating/Retail Area Extension Permits are valid from May 1<sup>st</sup> until October 20<sup>th</sup> each year unless otherwise stated on the issued permit– the public space used must be returned to its original state before the permit expires.
4. The applicant must submit a Site plan showing existing façade, property line, **existing** and proposed sidewalk seating or retail area, and any sidewalk re-routing. These plans must include:
  - Dimensions, Materials and colour
  - Landscaping details
  - Safety measures
  - Number of additional seats for sidewalk seating applications
5. The intent of the Municipality of Jasper Sidewalk Seating / Retail Area Extension Permit Process is to ensure the safety of the public and at the same time provide increased space for Municipality if Jasper businesses to operate at the maximum occupancy while operating within current Federal, Provincial and Municipal Laws & Regulations. Any process, equipment or facilities used by the Applicant within the area stipulated by this application and the subsequent permit must keep to this intent and demonstrate all the outcomes listed under sections 5.1 and 5.2.
  - 5.1 All processes, equipment, facilities or landscaping or decor used within Sidewalk Seating or Retail Areas **MUST:**
    - 5.1.1 Ensure a clear, unimpeded pedestrian pathway with no less than 2.44m of clearance is maintained.
    - 5.1.2 Ensure the chosen pedestrian pathway does not present or create additional barriers for persons with limited mobility.
    - 5.1.3 Provide adequate separation between pedestrians or seated patrons and moving vehicles.
    - 5.1.4 Include barriers that provide protection against vehicles in the parking lane entering the pedestrian pathway/seating area.
    - 5.1.5 Advance the mountain town character and setting of Jasper by conform to the intent of the Parks Canada Architectural Motif through use of natural materials as much as possible, while limiting the use of plastic.
    - 5.1.6 Comply with current Federal, Provincial & Municipal Laws and Regulations, including those of AHS & AGLC as appropriate.
  - 5.2 All processes, equipment, facilities or landscaping/Decor used within Sidewalk Seating or Retail Areas **MUST NOT:**
    - 5.2.1 Hinder Federal, Provincial or Municipal Agency Employees.
    - 5.2.2 Damage or impede in any way the Municipality of Jasper Infrastructure.
    - 5.2.3 Intrude into the frontage of neighbouring businesses, without written consent.



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## 6 Tents & Umbrellas

- 6.1 In order to simplify and expedite the process for applicants by preventing the need to seek Parks Canada approval, the Municipality of Jasper Sidewalk Seating/Retail Area Extension Permit Process recommends that tents be avoided.
- 6.2 In any instance tents over 10m<sup>2</sup> or any combination of smaller tents combined to total an area over 10m<sup>2</sup>, require a building permit from Parks Canada.

## 7 Food and beverage services

- 7.1 Umbrellas are preferred for food and beverage services.
- 7.2 Tents (or combinations of tents) covering an area greater than 10m<sup>2</sup> require a Parks Canada building permit

## 8 Retail Operations

- 8.1 Tents under 10m<sup>2</sup> and under are allowed for retail operations.
- 8.2 Umbrellas are allowed for retail operations.
- 8.3 Tents (or combinations of tents) covering an area greater than 10m<sup>2</sup> require a Parks Canada building permit

## 9 The Applicant will provide proof of:

- 9.1 Agreements with neighbouring Business if the Sidewalk Seating/Retail Area encroaches onto sidewalk and/or parking lane adjacent to their premises.
- 9.2 5 Million Dollars Liability insurance with the Municipality listed as an additional insured party

## 10 Applicant Assumption of Risk and Acknowledgments

- 10.1 The Applicant assumes all liability and responsibility for the sidewalk seating/retail area in its entirety, including but not limited to any and all financial or legal liability or obligation that may arise as a result of said sidewalk seating/Retail area, and such liability or obligation is not limited solely to physical damage for either public or private property and may include punitive damages requested by an affected third party.
- 10.2 The Applicant understands that the Sidewalk Seating/Retail Area Extension Permit is the property of the Municipality of Jasper, is non-transferable and that the Municipality of Jasper CAO or their designate may revoke or suspend the permit if the sidewalk seating /retail area is required for any street works, utility installation or special event or if any terms and conditions of this application or the subsequent permit are not adhered to.
- 10.3 The Applicant shall assume all costs associated with any repair or damage that may be caused to public or private property as a result of the sidewalk seating/retail area and if the Applicant fails to do so the Municipality of Jasper may undertake such work and bill all costs of such work to the Applicant and collect such costs in the same manner as fees and taxes.
- 10.4 The Sidewalk Seating/Retail Area will be inspected by Municipality of Jasper prior to it opening to the public. Any deficiencies found will be rectified by the Applicant before the Sidewalk Seating/Retail Area is opened.



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

<b>Name of Lessee to Parks Canada:</b>	
<b>Email:</b>	<b>Telephone#:</b>
<b>Mailing Address:</b>	

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 Sidewalk Seating/Retail Area Extension Permit, the applicant submits that they have read and agree to all of the terms and conditions related to a Sidewalk Seating/Retail Area Extension permit 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